Arkansas State UNIVERSITY
MOUNTAIN HOME

2020 – 2021
Catalog

Arkansas State UNIVERSITY MOUNTAIN HOME

2020 – 2021 Catalog

For updates to the 2020 - 2021 Catalog,
please check the ASU - Mountain Home Website:

https://asumh.edu/pages/main/326/course-catalog/

To visit us on, go to:

ASUMH.edu

1600 South Colege Street
Mountain Home, AR 72653
Phone: (870) 508-6100
Fax: (870) 508-6287
www.ASUMH.edu

Give us a follow on social media:

A Message From The Chancellor

It is my great pleasure to welcome you to Arkansas State University - Mountain Home where our vision is Creating Opportunities - Changing Lives. The campus is located on picturesque rolling hills in Mountain Home, Arkansas. We are surrounded by beautiful forests, two outstanding freshwater lakes, and crystal clear rivers teeming with trout. This is an ideal location for the outstanding facilities you will be utilizing as a student of ASUMH.

We have a diverse collection of degrees and certificates offered with schedule options that will accommodate your needs. We are also proud to host Arkansas State University - Jonesboro through our degree center, which delivers a number of bachelor and master degree programs to the campus.

We are fortunate to have outstanding faculty, dedicated to your success. Class sizes are small, allowing you the opportunity to personally interact with your instructor. The University has service and support staff equally committed to your academic success. There are also a number of clubs and organizations offering you options to engage in service or recreation activities outside of the classroom.

Arkansas State University - Mountain Home was created to provide you with an exceptional educational experience. I am pleased that you are exploring the opportunity to enroll here at your University and welcome you as a new student.

Sincerely,

Robin Myers, Ed.D.

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GENERAL INFORMATION

Feel At Home At
ASUMH

POLICY STATEMENT

Policies and procedures stated in this catalog--from admission through graduation--require continuous evaluation, review, and approval by appropriate university officials. All statements reflect policies in existence at the time this catalog went to press, and the university reserves the right to change policies at any time without prior notice.

University officials determine whether students have satisfactorily met admission, retention, or graduation requirements. ASUMH reserves the right to require a student to withdraw from the University for cause at any time.

Telephone Directory
Direct Line: (870) 508-6100

Admissions/Registrar	(870) 508-6104
ASU – Jonesboro Programs	(870) 508-6170
Bookstore	(870) 508-6114
Cashier	(870) 508-6125
Center for Workforce Education	(870) 508-6106
Testing Center	(870) 508-6209
Community Education	(870) 508-6105
Financial Aid and Scholarships	(870) 508-6195
Norma Wood Library	(870) 508-6112
Security	(870) 508-6300

Student Responsibility Statement

Students enrolled at ASUMH are expected to study this catalog carefully to become familiar with all policies, procedures, and regulations. Knowledge of the information contained in the catalog is the responsibility of each student.

The provisions of this catalog are subject to change and should be considered to be for informational purposes rather than to be an irrevocable contract between the university and the student.

Equal Opportunity/Affirmative Action Statement

ASUMH is an equal opportunity institution and will not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or other unlawful factors in employment practices or admission and treatment of students. The facilities and services of ASUMH are accessible to the disabled.

ASUMH is committed to offering all students, employees, applicants for employment, and other interested parties the rights and protections afforded them by federal and state laws.

ASUMH ensures that the following laws and regulations will be carried out as they pertain to those constituencies:

- Section 504 of the Rehabilitation Act of 1973
- Title II of the Americans with Disabilities Act of 1990 (Title II)
- Title IX of the Education Amendments of 1972 (Title IX)
- The Age Discrimination Act of 1975 (Age Act)

Students, faculty, staff, and other interested persons who have inquiries regarding ASUMH's efforts to comply with its responsibilities under these laws should contact:

William Kimbriel
Associate Vice Chancellor of Students
(Age Act, Title VI)
Arkansas State University – Mountain Home
Physical Address:
Roller Hall 3rd Floor
Mailing Address:
1600 South College Street
Mountain Home, AR 72653
Phone: (870) 508-6100
Fax: (870) 508-6212

George Truell
Deputy Director of Title IX
(504 compliance, Title II, Title IX)
Arkansas State University – Mountain Home
Physical Address:
Roller Hall 3rd Floor
Mailing Address:
1600 South College Street
Mountain Home, AR 72653
Phone: (870) 508-6278
Fax: (870) 508-6212

CAMPUS MAP

Arkansas State UNIVERSITY MOUNTAIN HOME

1 Roller Hall
- Admissions (3rd Floor)
- Book Store (2nd Floor)
- Career Placement (3rd Floor)
- Cashier's Office (3rd Floor)
- Chancellor's Office (3rd Floor)
- Financial Aid (3rd Floor)
- Hurd Student Center & Subway (2nd Floor)
- Library (1st Floor)
- Recruiter (3rd Floor)
- Registrar (3rd Floor)
- Student Svcs. (3rd Floor)
- Testing/Computer Center (2nd Floor)

2 Dryer Hall
- McMullin Lecture Hall (2nd Floor)
- Schliemann Learning Center (2nd Floor)

3 Integrity First Hall

4 McClain Hall
- Career Pathways (2nd Floor)

5 Gotaas Hall
- ASU Jonesboro Programs (1st Floor)

6 Vada Sheid CDC
- Academic Affairs
- Box Office
- Communications & Institutional Advancement
- Community Education
- Finance & Administration
- Human Resources

7 McCurley Maint. Complex
- Security Office

8 Technical Center

9 Keller Green

10 Pattee Plaza

1A – 7 Parking

King Drive North (to McClure Gate/Wade St.)

King Drive East (to Thompson - Martin Gate/College St.)

King Drive West (to Hurd Gate/Hwy. 62/412)

8 To Technical Center (4034 Hwy. 62 W.)

King Circle

North

© 2014

Vada Sheid CDC

Integrity First Hall

Dryer Hall

Keller Green

Pattee Plaza

Roller Hall

McClain Hall

Gotaas Hall

2020 – 2021 ASUMH ACADEMIC CALENDAR

Fall 2020

ASUMH Faculty/Staff Convocation	August 17 (Virtual)
Secondary Center Classes Begin at Technical Center	August 24
Advising and Registration	August 17 – 21
Golden Age Registration	August 21
Last Day to Register for 1st 7 or 8-Week classes	August 21
Classes Begin (Full Term and 1st 7 or 8-Week classes)	August 24
Last Day for Schedule Changes or for Changing from Credit to Audit	August 24
Tuition/Fee Payment Due (Full Term and 1st 7 and 8-Week classes)	August 27
No Show Rosters Due	Noon, September 4
Purge for Non-Payment	Noon, September 4
Last Day to Charge Books	September 4
Last Day of 100% Refund (Full Term and 1st 7 and 8-Week classes)	September 4
Labor Day (no classes)	September 7
11th Day Class Certification	September 8
Last Day to Withdraw from 1st 7 or 8-Week classes	October 2
Last Day of 1st 7-Week and 8-Week Classes	October 9
Grades and General Education Outcomes Due for 1st 7-Week and 8-Week Classes	Noon, October 9
2nd 7 and 8-Week Classes Begin	October 12
Last Day to Register for 2nd 7 and 8-Week Classes	October 12
Last Day to Charge Books (2nd 7 and 8-Week classes)	October 14
Tuition/Fee Payment Deadline and Purge for Non-Payment (2nd 7 and 8-Week classes)	October 16
Last Day of 100% Refund (2nd 7 and 8-Week classes)	October 16
No Show Rosters Due (2nd 7 and 8-Week classes)	October 16
Last Day to Submit *Intent to Graduate* form for December Graduates	November 6
Last Day to Withdraw from Full Semester, 2nd 7, and 8-Week Classes	November 20
Remote Learning Days	November 23 – 24
Fall Break/Thanksgiving Holiday	November 25 – 28
Student Feedback of Instruction	November 28 – December 3
Last Day of Fall Classes including 2nd 7-Week Classes	December 3
Common Algebra Final	December 4
Study Day	December 4
Final Examinations	December 7 – 10
Health Sciences Pinning Ceremony	December 9
Last day of 2nd 8-Week Classes	December 10
Grades and General Education Outcomes Due for Fall Term and 2nd 7-Week, and 8-Week Classes	Noon, December 10
Winter Intersession	December 14 – January 8
Campus Closed	December 21 – January 1

Spring 2021

ASUMH Convocation	January 4 at 9:00 a.m.
Secondary Center Classes Begin	January 5
Advising and Registration	January 5 – 8
Golden Age Registration	January 8
Last Day to Register for 1st 7 or 8-Week classes	January 8
Classes Begin (Full Term and 1st 7 or 8-Week classes)	January 11
Late Registration	January 11 – 13

Spring 2021 Continued

Last Day for Late Registration for Adding Course(s) or for Changing from Credit to Audit	January 13
Tuition/Fee Payment Due (Full Term and 1st 7 and 8-Week classes)	January 14
Martin Luther King Jr.'s Birthday Observed (no classes)	January 18
Last Day to Charge Books	January 22
Last Day of 100% Refund (Full Term and 1st 7 and 8-Week classes)	January 25
Last Day to Withdraw from 1st 7 or 8-Week classes	February 19
Last Day to Submit *Intent to Graduate* form for May Graduates	February 26
Last Day of 1st 7-Week Classes	March 1
Last Day of 1st 8-Week Classes	March 5
2nd 7 and 8-Week Classes Begin	March 8
Last Day to Register for 2nd 7 and 8-Week Classes	March 8
Last Day to Charge Books (2nd 7 and 8-Week classes)	March 10
Tuition/Fee Payment Deadline (2nd 7 and 8-Week classes)	March 12
Last Day of 100% Refund (2nd 7 and 8-Week classes)	March 12
Spring Break (no classes)	March 21 – 27
Last Day to Withdraw from Full Semester, 2nd 7 and 8-Week Classes	April 23
Last Day of Spring Classes including 2nd 7-Week Classes	April 29
Common Algebra Final	April 30
Study Day	April 30
Final Examinations	May 3 – 6
Last day of 2nd 8-Week Classes	May 6
Health Sciences Pinning	May 6
Commencement	Monday, May 10 at 6:30 p.m.

Summer I 2021

Pre-registration for Summer I and II	May 26 – 27
Classes Begin (including Extended Summer I classes)	June 1
Last Day for Late Registration, for Adding Course(s) or for Changing from Credit to Audit	June 1
Last Day to Charge Books	June 3
Tuition/Fee Payment Due	June 7
Last Day of 100% Refund	June 7
Last Day to Withdraw	June 23
Last Day of Classes	June 30
Final Examinations	June 30

Summer II 2021

Pre-registration for Summer II	June 30 – July 1
July 4th Holiday (no classes, campus closed)	July 5
Classes Begin (Continuation of Extended Summer I classes)	July 6
Last Day for Late Registration, for Adding Course(s) or for Changing from Credit to Audit	July 6
Tuition/Fee Payment Due	July 8
Last Day of 100% Refund	July 12
Last Day to Withdraw	July 28
Health Sciences Pinning	July 30
Last Day of Summer II and Extended Summer I Classes	August 4
Final Examinations	August 4

VISION, MISSION, AND PURPOSES

VISION
Creating Opportunities~Changing Lives
ASUMH will provide expertise and resources to create opportunities and change lives.

MISSION OF ASUMH
The mission of ASUMH is to LEAD through educational opportunities.

Lifelong Learning, **E**nhanced Quality of Life,
Academic Accessibility,
and **D**iverse Experiences

- To provide affordable and accessible educational opportunities
- To create enlightened citizens through diverse experiences
- To provide a foundation for lifelong learning
- To help students achieve personal and career goals to enhance their quality of life

In order to implement its mission, ASUMH is committed to the following Academic Purposes:

1. Through a core curriculum of courses, students will acquire the basic foundation of lifelong learning

2. Through an emphasis on writing within the curriculum, students will incorporate writing skills into all disciplines

3. Through technology-enriched curriculum, students will be required to employ technology skills within the disciplines

4. Through the Associate of Arts degree, students will gain the general education competencies, which will enable them to transfer into and be academically prepared to succeed in baccalaureate degree programs at four-year universities

5. Through the Associate of Applied Science degrees, students will gain the range of knowledge, specialized skills, and competencies necessary for successful entry into their respective fields

6. Through technical certificates and certificates of proficiency, students will gain the specialized knowledge, skills, and competencies required for successful entry in the workforce

7. Through college-preparatory courses in reading, writing, mathematics, and computer basics, under-prepared students will have the opportunity to gain the skills and knowledge essential to achieve success at the collegiate level

8. Through the Center for Workforce Education, business and industry students will be provided with customized training, knowledge, and technical skills

9. Through the community education classes, citizens will gain the skills and knowledge they desire for personal enrichment and professional advancement

10. Through academic support services, students will have assistance in achieving their educational goals

11. Through the library, students will have access to resources and services

12. Through financial aid programs, students will have access to information that may assist them with financing their education

13. Through cultural programs and curricula, students and the local community will be encouraged to expand their awareness of diversity

14. Through ongoing assessment and evaluation, the university will ensure that programs and services grow and change with the needs of the students served

THE HISTORY OF THE UNIVERSITY

Responding to urging from community leaders, North Arkansas Community College (NACC) began an off-campus program in Mountain Home in 1974 by offering two evening classes at the high school. As the program grew, additional temporary locations were used to support enrollment needs.

In the fall of 1976, a center was established by NACC that eventually included an Adult Basic Education program. At that time, 10 classes were offered. By the summer of 1986, approximately 50 freshman and sophomore classes were being offered and four junior and senior-level classes (in elementary education) were being offered through an arrangement with Arkansas State University. Continued growth helped move the local higher education classes from the public school and into the former Twin Lakes Baptist Church on East Ninth Street. When that move was accomplished in 1984, the Mountain Home center became a satellite campus of NACC.

In 1985, with monies provided by Baxter County and the City of Mountain Home, and the remainder being raised by a group of community leaders, the buildings belonging to the former First Baptist Church of Mountain Home were purchased. The Vocational-Technical Education Division of the State Department of Education purchased the building known as McClure Chapel and an adjoining piece of property. The Baxter County Vocational-Technical and Adult Basic Education Center began operation in 1985 under the umbrella of the former Twin Lakes Vocational-Technical School at Harrison.

In 1991, Act 1244 of the Arkansas General Assembly created technical colleges from 13 vocational-technical schools in the state, as well as from the Baxter County Vocational- Technical Center and the North Arkansas Community/Technical College Center in Mountain Home. The legislation also moved vocational-technical schools from under the supervision of the State Department of Education and made them answerable to the State Department of Higher Education. For the other schools, the transition from post-secondary technical schools to technical colleges involved adding academic offerings. The opposite was true in Mountain Home. A technical division needed to be added to the existing college transfer academic program

Before the state legislature would approve Mountain Home for technical college status, the community had to make a local financial commitment and demonstrate support for a college. As a result of a public hearing in June of 1991, it was decided to request technical college status and to ask North Arkansas Community/Technical College to provide accredited courses until the local college received accreditation status. Mountain Home Technical College was established on July 1, 1991. In May of 1992, the Mountain Home Technical College advisory committee unanimously agreed to seek affiliation with Arkansas State University to form a branch campus similar to the one at Beebe. On July 1, 1993, Mountain Home Technical College officially became Arkansas State University-Mountain Home Technical College. On October 19, 1993, a special election was held to establish a technical college taxing district in Baxter County and to levy a 2 mill property tax. The public support for this obligation was overwhelming, and the measure passed. Due to the commitment of the residents of Baxter County and the cooperation of the Department of Higher Education and Arkansas State University-Jonesboro, ASUMH was established on July 1, 1995, with Dr. Ed Coulter as its first Chancellor.

In 1996, the university selected a mascot that would depict its growth – the ASUMH Trail Blazers. The mascot was supported by Chancellor Ed Coulter who said the university was "blazing a trail into the 21st century."

In 1997, ASUMH purchased approximately 130 acres at 1600 South College Street for the construction of a new campus. An official groundbreaking ceremony was held April 8, 1998, and construction began that summer. The Campus Grand Opening/Dedication was held April 25, 2000. Thus began the growth of ASUMH to the campus it is today. Buildings included in the original campus construction were Dryer Hall, First National Hall, McClain Hall, and Roller Hall.

Since that time, three new buildings now grace the hilltop architecture. The McCurley Maintenance Complex was completed in 2006, Gotaas Hall in 2008, and the Vada Sheid Community Development Center was completed in September of 2010. The Vada Sheid CDC houses the largest auditorium in north central Arkansas with a seating capacity of 1600.

Upon the retirement of Dr. Coulter in July 2012, Dr. Robin Myers became the second Chancellor of ASUMH.

A new Technical Center was added in 2014, serving both traditional students and area high school students through a Secondary Center operated in the facility. The ASUMH Art Gallery was also created in 2014, and is housed in the Vada Sheid Community Development Center.

ACCREDITATION OF PROGRAMS

ASUMH'S academic programs are accredited by the regional accrediting agency for all programs. Individual programs are accredited by specialized accrediting agencies for the respective programs.

The Higher Learning Commission is a member
of the North Central Association of Colleges and Schools
30 North LaSalle Street, Suite 2400
Chicago, Illinois 60602-2504
1-312-263-0456
www.ncahigherlearningcommission.org

Commission on Accreditation of Allied Health Education Programs (CAAHEP)
1361 Park Street
Clearwater, FL 33756
(727) 210-2350
www.caahep.org

ASUMH Memberships and Affiliations

Academy of Criminal Justice Science

American Association of Community Colleges

American Association of Women in Higher Education

American Sociological Association

Arkansas Academic Advising Network

Arkansas Association of College and University Business Officers

Arkansas Association of Collegiate Registrars and Admissions Officers

Arkansas Association of Women in Two-Year Colleges

Arkansas Association for Developmental Education

Arkansas Association for the Assessment of Collegiate Learning (AAACL)

Arkansas College and University Personnel Association

Arkansas Community Colleges

Arkansas Institutional Research Organization

Arkansas State Board of Nursing

Community College Humanities Association

Council of North Central Two Year Colleges

Council for Resource Development

National Association of College and University Business Officials

National Council for Marketing and Public Relations

North Arkansas Two-Year College Consortium (NATYC)

Southern Association of College and University Business Officers

Southern Association of Collegiate Registrars and Admissions Officers

ADMISSIONS

ADMISSION POLICY

ASUMH has an open door academic admission policy. This policy is designed to enhance access to educational opportunities. Nevertheless, the prospective student is reminded that standards of quality are maintained and that students will be required to remove deficiencies before entering certain programs or courses.

Felony Admission Procedures

According to ASUMH Policy, any prospective student (applicant) who has a felony conviction or has pending felony charges, or who is listed as a sex offender will have additional paperwork to complete prior to consideration for admission to ASUMH. The additional requirements include a state background check from the state where the conviction occurred (at applicant's expense) and completion of a criminal history form. Letter(s) of recommendation, documentation of completion of rehabilitation programs, police reports, court documents and any other relevant documents are encouraged but not required. For priority consideration, all additional documents must be received in the Admissions Office three weeks prior to the beginning of the semester.

Applicants will be placed in a pending status until an admission decision is made by the ASUMH Special Consideration Committee (SCC) comprised of faculty, staff and administration.

This process may cause a delay in the admission process, depending on the time required to receive all documentation.

The existence of a conviction does not mean that a student will be denied admission to ASUMH. All information provided with the additional documents will be considered before a decision is made. However, failure to provide complete, accurate and truthful information will be grounds to deny or withdraw admission, or to dismiss after enrollment.

All students must see an advisor before registration.

Students who misrepresent facts on the application for admission will be dropped from the university and their admission cancelled immediately.

Communications concerning admission should be addressed to the Office of Admissions, Arkansas State University-Mountain Home, 1600 South College Street, Mountain Home, AR 72653, or call (870) 508-6104.

High School Transcript Review Policy for Validity

Procedures to determine the validity of a student's high school completion, as performed by the ASUMH Office of Admissions are as follows:

To be considered official, a transcript must:
1. Arrive in a sealed envelope directly from a high school known to ASUMH, or
2. Via the Triand (Speede Transcript) web-based data service for teachers which provides the official transcript systems for Arkansas secondary and post-secondary schools, or
3. A home school transcript which meets with the requirements of the state where the home schooling was completed

Transcripts from sources unfamiliar to ASUMH are reviewed for legitimacy. Each state has an entity, which accredits high schools within their state and outlines procedures for home school transcripts. When necessary, ASUMH will reach out to the appropriate state accrediting entity for assistance. If a state's accrediting entity cannot confirm to ASUMH the legitimacy of a transcripts' source within their state, ASUMH will not accept the student's transcript for admission purposes.

Processes to perform this review varies since each state utilizes differing accrediting entities, which have varying processes, policies and procedures to accredit high schools.

As of the 2019 – 2020 ASUMH Catalog publication date, no online high school transcripts have been determined as meeting acceptable requirements for admission to ASUMH.

ADMISSION REQUIREMENTS

Beginning Freshmen
Prospective students must submit the following credentials before registering:

1. A formal application for admission
   Online applications may be found at www.asumh.edu/apply

2. American College Test (ACT), Student Profile Report, SAT, ACCUPLACER Classic, ACCUPLACER Next Generation or COMPASS Test scores
   (In accordance with state law, test scores are required for placement in math, English, and reading.) The ACCUPLACER Classic or the ACCUPLACER Next Generation tests are offered at ASUMH by calling 870-508-6209.

3. An official high school transcript that includes the date of graduation or results of the General Education Development (GED) test and official transcripts from previous colleges or universities

4. Documentation (required by Arkansas statute) of two immunizations for measles, rubella, and mumps or a letter of exemption from the State of Arkansas

High School Students

Concurrent Enrollment

High school students enrolled in any college-level class, whether enrolled for dual or concurrent credit, must have acceptable placement test scores in order to enroll in a college-level course. (See pages 46-50 in this catalog for minimum score requirements.)

High school students enrolled in ASUMH Secondary Center classes must have placement scores but no minimum score required.

Summer Enrollment

High school students who have completed their junior year and with acceptable placement scores are recommended by their high school counselor, principal, or superintendent may enroll as full-time students at ASUMH during the summer session preceding their senior year of high school.

General Admissions Requirements for High School Students
High school students must submit the following:

1. A formal application for admission

2. American College Test (ACT), SAT, ACCUPLACER Classic, ACCUPLACER Next Generation, COMPASS Test scores
   (In accordance with state law, test scores are required for placement in math, English, and reading.)

5. Documentation (required by Arkansas statute) of two immunizations for measles, rubella, and mumps or a letter of exemption from the State of Arkansas

3. ASUMH Letter of Recommendation form completed by a designated high school official

High school students may not enroll for more than 7 hours per semester without prior approval of the Registrar.

To be eligible to enroll in college-level general education classes, a student must achieve the following minimum test scores:

ACT			ACCUPLACER CLASSIC			ACCUPLACER NEXT GENERATION	
English	19	or	English	83	or	English	260
Math	21	or	Algebra	100	or	Algebra	270
Reading	19	or	Reading	78	or	Reading	252

OR

The student may ask for an individual evaluation based on other performance criteria. The student may be selected through a process determined to be appropriate by his/her high school principal or counselor and based on performance criteria that justify waiver of the GPA criteria outlined above. High school students applying for admission under this provision must provide a statement from the principal or counselor outlining the selection process and performance criteria deemed sufficient to justify waiving the GPA requirement. ASUMH reserves the right to review these criteria and to deny admission.

Home-Schooled Students

Home-schooled students must meet the same requirements as those listed for beginning freshmen with one exception. The home-schooled student may submit a transcript, which indicates the equivalent of a completed high school transcript or a GED.

International Students
As of the Fall 2020 semester, ASUMH will no longer admit International Students.

Temporary Students

A student enrolled at another college or university may enroll as a temporary student and have a record of his/her credits forwarded to that institution. Generally, such enrollment will apply only to summer terms. No transcript is required unless the student is enrolling in a math or English course; however, an application for admission and certification of immunization must be filed, along with a letter of good standing from the institution to which the credit should be sent. If the student wishes to continue for a subsequent semester at ASUMH, he/she must follow the application procedure for transfer students.

Transfer Students

Students who have completed fewer than 24 semester hours at a regionally accredited college or university will be admitted on the same basis as entering freshmen. Transfer students with a cumulative GPA below 2.00 may be admitted conditionally with academic warning. No student on academic suspension from any school, college, or institution of higher learning may enroll until one regular semester has passed and ASUMH's Registrar approves the admission.

Students who have completed 24 or more semester hours at a regionally accredited college or university must have a cumulative grade point average of 2.00 and must submit the following:

1. A formal application for admission

2. Official transcripts from all colleges attended

3. Documentation (required by Arkansas statute) of two immunizations for measles, rubella, and mumps

Note: If the 24 transferring hours do not include English composition and an algebra course with a grade of "C" or better, transfer students must also submit ACT, SAT, ACCUPLACER Classic, ACCUPLACER Next Generation or COMPASS scores for placement.

Transfer students who do not provide evidence of compliance with state-mandated remediation requirements will receive conditional admission based on ACT/SAT/ACCUPLACER Classic/ACCUPLACER Next Generation/COMPASS scores and/or transcript evaluation(s). (See the description of conditional admission under Admission Categories)

Online Students

Requirements are the same for Online students based on student categories. (See pages 16 – 20)

PROGRAM ADMISSION REQUIREMENTS

All additional immunizations and medical test requirements are the financial responsibility of the student.

All students who enroll in any health science program will be required to submit for random drug screening. Refusal to submit will result in dismissal from the respective program.

Certified Nursing Assistant (CNA) and Medication Assistant Students

CNA and Medication Assistant students must meet the standards and requirements for admission to ASUMH. This includes a formal application for admission to ASUMH covering the submission of all required admission credentials. (See Admission Requirements.)

Students must meet the following requirements BEFORE the first day of class:
1. Documentation of a negative (tuberculin) TB Test

2. Documentation of a current influenza vaccination

Emergency Medical Technician (EMT) Students

EMT students must meet the standards and requirements for admission to ASUMH. This includes a formal application for admission to ASUMH, covering the submission of all required admission credentials. (See Admission Requirements) EMT students must be 18 years old by the end of the EMT course.

Students must meet the following requirements BEFORE the first day of class:
1. Have a current American Heart Association BLS Certification

2. Have an Arkansas Department of Health criminal background check form filled out (available from program director)

3. If the student has not lived in the state of Arkansas for the last five years, consecutively, a fingerprint card (available from the program director) must be completed and presented for a federal background check

4. Sign waivers and required forms as provided by program director

5. Documentation of a negative (tuberculin) TB Test

6. Documentation of a current influenza vaccination

Funeral Science Students

Candidates for the Associate of Applied Science (AAS) in Funeral Science degree must meet the following requirements:
1. Admission to ASUMH

   Completion of all developmental education courses and the following prerequisite courses with a cumulative grade point average (CGPA) of 3.0

   - BIOL 1013 Introduction to Human Anatomy and Physiology for Non-Healthcare Majors OR both BIOL 2004 Human Anatomy and Physiology I & Lab AND BIOL 2014 2004 Human Anatomy and Physiology II & Lab
   - CIS 1053 Computer Essentials
   - COMM 1203 Oral Communication
   - ENG 1003 Composition I
   - MATH 1113 Applied Math or higher-level mathematics course
   - ORT 1001 First Year Experience for Funeral Science
     NOTE: Additional prerequisites are required for part-time students.

2. Minimum of 20 hours of volunteer/job shadowing in the funeral service industry

3. A minimum CGPA of 2.0 in all college courses attempted

4. Submit the online AAS Funeral Science program application

Students who have been accepted in the AAS Funeral Science program are sent an acceptance packet containing:
1. A formal letter of acceptance

2. A Change of Major form (this form will be forwarded to the ASUMH Admissions Office)

3. The Student Technology Literacy Acknowledgement Form for Online/Internet-assisted Courses

4. ASU-Jonesboro Parking form (ASU-Jonesboro students only)

Admission into the AAS in Funeral Science program is not completed until all required forms have been completed and submitted to the Funeral Science Coordinator.

CAUTION: Students applying for admission to the funeral service program should contact their respective state licensing agency regarding that state agency's approval of this particular program of instruction.

LPN/Paramedic to Registered Nursing (RN) Students

Registered Nursing students must meet the standards and requirements for admission to ASUMH, which includes a formal application for admission including the submission of all required admission credentials. (See Admission Requirements.)

The RN program is a one calendar year (three semester) program that begins in January and June. Application to the RN program does not guarantee admission. Class size is limited and all applicants may not be accepted into the program. The deadline for application and all required documentation is October 15 for January admissions and March 15 for June admission.

There is a competitive admissions process based on:
1. Registered Nursing Program application

2. HESI Admissions Exam
     a. LPNs take the HESI LPN-ADN Entrance Exam – Minimum score of 750 recommended
     b. Paramedics take the HESI EMS-ADN Entrance Exam - Minimum score of 650 recommended

3. ACCUPLACER Next Generation score of 260 or greater

4. Completion of all pre-requisite courses with a grade of "C" or higher

5. Pre-requisite courses in progress during the application period with a midterm grade of "C" or higher; conditional admission may be granted pending successful course completion with a final grade of "C" or higher

6. A minimum cumulative GPA of 2.5

7. Proof of either LPN or EMT-P license

At the time of acceptance, students will need to complete a criminal background check. Students who have previously been convicted of a crime may be restricted from certain clinical facilities and may be ineligible to take the NCLEX-RN. It is possible to complete a program of study at ASUMH and be denied the opportunity to take the NCLEX-RN by the Arkansas State Board of Nursing. (See the Academic Programs section for more information.)

- Please review the following link pertaining to Criminal Background Checks:
  https://static.visionamp.co/rubix/20200615/cbc-68325.pdf
- Please review the following link pertaining to Licensing restrictions based on criminal records:
  https://static.visionamp.co/rubix/20200615/cbcact990of2019-57527.pdf

Students whose primary language is not English must take the Test for English Foreign Language (TOEFL). A passing score of 540 on the paper examination, 207 for the computerized examination, or 83 on the Internet based examination is required.

After the selection process is complete, applicants will receive, by mail, notification of acceptance or denial.

Paramedic Technology Students

Paramedic students must meet the standards and requirements for admission to ASUMH. This includes a formal application for admission to ASUMH, including the submission of all required admission credentials. (See Admission Requirements)

The Paramedic Program is a one year (three semester) program that begins in August. Application to the Paramedic program does not guarantee admission. Class size is limited and all applicants may not be accepted into the program. The deadline for application and all required documentation is May 15th.

There is a competitive admission process based on:

1. Paramedic program application

2. Completion of all required pre-requisite courses with a grade of "C" or higher

3. Pre-requisite courses in-progress during the application process with a mid-term grade of "C" or higher; conditional admission may be granted pending successful course completion with a final grade of "C" or higher

4. A minimum cumulative GPA of 2.5

5. Proof of an Arkansas EMT-B or EMT-A license

Students whose primary language is not English must take the Test for English Foreign Language (TOEFL). A passing score of 540 on the paper examination, 207 for the computerized examination, or 83 on the Internet based examination is required.

After the selection process is complete, applicants will receive, by mail, notification of acceptance or denial.

Practical Nursing Students

Practical Nursing students must meet the standards and requirements for admission to ASUMH prior to applying to the Practical Nursing program. This includes a formal application for admission to ASUMH, covering submission of all required admission credentials. (See Admission Requirements.)

Application to the Practical Nursing program does not guarantee admission. Class size is limited and all applicants may not be accepted into the program. Admission to the program is competitive. The deadline for application and all required documentation is May 15 for August admission and October 15 for January admission.

Applicants are considered for the Practical Nursing program after completing and submitting the following information:

1. Practical Nursing Program Application

2. HESI Admission Assessment Exam Scores (A minimum score of 70% recommended)

3. Completion of all prerequisites with a grade of "C" or better

4. The successful completion of any necessary remedial courses prior to application submission

5. CNA licensure documentation

Selection to the LPN program will be based on a combination of pre-requisite GPA and entrance exam score. After the selection process is completed, applicants will be notified by mail of acceptance or denial.

At the time of acceptance, students will need to complete a criminal background check. Students who have previously been convicted of a crime may be restricted from certain clinical facilities and may be ineligible to take the NCLEX-PN. It is possible to complete a program of study at ASUMH and be denied the opportunity to take the NCLEX-PN by the Arkansas State Board of Nursing. (See the Academic Programs section for more information.)

- Please review the following link pertaining to Criminal Background Checks: https://static.visionamp.co/rubix/20200615/cbc-68325.pdf
- Please review the following link pertaining to Licensing restrictions based on criminal records: https://static.visionamp.co/rubix/20200615/cbcact990of2019-57527.pdf

Students whose primary language is not English must take the Test for English Foreign Language (TOEFL). A passing score of 540 on the paper examination, 207 for the computerized examination, or 83 on the Internet based examination is required.

ADMISSION CATEGORIES

ASUMH grants admission in the following categories:

Unconditional Admission

Applicants who will be considered for unconditional admission are required to provide:

1. Official transcripts from accredited high schools or present passing scores on the General Education Development (GED) tests, or submit a completed home-school transcript

2. Students not required to complete remedial courses

3. Students transferring from an institution of higher learning who have a cumulative grade point average of 2.00 or better, have met all state-mandated remediation requirements, and have not been suspended from the last institution attended (See Transfer Student Admissions)

4. Documentation (required by Arkansas statute) of two immunizations for measles, rubella, and mumps or a letter of exemption from the State of Arkansas

Conditional Admission

Students not meeting the requirements for unconditional admission may be granted conditional admission by the Registrar. Conditions of admission will be specified by and must be met to the satisfaction of the Registrar. Students admitted in this category are:

1. High school graduates or applicants who pass the General Education Development (GED) test but have not met the mandated minimum area test scores (ACT, SAT, ACCUPLACER Classic, or ACCUPLACER Next Generation or COMPASS) for college-level classes. (See Unconditional Admission B.)

2. Transfer students who do not have the 2.00 GPA and/or have not met state-mandated remediation requirements may be admitted conditionally if they are eligible to return to the college most recently attended or if they have been out of school for a fall or spring semester.

All students admitted under conditional admission must enroll in required remedial courses during their first 15 hours at ASUMH. During subsequent enrollment terms, students who were granted conditional admission will be subject to the college's academic probation and suspension policy. Students required to take two or more remedial courses must also take ORT 1011 First Year Experience.

Non-Degree Admission

Individuals who wish to pursue courses of special interest without submitting academic credentials may register for a maximum of 6 hours per semester and may accumulate up to 12 semester hours of undergraduate, non-degree credit. Thereafter, non-degree students must comply with college admission requirements or obtain a written waiver from the Office of the Registrar.

In addition, non-degree students are required to meet all course pre-requisites. If the non-degree student plans to register for courses in English or math, student must have ACT, SAT, ACCUPLACER Classic, ACCUPLACER Next Generation or COMPASS scores on file before registering.

Courses taken as non-degree are not applicable toward a degree unless the student provides appropriate admission documents, changes status to degree seeking, and gains approval by the Registrar.

Choose Your Path To
SUCCESS

TUITION & FEES

TUITION AND MANDATORY FEES

Tuition Type	Tuition Amount
In-state per credit hour	$98.00
Out-of-state/ International per credit hour	165.00
Academic Excellence Fee per credit hour	5.00
Infrastructure Fee per credit hour	17.00
Campus Safety & Security Fee per credit hour	1.00

NOTE: Students enrolled in fewer than 12 credit hours during a regular semester (or fewer than 6 credit hours during a summer session) are classified as part-time students.

MISCELLANEOUS FEES

Agriculture Lab Fee (per course) (AGRI 1201, 1204, 2801, 2803)	25.00
Art Lab Fees (per course)	25.00
Automotive Lab Fee (per credit hour)	25.00
Automotive Program Tools Rental Fee (per credit hour)	30.00
Biology Lab Fee (per course)	25.00
Botany Lab Fee (per course)	25.00
CIS Lab Fees (per course)	25.00
Certified Nursing Assistant Drug Screening Fee (CNA 1007 & 2007)	40.00
Certified Nursing Assistant Lab Fees (CNA 1007)	25.00
Certified Nursing Assistant Malpractice Insurance (CNA 1007 & 2007)	30.00
Certified Nursing Assistant Testing Fee (per course)	90.00
Chemistry Lab Fee (per course)	25.00
EMT Background Check Fee (EMT 1014)	25.00
EMT Drug Screening Fee (EMT 1014)	40.00
EMT FISDAP Fee (EMT 1014)	35.00
EMT Lab Fees (EMT 1014)	25.00
EMT Malpractice Insurance (EMT 1015)	30.00
EMT National Certification Exam Fee (EMT 1015)	70.00
EMT State Certification Exam Fee (EMT 1007)	20.00
Funeral Science Certification Exams (per credit hour)	30.00
Funeral Science Lab Fee (FUS 2181)	100.00
Funeral Science Malpractice Insurance (FUS 1001)	30.00
Geology Lab Fee (per course)	25.00
Graduation Fee (per TC/Degree Application)	20.00
Machining Lab Fee (per credit hour)	25.00
Online Fee (per credit hour) (Applies to Internet, Internet Assisted & Distance courses Sections 30-36, 50-59, 70-79, 80-89, 90-99)	30.00
Video-Assisted Course Fee (per credit hour) (Sections 40 – 49 & 60 – 69)	20.00
Paramedic Malpractice Insurance (PAR 2113)	30.00
Paramedic FISDAP Fee (PAR 1013)	250.00
Paramedic ACLS (Advanced Cardiac Life Support) (PAR 1213)	100.00
Paramedic AMLS (Advanced Medical Life Support) (PAR 2395)	$100.00
Paramedic Background Fee (PAR 1104)	45.00
Paramedic Drug Screening Fee (PAR 1104)	40.00
PAR Lab Fee (per credit hour)	25.00
Paramedic PALS (Pediatric Advanced Life Support) (PAR 2395)	100.00
Paramedic PHTLS (Pre-Hospital Trauma Life Support (PAR 2395)	100.00
Paramedic State/National Licensure Fee (PAR 1104)	150.00

MISCELLANEOUS FEES CONTINUED

Tuition Type	Tuition Amount
Phlebotomy Drug Screening Fee (PHL 1007)	40.00
Phlebotomy Lab Fee (PHL 1007)	25.00
Phlebotomy Malpractice Insurance (PHL 1007)	30.00
Physical Science Lab Fee (per course)	25.00
Placement Exam (COMPASS/ACCUPLACER Classic/ACCUPLACER Next Generation)	20.00
Practical Nursing Drug Screening Fee (LPN 1305)	40.00
Practical Nursing HESI Practice Exam (LPN 1402, 2405, 2412)	100.00
Practical Nursing Lab Fee (per credit hour) (LPN1305)	25.00
Practical Nursing Malpractice Insurance (LPN 1713)	30.00
Prior Learning Application Fee	10.00
Prior Learning Processing Fee (per credit hour)	30.00
Registered Nursing Course Fee (per credit hour)	100.00
Registered Nursing Program Malpractice Insurance (RN 2016)	30.00
Returned Check Fee	25.00
TECH Lab Fee (per credit hour)	25.00
Welding Lab Fee (per course)	150.00

The university reserves the right to change fees and related policies or to add new ones at any time if such action is deemed necessary.

Consult with the ASU-Jonesboro Programs office regarding tuition rates for junior, senior, and graduate courses through ASU-Jonesboro.

PAYMENT OF TUITION AND FEES

Tuition and fees are payable in full at the time of registration. Students may use cash, check, credit or debit cards for payment of tuition and books. Those who have sufficient financial aid approved prior to registration may charge tuition, fees, and books to their account.

Prior to the beginning of a semester, pre-registered students' accounts are verified to determine if students will be self-paying or have been approved for financial aid. Students not approved for financial aid or who have not made payment prior to the first day of class will be dropped from their classes. These students are given the opportunity to re-enroll during late registration contingent on available classroom seating. The payment verification process is repeated on the last day to add classes during late registration.

Payment Options

Students may make payment through approved financial aid, Discover, MasterCard, Visa, check or cash. Students may pay online through the student portal.

For self-paying students unable to pay in full at the beginning of the semester, written agreements are available allowing them to pay 50 percent down, with 25 percent due in 30 days and the balance due within 60 days. This arrangement does not include books. Those students who fail to abide by these terms will not be eligible for future contracts.

Students who fail to pay their accounts in full will not be permitted to register the following semester nor will their records be sent to any other school or institution.

Collection Procedures

Balance Due Notices are sent bi-annually in late October and late March to students who have outstanding balances requiring immediate payment. Students who have balances more than 30 days old as of December 1 will be notified that their balance due is being sent to the State of Arkansas tax set-off program for attachment to any state income tax refund. Additionally, unpaid student accounts will be submitted to a collection agency.

Insufficient Funds

Students who have items returned from financial institutions as insufficient funds will be contacted by phone and then by letter advising that a cash payment is to be made within 10 days. A $25.00 fee is assessed to all NSF checks. Payments not made within the 10 - day time frame are sent to the prosecuting attorney's office for collection.

RESIDENCY REQUIREMENTS FOR FEE PAYMENT

Students should contact the Office of the Registrar concerning residency requirements for fee purposes. A student who knowingly gives false information in an attempt to evade out-of- state fee payment may be dismissed from the university.

For fee purposes, a legal resident of Arkansas is one who has lived in Arkansas for the 6 consecutive months prior to the date of application the fees are to be paid. Residency may be proven by an Arkansas driver's license or by official documentation of realty purchase, lease or rental agreements.

In-state tuition will be granted for residents of Douglas County, MO and all counties contiguous to the state of Arkansas, plus all U.S. military veterans, regardless of residence.

Children of Arkansas State University graduates who live out of state are eligible for in-state tuition.

REFUND POLICY

A full refund of tuition and fees will be processed for students who:

1. Officially withdraw from a course or courses before the end of the 10th business day for Fall, Fall 1st 7-week, Spring, or Spring 1st 7-week term

2. Officially withdraw from a course or courses before the end of the 5th business day for Summer I, Summer I Extended, Summer II, or 2nd 7-week term

Withdrawal forms are available in the Admissions Office or online under the Admissions tab.

Full tuition and fee refunds are also automatically processed for:
1. Cancelled courses

2. Members of the military called to active duty if ASUMH is provided a copy of the orders at the time of activation

3. Members of the military transferred out of the area for prolonged periods of time interfering with seated class attendance, if ASUMH is provided a copy of the orders during the same term

Full tuition and fee refunds of federal, state, institutional, and third-party financial aid will be returned to the appropriate funding source.

REFUND SCHEDULE
- Fall & Fall 1st 7-weeks, Spring & Spring 1st 7-weeks:
  - Official Withdrawal before the end of the **10th business day** - 100% Refund
  - 11th class day & after – 0% Refund
- Summer & 2nd 7-weeks
  - Official Withdrawal before the end of the **5th business day** - 100% Refund
  - 6th class day & after – 0% Refund
  - (see Academic Calendar for term start dates)

REFUND POLICY – Textbooks and Supplies
1. Textbooks and/or supplies purchased by a student - please follow the Follett Bookstore return policy

2. Textbooks and/or supplies charged to a student account (due to receiving Financial Aid) should follow the Refund Schedule above to avoid owing a balance

TUITION WAIVER POLICIES

Children of Police Officers/Fire Fighters
Children of police officers and fire fighters who are killed or permanently disabled in the line of duty in Arkansas are eligible for waiver of tuition and fees. Benefits are limited to a maximum of 8 semesters (4 at ASUMH) or until the attainment of age 25, whichever occurs first. Students should contact the Arkansas Department of Higher Education for further information. Funds are limited and are awarded on a first-come, first-served basis.

Golden Age
Students who are 60 years of age or older at the time of registration do not pay tuition. This waiver is limited to regular semester credit courses, excluding business, industry, and community service classes, and applies only if the class has sufficient enrollment and space is available. All applicable fees are payable and are subject to the refund policy. Check the Calendar of Important Dates listed in the schedule for times of registration.

Arkansas National Guard Education Benefits
Arkansas National Guard educational benefits are authorized under House Concurrent Resolution 1003, 85th General Assembly of the State of Arkansas, encouraging the state's institutions of higher education to waive 25 percent of the Arkansas National Guard member's undergraduate tuition. Eligibility for these benefits is determined by the Army National Guard. ASUMH will honor Resolution 1003 and allow a 25 percent waiver of tuition for qualifying Arkansas National Guard students.

85% OF ASUMH STUDENTS GET FINANCIAL AID AND/OR SCHOLARSHIPS

FINANCIAL AID & SCHOLARSHIPS

FINANCIAL AID AND SCHOLARSHIPS

FINANCIAL AID

Financial aid may be in the form of loans, grants, scholarships, employment opportunities or a combination of any of these. The criteria listed below are used to determine student eligibility for Federal Financial Aid programs at ASUMH. Students must meet the following requirements:

1. Financial need as determined by the Free Application for Federal Student Aid (FAFSA) Need Analysis

2. Admission as a regular student

3. Enrollment in a Financial Aid eligible associates degree or technical certificate program

4. Evidence of satisfactory academic progress according to the ASUMH Satisfactory Academic Progress Policy

5. Completion of Title IV Authorizations

A student is ineligible to receive financial assistance if the individual owes a refund to any of the federal student aid programs, is in default on a student loan, or does not meet the requirements under ASUMH's Satisfactory Academic Progress Policy.

How To Apply For Federal Student Aid

The Free Application for Federal Student Aid (FAFSA) is the application for the Federal Pell Grant, Supplemental Educational Opportunity Grant, the Federal Loan Program which includes both the Subsidized and Unsubsidized Student Loan, and the Federal Work-Study Program.

The FAFSA application may be completed via the web at https://studentaid.gov/. Students needing assistance with this application process should contact the Office of Scholarships and Financial Aid.

Additional Requirements

All Federal financial aid applicants must sign Title IV Authorizations before receiving any Federal Financial Aid at ASUMH.

All male students between the ages of 18 and 25 must register for Selective Service to be eligible for Financial Aid at https://www.sss.gov/. In some instances, the student may be required to sign a statement relating to Selective Service registration and provide proof of such registration.

Federal Financial Aid is only available for courses within the degree a student is currently seeking.

Arkansas State University-Mountain Home Satisfactory Academic Progress Policy (SAP)

Students receiving assistance through the Arkansas Department of Higher Education, Federal Title IV Financial Aid Programs for attendance at ASUMH must maintain Satisfactory Academic Progress as outlined in this policy. Students should refer to the individual scholarship for renewal criteria to determine how the Satisfactory Academic Progress Policy may apply.

Satisfactory academic progress is checked every term after all grades have been posted. Aid for future terms awarded before the end of a term is subject to a satisfactory academic progress determination that includes all terms.

Quantitative Criteria: Attempted vs. Successfully Completed

All ASUMH students must successfully complete at least 67% of all hours attempted. Attempted hours include all hours attempted during every term of enrollment at ASUMH and hours accepted in transfer. Hours accepted in transfer by ASUMH are included as attempted and successfully completed hours.

QUANTITATIVE CHART	
(examples)	
Multiply Attempted Hours by 0.67 (Results are rounded down)	
Attempted Hours	Minimum Successfully Completed Hours Allowed for SAP
3	2
6	4
9	6
12	8
15	10

Pace Criteria

All ASUMH students must be able to show they will successfully complete all required courses in their program of study within 150% of the hours it takes to complete their program of study. A student that meets all other components of the Satisfactory Academic Progress Policy must appeal if he/she will exceed the 150% limit during the next term. Only this criterion is reset each time a student is accepted into a new program of study. All attempted hours that can be used to satisfy a requirement of the student's current program of study apply to the Pace Criteria. Only the attempted hours that do not apply to the student's program of study are excluded in the Pace Criteria.

PACE CHART	
(Examples)	
Multiply Hours in Program by 1.5 (Results are rounded down) *Program prerequisites are excluded in calculations*	
Total Hours to Complete Program	Maximum Number of Attempted Hours Allowed (150%)
30	45
40	60
60	90
65	97

Quantitative Criteria: Grade Point Average

All ASUMH students must maintain a grade point average cumulatively of a 2.0 or higher. Transfer hours are not included in the grade point average for determining satisfactory academic progress.

Transfer Hours

All hours accepted in transfer to ASUMH are included when determining satisfactory academic progress. Hours accepted in transfer to ASUMH that satisfy a course requirement for a student's chosen program of study are included in determining the Pace Criteria. Transfer hours are not included in the grade point average for determining satisfactory academic progress.

Grade Changes and Late Posted Grades
It is the student's responsibility to notify the Office of Scholarships and Financial Aid of grades that should be taken into consideration when determining satisfactory academic progress that are posted or changed after the publicized deadline.

Aid for Seeking Additional Emphasis under an Associate Degree or Technical Certificate
Students that already completed the requirements to receive an associate degree or technical certificate under one emphasis are not eligible to receive Federal Financial Aid to complete requirements for the same associate degree or technical certificate under a different emphasis.

Summer
All courses taken during summer are combined into one term and satisfactory academic progress is checked after all summer courses have ended.

Repeating Coursework
All attempts at repeating a course are included as attempted hours in determining satisfactory academic progress. Aid intended for repeating a course that was not previously successfully completed will be paid for each attempt if the student is meeting this Satisfactory Academic Progress Policy.

Remedial Coursework
Federal Title IV Financial Aid is available to students enrolled in remedial coursework, also known as College Preparatory (CPT) or remedial courses, as long as the student is fully admitted into a Title IV Aid eligible program at or before the time the courses are being taken. All remedial coursework hours attempted at ASUMH are used in determining every satisfactory academic progress criteria at ASUMH except grade point average.

Academic Clemency
Academic Clemency does not apply to Financial Aid.

Financial Aid Warning
Students not meeting the satisfactory academic progress criteria outlined in this policy are allowed to receive Federal Title IV Financial Aid for the next term of attendance at ASUMH without an appeal. Students placed on financial aid warning will be informed, in writing, of their status. Warning duration is one term.

Appeals
Students not meeting the satisfactory academic progress criteria outlined in this policy and who do not meet the criteria to be placed on financial aid warning status must appeal to receive Federal Title IV Financial Aid and assistance through the Arkansas Department of Higher Education for attendance at ASUMH.

The appeal should strive to demonstrate why a student has had difficulty maintaining the criteria outlined in this Satisfactory Academic Progress Policy. The explanation of the student's circumstances should not only include why the criteria were not met, but should include any relevant unforeseeable activity that may have had a negative impact on his/her academic success during his/her entire academic career at ASUMH. Include an explanation and any relevant evidence that illustrates how or why the issue(s) being explained are not expected to continue. Any such extenuating circumstance that could be considered to be out of the student's control will be taken into consideration in determining if a student will be denied, placed on financial aid probation and given financial aid for the next term, or placed on an academic plan and given financial aid.

Submission of all appeals must be in writing, legible and signed by the student.

Academic Dismissal

A student dismissed from ASUMH or his/her program of study for academic reasons is not maintaining satisfactory academic progress. Students who were already on a satisfactory academic progress status of Financial Aid Warning must submit an appeal to receive assistance for the next term of attendance at ASUMH. Students dismissed for academic reasons, not already on Financial Aid Warning, will be placed on Financial Aid Warning.

Financial Aid Probation

Students placed on financial aid probation are expected to be able to meet the criteria of this Satisfactory Academic Progress Policy by the end of their next term of enrollment. Students placed on financial aid probation that do not meet the criteria outlined in this policy by the end of their next term of enrollment are considered to not be maintaining satisfactory academic progress.

Appeals for students who were previously placed on financial aid probation must be able to demonstrate that a new and different extenuating circumstance has occurred as a reason for not maintaining satisfactory academic progress since the previous appeal was approved.

Academic Plan

A student placed on an academic plan will be given specific expectations that he or she will be required to meet to be considered eligible for Title IV aid in a future term or terms. Failure to meet the expectations outlined in an academic plan will result in ineligibility for assistance through the Arkansas Department of Higher Education and Federal Title IV Financial Aid Programs.

An academic plan is based on an individual's ability to complete his/her program of study with-in 150% of the hours it takes to complete that program of study. An appeal may be submitted if a new and different extenuating circumstance led to a student not meeting his/her academic plan as outlined.

Policy Terms

Successful completion is receiving a letter grade on an academic transcript of "A", "B", "C", "D" or "P." All other outcomes are not considered to be successful completion. Every outcome of withdrawal, incomplete, and letter grades of "F" are not successful completion.

Attempted hours are all hours taken at ASUMH regardless of the outcome of the course posted on the transcript and with all hours accepted in transfer by ASUMH. All attempted hours are considered in determining satisfactory academic progress even if no aid was received for the hours attempted.

Program of study is coursework designed to lead to a degree or certificate at ASUMH. Not every program of study offered at ASUMH is eligible for Federal Title IV Financial Aid.

Term or Term of Enrollment refers to a period of attendance in academically related activities that result in a grade on the student's academic transcript. All summer enrollment is considered a single term.

TYPES OF ASSISTANCE

Federal Pell Grant

The Federal Pell Grant program is designed to assist eligible undergraduate students who do not have a bachelor's or a professional degree. This grant helps defray the costs of education. Award amounts are determined on the basis of financial need as determined through the FAFSA Application and the student's status as full-time, half-time, three-quarter time, or less than half-time.

Federal Student Loans
Eligibility for federal student loans (both subsidized and unsubsidized) is determined through the FAFSA application. These are low interest loans available directly from the federal government to help with educational expenses. Loan types and amounts vary by need and student classification within their program of study, such as freshman or sophomore.

Applicants not eligible for the Federal Subsidized Student Loan may be eligible for the Federal Unsubsidized Student Loan. Repayment on either student loan would begin six months after the student ceases to be at least a half-time student.

Loans may be requested in the Office of Scholarships and Financial Aid. Stafford Loan entrance counseling and a Master Promissory Note must be completed at https://studentaid.gov/ to be eligible.

Federal Work-Study Program
The Federal Work-Study Program provides on-campus jobs for undergraduate students who have financial need as determined by the FAFSA application. This program allows the student to earn money to help pay for educational expenses while working around his/her class schedule.

Federal Supplemental Educational Opportunity Grant (SEOG)
SEOG is a Federal Grant available to the institution to award only to Pell Grant eligible students. SEOG has limited funding and is awarded until the funding runs out.

ASUMH SCHOLARSHIPS

Academic Distinction Scholarship
The Academic Distinction Scholarship is administered through the Office of Scholarships and Financial Aid, located on the 3rd floor of Roller Hall. The scholarship is awarded to students who are a U.S. citizen, Arkansas resident, and who graduated from an Arkansas accredited high school, or who are qualified home-school students or to qualified GED recipients. Enrollment at ASUMH must occur during the fall or spring semester following high school graduation or completion of a GED test. Students must enter as new freshmen, not transfer students.

Concurrent college enrollment during high school does not count as transfer work. Any ASUMH classes taken during the summer following high school graduation only count in the GPA considered for renewal.

Students may qualify for the scholarship in one of the following ways:
1. Achieve an ACT composite score of 24 or higher and have a cumulative 3.00 GPA (based on a 4.00 scale)

2. Achieve a score of 1110 – 1170 on the SAT and have a cumulative 3.00 GPA (based on a 4.00 scale)

3. Rank in the top 10 percent of the graduating class (where the graduating class is 20 or more) and have a cumulative 3.00 GPA (based on a 4.00 scale) at the end of seven semesters

4. GED score of 660 or higher

5. Priority is given to those students who apply before June 1st for fall admission and November 1st for spring admission

NOTE: Awards made on high school rank and GPA are tentative. The rank and the GPA must be maintained through the eighth semester in order to retain the award.

The Academic Distinction/Honor Scholarship pays only the tuition costs for full-time enrollment (12 hours or more excluding correspondence and/or remedial courses) and for only those classes offered through ASUMH, including ASUMH online classes. The following courses will not be counted toward full-time enrollment: Developmental Math, Developmental Algebra, College Reading, College Writing, Composition Lab or Foundations of Reading and Writing.

The award of this scholarship is for the duration of four consecutive semesters provided the student maintains all scholarship requirements. All incidental fees above tuition are the responsibility of the student.

Contact the Office of Scholarships and Financial Aid to obtain additional information about the Academic Distinction Scholarship or an application form.

General Scholarships
The Office of Scholarships and Financial Aid has developed a single scholarship application form encompassing a variety of separate scholarships from private endowed funds but disbursed through ASUMH.

The deadline to apply for scholarships through ASUMH's General Scholarship Application is April 1. Both incoming and current students are eligible to apply. The application may be found on the Financial Aid page of the ASUMH Website under "Scholarships".

In addition, the Financial Aid Office keeps a list of other scholarship Websites that is updated as new notifications are received.

Students should check their student email accounts frequently. The Office of Scholarships and Financial Aid posts any pertinent information relating to financial aid and scholarships, deadlines or other information as a blanket student email so that notification is promptly available.

ADDITIONAL ASSISTANCE PROGRAMS

Arkansas Academic Challenge Scholarship
The Arkansas Academic Challenge program is offered by the state of Arkansas and provides educational assistance to Arkansas residents in pursuit of a higher education. Application is made through the YOUniversal scholarship application available at https://scholarships.adhe.edu.

Arkansas Career Pathways (3rd Floor Roller Hall)
The Arkansas Career Pathways Initiative enables two-year colleges to offer those who qualify career training and college classes. In addition, Pathways can assist students in obtaining a GED, and funds may also be available for tuition and textbooks, childcare, and transportation. Students should contact ASUMH's Career Pathways office for application information. https://www.asumh.edu/pages/main/338/career-pathways

Arkansas Futures Grant (ARFutures)
The purpose of the Arkansas Futures Grant is to increase the education and skills of Arkansas' workforce in an affordable manner. The grant applies to students enrolled in Science, Technology, Engineering and Math (STEM) or regional high demand areas of study. Follow this link for application information: https://scholarships.adhe.edu.

Rehabilitation Service
Students with certain disabilities could be eligible to receive assistance with tuition, fees, books, and supplies. Students should contact their local Rehabilitation Services Office for eligibility guidelines and application information. http://arcareereducation.org/about/arkansas-rehabilitation-services.

Trade Adjustment Assistance (TAA)
This program is designed to provide training for qualified unemployed persons. Students should contact their local Department of Workforce Services (formerly Arkansas Employment Security Department) for detailed information. https://www.dws.arkansas.gov/programs/trade-adjustment-assistance/.

Active Duty Military, Veterans and Veterans' Dependent's Benefits
All active duty military, veterans and dependents of veterans are encouraged to inquire about educational benefits to attend ASUMH by contacting the Veterans Administration Certifying Official in the Office of Scholarships and Financial Aid by calling 870-508-6241.

Veteran's educational benefits can be received by qualifying veterans and dependents to attend ASUMH. Eligibility for benefits is determined by first applying online at vets.gov. Once the application is processed, a Certificate of Eligibility for Veteran's Education Benefits is issued by the VA regional processing office. Copies of the Certificate of Eligibility and the veteran's DD-214 (member copy 4) should be provided to the ASUMHVA Certifying Official in the Office of Scholarships and Financial Aid. Additional paperwork is required by the ASUMH VA Certifying Official prior to the certification of attendance to the VA.

Active duty military may also be eligible to receive educational benefits to attend ASUMH. To find out more about benefits while serving on active duty, speak with your command's personnel office.

More educational benefits and information devoted to veterans, veteran's dependents and active duty military at ASUMH is available at https://asumh.edu/vets and https://benefits.va.gov/benefits/.

Workforce Innovative and Opportunity ACT (WIOA)
The program is designed to help low-income or unemployed persons. Students should contact the WIOA office at their local Arkansas Workforce Center for application information. The Mountain Home Office number is (870-425-2386). Additional information is available at https://www.dws.arkansas.gov/programs/workforce-innovation/.

ADDITIONAL EDUCATIONAL
SERVICES

ADDITIONAL EDUCATIONAL SERVICES

ASU – JONESBORO PROGRAMS AT ASU – MOUNTAIN HOME

Students may complete undergraduate and graduate level programs through the Arkansas State University-Jonesboro Programs at ASUMH. The program is designed so that ASUMH provides the freshman and sophomore courses. ASU-Jonesboro then provides junior, senior, and graduate courses leading to specific bachelors' and masters' degrees. All classes are held on the Mountain Home campus. When the course work is complete, the degree is awarded by ASU-Jonesboro.

Information about any of these degrees offered by ASU-Jonesboro through the ASUMH Degree Center may be obtained by calling (870) 508- 6170.

Degrees Available Through ASUJ at ASUMH
(Hybrid program delivery utilized and may include face-to-face, Compressed Video Network, online and Web-assisted.)

AAS	Nursing (LPN/RN Transition)
AAS	Nursing
BS	Accounting
BS	Business Management
BS	Sports Management
BSE	Early Childhood Education (K – 6) Middle – Level Education (Grades 4 – 8)
MAT	Mid – Level Education
MSE	Reading
EdS	Reading

Degrees Previously Available Through ASUJ at ASUMH Now Available Online

BA	Criminology
BS	Business Administration
BS	Interdisciplinary Studies
MBA	Business
MSE	Curriculum and Instruction Educational Leadership Elementary Education
EdS	Educational Leadership

Nursing Programs Available Through ASU-Jonesboro
In addition to the previously listed programs, ASU-Jonesboro offers the Bachelor of Science in Nursing (RN-to-BSN Option). For information regarding this program, contact the ASU-Jonesboro nursing faculty at (870) 508-6113.

SECONDARY CENTER

ASUMH's Technical Center, located at 4034 Highway 62 West (two miles west of the main campus), also serves as a hub and office for the secondary program. The Technical Center opened in 2014 and is an approved site by the Arkansas Department of Career Education to provide training for area high school students with the opportunity to earn college credit while still in high school at no cost to the student.

Programs available to high school students through ASUMH's Secondary Center include Automotive Systems Repair, Construction Technology, Criminal Justice, Health Professions, Machining, Mechatronics, and Welding.

Contact the Secondary Center Director at 508-6159 for information.

ASUMH - BAXTER COUNTY ADULT EDUCATION CENTER

Persons from Baxter County who are interested in achieving the equivalency of a high school diploma can prepare for and complete the GED exam at the Baxter County Adult Education Center, located on the second floor of McClain Hall at ASUMH. Arkansas Adult Education also provides the opportunity for improving basic math and reading skills, learning English as a second language, basic computer literacy, basic keyboarding or developing resume writing skills. Placement tests are available to help determine the level of instruction for which a student is ready. Contact Jenna Robbins at (870) 508-6304 with questions.

ASUMH - MARION COUNTY ADULT EDUCATION PROGRAM

Offering the same programs as above, a center for Adult Ed is also located on Highway 62 in Yellville for Marion County individuals. For more information contact (870) 508-6100.

CENTER FOR WORKFORCE EDUCATION

The Workforce Center focuses on building and improving the technical and soft skills of existing and future employees. As businesses and manufacturing firms become more advanced, the need for technically skilled individuals becomes more evident. The Workforce Center can help businesses and manufacturing firms work through these organizational challenges with custom training.

The Workforce Center coordinates customized instruction, which may include the Employability Certificate, delivered on site or on campus, to improve employee productivity through professional development and/or boost technical skills. Some businesses may even qualify for grants that may substantially reduce the cost of this type of training. For more information regarding customized training, please call 870-508-6106.

COMMUNITY EDUCATION

To enhance and support the joy of lifelong learning, ASUMH offers Community Education.
Community Education courses offer:

1. Short-term personal enrichment classes and workshops

2. Begin recurrently throughout the semester

3. Non-credit

4. No tests or grades

5. Easy registration and low fees

6. Outstanding instructors

ACADEMIC POLICIES AND REGULATIONS

TESTING AND PLACEMENT

Freshman Assessment and Placement
The Freshman Assessment and Placement Program prescribes statewide minimum standards for determining whether entering freshmen should be placed in college-level math and composition courses or in remedial courses in math, composition, and reading. Students whose scores indicate placement in remedial classes must enroll in those courses during their first 15 hours of course work. Students required to take two or more remedial courses must also take ORT 1011 First Year Experience. Students in all associate degree, certificate, technical and proficiency programs are required to take and complete all required remedial classes. Contact the Testing Center at (870) 508-6209 to schedule an appointment for admissions testing.

Placement scores, which are older than six years, will no longer be accepted.

Mathematics
The mathematics courses listed below have replaced MATH 0103 Intermediate Algebra in the following Associate of Applied Science (A.A.S.) degrees:

MATH	1113	Applied Math	A.A.S. in Criminal Justice
MATH	1113	Applied Math	A.A.S. in Funeral Science
MATH	1113	Applied Math	A.A.S. in Information Systems Technology
MATH	1113	Applied Math	A.A.S. in Business Administration
MATH	1113	Applied Math	A.A.S. in Hospitality Management
MATH	1113	Applied Math	A.A.S. in Paramedic Technology
MATH	1103	Technical Math	A.A.S. in Welding Technology
MATH	1103	Technical Math	A.A.S. in Automotive Systems Repair
MATH	1113	Applied Math	A.A.S. in Mechatronics

Refer to course descriptions, which begin on page 159 and testing, and placement instructions on page 45 for A.A.S. degrees.

Students pursuing an Associate of Arts or Associate of Science degree who score below 21 on the mathematics section of the Enhanced ACT (American College Testing Program's ACT Assessment Test) or below 460 on the quantitative portion of the re-centered SAT (College Board's Scholastic Aptitude Test), below 59 on the COMPASS Test, or below 100 on the ACCUPLACER Classic or below 270 on the ACCUPLACER Next Generation Elementary Algebra test must successfully complete the remedial mathematics course or courses as stated below. Students must earn passing grades ("C" or better) in these courses before advancing to College Algebra.

Mathematics

ACT Math		
21 or above	MATH 1023	College Algebra
19 or above	MATH 1024	College Algebra with Review
*19 or above	MATH 1043	Quantitative Reasoning
0 – 17	MATH 0143	Developmental Math II
17 or above	MATH 1113	Applied Math
16 or above	MATH 1103	Technical Math
18 – 20	MATH 0133	Developmental Math I
*19 or above in Reading also required		

ACCUPLACER Arithmetic			
Classic Arithmetic (Retired)	Next Generation Arithmetic	ASUMH Course	
75 or above	280 – 300	MATH 1113	Applied Math
50 or above	260 – 300	MATH 1103	Technical Math
75 or above	200 – 300	MATH 0003	Beginning Algebra

ACCUPLACER Elementary Algebra			
Classic Elementary Algebra (Retired)	Next Generation Quantitative Reasoning Algebra & Statistics	ASUMH Course	
100 or above	270 – 300	MATH 1023	College Algebra
77 or above	255 – 269	MATH 1024	College Algebra with Review
*77 or above	255 – 269	MATH 1043	Quantitative Reasoning
77 or above	245 – 269	MATH 0103	Intermediate Algebra
77or above	245 – 269	MATH 0143	Developmental Math II
55 or above	245 – 300	MATH 1113	Applied Math
45 or above	235 – 300	MATH 1103	Technical Math
45 to 76	200 – 254	MATH 0003	Beginning Algebra
45 to 76	200 – 244	MATH 0133	Developmental Math I

*252 or above in Reading also required

COMPASS Pre-Algebra Test		
37 or above	MATH 1103	Technical Math
24 or above	MATH 0003	Beginning Algebra

COMPASS Algebra Test		
47 or above	MATH 1023	College Algebra
38 or above	MATH 1024	College Algebra with Review
38 or above	MATH 1043	Quantitative Reasoning
38 – 46	MATH 0103	Intermediate Algebra
28 or above	MATH 1113	Applied Math
23 or above	MATH 1103	Technical Math

ALEKS PPL Math		
30 – 45	BUS 1413	Business Math
14 – 29	MATH 0003	Beginning Algebra
30 – 45	MATH 0103	Intermediate Algebra
46 – 60	MATH 1023	College Algebra
30 – 45	MATH 1024	College Algebra w/Review
61 – 75	MATH 1033	Plane Trigonometry
30 – 45	MATH 1043	Quantitative Reasoning
61 – 75	MATH 1054	Precalculus Math
14 – 29	MATH 1103	Technical Math
14 – 29	MATH 1113	Applied Math
61 – 75	MATH 2143	Business Calculus
61 – 75	MATH 2194	Survey of Calculus
76 – 100	MATH 2204	Calculus I

English Composition

Students scoring below 19 on the English section of the Enhanced ACT or below 470 on the Verbal section of the SAT, below 75 on the COMPASS Writing Skills, or below 83 on the ACCUPLACER Classic or below 260 on the ACCUPLACER Next Generation English/Sentence Skills tests must successfully complete the college remedial course in composition as stated below.

ACT English		
19 or above	ENG 1003	Composition I
1 – 18	CPT 0103	College Writing

ACCUPLACER English/Sentence Skills			
Classic Writing (Retired)	Next Generation Writing	ASUMH Course	
83 or above	260 – 300	ENG 1003	Composition I
1 to 82	200 – 259	CPT 0103	College Writing

COMPASS English		
80 or above	ENG 1003	Composition I
1 – 79	CPT 0103	College Writing

Reading

Students who score below 19 on the Reading section of the Enhanced ACT, below 470 on the Verbal section of the SAT, below 83 on the COMPASS Reading Skills test, or below 78 on the ACCUPLACER Classic Reading test or below 252 on the ACCUPLACER Next Generation Reading test must enroll in the following college remedial course:

ACT Reading		
19 or above		EXEMPT
1 – 18	CPT 0123	College Reading

ACCUPLACER Reading			
Classic Reading (Retired)	**Next Generation Reading**	**ASUMH Course**	
78 or above	252 – 300	EXEMPT	
1 to 77	200 – 251	CPT 0123	College Reading

COMPASS Reading		
83 or above		EXEMPT
1 – 82	CPT 0123	College Reading

Computer Concepts
Students are required to demonstrate basic computer skills or enroll in CIS 0012 Basic Computer Skills Lab before enrolling in a college level computer class. Students who graduated high school within the past five years meet the basic computer skills requirement. For students who have been out of high school more than five years, the ASUMH testing center offers a TekAssess computer placement exam, which can be taken with the ACCUPLACER Classic or the ACCUPLACER Next Generation tests or as a stand-alone test. Students taking the TekAssess placement exam must enroll in the following college remedial course:

70% or above and minimum typing speed of 20 wpm or graduated high school within past five years		EXEMPT
Less than 70% or typing speed of less than 20 wpm	CIS 0012	Basic Computer Skills Lab
No placement scores	CIS 0012	Basic Computer Skills Lab

PRIOR LEARNING ASSESSMENT (PLA)

ASUMH recognizes students may have gained college-level knowledge through learning outside the university. In order for this learning to be evaluated for possible college-level credit, students should request an evaluation of their previous experience immediately following acceptance into the university to avoid possible duplication of courses.

Students seeking college-level credit must request a document evaluation through the Office of the Dean of the appropriate school. All credit evaluations are considered on their individual merit. All students are required to meet program academic requirements to be awarded college-level credit.

ASUMH recognizes nationally standardized exams such as College-Level Examinations Program (CLEP) and College Board Advanced Placement Program (AP) exams as an integral part of the higher education learning process. To obtain specific information concerning the acceptance of CLEP or AP test results students should contact the Office of the Registrar.

Articulated Credit
ASUMH and eight area high schools have articulated credit agreements whereby students may earn college credit for certain high school courses. To be eligible for articulated credit, students must earn at least a "C" in their high school course, enroll at ASUMH within 18 months of high school graduation, and successfully complete 12 credit hours at ASUMH. Articulated credit can be applied towards 16 non-transferable degrees at ASUMH. For more information, please contact the Registrar's Office.

College Level Examination Program (CLEP)
ASUMH awards up to 15 semester hours of college credits through the College Level Examination Program (CLEP). Students may go to http://www.collegeboard.com for testing information. Students eligible to receive college credit based on CLEP scores must be enrolled at ASUMH for a full semester prior to the university posting CLEP credit to the student transcript.

ASUMH eligibility requirements for receiving credit by CLEP examination does not allow the award of credit for a course the student has completed or for a course for which the student has completed a more advanced course.

Minimum acceptable scores for awarding CLEP credit will vary by institution and may not be consistent with suggested Educational Testing Service score recommendations.

CLEP Exam	ASUMH Course	Credit Hours Earned	Cut-off Score
American Government	POSC 2103	3	51
College Algebra	MATH 1023	3	50
College Composition	ENG 1003	3	52
College Composition	ENG 1003 & ENG 1013	6	62
History of US I	HIST 2763	3	58
History of US II	HIST 2773	3	51
Humanities	ART 2503	3	51
Humanities	ENG 2003	3	51
Humanities	ENG 2013	3	51
Introduction to Psychology	PSY 2013	3	47
Introduction to Sociology	SOC 2213	3	53
Principles of Accounting I	ACC 2003	3	50
Principles of Macroeconomics	ECON 2313	3	55
Principles of Microeconomics	ECON 2323	3	55
Western Civilization I	HIST 1013	3	44
Western Civilization II	HIST 1023	3	50

Advanced Placement Program (AP)

The university awards credit to students who participated in the College Board Advanced Placement Program at their high schools. Students who wish to obtain AP credit must request the College Board http://www.collegeboard.com forward their test scores to ASUMH.

Students will be awarded course credit for the courses listed below if they earned the indicated required minimum scores on their AP examinations. Students eligible to receive college credit based on AP scores must be enrolled at ASUMH for a full semester prior to the university posting AP credit to the student transcript.

AP credit is not awarded for a course the student has already completed at the college/university level. AP credit granted at other institutions is not automatically transferable to ASUMH. Students who wish to transfer AP credit must submit official documentation of earned scores.

Advanced Placement Exam	AP Test Score Required for Placement	ASUMH Credit
Biology	3	BIOL 1003
Biology	4	BIOL 1003 & BIOL 1001
English Lit/Composition	3	ENG 1003
English Lit/Composition	4	ENG 1003 & ENG 1013
History of Art	3	ART 2583
History of Art	5	ART 2583 & ART 2593
Music Listening & Literature	3	MUS 2503
Studio Art (Drawing Portfolio)	3	ART 1033
Studio Art (General Portfolio)	3	ART 1013
Foreign Language - German	3** (**Plus completion of Intermediate II)	GRM 2013 & GRM 2023**
Foreign Language – Spanish	3** (**Plus completion of Intermediate II)	SPN 2013 & SPN 2023**
World History	3	HIST 1013
United States History	3	HIST 2763
United States History	4	HIST 2763 & HIST 2773
Calculus AB	3	MATH 2204
Calculus BC	3	MATH 2214
Chemistry	3 (*Plus departmental validation of lab skills)	CHEM 1013 & CHEM 1011*
Physics B	3	PHYS 2054 *PHYS 2064

Department Challenge Examinations

Some courses at ASUMH allow the student to register and then demonstrate the ability to meet the learning objectives of the course by successful completion of a challenge exam. The exams are typically offered within the first three weeks of the term in which the student is enrolled. The challenge exam course option is at the discretion of the course instructor. The student will find information in the course syllabus for each course which offers a challenge exam option.

Select applied technical educational courses allow the student to demonstrate the ability to meet the learning objectives of the course by successful completion of a custom course challenge exam. The exam must be completed prior to registering for the course. The custom course challenge exam option is at the discretion of the course instructor. The student should contact the course instructor or the Dean of Business and Technology to be considered for a custom course challenge exam.

ASUMH awards credit for CIS 1053 Computer Essentials to students who score 70% or higher with a typing speed of 20 words per minute on the TekAssess Computer Essentials Challenge Exam. Credit is also awarded for CIS 1203 Introduction to Computers to students who score 70% or higher on the TekAssess Introduction to Computers Challenge Exam. The exam is given in the ASUMH Testing Center.

FINAL EXAMINATIONS

All final examinations must follow the final exam schedule. Final exam schedules are available in the semester class schedule, on the university Website, and from the Office of the Registrar.

REGISTRATION

Students are required to register during the scheduled registration periods. A student may not attend any class until his/her registration is complete. Those who enter courses after class work has begun are responsible for all work prior to their entrance. Registration is not officially completed until all registration forms and course enrollments are completed and applicable fees paid. Normally, a student will not be permitted to enter a class after the close of the 4th day of classes in a regular semester or after the close of the 2nd day of classes in a summer session.

All students must see an advisor before registration. Faculty advisors are assigned to a student according to the intended major indicated on student application for admission. Students who have not declared a major will receive advising from the Registrar or someone designated by the Registrar. Students may access their advisor's name by logging on to ASUMH My Portal and clicking on "advisor" which is in the center of the page. Students who misrepresent facts on their application for admission will be dropped/withdrawn from the university and their admission cancelled immediately.

PRE-REGISTRATION

Pre-registration is scheduled during the semester for the upcoming semesters. Currently enrolled students are strongly encouraged to register for courses for the next semester during the pre-registration periods. Pre-registration is designed to give currently enrolled students the first option for future course enrollment.

COURSE NUMBERING SYSTEM

Each course is designated by a number composed of 4 digits, and each course number carries the following information: The first digit indicates the course level (0 – no degree credit, 1– freshman, 2 – sophomore), and the fourth digit indicates the number of semester hours of credit.

CREDIT FOR COURSES

A semester hour is the unit of credit defined as the amount of credit given for one clock-hour (50 minutes) in class per week for 15 weeks (or the equivalent). For example, a class meeting 3 hours per week carries 3 semester hours of credit.

Non-Traditional Credits (Maximum 30 Hours)
Credits earned through non-traditional methods are awarded upon evaluation by the Registrar. Credits from technical schools of the armed forces are evaluated according to the recommendations of the American Council on Education in "A Guide to the Evaluation of Educational Experience in the Armed Forces".

ACADEMIC CREDIT LOAD
For tuition and financial aid purposes, 12 credit hours is considered a regular load in a fall or spring semester. However, a regular course load for a student during a fall or spring semester is 15 credit hours. Six credit hours is considered a regular load for a summer session.

Generally, eighteen hours is the maximum load that a student may carry during a fall or spring semester although certain technical programs may specify more. Any student outside these technical areas wishing to enroll in more than eighteen credit hours must request permission from the Vice Chancellor for Academic Affairs (VCAA). Seven credit hours is the maximum allowed during a summer semester without special permission from VCAA. Courses taken concurrently at other institutions, as well as independent study, will be considered in calculating maximum load.

COLLEGE PREPARATORY (REMEDIAL) COURSE ENROLLMENT
College preparatory (CPT) is now referred to as remedial, covering 0-level CPT and MATH courses, i.e. CPT 0053, CPT 0103, CPT 0123, CPT 0201, CPT 0243, MATH 0003, MATH 0073 and MATH 0103. Those enrolled in College Writing (CPT 0103) and College Reading (CPT 0123) must enroll in ORT 1011 First Year Experience during that semester, as well as, computer placement scores, which require completion of CIS 0012. All remedial work must be completed in the student's first 15 hours at ASUMH.

COURSE PRE-REQUISITES
No student may enroll in a course before successfully completing the pre-requisites to that course. Pre-requisites to a course are noted following the description of the course.

TRANSFER CREDIT POLICY
Students who present transcripts of college-level credit from regionally accredited institutions will receive up to 60 hours credit toward a degree under the following conditions:
1. Only courses with a grade of "C" or better will be accepted

2. Courses accepted for transfer must fulfill degree requirements at ASUMH

3. Students must complete a minimum of 15 credit hours at ASUMH to be awarded a degree from the university

The total number of credit hours of accepted college-level work will be entered on the student's permanent academic record; however, the transfer credit hours will not be included in the cumulative grade point average reflected on the transcript of academic record.

Students may not transfer more than 18 semester credit hours earned per regular semester or 7 semester credit hours earned per summer session without the Registrar's approval. To have transfer hours officially assessed, students must be enrolled at ASUMH. Direct questions regarding transfer to the Office of the Registrar.

Transfers to ASUMH
Currently enrolled students should not take courses at other institutions without first checking with their advisor regarding applicability of the courses for ASUMH credit. This will ensure that students do not take inappropriate courses, non-equivalent courses, out-of-sequence courses, courses at an inappropriate level, or a credit overload for the semester.

Transfers from ASUMH
Students who intend to transfer to another institution should contact the receiving institution to determine which courses will be accepted for credit in their programs. Students are advised to contact the receiving institution before registering at ASUMH.

Arkansas Course Transfer System (ACTS)
The Arkansas Course Transfer System (ACTS) contains information regarding the transferability of courses within Arkansas public colleges and universities. Students are guaranteed the transfer of applicable credits and the equitable treatment in the application of credits for the admissions and degree requirements (See applicable ACTS course numbers at the end of course descriptions.) Course transferability is not guaranteed for courses listed in ACTS as "No Comparable Course." Additionally, courses with a "D" frequently do not transfer and institutional policies may vary. ACTS may be accessed on the Internet by going to the Arkansas Department of Higher Education Website and selecting Course Transfer.
(https://www.adhe.edu/institutions/academic-affairs/arkansas-transference-and-articulation/arkansas-course-transfer-system)

Roger Phillips Transfer Act of 2009
The Roger Phillips Transfer Act of 2009 requires Arkansas public four-year universities to accept all credits earned for a designated transfer degree upon transfer to a baccalaureate degree program. Designated transfer degrees include Associate of Arts and Associate of Science.

AUDITING COURSES
Students auditing a course pay the regular course fee. No credit is awarded for courses audited. The letters "AU" are recorded in the grade column on the student's permanent record. Audited courses will be counted as part of the stated maximum load for a semester or term. However, audited courses do not count for financial aid purposes. Credit students are allowed to enroll prior to audit students.

CHANGES IN SCHEDULE/DROPPING A COURSE
Students are strongly advised to meet with their instructors and discuss their options before dropping or withdrawing from a course. A student dropping a course must obtain a Withdrawal Form from the Office of Admissions, obtain the signature of a financial aid officer, and promptly return the form to the Office of Admissions for processing.

Students must be officially withdrawn to avoid receiving an "F" in a course. The schedule for the final date for dropping a course may be found on the academic calendar of this catalog. Please see the University Website or course schedule for refund periods. When a student withdraws from a course, his/her grade will be recorded on the transcript as "W" (withdrawal).

CHANGES IN SCHEDULE/WITHDRAWING FROM THE UNIVERSITY
A student withdrawing from the university must obtain a Withdrawal Form from the Office of Admissions, obtain the signature of the financial aid officer, and promptly return the form to the Office of the Admissions.

Students must be officially withdrawn to avoid receiving an "F" in a course. The schedule for the final date for withdrawing from a course may be found on the academic calendar of this catalog. Please see the University Website or course schedule for refund periods.

When a student withdraws from a course, his/her grade will be recorded on the transcript as "W" (withdrawal).

Students Called into Military Duty

When any person is activated for full-time military service during a time of national crisis and therefore is required to cease attending a state-supported postsecondary education institution without completing and receiving a grade in one or more courses, the following assistance shall be required with regard to courses not completed:

1. Such student shall receive a complete refund of tuition and such general fees as assessed against all students at the institution
   a. Proportionate refunds of room, board, and other fees which were paid to the institution shall be provided to the students, based on the date of withdrawal
   b. If an institution contracts for services covered by fees which have been paid by and refunded to the student, the contractor shall provide a like refund to the institution

2. If the institution has a policy of repurchasing textbooks, students shall be offered the maximum price, based on condition, for the textbooks associated with such courses

When a student is required to cease attendance because of such military activation without completing and receiving a grade in one or more courses, the institution shall provide a reasonable opportunity for completion of the courses after deactivation.

A student activated during the course of a semester shall be entitled, within a period of two years following deactivation, to free tuition for one semester at the institution where attendance had been interrupted unless federal aid is made available for the same purpose.

GRADING

GRADES AND GRADING SYSTEM

Students may access their grades through myCampus Portal on the ASUMH Website (www.asumh.edu). A student may request an official transcript by contacting the Office of Admissions at (870) 508-6104.

ASUMH is on a four-point grading system. The grading system includes permanent letter grades and grade point values as follows:

A	Excellent	For outstanding achievement	4 grade points per credit hour
B	Good	For less than outstanding but demonstrably better performance than the normal competency required for satisfactory progress toward graduation	3 grade points per credit hour
C	Average	For performance, which demonstrates normal competency, required for satisfactory progress toward graduation	2 grade points per credit hour
D	Below Average	For performance, which meets minimum course requirements but is below standards required for satisfactory progress toward graduation.	1 grade point per credit hour
F	Failure	For performance, which does not meet minimum course requirements and for which no degree credit is justified	0 grade points

In addition to the letter grades listed, the grading system utilizes the following symbols, all with 0 grade point values:

AU	Audit	For meeting requirements as established by the instructor
CR	Credit Awarded	For meeting requirements as established by the instructor
I	Incomplete	For non-completion of no more than the last 25% of course requirements for reasons beyond the student's control
		An incomplete grade not removed within one semester will be recorded as an "F". Remedial (CPT) courses are non-credit classes. Failing grades in remedial classes will be calculated into the semester grade point average (GPA) but not the cumulative GPA
W	Withdrawn	For non-completion of course
TR	Transfer	Refers to transfer grades, with the TR in front of the letter grade received

GRADE POINT AVERAGE COMPUTATION

Each letter grade awarded to a student is assigned a point value. A student may determine the grade points for each course by multiplying the number of points the grade is worth by the number of credit hours the course carries.

Example: an "A" letter grade (worth 4 points) in a 3-credit hour course is worth 12 points, and a "B" letter grade (worth 3 points) in the same course is worth 9 points. The GPA is determined by adding the total point values for all courses and dividing the total point values by the total number of credit hours attempted during the same period of time (See table below). Remedial courses are not included in the computation of cumulative grade point averages, but are calculated in the semester GPA.

EXAMPLE:

Course	Credit Hours		Grade & Value		Grade Points
CIS 1203 Introduction to Computers	3	x	B (3)	=	9
CIS 1206 CISCO Networking II	6	x	A (4)	=	24
HIST 2883 Arkansas History	3	x	B (3)	=	9
MATH 1023 College Algebra	3	x	A (4)	=	12
Total	15				54

Divide the total hours (15) into the total grade points (54) = 3.60 grade point average (GPA).

INCOMPLETE

At the discretion of the instructor, a grade of "I" (incomplete) may be recorded when a student who has successfully completed 75% of the requirements of a course is unable to meet all course requirements for reasons beyond his/her control. Examples of such reasons would be the prolonged illness of the student or serious illness or death in the family. Procrastination, pressure of work in other courses, or employment are not satisfactory reasons. A grade of "I" will not be computed in the grade point average for the semester recorded; nonetheless, the "I" will be changed to a grade of "F" for grade and GPA purposes at the end of the next regular semester (fall or spring) unless course requirements are completed and the final grade is reported before the end of that semester.

The instructor will complete a written contract outlining necessary steps to change the "I" to a letter grade. Both the instructor and the student will sign and receive a copy of the contract. The Registrar's Office will maintain and make grade changes.

REPEATING OF COURSES

Students may repeat courses. The last grade earned in a course will become the official grade. The last grade earned in a course is used in computing the cumulative grade point average.

CHANGE OF GRADE

If a student discovers a final grade discrepancy, he/she must contact the instructor. The instructor must submit a Grade Change Report form to the Registrar Office prior to the close of the regular (fall or spring) semester immediately following the one in which the original grade was recorded.

RECOGNITION OF ACADEMIC ACHIEVEMENT

An honor roll consisting of the Chancellor's List and the Vice Chancellor's List is published at the close of each regular fall or spring semester. The names of those students who have requested non-disclosure on their applications for admission will not be published. Recognition of academic achievement is noted on the student's official transcript. Eligibility for the Chancellor's List and the Vice Chancellor's List requires at least 12 credit hours of college-level courses, not including courses beginning with a "0." The honor roll lists are based on the following criteria:

Chancellor's List:	Full-time students whose grade point average for the semester is 4.00.
Vice Chancellor's List:	Full-time students whose grade point average for the semester is within the range of 3.60 through 3.99.

EARLY ALERT PROGRAM

The Early Alert Program is a service provided to students who face challenges that may hinder success in the classroom. Students may be referred to the Student Retention Specialist to address efforts toward academics, study skills, test anxiety, time management, attendance, or non-academic matters that may impact a student's success. Additionally, campus and community resources are provided to assist students.

ACADEMIC PROBATION AND SUSPENSION

ASUMH reserves the right to deny further attendance to any student who lacks the personal qualities, professional characteristics, or scholastic attainments essential for success.

A student will be placed on academic probation at the end of the first semester in which the student's cumulative grade point average (GPA) drops below 2.0. A student on academic probation is **automatically** enrolled in the Academic Probation Recovery Program and must satisfy program requirements including ongoing meetings with the Student Retention Specialist. Academic probation does not prevent a student from enrolling in the next semester.

A student who is on academic probation must earn a minimum 2.0 semester grade point average at the end of the first semester on probation and each succeeding semester until the cumulative GPA is at a minimum of 2.0. Probation status is removed at the end of the semester when the cumulative GPA reaches a minimum 2.0.

A student who is on academic probation and does not achieve a minimum 2.0 semester GPA in the next or any succeeding semester will be academically suspended.

A student who is academically suspended will be suspended from enrollment for one semester (not counting summer terms). After one semester, the suspended student must meet with the Suspension Recovery Counselor before being re-admitted. Re-admittance is not automatic. If the student is re-admitted, <u>he/she will be on Academic Suspension Recovery and must adhere to the requirements of the program until their cumulative GPA rises to a 2.0 or higher.</u>

A student who is academically suspended for a second time will be academically dismissed from ASUMH for 2 years. After 2 years, the student must petition the Vice Chancellor for Academic Affairs in writing to be considered for re-admittance.

ACADEMIC CLEMENCY

Academic clemency means that students may petition to have previously earned credits and grades removed from the calculations of their cumulative grade point averages under the following guidelines:

1. Academic clemency may be granted to a returning student who has not been enrolled in an institution of higher education for a period of 2 years.

2. Returning students must petition for clemency upon application for re-admission by submitting a letter to the Vice Chancellor for Academic Affairs. The letter should include the student's past educational mistakes and resolutions for future educational success.

3. Transcripts will reflect all grades and credits although the forgiven credits will not count toward graduation or in the grade point average.

4. All credits earned in the semester for which clemency is requested are eliminated from the grade point average and from meeting graduation requirements.

5. Clemency petitions must be submitted to the Office of Academic Affairs for review.

6. Students receiving academic clemency are not eligible for the Chancellor or Vice Chancellor's lists or the Fran Coulter Honors Program.

TRANSCRIPT POLICIES

Transcripts are issued at the written request of the student or appropriate institutions and officials. Students may complete a transcript request form at the Admissions Office or scan and e-mail the completed form to transcript@asumh.edu. Telephone requests for transcripts are not accepted.

Official transcripts of the student's ASUMH permanent record are issued on security paper with the embossed seal of the university.

Transcripts that have been presented for admission or evaluation of credit become a part of the student's permanent record and are not reissued. Transcripts from other institutions, if needed, must be obtained directly from the original issuing institution.

Transcripts or other evidence of attendance will not be issued to or for a student who is in debt to the university.

GRADUATION

REQUIREMENTS FOR AN ASSOCIATE DEGREE

For an associate degree, each candidate must meet the following general requirements:

1. Complete the curriculum as listed under the description of the associate degree program.

2. Complete at least 15 credit hours at ASUMH. Note: No more than 15 formal non-collegiate hours for an associate degree program may be earned through examination (including CLEP, Advanced Placement, Prior Learning Assessment, Articulated Credit, Industry Certification, evaluated military service credits, police academy credits, DANTES, and USAFI courses).

3. Earn a grade of "C" or better in ENG 1003 and ENG 1013.

4. Submit an Intent to Graduate application by the date stated in the academic calendar to the Office of the Registrar before completing all degree requirements. (If the student is unable to graduate at the end of the semester for which application has been made, a new application must be filed during the semester in which the student expects to graduate.) An official record of concurrent, correspondence, or transfer work completed at another institution must be on file in the Office of the Registrar at least six weeks before the degree is to be granted.

5. Most associate majors require a minimum cumulative grade point average of 2.0. However, the Associate of Science in Education majors require a CGPA of 2.75. Some majors require a "C" or better in all course work, and, if a transfer student, on all work taken from the transferring institution. If a student does not have the required GPA when the Intent to Graduate application is filed, the student's name will not appear on the graduation list published for the enrollment period.

6. Complete graduation requirements under the provisions of an ASUMH catalog that is not more than five years old at the time of the student's graduation. This does not apply to programs that have been deleted from the curriculum. In the case of program deletions, those students majoring in these areas will be notified as soon as possible of this action.

7. Students may participate in Commencement exercises with up to four credit hours remaining on their course work. However, the degree will not be awarded until all outstanding coursework is completed.

REQUIREMENTS FOR AN
ASSOCIATE OF APPLIED SCIENCE IN FUNERAL SCIENCE DEGREE

To earn the Associate of Applied Science in Funeral Science degree, students must meet the following requirements:

1. Complete all major course requirements with a grade of "C" or better.

2. Take the National Board Examination. Students must submit the National Board Examination results to the Funeral Science Coordinator. The results will be sent to the ASUMH Registrar Office within 30 days of completion of all required courses.

3. Have a cumulative grade point average (CGPA) of 2.5 or higher.

4. Complete and submit to the Office of the Registrar, the Intent to Graduate. (Refer to ASUMH academic calendar for posted deadline due date.)

REQUIREMENTS FOR A TECHNICAL CERTIFICATE

For a technical certificate, each candidate must meet the following general requirements:

1. Complete the curriculum as listed under the description of the technical certificate.

2. Complete at least 25 percent of course work at ASUMH.

3. Submit an Intent to Graduate application by the date stated in the academic calendar to the Office of the Registrar before completing all degree requirements. (If the student is unable to graduate at the end of the semester for which application has been made, a new application must be filed during the semester in which the student expects to graduate.) An official record of concurrent, correspondence, or transfer work completed at another institution must be on file in the Office of the Registrar at least six weeks before the certificate is to be granted.

4. Have a minimum cumulative grade point average of 2.0. If a student does not have the required grade point average when the Intent to Graduate application is filed, the student may participate in the Commencement exercise, but will not officially graduate until a 2.0 GPA is obtained.

5. Complete graduation requirements under the provisions of an ASUMH catalog that is not more than five years old at the time of the student's graduation. This does not apply to programs that have been deleted from the curriculum. In the case of program deletions, those students majoring in these areas will be notified as soon as possible of this action.

6. Students may participate in Commencement exercises with up to four credit hours remaining on their coursework. However, the degree or certificate will be not awarded until all outstanding coursework is completed.

REQUIREMENTS FOR A CERTIFICATE OF PROFICIENCY

For a certificate of proficiency, each candidate must meet the following general requirements:

1. Complete the curriculum as listed under the description of the certificate of proficiency.

2. Complete at least 25 percent of course work at ASUMH.

3. Submit an Intent to Graduate application by the date stated in the academic calendar to the Office of the Registrar before completing all certificate requirements. (If the student is unable to complete the requirements at the end of the semester for which application has been made, a new application must be filed during the semester in which the student expects to complete all requirements.) An official record of concurrent, correspondence, or transfer work completed at another institution must be on file in the Office of the Registrar at least six weeks before the certificate is to be granted.

4. Have a minimum cumulative grade point average of 2.0.

GRADUATION REQUIREMENTS

Student Responsibility for Meeting Graduation Requirements

Each student should thoroughly study this catalog and become completely familiar with the organization, policies, and regulations of ASUMH. Failure to do this may result in serious mistakes for which the student shall be held fully responsible.

Through academic advising, ASUMH assists each student in planning academic programs, developing course schedules, anticipating graduation requirements, and making decisions affecting educational growth and development. Academic advisors endeavor to provide such assistance in a timely and accurate manner. **Meeting requirements for graduation is the responsibility of the student.**

Candidates for Degrees

Students must initiate, complete, and file an Intent to Graduate application as indicated on the academic calendar. If the student is unable to graduate at the end of the semester for which application has been made, a new Intent to Graduate application must be filed during the next semester in which the student expects to graduate. An official record of concurrent, correspondence, or transfer work completed at another institution must be on file in the Office of the Registrar six weeks before the degree is to be granted.

SECOND ASSOCIATE DEGREE

Students who wish to complete a second associate degree in another field of study must satisfy degree requirements for the first degree and earn at least 15 additional ASUMH semester hours while satisfying requirements for the second degree. The additional hours may be earned concurrent with or subsequent to completing the first associate degree. A candidate for a second associate degree must graduate under the provisions of an ASUMH catalog in effect during the time the student is pursuing the second degree.

DOUBLE MAJOR/SECOND EMPHASIS

Students may desire to complete a double major or a second emphasis within a degree. Students must meet all course requirements for both majors. Courses that are common to the two majors can be applied to both, but the student pursuing a double major must complete a minimum of twelve credit hours beyond those required for the first major. Students completing a degree with an emphasis area will only be awarded one diploma and will only be allowed to participate in commencement once.

GRADUATION WITH ACADEMIC DISTINCTION

ASUMH recognizes the academic achievement of graduating associate-degree students. To receive any of the following designations, students seeking their first associate degree must have completed at least 24 semester hours of graded course work offered by ASUMH.

1. Students with a grade point average of 4.00 on all work attempted, and, if transfer students, on all ASUMH work, shall be designated as graduating summa cum laude.

2. Students with grade point averages of 3.80 – 3.99 on all work attempted, and, if transfer students, on all ASUMH work, shall be designated as graduating magna cum laude.

3. Students with grade point averages of 3.60 – 3.79 on all work attempted, and, if transfer students, on all ASUMH work, shall be designated as graduating cum laude.

ATTENDANCE REQUIREMENTS

Regular attendance is essential in a college-level course. Instructors monitor attendance in seated classes by checking roll and completion of coursework. Online class attendance is based on participation in the class as evidenced by students turning in assignments, participating in discussion boards, or corresponding via email. Excessive absences may be penalized, including failure of the course, at the discretion of the instructor. Make-up work is at the discretion of the instructor.

Students should follow the appropriate withdrawal process through the Office of Admissions. Failure to attend class does not constitute an official withdrawal. Students should be aware that non-attendance could affect financial aid resulting in loss of financial aid eligibility and may require possible repayment of funds awarded.

When an absence is unavoidable, students should always notify instructors. In some cases, the instructor may notify the Registrar's Office requesting an administrative withdrawal after an excessive number of absences.

Students should always check with the instructor or the course syllabus regarding the number of absences allowed and requirements for late or missed assignments. Students must utilize their available absences for any cause, which requires them to miss class including, but not being limited to, vacation, illness, emergency, or religious observances.

STUDENT CONDUCT

The following policies may be found in the ASUMH Student Handbook. The handbook is available on the ASUMH website at www.asumh.edu/handbook.

1. Standards of Student Conduct

2. Non-Academic Student Misconduct Standards of Student Conduct

3. Misconduct Information and Procedures

4. Non-Academic Student Misconduct Rights

5. Student Academic Conduct and Rights

ACADEMIC PROGRAMS

FRAN COULTER HONORS PROGRAM

The Fran Coulter Honors Program was created to recognize academic excellence and to provide courses to challenge highly motivated, intellectually talented, academically well-prepared, and/or creative students. An additional purpose is to enhance the image of the community college as a place associated with quality scholarly pursuits and activities.

Through participation in the program, students are encouraged to develop their full potential in leadership and scholarship through a variety of educational activities by working with a select group of dedicated faculty, both within and outside of the classroom setting, and through interaction with other honors program students.

BLACKBOARD LEARNING SYSTEM

Blackboard Learning System™ is a learning management system that was selected by ASUMH to deliver online course content. With many tools and features, Blackboard is able to emulate an in-class setting within an online environment.

Blackboard is an integrated set of Web-based tools for course management and delivery. It was built by educators at the University of British Columbia as a tool to allow other educators to build sophisticated Web-based learning environments without a lot of time, resources or technical expertise. It also allows any student who knows how to navigate the Internet to be able to participate in an online class. It is used both in a distance learning setting (completely Web-based) and as a supplement to lecture-based courses at ASUMH.

Blackboard provides a platform, which supports both online and seated classes at ASUMH. All students access Blackboard through the ASUMH MyCampus Portal using the students' unique username and password.

ASSESSMENT

Each academic program has an assessment program to collect information that will be used to make decisions to improve the curriculum and instruction. The assessment program is designed to help instructors in the academic programs and those teaching general education courses focus on what is taught and whether it is being taught successfully. Students participate in a variety of assessment activities designed to assess learning.

GENERAL EDUCATION PHILOSOPHY AND OUTCOMES

ASUMH believes general education is the hallmark of any educational program. Students use these foundation skills to build upon as they advance in their continued education, careers, or personal endeavors. The general education curriculum at ASUMH is routinely evaluated to determine its rigor; also, the Arkansas Department of Higher Education evaluates all academic programs on a rotational basis.

Not only does general education play a pivotal role in the Associate of Arts program, but it also has relevance in the other degree programs. All Associate of Applied Science degrees at ASUMH require that at least 18 hours of the programs be devoted to general education core courses. Every effort is made to ensure that students are exposed to the foundation courses generally required of all well-rounded educated individuals.

ASUMH offers a comprehensive general education core that challenges students to acquire skills and knowledge that allow them to flourish in their professional and personal lives. The general education core [18 hours] is designed to give students the ability to master basic skills in English/communications, mathematics, science, and social science. The general education core is the foundation of all Associate Degree programs at ASUMH.

The General Education Outcomes:
Students completing a degree or technical certificate at ASUMH will have demonstrated:
1. Comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field (L) [Learning]

2. Written and verbal communication (C) [Communication]

3. Evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society (D) [Diversity]

4. Application of technology appropriate to discipline or field (T) [Technology]

STATE MINIMUM CORE CURRICULUM FOR BACCALAUREATE DEGREES

Arkansas Act 98 of 1989 provides that the State Board of Higher Education "shall establish in consultation with the colleges and universities a minimum core of courses which shall apply toward the general education core curriculum requirements for baccalaureate degrees at state supported institutions of higher education and which shall be fully transferable between state institutions." The required courses total 35 semester hours.

The following ASUMH courses have been approved by the
Arkansas Department of Higher Education to meet the 35-hour core requirement.

English/Communications – Nine (9) credit hours required from the following:
ENG	1003	Composition I (must earn a "C" or better)
ENG	1013	Composition II (must earn a "C" or better)
COMM	1203	Oral Communication

Math – Three (3) credit hours required from the following:
MATH	1023	College Algebra or any higher-level mathematics course for which College Algebra is a pre-requisite.

Science – Eight (8) credit hours required from the following:
Four (4) credit hours required (Select 1 course)

BIOL 1004 Biological Science & Lab
This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.

BIOL 2004 Human Anatomy & Physiology I & Lab
This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.

BIOL 2014 Human Anatomy & Physiology II & Lab
This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221.

BIOL 2104 Microbiology & Lab
This course also fulfilled by successfully completing these two course numbers: BIOL 2103 and BIOL 2101.

Four (4) credit hours required (Select 1 course)

GEOL 1004 Physical Geology & Lab
This course also fulfilled by successfully completing these two course numbers: GEOL 1003 and GEOL 1001.

PHYS 1204 Physical Science & Lab
This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.

CHEM 1014 General Chemistry I & Lab
This course also fulfilled by successfully completing these two course numbers: CHEM 1013 and CHEM 1011.

CHEM 1024 General Chemistry II & Lab
This course also fulfilled by successfully completing these two course numbers: CHEM 1023 and CHEM 1021.

CHEM 1064 Chemistry for Healthcare Professions and Lab
This course also fulfilled by successfully completing these two course numbers: CHEM 1063 and CHEM 1061.

Fine Arts/Humanities – Six (6) credit hours required from the following:
Three (3) credit hours required (Select 1 course)
ENG	2003	World Literature to 1660
ENG	2013	World Literature since 1660

Three (3) credit hours required (Select 1 course)
ART	2503	Fine Arts – Visual
MUS	2503	Fine Arts – Music
PHIL	1103	Introduction to Philosophy
THEA	2503	Fine Arts – Theatre

Social Science – Nine (9) credit hours required from the following:
Three (3) credit hours required (Select 1 course)
HIST	1013	World Civilization to 1660
HIST	1023	World Civilization since 1660

Three (3) credit hours required (Select 1 course)
HIST	2763	The United States to 1876
HIST	2773	The United States since 1876
POSC	2103	United States Government

Three (3) credit hours required (Select 1 course)

ECON	2313	Principles of Macroeconomics
ECON	2333	Economic Issues and Concepts
GEOG	2613	Physical Geography
GEOG	2703	World Geography
PSY	2513	Introduction to Psychology
SOC	2213	Principles of Sociology
SOC	2223	Social Problems
SOC	2233	Introduction to Cultural Anthropology
*POSC	2103	United States Government

*If not selected to meet U.S. History/Government requirement.

DEGREE PROGRAMS

- AA   Associate of Arts

- AGS   Associate of General Studies

- AS   Associate of Science in Agriculture
    - ❖ Business Emphasis
    - ❖ Science Emphasis

    Associate of Science in Business
    Associate of Science in Criminal Justice

- ASE
    - ❖ Associate of Science in Education
    - ❖ Elementary Education (K – Grade 6)
    - ❖ Middle School Education (4 – 8)
    - ❖ Special Education (K – 12)
    - ❖ Secondary Social Studies (History) (2 + 2 UCA Program)

- ASLAS   Associate of Science in Liberal Arts & Sciences

- AAS   Associate of Applied Science in Automotive Systems Repair
    Associate of Applied Science in Business Administration
    - ❖ Accounting/Finance
    - ❖ Business Operations

    Associate of Applied Science in Computer Technology and Networking
    Associate of Applied Science in Criminal Justice
    Associate of Applied Science in Cybersecurity
    Associate of Applied Science in Digital Design
    Associate of Applied Science in Funeral Science
    Associate of Applied Science in Hospitality Management
    Associate of Applied Science in Mechatronics
    Associate of Applied Science in Paramedic Technology
    Associate of Applied Science in Programming/Mobile Development
    Associate of Applied Science in Registered Nursing
    Associate of Applied Science in Welding Technology

DEGREE PLAN
ASSOCIATE OF ARTS
Degree Code: 0050; CIP Code: 24.0101

The Associate of Arts degree is designed for students who wish to continue their education after completion of the degree. Satisfactory completion of an Associate of Arts degree will be accepted as satisfying the general education requirements of participating four-year institutions. Students should select their electives based on the specific degree requirements at the institution expected to award the baccalaureate degree.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

Student Learning Outcomes for A.A. Program

1. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
2. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
3. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.
5. Implicit: Students will demonstrate various modes of inquiry in the study of arts, humanities, and/or sciences.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(35 credit hours)**				
Composition (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
Mathematics (3 credit hours) (select 1 course)				
MATH	1023	College Algebra, **OR**		
MATH	1043*	Quantitative Reasoning	3	_____
		(Students may substitute a higher-level mathematics course		
		for which College Algebra is a pre-requisite.)		
		Quantitative Reasoning is an alternative to College Algebra for some four-year degrees.		
		Check with the receiving institution to see which math class is preferred.		

Fine Arts/Humanities (6 credit hours) Students must choose at least one fine arts and one humanities course.

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Fine Arts (select 1 course)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since 1660	3	_____
Social Science/Understanding Global Issues (9 credit hours) (Select 3 courses)				
ECON	2313	Principles of Macroeconomics	3	_____
ECON	2333	Economic Issues and Concepts	3	_____
GEOG	2613	Physical Geography	3	_____
GEOG	2703	World Geography	3	_____
HIST	1013	World Civilization to 1660	3	_____
HIST	1023	World Civilization since 1660	3	_____
PSY	2513	Introduction to Psychology	3	_____
SOC	2213	Principles of Sociology	3	_____
SOC	2233	Introduction to Cultural Anthropology	3	_____
U.S. History/Government (3 credit hours) (Select 1 course)				
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Life Science (4 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		(Students may substitute a higher-level biology course and its laboratory.)		
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.		

Physical Sciences (4 credit hours) (Select 1 course)

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CHEM	1064	Chemistry for Healthcare Professions and Lab, **OR**		
		(only for selected programs – see advisor)		
		This course also fulfilled by successfully completing these two course numbers: CHEM 1063 and CHEM 1061.		
CHEM	1014	General Chemistry I & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: CHEM 1013 and CHEM 1011.		
GEOL	1004	Physical Geology & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: GEOL 1003 and GEOL 1001.		
GEOL	1104	Earth Science & Lab		
		This course also fulfilled by successfully completing these two course numbers: GEOL 1103 and GEOL 1101.		
PHYS	1204	Physical Science & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.		
PHYS	2054	General Physics I & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: PHYS 2053 and PHYS 2051.		

ASUMH Institutional Requirements (10 credit hours)

7 credit hours:

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CIS	1053	Computer Essentials – must be taken first semester at ASUMH	3	_____
ORT	1011	First Year Experience – must be taken first semester at ASUMH	1	_____
COMM	1203	Oral Communication	3	_____

Choose 3 credit hours from the following courses:

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
HLT	2203	Basic Human Nutrition	3	_____
		OR		
PE	1002	Concepts of Physical Activity, **AND**	2	_____
PE	1011	Beginning Hiking, **OR**		
PE	1111	Disc Golf, **OR**		
PE	1611	Beginning Canoeing and Kayaking, **OR**		
PE	1201	Beginning Weight Training I, **OR**		
PE	1601	**Tai Chi I, OR**		
PE	1701	Tae Kwon Do, **OR**		
PE	1851	Yoga I, **OR**		
PE	1911	Aerobic Exercise I (Zumba)	1	_____

Directed Electives (15 credit hours) (Must select from following areas)
Courses taken to satisfy U.S. History/Government, General Education Core, and Institutional Requirements cannot fulfill the Directed Electives requirement.

ART – Art	FRN - French	HUMN - Humanities	POSC – Political Science
BIOL - Biology	GEOG – Geography	MATH – Mathematics	PSY - Psychology
CHEM – Chemistry	GEOL – Geology	MUS – Music	SOC - Sociology
COMM – Oral Communication	GRM – German	PHIL – Philosophy	SPN – Spanish
ECON – Economics	HIST - History	PHYS – Physics	THEA - Theatre
ENG - English	**CRJ 1023 Introduction to Criminal Justice – only CRJ course which can be used as an elective** **SWK 2203 Introduction to Social Work – only SWK course which can be used as an elective**		

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED

General Education Total 35 Hours
Program Total 60 Hours

DEGREE PLAN
ASSOCIATE OF GENERAL STUDIES
Degree Code: 0060; CIP Code: 24.0102

The Associate of General Studies Degree (A.G.S.) offers students maximum flexibility in selecting courses to meet their individual employment and educational goals. Although many courses leading to the Associate of General Studies Degree may be transferable on an individual basis, sometimes the combination of courses will not complete a major area suitable for transfer. Students should see an advisor pertaining to the transfer of courses taken to complete the Associate of General Studies Degree.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

Student Learning Outcomes for A.G.S. Program

1. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication, English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
2. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
3. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.
5. Implicit: Students will demonstrate and integrate skills from diverse academic and occupation contexts.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(15 credit hours)**				
Composition (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
Mathematics (3 credit hours) (Select 1 course)				
MATH	1113	Applied Math, **OR**		
MATH	1023	College Algebra, **OR**		
MATH	1043	Quantitative Reasoning	3	_____
Computer Information **(3 credit hours) (Select 1 course)**				
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
Social Science Elective (3 credit hours) (Select 1 course)				
(Choose any three credit hour course from ECON 2313, GEOG, HIST, POSC, PSY, **OR** SOC)				
ECON	2313	Principles of Macroeconomics, **OR**		
		GEOG, HIST, POSC, PSY, or SOC course	3	_____

Directed Electives (45 credit hours)

45 credit hours of general education and/or occupation-related courses approved by an advisor to meet the student's educational/occupational goals.

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED

General Education Total 15 Hours
Directed Electives Total 45 Hours
Program Total 60 Hours

DEGREE PLAN
ASSOCIATE OF SCIENCE IN AGRICULTURE
Business Emphasis
Degree Code: 3545; CIP Code: 03.0103

This program of study emphasizes the application of both business and scientific principles to the problems/issues confronting natural resource agencies and agribusinesses. Students will have an opportunity to pursue a rigorous program of study in both natural sciences and business administration leading to a career with a wide range of employment opportunities. The program will ready students to serve entities such as the USDA, National Park Service, and the U.S. Fish and Wildlife Service while also laying the academic foundation for a transfer to several 4-year programs.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

Student Learning Outcomes for Agriculture Program
1. Students will demonstrate the ability to fit into a business, agency, or academic setting and use concepts of nature to quantify and analyze issues and problems.
2. Student will exhibit critical thinking skills when addressing issues in agriculture, natural resources, and related fields.

In addition to these program-specific outcomes, the following general outcomes should apply:
3. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
5. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
6. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(35 credit hours)**				
Composition (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
Mathematics (3 credit hours)				
MATH	1023	College Algebra	3	_____
Science (8 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 <u>and</u> BIOL 1001.		
CHEM	1014	General Chemistry I & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: CHEM 1013 <u>and</u> CHEM 1011.		
CHEM	1044	Fundamental Concepts of Chemistry and Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: CHEM 1043 <u>and</u> CHEM 1041.		
Fine Arts (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual, **OR**	3	
MUS	2503	Fine Arts – Music, **OR**	3	
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (3 credit hours) (Select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since	3	_____
Social Sciences (6 credit hours)				
ECON	2313	Principles of Macroeconomics	3	_____
GEOL	1103	Introduction to Geography, **OR**		
HIST	1013	World Civilization to 1660, **OR**		
HIST	1023	World Civilization since 1660, **OR**		
PSY	2513	Introduction to Psychology, **OR**		
SOC	2213	Principles of Sociology	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
U.S. History/Government (3 credit hours) (select 1 course)				
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
Communication (3 credit hours)				
COMM	1203	Oral Communication	3	_____
Institutional Requirements (3 credit hours)				
CIS	1053	Computer Essentials	3	_____
Agricultural Core (13 credit hours)				
AGRI	1003	Introduction to Agricultural Economics	3	_____
AGRI	1204	Introduction to Animal Science	4	_____
		This course also fulfilled by successfully completing these two course numbers: AGRI 1203 <u>and</u> AGRI 1201.		
AGRI	1303	Introduction to Plant Science	3	_____
AGRI	2813	Soils	3	_____
Agricultural Business Emphasis (9 credit hours)				
ACCT	2003	Principles of Accounting I	3	_____
ACCT	2013	Principles of Accounting II	3	_____
ECON	2323	Principles of Microeconomics	3	_____

Program Total 60 Hours

DEGREE PLAN
ASSOCIATE OF SCIENCE IN AGRICULTURE
Science Emphasis
Degree Code: 3545; CIP Code: 03.0103

This program of study emphasizes the application of both business and scientific principles to the problems/issues confronting natural resource agencies and agribusinesses. Students will have an opportunity to pursue a rigorous program of study in both natural sciences and business administration leading to a career with a wide range of employment opportunities. The program will ready students to serve entities such as the USDA, National Park Service, and the U.S. Fish and Wildlife Service while also laying the academic foundation for a transfer to several 4-year programs.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

Student Learning Outcomes for Agriculture Program

1. Students will demonstrate the ability to fit into a business, agency, or academic setting and use concepts of nature to quantify and analyze issues and problems.
2. Student will exhibit critical thinking skills when addressing issues in agriculture, natural resources, and related fields.

In addition to these program-specific outcomes, the following general outcomes should apply:

3. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
5. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
6. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(35 credit hours)**				
Composition (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
Mathematics (3 credit hours)				
MATH	1023	College Algebra	3	_____
Science (8 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.		
CHEM	1014	General Chemistry I & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: CHEM 1013 and CHEM 1011.		
CHEM	1044	Fundamental Concepts of Chemistry and Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: CHEM 1043 and CHEM 1041.		
Fine Arts (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual, **OR**	3	
MUS	2503	Fine Arts – Music, **OR**	3	
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (3 credit hours) (Select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since	3	_____
Social Sciences (6 credit hours)				
ECON	2313	Principles of Macroeconomics	3	_____
GEOL	1103	Introduction to Geography, **OR**		
HIST	1013	World Civilization to 1660, **OR**		
HIST	1023	World Civilization since 1660, **OR**		
PSY	2513	Introduction to Psychology, **OR**		
SOC	2213	Principles of Sociology	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
U.S. History/Government (3 credit hours) (select 1 course)				
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
Communication (3 credit hours)				
COMM	1203	Oral Communication	3	_____
Institutional Requirements (3 credit hours)				
CIS	1053	Computer Essentials	3	_____
Agricultural Core (13 credit hours)				
AGRI	1003	Introduction to Agricultural Economics	3	_____
AGRI	1204	Introduction to Animal Science	4	_____
		This course also fulfilled by successfully completing these two course numbers: AGRI 1203 and AGRI 1201.		
AGRI	1303	Introduction to Plant Science	3	_____
AGRI	2813	Soils	3	_____
Agricultural Science Emphasis (9 credit hours)				
AGRI	2213	Feeds and Feeding	3	_____
AGRI	2113	Genetic Improvements to Plants and Animals, **OR**		
AGRI	2623	Equine Health and Management	3	_____
AGRI	2803	Field Crops	3	_____
		This course also fulfilled by successfully completing these two course numbers: AGRI 2802 and AGRI 2801.		

Program Total 60 Hours

DEGREE PLAN
ASSOCIATE OF SCIENCE IN BUSINESS
Degree Code: 0308; CIP Code: 52.0101

The Associate of Science Degree in Business is designed for students preparing to transfer to a 4-year institution to obtain a baccalaureate degree in the field of business. This degree is accepted at most 4-year public universities in Arkansas upon completion of the entire degree. Students pursuing this degree should contact the university where they plan to transfer to obtain the baccalaureate degree(s) aligned with the AS in Business.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

Student Learning Outcomes for A.S.B. Program
1. Students will apply principles and concepts necessary for effective business practices.
2. Students will apply accounting and economic principles to evaluate fiscal decision making.
3. Students will demonstrate the ability to work effectively in collaborative problem solving groups.
4. Students will apply critical thing skills to solve business problems.

In addition to these program-specific outcomes, the following general outcomes should apply:
5. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
6. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
7. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
8. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(38 credit hours)**				
English/Communication (9 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
COMM	1203	Oral Communication	3	_____
Mathematics (6 credit hours)				
MATH	1023	College Algebra (Substitutions not permitted)	3	_____
*MATH	2143	Business Calculus	3	_____
Science (8 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.		
PHYS	1204	Physical Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.		
Fine Arts (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (3 credit hours) (Select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since 1660	3	_____
Social Sciences (9 credit hours)				
HIST	1013	World Civilization to 1660, **OR**		
HIST	1023	World Civilization since 1660	3	_____
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
SOC	2213	Principles of Sociology	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Business Core (24 credit hours)				
*ACC	2003	Principles of Accounting I	3	_____
*ACC	2013	Principles of Accounting II	3	_____
BUS	2023	Legal Environment of Business	3	_____
*BUS	2113	Business Statistics	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
*ECON	2313	Principles of Macroeconomics	3	_____
*ECON	2323	Principles of Microeconomics	3	_____

Directed Elective (3 credit hours)
(Choose one three credit hour Directed Elective course from BUS 1013 or BUS 2563 based upon the requirement of the 4-year transfer university.)

BUS	1013	Introduction to Business, **OR** **(preferred by ATU, UALR, UAM, UAPB, SAU)**		
BUS	2563	Business Communications **(preferred by ASUJ, HSU, UCA, UAFS)**	3	_____

Program Total 62 Hours

*These courses are pre-requisites for students planning to complete an ASUJ business or accounting 4-year degree.

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DEGREE PLAN
ASSOCIATE OF SCIENCE IN CRIMINAL JUSTICE
Degree Code: 3430; CIP Code: 43.0107

The Associate of Science degree in Criminal Justice is designed for students preparing to transfer to ASU-Jonesboro to obtain a baccalaureate degree in the field of criminology. White ASU-Jonesboro accepts this transfer degree in its entirety, it not given that the A.S. degree will transfer to other baccalaureate programs.

Credit will be awarded to those students who have completed applicable course work at the Arkansas Police Academy.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

Student Learning Outcomes for A.S. CRJ Program

1. Students will increase their knowledge of the Criminal Justice System.
2. Students will demonstrate knowledge of theories associated with the causes of crime.
3. Students will develop and understanding of various approaches to addressing crime.
4. Students will be able to identify primary branches of the Criminal Justice System and their respective roles.

In addition to these program-specific outcomes, the following general outcomes should apply:

5. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
6. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
7. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
8. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(35 credit hours)**				
English (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
Mathematics (3 credit hours) (Select 1 course)				
MATH	1023	College Algebra, **OR**		
MATH	1043	Quantitative Reasoning	3	_____
Life Science (4 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.		
Physical Sciences (4 credit hours) (Select 1 course)				
CHEM	1014	General Chemistry I & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: CHEM 1013 and CHEM 1011.		
GEOL	1004	Physical Geology & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: GEOL 1003 and GEOL 1001.		
GEOL	1104	Earth Science & Lab		
		This course also fulfilled by successfully completing these two course numbers: GEOL 1103 and GEOL 1101.		
PHYS	1204	Physical Science & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.		
PHYS	2054	General Physics I & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: PHYS 2053 and PHYS 2051.		
Fine Arts (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (3 credit hours) (Select 1 course)				
ENG	2003	World Literature to 1600, **OR**		
ENG	2013	World Literature since 1660, **OR**		
PHIL	1103	Introduction to Philosophy	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Social Sciences (12 credit hours)				
(The student <u>must</u> choose one United States History course)				
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876	3	_____
POSC	2103	United States Government	3	_____
PSY	2513	Introduction to Psychology	3	_____
SOC	2213	Principles of Sociology	3	_____
Criminal Justice Core (25 credit hours)				
Required courses (10 credit hours)				
CRJ/SOC	1023#	Introduction to Criminal Justice	3	_____
		This course is a pre-requisite for		
		CRIM 4103 Criminal Justice Systems		
		for students planning to complete the		
		Arkansas State University – Jonesboro		
		Bachelor of Arts in Criminology degree.		
CRJ	2263*#	Criminal Evidence and Procedure	3	_____
CRJ	1053	Criminology	3	_____
CRJ	1021	Firearm Safety, **OR**		
ORT	1011	First Year Experience	1	_____
Directed Electives (at least 15 credit hours)				
CIS	2503	Microcomputer Business Applications	3	_____
COMM	1203	Oral Communication	3	_____
CRJ	1003	Fundamentals of Criminal Justice	3	_____
CRJ	1223	Police Organization and Administration	3	_____
CRJ	2033*#	Juvenile Delinquency	3	_____
CRJ	2043*	Community Relations in Law Enforcement	3	_____
CRJ	2233	Criminal Law I	3	_____
CRJ	2243	Cybersecurity Law and Ethics	3	_____
CRJ	2253*#	Criminal Investigation	3	_____
HOSP	2303	Loss Preventions and Security Management	3	_____
SPN	1013*	Elementary Spanish I	3	_____
SPN	1023*	Elementary Spanish II	3	_____
SOC	2223	Social Problems	3	_____

Program Total 60 hours

*Students are recommended to take these electives for transfer purposes.

#Students employed as law enforcement officers and have completed Police Academy Training may be eligible to receive credit for some of these courses. See the Registrar before enrolling.

DEGREE PLAN
ASSOCIATE OF SCIENCE IN EDUCATION
ELEMENTARY EDUCATION
K – GRADE 6
Degree Code: 3540; CIP Code: 13.1203

The Associate of Science in Education degree is designed for students preparing to transfer to a four-year institution to obtain a baccalaureate degree in elementary or mid-level education and teacher certification. ***If interested in K – 12 Special Education or Secondary History, please see your advisor. The program incorporates foundation coursework in teacher education, field-based experience, and content coursework in a selected certification area. While this degree is widely accepted at 4-year public universities and colleges in Arkansas, student should check with transfer institution to ensure best choices of courses.**

*This degree can also prepare a student for K – 12 Special Education or Secondary History.

A 2.70 GPA is required for graduation from the ASE program.

Students must successfully pass the PRAXIS I <u>OR</u> earn the required ACT scores to be accepted for transfer with junior classification.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE

Student Learning Outcomes for A.S.E. Program
1. Students will appropriately apply a fundamental understanding of child development, educational theory and practice, and learning strategies.
2. Students will demonstrate preparation to pass the PRAXIS Core examination.

In addition to these program-specific outcomes, the following general outcomes should apply:
3. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
5. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
6. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(35 credit hours)**				
English/Communication (9 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
COMM	1203	Oral Communication	3	_____
Mathematics (3 credit hours)				
MATH	1023	College Algebra	3	_____
Lab Sciences (8 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 <u>and</u> BIOL 1001.		
PHYS	1204	Physical Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: PHYS 1203 <u>and</u> PHYS 1201.		
Fine Arts (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (3 credit hours) (Select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since 1660	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Social Sciences (9 credit hours)				
HIST	1013	World Civilization to 1660, **OR**		
HIST	1023	World Civilization since 1660	3	_____
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876	3	_____
POSC	2103	United States Government	3	_____

Education Requirements **(27 - 28 credit hours)**

Education Core (12 credit hours)				
EDU	2033	Introduction to Education	3	_____
EDU	2043	Exceptional Child	3	_____
		(Not required of UCA mid-level)		
EDU	2803	Introduction to K-12 Educational Technology	3	_____
HIST	2883	Arkansas History	3	_____
K-6 Specialty Content (15-16 credit hours)				
EDU	2113	Child Growth and Learning	3	_____
MATH	2113	Mathematics for Teachers I	3	_____
MATH	2123	Mathematics for Teachers II	3	_____
BIOL	1014	Introduction to Entomology & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
BIOL	2004	Human Anatomy and Physiology I & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
GEOL	1104	Earth Science & Lab (Required of UCA)	4	_____
		This course also fulfilled by successfully completing these two course numbers: GEOL 1103 and GEOL 1101.		
ECON	2313	Principles of Macroeconomics, **OR**		
GEOG	1103	Introduction to Geography	3	_____

Program Total 63 Hours

Met 2.70 GPA requirement: _____

DEGREE PLAN
ASSOCIATE OF SCIENCE IN EDUCATION
MIDDLE LEVEL EDUCATION
GRADE 4 – 8
Degree Code: 3540; CIP Code: 13.1203

The Associate of Science in Education degree is designed for students preparing to transfer to a four-year institution to obtain a baccalaureate degree in elementary or mid-level education and teacher certification. The program incorporates foundation coursework in teacher education, field-based experience, and content coursework in a selected certification area. While this degree is widely accepted at 4-year public universities and colleges in Arkansas, student should check with transfer institution to ensure best choices of courses.

A 2.70 GPA is required for graduation from the ASE program.

Students must successfully pass the PRAXIS I <u>OR</u> earn the required ACT scores to be accepted for transfer with junior classification.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE

Student Learning Outcomes for A.S.E. Program

1. Students will appropriately apply a fundamental understanding of child development, educational theory and practice, and learning strategies.
2. Students will demonstrate preparation to pass the PRAXIS Core examination.

In addition to these program-specific outcomes, the following general outcomes should apply:

3. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
5. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
6. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(35 credit hours)**				
English/Communication (9 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
COMM	1203	Oral Communication	3	_____
Mathematics (3 credit hours)				
MATH	1023	College Algebra	3	_____
Lab Sciences (8 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.		
PHYS	1204	Physical Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.		
Fine Arts (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (3 credit hours) (Select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since 1660	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Social Sciences (9 credit hours)				
HIST	1013	World Civilization to 1660, **OR**		
HIST	1023	World Civilization since 1660	3	_____
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876	3	_____
POSC	2103	United States Government	3	_____

Education Requirements **(30 – 31 credit hours)**

Education Core (12 credit hours)				
EDU	2033	Introduction to Education	3	_____
EDU	2043	Exceptional Child (Not required of UCA mid-level)	3	_____
EDU	2803	Introduction to K-12 Educational Technology	3	_____
HIST	2883	Arkansas History	3	_____

Middle Level Specialty Content (18-19 credit hours)				
PSY	2513	Introduction to Psychology	3	_____

NOTE: Students pursuing a degree in middle level education must take PSY 2513 <u>AND</u> select from TWO of the four content blocks below and complete a minimum of 15 credit hours therein. Any courses listed in the TWO chosen blocks that are not completed as a part of the General Education requirements of the Associate of Science in Education may be chosen as specialty content courses.

1.	**Middle Level Language Arts**			
ENG	2003	World Literature to 1660 (may be selected only if not used as the 3-credit hour Humanities course)	3	
ENG	2013	World Literature since 1660 (may be selected only if not used as the 3-credit hour Humanities course)	3	_____
ENG	2323	Colonial American Literature	3	_____
ENG	2363	Postcolonial American Literature	3	_____
ENG	2373	Comparative Modern Grammars	3	_____
ENG	2113	Introduction to Fiction (not accepted at UCA)	3	_____

2.	**Middle Level Mathematics**			
MATH	2113	Mathematics for Teachers I	3	_____
MATH	2123	Mathematics for Teachers II	3	_____
MATH	2194	Survey of Calculus	4	_____
MATH	2204	Calculus I	4	_____

3.	**Middle Level Science**			
BIOL	1014	Introduction to Entomology	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1043 <u>and</u> BIOL 1041.		
BIOL	2004	Human Anatomy and Physiology I & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 <u>and</u> BIOL 2201.		
CHEM	1014	General Chemistry I & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: CHEM1013 <u>and</u> CHEM 1011.		
GEOL	1104	Earth Science & Lab (Required of UCA)	4	_____
		This course also fulfilled by successfully completing these two course numbers: GEOL 1103 <u>and</u> GEOL 1101.		

4.	**Middle Level Social Studies**			
ECON	2313	Principles of Macroeconomics, **OR**		
GEOG	1103	Introduction to Geography	3	_____
HIST	1013	World Civilization to 1660, **OR**		
HIST	1023	World Civilization since 1660	3	_____
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876	3	_____

Program Total 65 – 66 Hours

Met 2.70 GPA requirement: _____

DEGREE PLAN
ASSOCIATE OF SCIENCE IN EDUCATION
SPECIAL EDUCATION (K-12)
Degree Code: 3540; CIP Code: 13.1203

The Associate of Science in Education degree is designed for students preparing to transfer to a four-year institution to obtain a baccalaureate degree in elementary or mid-level education and teacher certification. ***If interested in K – 12 Special Education or Secondary History, please see your advisor. The program incorporates foundation coursework in teacher education, field-based experience, and content coursework in a selected certification area. While this degree is widely accepted at 4-year public universities and colleges in Arkansas, student should check with transfer institution to ensure best choices of courses.**

*This degree can also prepare a student for K – 12 Special Education or Secondary History.

A 2.70 GPA is required for graduation from the ASE program.

Students must successfully pass the PRAXIS I <u>OR</u> earn the required ACT scores to be accepted for transfer with junior classification.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE

Student Learning Outcomes for A.S.E. Program
1. Students will appropriately apply a fundamental understanding of child development, educational theory and practice, and learning strategies.
2. Students will demonstrate preparation to pass the PRAXIS Core examination.

In addition to these program-specific outcomes, the following general outcomes should apply:
3. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
5. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
6. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(35 credit hours)**				
English/Communication (9 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
COMM	1203	Oral Communication	3	_____
Mathematics (3 credit hours)				
MATH	1023	College Algebra	3	_____
Lab Sciences (8 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 <u>and</u> BIOL 1001.		
PHYS	1204	Physical Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: PHYS 1203 <u>and</u> PHYS 1201.		
Fine Arts (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (3 credit hours) (Select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since 1660	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Social Sciences (9 credit hours)				
HIST	1013	World Civilization to 1660, **OR**		
HIST	1023	World Civilization since 1660	3	_____
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876	3	_____
POSC	2103	United States Government	3	_____

Education Requirements **(27 - 28 credit hours)**

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Education Core (12 credit hours)				
EDU	2033	Introduction to Education	3	_____
EDU	2043	Exceptional Child (Not required of UCA mid-level)	3	_____
EDU	2803	Introduction to K-12 Educational Technology	3	_____
HIST	2883	Arkansas History	3	_____
K-6 Specialty Content (15-16 credit hours)				
EDU	2113	Child Growth and Learning	3	_____
MATH	2113	Mathematics for Teachers I	3	_____
MATH	2123	Mathematics for Teachers II	3	_____
BIOL	2004	Human Anatomy and Physiology and Lab I, **OR** This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
GEOG	2613	Physical Geography, **OR**		
GEOL	1104	Earth Science & Lab (Required of UCA) This course also fulfilled by successfully completing these two course numbers: GEOL 1103 and GEOL 1101.	3 – 4	_____

Program Total 60 Hours

Met 2.70 GPA requirement: _____

DEGREE PLAN
ASSOCIATE OF SCIENCE IN EDUCATION
SECONDARY SOCIAL STUDIES
HISTORY
(2 + 2 UCA PROGRAM)
Degree Code: 3540; CIP Code: 13.1203

The Associate of Science in Education degree is designed for students preparing to transfer to a four-year institution to obtain a baccalaureate degree in elementary or mid-level education and teacher certification.
*If interested in K – 12 Special Education or Secondary History, please see your advisor. The program incorporates foundation coursework in teacher education, field-based experience, and content coursework in a selected certification area. While this degree is widely accepted at 4-year public universities and colleges in Arkansas, student should check with transfer institution to ensure best choices of courses.

*This degree can also prepare a student for K – 12 Special Education or Secondary History.

A 2.70 GPA is required for graduation from the ASE program.

Students must successfully pass the PRAXIS I OR earn the required ACT scores to be accepted for transfer with junior classification.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE

Student Learning Outcomes for A.S.E. Program
1. Students will appropriately apply a fundamental understanding of child development, educational theory and practice, and learning strategies.
2. Students will demonstrate preparation to pass the PRAXIS Core examination.

In addition to these program-specific outcomes, the following general outcomes should apply:
3. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
5. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
6. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements **(35 credit hours)**				
English/Communication (9 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
COMM	1203	Oral Communication	3	_____
Mathematics (3 credit hours) (select 1 course)				
MATH	1023	College Algebra, **OR**		
MATH	1043*	Quantitative Reasoning	3	_____
		(Students may substitute a higher-level mathematics course for which College Algebra is a pre-requisite.)		
		*Quantitative Reasoning is an alternative to College Algebra for some four-year degrees. Check with the receiving institution to see which math class is preferred.		
Lab Sciences (8 credit hours)				
BIOL	1004	Biological Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.		
GEOL	1104	Earth Science & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: GEOL 1103 and GEOL 1101.		
Fine Arts (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Humanities (3 credit hours) (Select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since 1660	3	_____
Social Sciences (9 credit hours)				
POSC	2103	United States Government	3	_____
PSY	2513	Introduction to Psychology	3	_____
SOC	2213	Principles of Sociology	3	_____
Education Requirements **(25 credit hours)**				
Education Core (6 credit hours)				
EDU	2033	Introduction to Education	3	_____
EDU	2113	Child Growth & Learning	3	_____
Social Studies Education Content (15 credit hours)				
HIST	1013	World Civilization to 1660	3	_____
HIST	1023	World Civilization since 1660	3	_____
HIST	2763	The United States to 1876	3	_____
HIST	2773	The United States since 1876	3	_____
HIST	2883	Arkansas History	3	_____
EDU	2043	Exceptional Child (ASE Approved Elective)	3	_____
*PE	1XX1	*Physical Activity Elective (ASE Approved Elective)	1	_____

Program Total 60 Hours

Met 2.70 GPA requirement: _____

*PE Physical Activity Elective Course List

PE 1011 Beginning Hiking	PE 1601 Tai Chi I
PE 1111 Disc Golf	PE 1701 Tae Kwon Do
PE 1611 Beginning Canoeing and Kayaking	PE 1851 Yoga I
PE 1201 Beginning Weight Training I	PE 1911 Aerobic Exercise I (Zumba)

DEGREE PLAN
ASSOCIATE OF SCIENCE
IN LIBERAL ARTS AND SCIENCES
Degree Code: 3540; CIP Code: 13.1203

ASUMH

The Associate of Science in Liberal Arts and Science degree is designed for students preparing to transfer to a four-year institution to obtain a baccalaureate degree. This degree encompasses the 35-hour general education core required by the Arkansas Department of Higher Education Coordinating Board and also include 25 hours of electives to ensure flexibility of the degree. Students, in coordination with their advisors, should select their electives based on the specific degree requirements at the institution expected to award the baccalaureate degree.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

Student Learning Outcomes for A.S. L.A.S. Program
1. Students completing a degree or technical certificate at ASUMH will have demonstrated comprehension of English/communications, mathematics, social sciences, and the sciences appropriate to the discipline or field.
2. Students completing a degree or technical certificate at ASUMH will have demonstrated written and verbal communication.
3. Students completing a degree or technical certificate at ASUMH will have demonstrated evaluation of diverse perspectives and cultures as they relate to the individual, the community, and the global society.
4. Students completing a degree or technical certificate at ASUMH will have demonstrated application of technology appropriate to discipline or field.
5. Implicit: Students will demonstrate various modes of inquiry in the study of arts, humanities, and/or sciences.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (35 credit hours)				
Composition and Communication (9 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
COMM	1203	Oral Communication	3	_____
Mathematics (3 credit hours) (select 1 course)				
MATH	1023	College Algebra, **OR**		
MATH	1043*	Quantitative Reasoning	3	_____
		(Students may substitute a higher-level mathematics course for which College Algebra is a pre-requisite.)		
		Quantitative Reasoning is an alternative to College Algebra for some four-year degrees. Check with the receiving institution to see which math class is preferred.		

Fine Arts/Humanities (6 credit hours) Students must choose at least one fine arts and one humanities course.

Fine Arts (select 1 course)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre	3	_____
Humanities (select 1 course)				
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since 1660	3	_____
Social Science/Understanding Global Issues (6 credit hours) (Select 2 courses)				
ECON	2313	Principles of Macroeconomics	3	_____
ECON	2323	Principles of Microeconomics	3	_____
GEOG	2613	Physical Geography	3	_____
GEOG	2703	World Geography	3	_____
HIST	1013	World Civilization to 1660	3	_____
HIST	1023	World Civilization since 1660	3	_____
PSY	2513	Introduction to Psychology	3	_____
SOC	2213	Principles of Sociology	3	_____
SOC	2233	Introduction to Cultural Anthropology	3	_____
SOC	2223	Social Problems	3	_____
U.S. History/Government (3 credit hours) (Select 1 course)				
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Life Science			
BIOL 1004	Biological Science & Lab (Students may substitute a higher-level biology course and its laboratory.)	4	_____

<small>This course also fulfilled by successfully completing these two course numbers: BIOL 1003 <u>and</u> BIOL 1001.</small>

Physical Sciences (Select 1 course)

CHEM	1014	General Chemistry I & Lab, **OR**		

<small>This course also fulfilled by successfully completing these two course numbers: CHEM 1013 <u>and</u> CHEM 1011.</small>

GEOL	1004	Physical Geology & Lab, **OR**		

<small>This course also fulfilled by successfully completing these two course numbers: GEOL 1003 <u>and</u> GEOL 1001.</small>

GEOL	1104	Earth Science & Lab		

<small>This course also fulfilled by successfully completing these two course numbers: GEOL 1103 <u>and</u> GEOL 1101.</small>

PHYS	1204	Physical Science & Lab, **OR**		

<small>This course also fulfilled by successfully completing these two course numbers: PHYS 1203 <u>and</u> PHYS 1201.</small>

			CREDIT HOURS	HOURS COMPLETED
PHYS	2054	General Physics I & Lab	4	_____

<small>This course also fulfilled by successfully completing these two course numbers: PHYS 2053 <u>and</u> PHYS 2051.</small>

Directed Electives (25 credit hours) (Must select from following areas)
Courses taken to satisfy the General Education Core <u>cannot</u> fulfill the Directed Electives requirement.
The 25 credit hours of Directed Electives must contain a minimum of 16 hours of courses from the *Arkansas Course Transfer System (ACTS). The remaining 9 hours of Directed Electives must be ACTS Courses or courses with a following prefix:

*ACTS course requirement may be superseded by a signed Memorandum of Understanding (MOU).

AGRI – Agriculture	COMM – Communication	HLT – Health	SOC – Sociology
ART – Art	CRJ – Criminal Justice	HUMN - Humanities	SPEC – Special Topics
BIOL – Biology	ECON – Economics	ORT – Orientation	SWK – Social Work
BUS – Business	ENG - English	PHIL – Philosophy	MATH 2143 Business Calculus only non-ACTS MATH course which may be used as a Directed Elective
CHEM – Chemistry	HIST - History	PE – Physical Education	TECH 1044 Computer Aided Design (CAD)
CIS – Computer Information Systems	HOSP - Hospitality	PSY – Psychology	TECH 1004 Introduction to Mechatronics

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED

General Education Total 35 Hours
Program Total 60 Hours

Creating Opportunities…Changing Lives

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

The Associate of Applied Science Degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While a few institutions have recently begun to accept some courses in A.A.S. programs, the general rule is that courses in the A.A.S. degree are not accepted in transfer toward bachelor's degrees. Students to whom transfer is important should get assurance in writing in advance from the institution to which they wish to transfer.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN AUTOMOTIVE SYSTEMS REPAIR
Degree Code: 0230; CIP Code: 47.0604

Automotive Systems Repair prepares individuals for employment as entry-level automotive service technicians. The program provides an introduction to automotive industry careers and increases student awareness of the diverse technologies associated with this dynamic and challenging field.

Student Learning Outcomes for A.A.S. Automotive Systems Repair Program
1. Students will adjust and repair consumer and commercial equipment as an entry-level service shop technician.
2. Students will test and trouble shoot equipment and systems.
3. Students will service and repair installed systems.
4. Students will communicate in the proper technical terminology of the industry.
5. Students will express and implement all safety rules and procedures across the full scope of their field.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 credit hours)				
CIS	1053	Computer Essentials	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1103	Technical Math or higher-level mathematics course	3	_____
COMM	1203	Oral Communication	3	_____
Social Science Elective (3 credit hours) (Select 1 course)				
(Choose any three credit hour course from ECON 2313, GEOG, HIST, POSC, PSY, **OR** SOC)				
ECON	2313	Principles of Macroeconomics, **OR** GEOG, HIST, POSC, PSY, or SOC course	3	_____
Automotive Systems Repair Core (42 credit hours)				
AUTO	1013	Introduction to Automotive Technology	3	_____
AUTO	1023	Brakes and Braking Systems	3	_____
AUTO	1033	Suspension and Steering	3	_____
AUTO	1103	Engine Performance I	3	_____
AUTO	1203	Automatic Transmission/Transaxle	3	_____
AUTO	1303	Electrical Systems I	3	_____
AUTO	1402	Automotive HVAC	2	_____
AUTO	2103	Engine Performance II	3	_____
AUTO	2203	Manual Transmission and Drive Axles	3	_____
AUTO	2303	Electrical Systems II	3	_____
AUTO	2403	Engine Rebuild	3	_____
AUTO	2508	Automotive Lab	8	_____
TECH	1012	Employment Strategies	2	_____

Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

The Associate of Applied Science Degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While a few institutions have recently begun to accept some courses in A.A.S. programs, the general rule is that courses in the A.A.S. degree are not accepted in transfer toward bachelor's degrees. Students to whom transfer is important should get assurance in writing in advance from the institution to which they wish to transfer.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN BUSINESS ADMINISTRATION
ACCOUNTING/FINANCE EMPHASIS
Degree Code: 0730 CIP Code: 52.0401

The program is designed for those students seeking a two-year program in business or office management. The Business Operations emphasis teaches the management of resources as well as the steps in starting a new business. The needs for proper financial recordkeeping affects every business. The Accounting/Finance emphasis prepares students for an entry-level career in the financial services industry.

Student Learning Outcomes for Business Administration

The Associate of Applied Science in Business Administration program prepares graduates for entry-level employment and advancement in the business field. Students receive a foundation in business technology and management principles, computer operations, as well as general education. Successful completion of the program should enable students to:

1. Be employable in an entry-level management or business environment.
2. Have a working knowledge of current, legal, ethical, social, financial, and economic environmental factors as they apply to business.
3. Have a working knowledge of computers using software packages to create spreadsheets, written reports, letters, presentations, communications with clients and co-workers, and other general office duties.
4. Be able to apply critical thinking to decision making.
5. Apply basic technical and theoretical aspects of the accounting field, including financial and managerial accounting as well as implement basic accounting software.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 credit hours)				
BUS	2563	Business Communications, **OR**		
COMM	1203	Oral Communication	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
ECON	2313	Principles of Macroeconomics	3	_____
MATH	1113	Applied Math	3	_____
Business Core (27 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
BUS	1002	Financial Literacy	2	_____
BUS	1013	Introduction to Business	3	_____
BUS	2103	Human Relations in Business	3	_____
BUS	2203	Applied Business Ethics	3	_____
BUS	2213	Employment Readiness in Business	3	_____
BUS	2833	Principles of Management	3	_____
BUS	2841	Business Administration Internship	1	_____
BUS	2853	Business Leadership and Decision Making	3	_____
CIS	1003	Computerized Office Accounting	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Accounting/Finance Emphasis (15 credit hours)				
ACC	2013	Principles of Accounting II	3	_____
ACC	2113	Basic Taxation	3	_____
BUS	2413	Principles of Banking	3	_____
BUS	2513	Fundamentals of Marketing	3	_____
CIS	1403	Spreadsheet Applications	3	_____

Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

The Associate of Applied Science Degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While a few institutions have recently begun to accept some courses in A.A.S. programs, the general rule is that courses in the A.A.S. degree are not accepted in transfer toward bachelor's degrees. Students to whom transfer is important should get assurance in writing in advance from the institution to which they wish to transfer.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN BUSINESS ADMINISTRATION
BUSINESS OPERATIONS EMPHASIS
Degree Code: 0730 CIP Code: 52.0401

The program is designed for those students seeking a two-year program in business or office management. The Business Operations emphasis teaches the management of resources as well as the steps in starting a new business. The needs for proper financial recordkeeping affects every business. The Accounting/Finance emphasis prepares students for an entry-level career in the financial services industry.

Student Learning Outcomes for Business Administration

The Associate of Applied Science in Business Administration program prepares graduates for entry-level employment and advancement in the business field. Students receive a foundation in business technology and management principles, computer operations, as well as general education. Successful completion of the program should enable students to:

1. Be employable in an entry-level management or business environment.
2. Have a working knowledge of current, legal, ethical, social, financial, and economic environmental factors as they apply to business.
3. Have a working knowledge of computers using software packages to create spreadsheets, written reports, letters, presentations, communications with clients and co-workers, and other general office duties.
4. Be able to apply critical thinking to decision making.
5. Apply basic technical and theoretical aspects of the accounting field, including financial and managerial accounting as well as implement basic accounting software.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 credit hours)				
BUS	2563	Business Communications, **OR**		
COMM	1203	Oral Communication	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
ECON	2313	Principles of Macroeconomics	3	_____
MATH	1113	Applied Math	3	_____
Business Core (27 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
BUS	1002	Financial Literacy	2	_____
BUS	1013	Introduction to Business	3	_____
BUS	2103	Human Relations in Business	3	_____
BUS	2203	Applied Business Ethics	3	_____
BUS	2213	Employment Readiness in Business	3	_____
BUS	2833	Principles of Management	3	_____
BUS	2841	Business Administration Internship	1	_____
BUS	2853	Business Leadership and Decision Making	3	_____
CIS	1003	Computerized Office Accounting	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Business Operations Emphasis (Choose Any 15 credit hours)				
ACC	2013	Principles of Accounting II	3	_____
ACC	2113	Basic Taxation	3	_____
BUS	2023	Legal Environment of Business	3	_____
BUS	2413	Principles of Banking	3	_____
BUS	2513	Fundamentals of Marketing	3	_____
BUS	2533	Principles of Sales and Retailing	3	_____
BUS	2823	Fundamentals of Small Business Management	3	_____
BUS	2843	Project Management	3	_____
CIS	1023	Programming Fundamentals/Logic	3	_____
CIS	1053	Computer Essentials	3	_____
CIS	1203	Introduction to Computers	3	_____
CIS	1403	Spreadsheet Applications	3	_____
CIS/ART	1803	Introduction to Digital Photography/Photoshop	3	_____
CIS	2413	Word Processing	3	_____
CIS/ART	2623	Website Design	3	_____
HOSP	1713	Food and Beverage Operations Management	3	_____
HOSP	2003	Introduction to Tourism Management	3	_____
HOSP	2203	Marketing for Hospitality and Tourism	3	_____
HOSP	2303	Loss Prevention and Security Management	3	_____

Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

The Associate of Applied Science Degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While a few institutions have recently begun to accept some courses in A.A.S. programs, the general rule is that courses in the A.A.S. degree are not accepted in transfer toward bachelor's degrees. Students to whom transfer is important should get assurance in writing in advance from the institution to which they wish to transfer.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN
COMPUTER TECHNOLOGY AND NETWORKING
Degree Code: 0320 CIP Code: 11.0401

The program is designed for those students seeking a two-year degree in specific skills of Computer Information Systems. The program is flexible to accommodate individual student needs to develop skills for troubleshooting, monitor computers and networks, and ensure the integrity of devices and data. Network and computer support professionals are global problem solvers that connect people, places, and things with digital networks.

The Associate of Applied Science in the Computer Technology and Networking program prepares graduates for entry-level employment and advancement in the computer and networking technology industries. Students receive a comprehensive and integrated foundation of networking topics, computer operations and cybersecurity, as well as, general education. The curriculum prepares students for several internationally recognized industry certifications, which combined with a degree, can increase a student's employment potential and provide more options for career advancement.

Student Learning Outcomes for Computer Technology and Networking Program
1. Be employable as an entry-level computer technician, support engineer, or network administrator.
2. Develop a working knowledge of operating systems, computer hardware and software, mobile devices, security issues, and networking technologies.
3. Develop career skills by combining classroom theory with real-world tasks through job-related experiences.
4. Demonstrate critical thinking, complex problem solving, collaboration, and hands-on practical application of skills.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (15 credit hours)				
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Social Science Elective (3 credit hours) (Select 1 course)				
(Choose any three credit hour course from ECON 2313, GEOG, HIST, POSC, PSY, **OR** SOC)				
ECON	2313	Principles of Macroeconomics, **OR** GEOG, HIST, POSC, PSY, or SOC course	3	_____
Computer Core (15 credit hours)				
CIS	1023	Programming Fundamentals/Logic	3	_____
CIS	1113	A+ Computer Technician I	3	_____
CIS	1503	Introduction to Operating Systems	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
CIS	2723	Cybersecurity Essentials	3	_____
Program Content (30 credit hours)				
BUS	2213	Employment Readiness	3	_____
CIS	1103	Networking Concepts	3	_____
CIS	1106	CISCO Network Academy I	6	_____
CIS	1206	CISCO Network Academy II	6	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CIS	1223	A+ Computer Technician II	3	_____
CIS	1313	A+ Analysis and Application	3	_____
CIS	2703	Networking Applications	3	_____
CIS	2803	Networking Internship	3	_____

Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN CRIMINAL JUSTICE
Degree Code: 0390 CIP Code: 43.0103

The program is designed for graduates to pursue a career in criminal justice. Credit will be awarded to those students who have completed applicable course work at the Arkansas Police Academy.

Students pursuing an A.A.S. in Criminal Justice should be aware that a criminal history might prevent them from eligibility for completing CRJ 2273 Criminal Justice Internship. This course requires a criminal background check.

Student Learning Outcomes for Criminal Justice Program
1. Students will increase their knowledge of the Criminal Justice System.
2. Students will demonstrate knowledge of theories associated with the causes of crime.
3. Students will develop and understanding of various approaches to addressing crime.
4. Students will be able to identify primary branches of the Criminal Justice System and their respective roles.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (24 credit hours)				
Composition (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
Mathematics (3 credit hours)				
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Social Science/Understanding Global Issues (9 credit hours)				
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
PSY	2513	Introduction to Psychology	3	_____
SOC	2213	Principles of Sociology	3	_____
Communications (3 credit hours)				
BUS	2563	Business Communications, **OR**		
COMM	1203	Oral Communication	3	_____
Computer (3 credit hours)				
CIS	2503	Microcomputer Business Applications	3	_____
Police Science Core (36 credit hours)				
CRJ/SOC	1023*	Introduction to Criminal Justice	3	_____
CRJ	1053	Criminology	3	_____
CRJ	1223	Police Organization and Administration	3	_____
CRJ	2033*	Juvenile Delinquency	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CRJ	2043	Community Relations in Law Enforcement	3	_____
CRJ	2233	Criminal Law I	3	_____
CRJ	2253*	Criminal Investigation	3	_____
CRJ	2263*	Criminal Evidence and Procedure	3	_____
CRJ	2023	Community Corrections, **OR**		
CRJ	2273*	Criminal Justice Internship	3	_____
SOC	2223	Social Problems	3	_____

Directed Electives (6 credit hours)

Program Total 60 hours

***Students who are employed law enforcement officers and have completed Police Academy Training
may be eligible to receive credit for some of these courses. See the Registrar before enrolling.**

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN CYBERSECURITY
Degree Code: 0151 CIP Code: 11.1003

The program is designed for those students seeking career-oriented skills who can identify, assess, and manage cybersecurity threats. The two-year degree prepares students to defend computer operating systems, networks, and data from cyber attacks.

Student Learning Outcomes for Cybersecurity Program

The Associate of Applied Science in Cybersecurity prepares graduate for entry-level employment and advancement. Students simulate real-world cybersecurity threat scenarios and create opportunities for ethical hacking, security monitoring, analysis and resolution. Students configure and use threat detection tools, perform data analysis and interpret the results to identify vulnerabilities, threats and risks to an organization. The program emphasizes the practical application of the skills needed to maintain and ensure secure operational readiness of systems within an organization.

1. Be employable as an associate security analyst, incident responders, network security analyst, or cybersecurity risk analyst.
2. Implement data confidentiality, integrity, availability and security controls on networks, servers and applications.
3. Develop security principles and policies that comply with cybersecurity laws.
4. Explain the use of technologies, processes and procedures to defend all components of a network.
5. Develop career skills by combining classroom theory with hands-on practical applications.
6. Demonstrate critical thinking, complex problem solving, and collaboration.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 credit hours)				
BUS	2563	Business Communications	3	_____
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
POSC	2103	United States Government	3	_____
Business and Computer Core (15 credit hours)				
CIS	1023	Programming Fundamentals/Logic	3	_____
CIS	1103	Networking Concepts	3	_____
CIS	1513	Object Oriented Programming	3	_____
CIS	2723	Cybersecurity Essentials	3	_____
POSC	1003	Introduction to International Relations	3	_____
Cybersecurity Content (30 credit hours)				
BUS	2843	Project Management	3	_____
CIS	1106	CISCO Network Academy I	6	_____
CIS	1206	CISCO Network Academy II	6	_____
CIS	2683	Computer Forensics	3	_____
CIS	2463	Linux	3	_____
CIS	2913	Ethical Hacking	3	_____
CRJ	2243	Cybersecurity Law and Ethics	3	
POSC	1003	Introduction to International Relations	3	_____

Program Total 63 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN DIGITAL DESIGN
Degree Code: 0125 CIP Code: 10.0303

The program is designed for those students seeking a two-year degree in Digital Design. Digital Designers combine words and images to create visual messages to inform, persuade, sell, entertain or capture the interest of a specific audience. This is done primarily by designing graphics for print, web and interactive multimedia using a variety of industry standard design software. The ASUMH Digital Design curriculum is flexible to accommodate individual student needs. It covers key aspects of design and visual communication for both print and digital environments. Students will learn in-demand skills and will be prepared for entry-level positions as graphic and web designers for advertising agencies, as in-house designers for various companies, as freelance designers, etc.

Student Learning Outcomes for Digital Design Program
1. Develop and understanding of graphic, web and digital design principles as they pertain to online and printed visual communications.
2. Demonstrate foundational design and communication skills including color theory, typography, compositional layout, information organization, creative thinking, and problem solving.
3. Demonstrate proficiency using industry-standard digital design software, technology and equipment including digital cameras, scanners, photo/video editing, computer illustration, online and time-based media.
4. Develop a professional vocabulary and portfolio in the field of Digital Design.
5. Experience learning strategies, which combine design thinking and aesthetics with software skills and technology to prepare for a career in an ever-changing field.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (15 credit hours)				
CIS	2503	Microcomputer Business Applications	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math	3	_____
Social Science Elective (3 credit hours) (Select 1 course)				
(Choose any three credit hour course from ECON 2313, GEOG, HIST, POSC, PSY, **OR** SOC)				
ECON	2313	Principles of Macroeconomics, **OR** GEOG, HIST, POSC, PSY, or SOC course	3	_____
Design Core (36 credit hours)				
ART	1013	Design I	3	_____
BUS	2213	Employment Readiness	3	_____
BUS	2513	Fundamentals of Marketing	3	_____
CIS/ART	1703	Introduction to Digital Media	3	_____
CIS/ART	1803	Introduction to Digital Photography/Photoshop	3	_____
CIS/ART	2313	Desktop Publishing	3	_____
CIS/ART	2003	Topographic Illustration	3	_____
CIS/ART	2353	Design Layout	3	_____
CIS	2563	E-Commerce and Web Marketing	3	_____
CIS	2583	Digital Design Internship	3	_____
CIS/ART	2623	Website Design	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CIS	2443	Visual Frameworks, **OR**		
CIS/ART	2663	Advanced Website Design	3	_____

Content Directed Electives (Choose 9 credit hours)

ART	1033	Drawing I	3	_____
BUS	1013	Introduction to Business	3	_____
BUS	2843	Project Management	3	_____
CIS	1203	Introduction to Computers	3	_____
CIS	1023	Programming Fundamentals and Logic	3	_____
CIS	1113	A+ Computer Technician I	3	_____
CIS	1133	Mobile Development	3	_____
CIS	1503	Introduction to Operating Systems	3	_____
CIS	2453	Database Creation/Interaction	3	_____
CIS	2433	Back End Programming	3	_____
CIS	2573	Front End Programming	3	_____

Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN
FUNERAL SCIENCE
Degree Code: 0508; CIP Code: 12.0301
A 2.50 GPA is required for graduation from the
Associate of Applied Science in Funeral Science program.

The A.A.S. in Funeral Science is a two-year degree that offers the theoretical and practical application of funeral service education. The central aim of the Funeral Science program is the recognition of the importance of funeral service personnel as:

1. members of a human services profession;
2. members of the community in which they serve;
3. participants in the relationship between bereaved families and those engaged in the funeral service profession;
4. professionals knowledgeable of and compliant with federal, state, provincial/territorial, and local regulatory guidelines in the geographic area where they practice; and
5. professionals sensitive to the responsibility for public health, safety, and welfare in caring for human remains.

Students are prepared for entry into the profession after graduation.

CAUTION: Students applying for admission to the funeral service program should contact their respective state licensing agency regarding that state agency's approval of this particular program of instruction.

Student Learning Outcomes for Funeral Science Program

The central objective of the Funeral Science AAS program is to educate students in every phase of funeral service so that program graduates are prepared for entry-level employment in funeral service. In support of this objective, the program assesses itself according to the following Learning Outcomes:

Upon earning an Associate of Applied Science degree in Funeral Science from ASUMH, students will be able to:

1. Explain the importance of funeral service professionals in developing relationships with the families and communities they serve.
2. Identify standards of ethical conduct in funeral service practice.
3. Interpret how federal, state, and local laws apply to funeral service in order to ensure compliance.
4. Apply principles of public health and safety in the handling and preparation of human remains.
5. Demonstrate technical skills in embalming and restorative art that are necessary for the preparation and handling of human remains.
6. Demonstrate skills required for conducting arrangement conferences, visitations, services, and ceremonies.
7. Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains.
8. Describe methods to address the grief-related needs of the bereaved.
9. Explain management skills associated with operating a funeral establishment.
10. Demonstrate verbal and written communication skills and research skills needed for funeral service practice.

The program assesses the achievement of the Learning Outcomes both in courses and in measurements such as licensing exam pass rates and graduation and employment/placement rates.

PROGRAM INFORMATION

Year	Total Enrolled	# New Students	# Graduates	Timely Graduation*	Graduation Rate	Did not Finish**	Overall in FS	Employed in FS
2019	34	20	9	8/9	89%	5	89%	89%
2018	58	16	14	13/14	93%	3	100%	100%
2017	78	38	24	22/24	92%	7	91%	83%

*Timely graduation = complete program in 1 ½ times designated program length.
**Left before completing the program; did not finish.

NATIONAL BOARD STATISTICS – ASU Mountain Home

3 Year Average	% Pass Arts	% Pass Sciences
2017-2019	44%	53%
2016-2018	55%	60%
2015-2017	57%	66%
Most Recent	**# Takers**	**# Passed**
2019 Arts	10	3
2019 Sciences	7	5

National Board Examination pass rates, graduation rates and employment rates for this and other ABFSE – accredited programs are available at www.abfse.org in the Directory of Accredited Programs.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN
<u>FUNERAL SCIENCE</u>
Degree Code: 0508; CIP Code: 12.0301
A 2.50 GPA is required for graduation from the
Associate of Applied Science in Funeral Science program.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (28 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
BIOL	1013	Introduction to Human Anatomy and Physiology for Non-Healthcare Majors	3	_____
BIOL	1113	Pathology and Microbiology I (Theory)	3	_____
CIS	1053	Computer Essentials	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Social Science Elective (3 credit hours) (Select 1 course)				
(Choose any three credit hour course from ECON, GEOG, HIST, POSC, PSY, **OR** SOC)				
		GEOG, HIST, POSC, PSY, or SOC course	3	_____
ORT	1001	First Year Experience in Funeral Science	1	_____
COMM	1203	Oral Communication	3	_____
Funeral Science Core (39 credit hours)				
FUS	1001	Funeral Service Clinical I	1	_____
FUS	1004	Embalming I	4	_____
FUS	1013	Orientation to Funeral Service	3	_____
FUS	1143	Business and Funeral Service Law I	3	_____
FUS	1152	Business and Funeral Service Law II	2	_____
FUS	2001	Funeral Service Clinical II	1	_____
FUS	2013	Restorative Art	3	_____
FUS	2113	Pathology and Microbiology II (Applications)	3	_____
FUS	2124	Embalming II	4	_____
FUS	2171	Practicum I	1	_____
FUS	2181	Practicum II	1	_____
FUS	2003	Funeral Service Management	3	_____
FUS	2012	Funeral Service Merchandising	2	_____
FUS	2243	Funeral Directing	3	_____
FUS	2253	Funeral Service Psychology and Counseling	3	_____
FUS	2262	Comprehensive Review	2	_____

Program Total 67 – *68 Hours

*FUS	2011	*Comprehensive Review: Sciences	1	_____

*Students accepted into the program as part-time will be required to take one additional credit hour.

Additional Requirements:
1) **Completed all Requirements:** ☐ **Yes**   ☐ **No**
2) **Overall 2.50 Cumulative GPA met:** ☐ **Yes**   ☐ **No**
   Received National Board Exam (NBE) Exam results: ☐ **Yes**   ☐ **No**

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN HOSPITALITY MANAGEMENT
Code: 1670; CIP Code: 52.0901

The Associate of Applied Science in Hospitality Management degree program trains students in the concepts, principles, procedures, and vocabulary necessary to work in the hospitality industry. Students in the hospitality management program acquire the skills necessary for professional management positions. Successful graduates are prepared to work in all areas of hospitality management, including hotel and lodging facilities, travel and tourism, food service and recreational facilities, and security and loss prevention in management.

Student Learning Outcomes for Hospitality Management Program
1. Utilize management roles and interpersonal skills to lead/manage first level employees in a hospitality setting.
2. Prepare food and beverage menus for a variety of hospitality requirements considering price, quality, and selection
3. Utilize knowledge of facilities management to aid in decision-making.
4. Evaluate levels of food safety and sanitation to maintain a safe and sanitary work environment.
5. Explain the importance of a comprehensive approach to risk and loss prevention management for the different hospitality venues.
6. Describe the various techniques necessary to effectively sell to and service the meetings and conventions market.
7. Describe the economic, political, environmental, and cultural impact of tourism.
8. Outline the major characteristics affecting consumer behavior, and list some of the specific cultural, social, personal, and psychological factors that influence customers.
9. Integrate professional, ethical, and legal standards into business practice.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 credit hours)				
CIS	2503	Microcomputer Business Applications	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
BUS	2563	Business Communications, **OR**		
COMM	1203	Oral Communication	3	_____
ECON	2313	Principles of Macroeconomics	3	_____
MATH	1113	Applied Math	3	_____
Business Core (21 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
BUS	2103	Human Relations in Business	3	_____
BUS	2203	Applied Business Ethics	3	_____
BUS	2213	Employment Readiness in Business	3	_____
BUS	2833	Principles of Management	3	_____
BUS	2853	Business Leadership and Decision Making	3	_____
CIS	1003	Computerized Office Accounting	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Hospitality Content (21 credit hours)				
HOSP	1703	Introduction to Hospitality Management	3	_____
HOSP	1733	Food/Beverage Sanitation and Safety	3	_____
HOSP	2723	Lodging and Facilities Management	3	_____
HOSP	2733	Convention/Conference Sales and Service	3	_____
HOSP	1713	Food and Beverage Operations Management	3	_____
HOSP	2003	Introduction to Tourism Management	3	_____
HOSP	2203	Marketing for Hospitality and Tourism	3	_____

Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN MECHATRONICS
Degree Code: 3150; CIP Code: 15.0499

Mechatronics integrates electronics, mechanics, pneumatics, hydraulics, and computer control systems to create new and improved automated manufacturing production systems. This program is designed for people who are interested in plant maintenance, set up, installation, and assembly. These jobs are found in the manufacturing, medical, electronics, agriculture, and automotive industries.

Student Learning Outcomes for A.A.S. Mechatronics Program
1. Students will adjust and repair consumer and commercial equipment as an entry-level service shop technician.
2. Students will test and troubleshoot equipment and systems.
3. Students will service and repair installed systems.
4. Students will communicate in the proper technical terminology of the industry.
5. Students will express and implement all safety rules and procedures across the full scope of their field.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 credit hours)				
CIS	1053	Computer Essentials	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
COMM	1203	Oral Communication	3	_____

Social Science Elective (3 credit hours) (Select 1 course)
(Choose any three credit hour course from ECON 2313, GEOG, HIST, POSC, PSY, **OR** SOC)

ECON	2313	Principles of Macroeconomics, **OR** GEOG, HIST, POSC, PSY, or SOC course	3	_____
Mechatronics Core (42 credit hours)				
MACH	1004	Introduction to Machining	4	_____
TECH	1012	Employment Strategies	2	_____
TECH	1004	Introduction to Mechatronics	4	_____
TECH	1044	Computer Aided Design (CAD)	4	_____
TECH	1404	AC/DC Electronics	4	_____
TECH	2134	Industrial Electronic Devices	4	_____
TECH	2154	Industrial Mechanical Systems	4	_____
TECH	2314	Programmable Logic Controllers	4	_____
TECH	2424	Hydraulic and Pneumatic Systems	4	_____
TECH	2324	Advanced PLC Topics	4	_____
TECH	2444	Robotic Technology	4	_____

Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN PARAMEDIC TECHNOLOGY
Degree Code: 0470 CIP Code: 51.0904

Graduates of this program are eligible to apply to the Arkansas Department of Health, EMS Division, and the National Registry of EMTs for the Paramedic Certificate Examination. Upon successfully passing the examination, the graduate will possess a paramedic certificate and can function as a team member on an ALS ambulance and within the pre-hospital environment. Interested applicants should see instructor for cost estimates.

Student Learning Outcomes for Paramedic Technology Program
1. The paramedic student will understand his/her roles and responsibilities within the Emergency Medical Services System.
2. The paramedic student will be able to establish and/or maintain a patient airway, oxygenate, and ventilate a patient.
3. The paramedic student will be able to take a proper history and perform a comprehensive physical exam on any patient, and communicate the findings to other healthcare professionals.
4. The paramedic student will be able to integrate pathophysiological principles and assessment findings to formulate a field impression and implement the treatment plan for the trauma, medical, neonatal, pediatric, geriatric, diverse, and chronically ill patients and patients with common complaints.
5. The paramedic student will able to manage safely the scene of an emergency.
6. The paramedic student will assess and manage patients in the clinical area and in the field environment based on age, complaint, and pathophysiology.
7. The paramedic student will complete a specified set of skills while in the clinical area and in the field environment.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Pre-requisite (20 credit hours)				
BIOL	2004	Human Anatomy and Physiology I & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 <u>and</u> BIOL 2201.		
BIOL	2014	Human Anatomy and Physiology II & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 <u>and</u> BIOL 2221.		
EMT	1014	Emergency Medical Technician I	4	_____
EMT	1015	Emergency Medical Technician II	5	_____
		(EMT 1007 Emergency Medical Technical may be substituted for EMT 1014 EMT I and EMT 1015 EMT II).		
HSA	2013	Medical Terminology	3	_____
General Education Requirements (15 credit hours)				
CIS	1053	Computer Essentials	3	_____
		(CIS 1203 Introduction to Computers may be substituted for CIS 1053 Computer Essentials).		
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
PSY	2513	Introduction to Psychology	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Paramedic Technology Requirements (44 credit hours)				
Fall Semester (15 credit hours)				
PAR	1013	Foundations of the Paramedic with Lab	3	_____
PAR	1103	Paramedic Pharmacology with Lab	3	_____
PAR	1104	Clinical Preparatory for Paramedics with Lab	4	_____
PAR	1105	Medical Emergencies for Paramedics I with Lab	5	_____
Spring Semester (20 credit hours)				
PAR	1213	Cardiovascular Care with Lab	3	_____
PAR	1223	Medical Emergencies for Paramedics II with Lab	3	_____
PAR	1303	Trauma for Paramedics with Lab	3	_____
PAR	2003	Assessment Based Management	3	_____
PAR	2128	Clinical Practicum I	8	_____
Summer Semester (9 credit hours)				
PAR	2212	Clinical Practicum II	2	_____
PAR	2316	Paramedic Field Internship	6	_____
PAR	2391	Paramedic Operations Management with Lab	1	_____

Program Total 79 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

The Associate of Applied Science Degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While a few institutions have recently begun to accept some courses in A.A.S. programs, the general rule is that courses in the A.A.S. degree are not accepted in transfer toward bachelor's degrees. Students to whom transfer is important should get assurance in writing in advance from the institution to which they wish to transfer.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN PROGRAMMING/MOBILE DEVELOPMENT
Degree Code: 1182 CIP Code: 11.0202

The Associate of Applied Science in Programming and Mobile Development has been designed to prepare graduates for entry-level employment and advancement in the fields of programming and mobile development. Students receive a solid foundation in the fundamental concepts of programming, including problem solving, logic, program design, and will be exposed to a wide variety of programming and development technologies to provide them with the tools they will need to be successful either in the job market or in furthering their academic careers.

Student Learning Outcomes for Programming/Mobile Development Program
1. Be employable in an entry-level computer programmer or mobile developer position.
2. Apply classroom theory with practical application through job-related experiences.
3. Demonstrate foundational programming skills of organization, logic, analytical thinking, and problem solving.
4. Demonstrate sufficient understanding of various industry-recognized computer programming, object oriented, and scripting languages.
5. Develop an understanding of application architecting, interface design theories, visual constructs and responsive frameworks.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (15 credit hours)				
CIS	2503	Microcomputer Business Applications	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Social Science Elective (3 credit hours) (Select 1 course)				
(Choose any three credit hour course from ECON 2313, GEOG, HIST, POSC, PSY, **OR** SOC)				
ECON	2313	Principles of Macroeconomics, **OR** GEOG, HIST, POSC, PSY, or SOC course	3	_____
Business and Computer Core (21 credit hours)				
BUS	2213	Employment Readiness	3	_____
CIS	1023	Programming Fundamentals/Logic	3	_____
CIS	1063	Structured Programming/C Language	3	_____
CIS	1113	A+ Computer Technician I	3	_____
CIS	1503	Introduction to Operating Systems	3	_____
CIS	1513	Object Oriented Programming	3	_____
CIS	2723	Cybersecurity Essentials	3	_____
Programming Content (24 credit hours)				
BUS	2843	Project Management	3	_____
CIS	1133	Mobile Development	3	_____
CIS	2113	App Deployment	3	_____
CIS	2433	Back End Programming	3	_____
CIS	2443	Visual Frameworks, **OR**		
CIS	2663	Advanced Website Design	3	_____
CIS	2453	Database Creation/Interaction	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CIS	2553	.NET	3	_____
CIS	2903	Programming Internship	3	_____

Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

**DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN
REGISTERED NURSING LPN/PARAMEDIC TO RN
Degree Code: 0710; CIP Code: 51.3801**

The A.A.S. in Registered Nursing offers licensed practical nurses and paramedics an alternative to traditional nursing programs. Students have the option of maintaining full-time employment while completing the nursing program in one academic year. The Associate of Applied Science in Nursing (AASN) graduate is prepared to provide and manage direct care to individuals with common well-defined problems. The AASN graduate functions as a team member using nursing diagnoses and established protocols for individuals in acute care and community-based settings.

Students applying for entrance to the Registered Nursing program must meet the standards and requirements for admission to ASUMH prior to completing the required program application.

All pre-requisite general education courses must be completed with a grade of "C" or better. All general education pre-requisites must be completed prior to the student's entry into the program.

Note: All RN courses have an additional $100 per credit hour fee.

The Arkansas State Board of Nursing (ASBN) requires a criminal background check for all graduates applying for licensure. Graduating from a nursing program does not assure ASBN's approval to take the licensure examination. Eligibility to take the licensure examination is dependent on meeting standards in the ASBN Nurse Practice Act and Rules. Students will be required to sign a statement, before beginning the nursing program, that states they have read and understood ACA §17-87-312 and the specific offenses which, if pleaded guilty, nolo contendere, or found guilty of will make an individual ineligible to receive or hold a license in Arkansas.

- Please review the following link pertaining to Criminal Background Checks:
  https://static.visionamp.co/rubix/20200615/cbc-68325.pdf
- Please review the following link pertaining to Licensing restrictions based on criminal records:
  https://static.visionamp.co/rubix/20200615/cbcact990of2019-57527.pdf

Student Learning Outcomes for Registered Nursing Program

1. Provide high quality, evidence-based, patient-centered nursing care to diverse populations while incorporating technology to improve interdisciplinary communication, transition of care, and patient outcomes.
2. Advocate for patients and families to promote human dignity, self- determination, and integrity of the person by providing caring, holistic nursing interventions, and assisting in navigating healthcare systems.
3. Implement a prescribed plan of care by utilizing knowledge of evidence-based practice, pathophysiology, pharmacology, quality improvement, and the ability to interpret physician and inter- professional orders.
4. Utilize therapeutic communication to build rapport with patients and families, function as a team member within the interdisciplinary team and with physicians, to deliver patient education, and resolve conflicts.
5. Apply critical thinking skills and clinical judgment to interpret assessment data, recognize changes in patient status, make patient care decisions, anticipate risks and recognize unsafe practice in self and others to deliver safe, high quality nursing care to patients and their families.
6. Demonstrate professional nursing identity by reflecting integrity, responsibility, ethical and legal practices, accountability, customer service, respect for diversity, and teamwork through active participation in professional nursing organizations.
7. Organize patient care by delegating effectively, prioritizing tasks and responsibilities, timely completion of tasks and documentation, evaluating patient response to care and modifying care as indicated.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE			COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (30 credit hours)					
BIOL	2004		Human Anatomy and Physiology I & Lab	4	_____
			This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
BIOL	2014		Human Anatomy and Physiology II & Lab	4	_____
			This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221.		
BIOL	2104		Microbiology & Lab	4	_____
			This course also fulfilled by successfully completing these two course numbers: BIOL 2103 and BIOL 2101.		

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
HLT	2203	Basic Human Nutrition	3	_____
MATH	1113	Applied Math, **OR**		
MATH	1023	College Algebra	3	_____
PSY	2513	Introduction to Psychology	3	_____

Nursing Requirements (30 credit hours)

RN	2016	Introduction to RN Concepts with Clinical	6	_____
RN	2026	Health-Illness Concepts I with Clinical	6	_____
RN	2036	Family Health Care Concepts with Clinical	6	_____
RN	2046	Health-Illness Concepts II with Clinical	6	_____
RN	2056	Complex Health Concepts with Clinical	6	_____

General Education Total 30 Hours
Nursing Requirements Total 30 Hours
Program Total 60 Hours

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

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ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN WELDING
Degree Code: 3509; CIP Code: 48.0508

The program is designed to prepare students for careers in welding and metal fabrication. Curriculum for the A.A.S. in Welding Technology degree is based on American Welding Society (AWS) standards. Course content emphasizes both the underlying theory as well as the hands-on repetition needed to build welding proficiency.

Student Learning Outcomes for Welding Program
1. Demonstrate safe and proper use of welding, cutting and grinding equipment.
2. Demonstrate sufficient skill and proficiency in the Shielded Metal Arc Welding or Gas Metal Arc Welding or Gas Tungsten Arc Welding process to successfully complete certification requirements in accordance with industry-recognized standards.
3. Demonstrate the ability to make accurate measurements to within 1/16" tolerance using a tape measure and utilize essential mathematic concepts required in the welding, fabrication, and manufacturing industries.
4. Read and interpret fabrication blueprints to create layouts to specifications.
5. Identify and select suitable welding consumable materials and set up and operate welding equipment in such a manner as to produce a quality weld in accordance with established industry standards.
6. Demonstrate the proper procedures for preparing a welding test plate in accordance with established industry standards.
7. Identify the cause of various weld defects including slag inclusions, porosity, undercut and cracking.
8. Produce an acceptable weld to industry standards in the 1G (flat), 2G (horizontal), 3G (vertical up), and 4G (overhead) welding positions.
9. Select the appropriate rod or wire type and shielding element for Gas Metal Arc Welding, Shielded Metal Arc Welding, and Gas Tungsten Arc Welding processes.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 credit hours)				
CIS	1053	Computer Essentials	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1103	Technical Math or higher-level mathematics course	3	_____
COMM	1203	Oral Communication	3	_____
Social Science Elective (3 credit hours) (Select 1 Course)				
(Choose any three credit hour course from ECON 2313, GEOG, HIST, POSC, PSY, **OR** SOC)				
ECON	2313	Principles of Macroeconomics, **OR** GEOG, HIST, POSC, PSY, or SOC course	3	_____
Welding Core (42 credit hours)				
MACH	1002	Metallurgy	2	_____
TECH	1012	Employment Strategies	2	_____
TECH	1032	Blueprints and Layouts	2	_____
TECH	1044	Computer Aided Design (CAD)	4	_____
WELD	1024	Shielded Metal Arc Welding (SMAW)	4	_____
WELD	1204	Gas Metal Arc Welding (MIG)	4	_____
WELD	1404	Gas Tungsten Arc Welding (TIG)	4	_____
		Select 20 credit hours from any WELD course		
WELD			4	_____

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED
WELD		4	_____
WELD		4	_____
WELD		4	_____
WELD		4	_____

Program Total 60 Hours

TECHNICAL CERTIFICATE PROGRAMS

- Accounting/Finance
- Automotive Systems Repair
- Construction Technology
- EMS
- Funeral Directing
- General Business
- Health Professions
- Health Sciences
- Hospitality
- Information Systems Technology
- Machining Technology
- Mechatronics
- Paramedic Technology
- Practical Nursing
- Pre-Nursing
- Pre-Physical Therapist Assistant
- Professional Medical Coding
- Programming/Mobile Development
- Web Development
- Welding

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
ACCOUNTING/FINANCE

Degree Code: 4261; CIP Code: 52.0301

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Accounting/Finance program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The Technical Certificate in Accounting and Finance is designed to prepare students for entry-level employment in bookkeeping or account service positions. Students are given the foundations of the banking and financial services industry as well as the importance of accounting as a reporting and decision making tool. Visit asumh.edu/ge_af for gainful employment information.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (12 credit hours)				
CIS	1053	Computer Essentials	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Business Core (18 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
ACC	2013	Principles of Accounting II	3	_____
ACC	2113	Basic Taxation	3	_____
BUS	2413	Principles of Banking	2	_____
BUS	2513	Fundamentals of Marketing	3	_____
CIS	1003	Computerized Office Accounting	3	_____

Program Total 30 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
AUTOMOTIVE SYSTEMS REPAIR
Degree Code: 2450; CIP Code: 47.0604

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Automotive Systems Repair program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to provide students with entry and advanced-level marketable skills. Hands-on-training, combined with laboratory and classroom experience, provide students knowledge in steering, suspension, electrical, and braking systems; transmissions and drivetrains; engine performance; air conditioning; and safety. Visit asumh.edu/ge_auto for gainful employment information.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better), **OR**		
ENG	1103	Career Writing (must earn a "C" or better)	3	_____
MATH	1103	Technical Math or higher-level mathematics course	3	_____
Automotive Core (42 credit hours)				
AUTO	1013	Introduction to Automotive Technology		_____
AUTO	1023	Brakes and Braking Systems	3	_____
AUTO	1033	Suspension and Steering	3	_____
AUTO	1103	Engine Performance I	3	_____
AUTO	1203	Automatic Transmission/Transaxle	3	_____
AUTO	1303	Electrical Systems I	3	_____
AUTO	1402	Automotive HVAC	2	_____
AUTO	2103	Engine Performance II	3	_____
AUTO	2203	Manual Transmission and Drive Axles	3	_____
AUTO	2303	Electrical Systems II	3	_____
AUTO	2403	Engine Rebuild	3	_____
AUTO	2508	Automotive Lab	8	_____
TECH	1012	Employment Strategies	2	_____

Program Total 48 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
CONSTRUCTION TECHNOLOGY
Degree Code: 4401; CIP Code: 46.0000

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

A 2.0 GPA is required for graduation from the Technical Certificate in Construction Technology program.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The Technical Certificate in construction technology encourages students to develop a variety of complementary skills related to the construction industry, such as project management, construction planning, materials and methods, finishing, and estimating construction costs.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better), **OR**		
ENG	1103	Career Writing (must earn a "C" or better)	3	_____
MATH	1103	Technical Math or higher-level mathematics course	3	_____
Applied Technology Core (7 credit hours)				
BUS	2843	Project Management	3	_____
TECH	1012	Employment Strategies	2	_____
TECH	1032	Blueprint and Layouts	2	_____
Construction Core (17 credit hours)				
CNST	1003	Introduction to Construction Trades	3	_____
CNST	1013	Construction Materials and Methods	3	_____
CNST	2003	Exterior Finishing	3	_____
CNST	2013	Interior Finishing	3	_____
CNST	2023	Mechanical, Plumbing, and Electrical Systems	3	_____
CNST	2032	Estimating	2	_____

Program Total 30 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
EMS (EMERGENCY MEDICAL SERVICES)

Degree Code: 4525; CIP Code: 51.0904

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in EMS program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

Graduates of this program are eligible to apply to the Arkansas Department of Health, EMS Division, and the National Registry of EMTs for the Paramedic Certificate Examination. Upon successfully passing the examination, the graduate will possess a paramedic certificate and can function as a team member on an ALS ambulance and within the pre-hospital environment.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (15 credit hours)				
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
PSY	2513	Introduction to Psychology, **OR**		
SOC	2213	Principles of Sociology, **OR**		
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
EMS Core (20 credit hours)				
BIOL	2004	Human Anatomy and Physiology I & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 <u>and</u> BIOL 2201.		
BIOL	2014	Human Anatomy and Physiology II & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 <u>and</u> BIOL 2221.		
EMT	1014	Emergency Medical Technician I	4	_____
EMT	1015	Emergency Medical Technician II	5	_____
		(EMT 1007 Emergency Medical Technical may be substituted for EMT 1014 EMT I <u>and</u> EMT 1015 EMT II).		
HSA	2013	Medical Terminology	3	_____

Program Total 35 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2020-2021

TECHNICAL CERTIFICATE PLAN
FUNERAL DIRECTING
Degree Code: 0510; CIP Code: 12.0302

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

A 2.0 GPA is required for graduation from the Technical Certificate in Funeral Directing program.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to allow students the option to serve as funeral directors without the embalming portion of the curriculum. The courses in the Technical Certificate will also meet the pre-requisites of, and apply toward the A.A.S. in Funeral Science.

The academic program is designed to meet specific state or professional needs. It is not accredited by the American Board of Funeral Service Education. Students graduating from this program are not eligible to take the National Board examination or any state board examination for which graduation from an ABFSE accredited program is required." Visit asumh.edu/ge_fus for gainful employment information.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education 12 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
CIS	1053	Computer Essentials	3	_____
COMM	1203	Oral Communication	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
Funeral Science Core (20 credit hours)				
FUS	1013	Orientation to Funeral Service	3	_____
FUS	1143	Business and Funeral Service Law I	3	_____
FUS	2003	Funeral Service Management	3	_____
FUS	2012	Funeral Service Merchandising	3	_____
FUS	2243	Funeral Directing	3	_____
FUS	2253	Funeral Service Psychology and Counseling	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____

Program Total 32 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
GENERAL BUSINESS
Degree Code: 2520; CIP Code: 52.0201

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

A 2.0 GPA is required for graduation from the Technical Certificate in General Business program.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The Technical Certificate in General Business program is designed to prepare students for a variety of positions in the field of business management.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (15 credit hours)				
BUS	2563	Business Communications, **OR**		
COMM	1203	Oral Communication	3	_____
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Business Core (15 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
BUS	1013	Introduction to Business	3	_____
BUS	2103	Human Relations in Business	3	_____
BUS	2203	Applied Business Ethics	3	_____
CIS	1003	Computerized Office Accounting	3	_____

Program Total 30 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
HEALTH PROFESSIONS
Degree Code: 2710; CIP Code: 51.0000

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Health Professions program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR
ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to prepare students for a variety of positions in the field of healthcare. Students should work with their advisor to design an individualized program of study in order to meet specific career goals.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (15 credit hours)				
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
PSY	2513	Introduction to Psychology, **OR**		
SOC	2213	Principles of Sociology, **OR**		
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
Health Education Core (4 – 8 credit hours)				
Biology Choice 1:				
BIOL	1024	Human Anatomy and Physiology for Healthcare Professions & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1023 and BIOL 1021.		
Biology Choice 2:				
BIOL	2004	Human Anatomy and Physiology & Lab I, **AND**	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
BIOL	2014	Human Anatomy and Physiology & Lab II	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221.		
Health Topics (6 credit hours) (Select 2 courses)				
EMT	1013	Emergency Medical Responder		
HSA	1003	Introduction to Health Professions		
HSA	1013	Medical Procedures		
HSA	2013	Medical Terminology	3	_____
HLT	2203	Basic Human Nutrition	3	_____
Area of Emphasis (7 – 9 credit hours) (Select 1 area)				
CNA	1007	Nursing Assistant	7	_____
EMT	1014	Emergency Medical Technician I, **AND**	4	_____
EMT	1015	Emergency Medical Technician II	5	_____
		(EMT 1007 Emergency Medical Technical may be substituted for EMT 1014 EMT I and EMT 1015 EMT II)		
PHL	1007	Phlebotomy	7	_____

Program Total 32 – 38 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2020-2021

TECHNICAL CERTIFICATE PLAN
HEALTH SCIENCES
Degree Code: 4530; CIP Code: 51.0904
All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.
**A 2.0 GPA is required for graduation from the
Technical Certificate in Health Sciences program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to prepare students for a variety of positions in the field of healthcare. Students should work with their advisor to design an individualized program of study in order to meet specific career goals.

Name: _____ Date: _____
Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (15 credit hours)				
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
PSY	2513	Introduction to Psychology, **OR**		
SOC	2213	Principles of Sociology, **OR**		
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____

Health Sciences Education Core (16 credit hours) (Select 4 courses)
Choose 16 hours from this list:

BIOL	1004	Biological Science & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: BIOL 1003 <u>and</u> BIOL 1001.
Course used as a pre-requisite for BIOL 2004 Human Anatomy and Physiology and Lab .I.

BIOL	1024	Human Anatomy and Physiology for Healthcare Professions & Lab		_____

This course also fulfilled by successfully completing these two course numbers: BIOL 1023 <u>and</u> BIOL 1021.

BIOL	2004	Human Anatomy and Physiology I & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: BIOL 2203 <u>and</u> BIOL 2201.

BIOL	2014	Human Anatomy and Physiology II & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: BIOL 2223 <u>and</u> BIOL 2221.

BIOL	2104	Microbiology & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: BIOL 2103 <u>and</u> BIOL 2101.

CHEM	1064	Chemistry for Healthcare Professions and Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: CHEM 1063 <u>and</u> CHEM 1061.

CHEM	1014	General Chemistry I & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: CHEM 1013 <u>and</u> CHEM 1011.

CHEM	1024	General Chemistry II & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: CHEM 1013 <u>and</u> CHEM 1011.

CHEM	1034	Introduction to Organic and Biochemistry and Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: CHEM 1033 <u>and</u> CHEM 1031.

PHYS	1104	Physics for Healthcare Professions & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: PHYS 1103 <u>and</u> PHYS 1101.

PHYS	1204	Physical Science & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: PHYS 1203 <u>and</u> PHYS 1201.

PHYS	2054	General Physics I & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: PHYS 2053 <u>and</u> PHYS 2051.

PHYS	2064	General Physics II & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: PHYS 2063 <u>and</u> PHYS 2061.

Program Total 31 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
HOSPITALITY

Degree Code: 1665; CIP Code: 52.0901

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Hospitality program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to prepare students for a variety of positions in the hospitality industry ranging from lodging management and dining service management, to convention and conference sales and service. Visit asumh.edu/ge_hm for gainful employment information.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (12 credit hours)				
BUS	2563	Business Communications, **OR**		
COMM	1203	Oral Communication	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Business Core (6 credit hours)				
BUS	2213	Employment Readiness in Business		_____
CIS	1003	Computerized Office Accounting	3	_____
Hospitality Content (14 credit hours)				
HOSP	1703	Introduction to Hospitality Management	3	_____
HOSP	1713	Food/Beverage Operations Management	2	_____
HOSP	1732	Food/Beverage Sanitation and Safety	3	_____
HOSP	2723	Lodging Facilities Management	3	_____
HOSP	2733	Convention/Conference Sales and Service	3	_____

Program Total 32 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
INFORMATION SYSTEMS TECHNOLOGY
Degree Code: 0120; CIP Code: 11.0401

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from
the Technical Certificate in
Information Systems Technology program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to prepare or update students with marketable computer skills combined with technical hardware skills. The elective component can be utilized to tailor six credit hours to their specific career objective. Visit asumh.edu/ge_it for gainful employment information.

Name: _____ Date: _____
Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Information Systems Core (24 credit hours)				
CIS	1023	Programming Fundamentals/Logic	3	_____
CIS	1113	A+ Computer Technician I	3	_____
CIS	1503	Introduction to Operating Systems	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
CIS	2723	Cybersecurity Essentials	3	_____
		CIS Electives (9 credit hours)		
CIS		_____	3	_____
CIS		_____	3	_____
CIS		_____	3	_____

Program Total 30 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
MACHINING TECHNOLOGY
Degree Code: 1495; CIP Code: 48.0510

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Machining Technology program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

Machinists are precision instrument makers who fabricate, modify, or repair mechanical instruments. They may also fabricate and modify parts to make or repair machine tools or maintain industrial machines, applying knowledge of mechanics, mathematics, metal properties, layout, and machining procedures.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (3 credit hours)				
ENG	1003	Composition I (must earn a "C" or better), **OR**		
ENG	1103	Career Writing (must earn a "C" or better)	3	_____
Machining Core (32 credit hours)				
MACH	1002	Metallurgy	2	_____
MACH	1004	Introduction to Machining	4	_____
MACH	2004	Machining I	4	_____
MACH	2014	Machining II	4	_____
MACH	2018	CNC Set-up, Operations and Programming	8	_____
TECH	1012	Employment Strategies	2	_____
TECH	1044	Computer Aided Design (CAD)	4	_____
TECH	2154	Industrial Mechanical Systems	4	_____

Program Total 35 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
MECHATRONICS
Degree Code: 4510; CIP Code: 15.0303

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Mechatronics program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed for students seeking the knowledge and skills necessary to be employed in the laboratory and field-testing, manufacturing and assembly, quality assurance, manufacturing technician and other related fields. Students should be able to apply this knowledge and perform basic tests, troubleshooting, and repair of electronic equipment and machinery often found in advanced manufacturing firms. Visit asumh.edu/ge_mech for gainful employment information.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (9 credit hours)				
CIS	1053	Computer Essentials	3	_____
ENG	1003	Composition I (must earn a "C" or better), **OR**	3	_____
ENG	1103	Career Writing (must earn a "C" or better)		
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Applied Technology Core (2 credit hours)				
TECH	1012	Employment Strategies	2	_____
Mechatronics Core (20 credit hours)				
TECH	1004	Introduction to Mechatronics	4	_____
TECH	1044	Computer Aided Design (CAD)	4	_____
TECH	1404	AC/DC Electronics		_____
TECH	2314	Programmable Logic Controllers	4	_____
TECH	2424	Hydraulic and Pneumatic Systems	4	_____

Program Total 31 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
PARAMEDIC TECHNOLOGY
Degree Code: 4520; CIP Code: 51.0904

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

A 2.0 GPA is required for graduation from the Technical Certificate in Paramedic Technology.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

Graduates of this program are eligible to apply to the Arkansas Department of Health, EMS Division, and the National Registry of EMTs for the Paramedic Certificate Examination. Upon successfully passing the examination, the graduate will possess a paramedic certificate and can function as a team member on an ALS ambulance and within the pre-hospital environment. Visit asumh.edu/ge_par for gainful employment information.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Pre-requisite (20 credit hours)				
BIOL	2004	Human Anatomy and Physiology I & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
BIOL	2014	Human Anatomy and Physiology II & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221.		
EMT	1014	Emergency Medical Technician I	4	_____
EMT	1015	Emergency Medical Technician II	5	_____
		(EMT 1007 Emergency Medical Technical may be substituted for EMT 1014 EMT I and EMT 1015 EMT II).		
HSA	2013	Medical Terminology	3	_____
Paramedic Technology Core (44 credit hours)				
Fall Semester (15 credit hours)				
PAR	1013	Foundations of the Paramedic with Lab	3	_____
PAR	1103	Paramedic Pharmacology with Lab	3	_____
PAR	1104	Clinical Preparatory for Paramedics with Lab	4	_____
PAR	1105	Medical Emergencies for Paramedics I with Lab	5	_____
Spring Semester (20 credit hours)				
PAR	1213	Cardiovascular Care with Lab	3	_____
PAR	1223	Medical Emergencies for Paramedics II with Lab	3	_____
PAR	1303	Trauma for Paramedics with Lab	3	_____
PAR	2003	Assessment Based Management	3	_____
PAR	2128	Clinical Practicum I	8	_____
Summer Semester (9 credit hours)				
PAR	2212	Clinical Practicum II	2	_____
PAR	2316	Paramedic Field Internship	6	_____
PAR	2391	Paramedic Operations Management with Lab	1	_____

Program Total 64 Hours

TECHNICAL CERTIFICATE PLAN
PRACTICAL NURSING
Degree Code: 4660; CIP Code: 51.3901
Fall Entry
(Application deadline May 15)

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Practical Nursing program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

Graduates of this program are eligible to apply for the National Council Licensure Examination – Practical Nursing (NCLEX-PN). Upon successfully passing this examination, the graduate can function under the supervision of a registered nurse and/or a physician and work in hospitals, doctor's offices, nursing homes, and other healthcare agencies. Information about the cost of the program is included in the nursing application packet.

The Arkansas State Board of Nursing (ASBN) requires a criminal background check for all graduates applying for licensure. Graduating from a nursing program does not assure ASBN's approval to take the licensure examination. Eligibility to take the licensure examination is dependent on meeting standards in the ASBN Nurse Practice Act and Rules. Students will be required to sign a statement, before beginning the nursing program, that states they have read and understood ACA §17-87-312 and the specific offenses which, if pleaded guilty, nolo contender, or found guilty of will make an individual ineligible to receive or hold a license in Arkansas.

- Please review the following link pertaining to Criminal Background Checks:
  https://static.visionamp.co/rubix/20200615/cbc-68325.pdf
- Please review the following link pertaining to Licensing restrictions based on criminal records:
  https://static.visionamp.co/rubix/20200615/cbcact990of2019-57527.pdf
  - Visit asumh.edu/ge_lpn for gainful employment information.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Pre-requisites (11 – 15 credit hours)				
Biology (4 – 8 credit hours)				
(All body systems must be covered. Therefore, the following choices may be selected.)				
Biology Choice 1:				
BIOL	1024	Human Anatomy and Physiology for Healthcare Professions & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1023 and BIOL 1021.		
Biology Choice 2:				
BIOL	2004	Human Anatomy and Physiology & Lab I, **AND**	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
BIOL	2014	Human Anatomy and Physiology & Lab II	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221		
CNA	1007	Certified Nursing (certification required)	7	_____
FALL SEMESTER (15 credit hours)				
LPN	1305	Foundations of Nursing Procedures with Lab	5	_____
LPN	1402	Med-Surg Nursing Concepts I	2	_____
LPN	1502	Maternity and Pediatrics I	2	_____
LPN	1603	Nursing of Older Adults	3	_____
LPN	1713	Clinical I	3	_____
SPRING SEMESTER (15 credit hours)				
LPN	2302	Mental Health Nursing/Net	2	_____
LPN	2405	Med-Surg Nursing Concepts II	5	_____
LPN	2503	Maternity and Pediatrics II	3	_____
LPN	2715	Clinical II	5	
EXTENDED SUMMER SEMESTER (8 credit hours)				
LPN	2412	Med-Surg Nursing Concepts III	2	_____
LPN	2714	Clinical III	4	_____
LPN	2902	Basic Nursing Management/IA	2	_____

Program Total 49 – 53 Hours

2020-2021

TECHNICAL CERTIFICATE PLAN
PRACTICAL NURSING
Degree Code: 4660; CIP Code: 51.3901
Spring Entry
(Application deadline October 15)
All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.
A 2.0 GPA is required for graduation from the
Technical Certificate in Practical Nursing program.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR
ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

Graduates of this program are eligible to apply for the National Council Licensure Examination – Practical Nursing (NCLEX-PN). Upon successfully passing this examination, the graduate can function under the supervision of a registered nurse and/or a physician and work in hospitals, doctor's offices, nursing homes, and other healthcare agencies. Information about the cost of the program is included in the nursing application packet.

The Arkansas State Board of Nursing (ASBN) requires a criminal background check for all graduates applying for licensure. Graduating from a nursing program does not assure ASBN's approval to take the licensure examination. Eligibility to take the licensure examination is dependent on meeting standards in the ASBN Nurse Practice Act and Rules. Students will be required to sign a statement, before beginning the nursing program, that states they have read and understood ACA §17-87-312 and the specific offenses which, if pleaded guilty, nolo contender, or found guilty of will make an individual ineligible to receive or hold a license in Arkansas.
- Please review the following link pertaining to Criminal Background Checks:
  https://static.visionamp.co/rubix/20200615/cbc-68325.pdf
- Please review the following link pertaining to Licensing restrictions based on criminal records:
  https://static.visionamp.co/rubix/20200615/cbcact990of2019-57527.pdf
  ▪ Visit asumh.edu/ge_lpn for gainful employment information.

Name: _____ Date: _____
Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Pre-requisites (11 – 15 credit hours)				
Biology (4 – 8 credit hours)				
(All body systems must be covered. Therefore, the following choices may be selected.)				
Biology Choice 1:				
BIOL	1024	Human Anatomy and Physiology for Healthcare Professions & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1023 and BIOL 1021.		
Biology Choice 2:				
BIOL	2004	Human Anatomy and Physiology & Lab I, **AND**	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
BIOL	2014	Human Anatomy and Physiology & Lab II	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221		
CNA	1007	Certified Nursing (certification required)	7	_____
SPRING SEMESTER (15 credit hours)				
LPN	1305	Foundations of Nursing Procedures with Lab	5	_____
LPN	1402	Med-Surg Nursing Concepts I	2	_____
LPN	1502	Maternity and Pediatrics I	2	_____
LPN	1603	Nursing of Older Adults	3	_____
LPN	1713	Clinical I	3	_____
EXTENDED SUMMER SEMESTER (8 credit hours)				
LPN	2412	Med-Surg Nursing Concepts III	2	_____
LPN	2503	Maternity and Pediatrics II	3	_____
LPN	2713	Clinical II	3	_____
FALL SEMESTER (15 credit hours)				
LPN	2302	Mental Health Nursing/Net	2	_____
LPN	2405	Med-Surg Nursing Concepts II	5	_____
LPN	2716	Clinical III	6	_____
LPN	2902	Basic Nursing Management/IA	5	_____

Program Total 49 – 53 Hours

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The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2020-2021

TECHNICAL CERTIFICATE PLAN
PRE NURSING

Degree Code: 0114; CIP Code: 51.1105

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Pre Nursing program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The Pre Nursing technical certificate plan is for students to earn the pre-requisite courses required to apply for entry into the nursing program.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (15 credit hours)				
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
PSY	2513	Introduction to Psychology, **OR**		
SOC	2213	Principles of Sociology, **OR**		
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____

Pre Nursing Education Core (14 – 18 credit hours)
Biology Choice 1:

BIOL	1024	Human Anatomy and Physiology for Healthcare Professions & Lab	4	_____

This course also fulfilled by successfully completing these two course numbers: BIOL 1023 and BIOL 1021.

Biology Choice 2:

BIOL	2004	Human Anatomy and Physiology & Lab I, **AND**	4	_____

This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.

BIOL	2014	Human Anatomy and Physiology & Lab II	4	_____

This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221

CNA	1007	Nursing Assistant	7	_____
HLT	2203	Basic Human Nutrition	3	_____

Program Total 29 – 33 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2020-2021

TECHNICAL CERTIFICATE PLAN
PRE PHYSICAL THERAPIST ASSISTANT
Degree Code: 0113; CIP Code: 51.1109

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from
the Technical Certificate in Pre Physical
Therapist Assistant program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The Pre Physical Therapist Assistant technical certificate plan is for students to earn the pre-requisite courses required to apply for entry into an Associate of Applied Science Physical Therapist Assistant degree program.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (15 credit hours)				
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
PSY	2513	Introduction to Psychology, **OR**		
SOC	2213	Principles of Sociology, **OR**		
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
Pre Physical Therapist Education Core (15 – 16 credit hours)				
Course 1:				
BIOL	1024	Human Anatomy and Physiology for Healthcare Professions & Lab		
		This course also fulfilled by successfully completing these two course numbers: BIOL 1023 and BIOL 1021.		
		OR		
BIOL	2004	Human Anatomy and Physiology & Lab I	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
Course 2:				
BIOL	2014	Human Anatomy and Physiology & Lab II, **OR**		
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221.		
PSY	2513	Introduction to Psychology (if not used as part of General Education)	3 – 4	_____
Course 3:				
HSA	1023	Making Connections in Rehab Services	3	_____
Course 4:				
PHYS	1104	Physics for Healthcare Professions & Lab	4	_____

Program Total 29 – 30 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
PROFESSIONAL MEDICAL CODING
Degree Code: 0112; CIP Code: 50.0713

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Professional Medical Coding program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to prepare students for a variety of positions in the field of healthcare. Students should work with their advisor to design an individualized program of study in order to meet specific career goals.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (15 credit hours)				
CIS	1053	Computer Essentials, **OR**		
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
PSY	2513	Introduction to Psychology, **OR**		
SOC	2213	Principles of Sociology, **OR**		
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
Medical Education Core (17 – 21 credit hours)				
Biology Choice 1:				
BIOL	1024	Human Anatomy and Physiology for Healthcare Professions & Lab	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1023 and BIOL 1021.		
Biology Choice 2:				
BIOL	2004	Human Anatomy and Physiology & Lab I, **AND**	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.		
BIOL	2014	Human Anatomy and Physiology & Lab II	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221		
HSA	2013	Medical Terminology	3	_____
OTS	2003	Coding I	3	_____
OTS	2004	Coding II	4	_____
OTS	2013	Healthcare Billing, Compliance, and Reimbursement	3	_____

Program Total 32 – 36 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
PROGRAMMING/MOBILE DEVELOPMENT

Degree Code: 1181; CIP Code: 11.0202

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from
the Technical Certificate in
Programming/Mobile Development program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This Technical Certificate in Programming will give the student the opportunity to earn a certificate while completing steps toward an Associate of Applied Science degree.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Computer Core (15 credit hours)				
CIS	1023	Programming Fundamentals/Logic		_____
CIS	1113	A+ Computer Technician I	3	_____
CIS	1503	Introduction to Operating Systems	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
CIS	2723	Cybersecurity Essentials	3	_____
		BUS/CIS Programming Electives (9 credit hours) (Choose any 3 BUS/CIS Programming courses from the list below)		
BUS/CIS		_____	3	_____
CIS		_____	3	_____
CIS		_____	3	_____

Program Total 30 Hours

BUS/CIS Programming Elective Course List

BUS 2843 Project Management

CIS 1063 Structured Programming/C Language CIS 2433 Back End Programming

CIS 1133 Mobile Development CIS 2443 Visual Frameworks

CIS 1513 Object Oriented Programming CIS 2553 .NET

CIS 2113 App Development CIS 2663 Advanced Website Design

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
WEB DEVELOPMENT
Degree Code: 2005; CIP Code: 11.0401

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in Web Development program.**

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The Technical Certificate in Web Development is designed to prepare students with in-demand skills for entry-level positions in a fast-changing, high-tech workplace.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Web Development Core (33 credit hours)				
CIS	1023	Programming Fundamentals/Logic	3	_____
CIS	1113	A+ Computer Technician I	3	_____
CIS/ART	1803	Introduction to Digital Photography/Photoshop	3	_____
CIS	2433	Back End Programming	3	_____
CIS	2453	Database Creation/Interaction	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
CIS	2553	.NET	3	_____
CIS	2563	E-Commerce/Web Marketing	3	_____
CIS/ART	2623	Web Design	3	_____
CIS	2443	Visual Frameworks, **OR**		
CIS/ART	2663	Advanced Web Design	3	_____
CIS	2723	Cybersecurity Essentials	3	_____

Program Total 39 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

TECHNICAL CERTIFICATE PLAN
WELDING
Degree Code: 0509; CIP Code: 48.0508

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

A 2.0 GPA is required for graduation from the
Technical Certificate in Welding program.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to provide students with job-ready welding skills and the opportunity to earn various welder certifications recognized by local industry. Visit asumh.edu/ge_weld for gainful employment information.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (6 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1103	Technical Math or higher-level mathematics course	3	_____
Welding Core (24 credit hours)				
TECH	1012	Employment Strategies	2	_____
TECH	1032	Blueprints and Layouts	2	_____
TECH	1044	Computer Aided Design (CAD)	4	_____
WELD	1024	Shielded Metal Arc Welding (SMAW)	4	_____
WELD	1204	Gas Metal Arc Welding (MIG)	4	_____
WELD	1404	Gas Tungsten Welding (TIG)	4	_____
		Welding Elective (4 credit hours)		
WELD			4	_____

Program Total 30 Hours

CERTIFICATE PROGRAM

- General Studies

2020-2021

CERTIFICATE PLAN
GENERAL STUDIES

Degree Code: 0915; CIP Code: 24.0101

All technical certificate-seeking students must meet the freshman assessment and placement requirements.
If deficiencies exist, the student must complete the required CPT courses.

A 2.0 GPA is required for graduation from the Certificate in General Studies program.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The certificate of General Studies is a one-year award (31 – 32 hours) designed to provide recognition of the completion of a body of general knowledge in general education and to serve as an intermediate step toward an Associate of Arts degree and/or to serve as the first year of a baccalaureate degree.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (31-32 credit hours)				
Communication (9 credit hours)				
ENG	1003	Composition I (must earn a "C" or better)	3	_____
ENG	1013	Composition II (must earn a "C" or better)	3	_____
COMM	1203	Oral Communication	3	_____
Mathematics (3 credit hours)				
MATH	1023	College Algebra	3	_____
Fine Arts/Humanities (3 credit hours)				
ART	2503	Fine Arts – Visual, **OR**		
MUS	2503	Fine Arts – Music, **OR**		
THEA	2503	Fine Arts – Theatre, **OR**		
ENG	2003	World Literature to 1660, **OR**		
ENG	2013	World Literature since 1660	3	_____
Social Science/Understanding Global Issues (6 credit hours) (Select 2 courses)				
ECON	2313	Principles of Macroeconomics		
GEOG	2613	Physical Geography		
GEOG	2703	World Geography		
HIST	1013	World Civilization to 1660		
HIST	1023	World Civilization since 1660		
PSY	2513	Introduction to Psychology		
SOC	2213	Principles of Sociology	3	_____
SOC	2233	Introduction to Cultural Anthropology	3	_____
U.S. History/Government (3 credit hours) (Select 1 course)				
HIST	2763	The United States to 1876, **OR**		
HIST	2773	The United States since 1876, **OR**		
POSC	2103	United States Government	3	_____
Science (4 credit hours) (Select 1 course)				
BIOL	1004	Biological Science & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.		
CHEM	1014	General Chemistry I & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: CHEM 1013 and CHEM 1011.		
PHYS	1204	Physical Science & Lab, **OR**		
		This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.		
PHYS	2054	General Physics I & Lab		
		This course also fulfilled by successfully completing these two course numbers: PHYS 2053 and PHYS 2051.	4	_____

			CREDIT	HOURS
<u>COURSE CODE</u>		<u>COURSE NAME</u>	<u>HOURS</u>	<u>COMPLETED</u>

Directed Electives (3 – 4 credit hours) (Choose one course from list which has not already been chosen)

ART	2503	Fine Arts – Visual		
BIOL	1004	Biological Science & Lab		

This course also fulfilled by successfully completing these two course numbers: BIOL 1003 <u>and</u> BIOL 1001.

CHEM	1014	General Chemistry I & Lab	

This course also fulfilled by successfully completing these two course numbers: CHEM 1013 <u>and</u> CHEM 1011.

CHEM	1024	General Chemistry II & Lab	

This course also fulfilled by successfully completing these two course numbers: CHEM 1023 <u>and</u> CHEM 1021.

ENG	2003	World Literature to 1660	
ENG	2013	World Literature since 1660	
MATH	1033	Plane Trigonometry	
MATH	2204	Calculus I	
MUS	2503	Fine Arts – Music	
PHYS	1204	Physical Science & Lab	

This course also fulfilled by successfully completing these two course numbers: PHYS 1203 <u>and</u> PHYS 1201.

PHYS	2054	General Physics I & Lab	

This course also fulfilled by successfully completing these two course numbers: PHYS 2053 <u>and</u> PHYS 2051.

PHYS	2064	General Physics II & Lab	

This course also fulfilled by successfully completing these two course numbers: PHYS 2063 <u>and</u> PHYS 2061.

PSY	2513	Introduction to Psychology		
SOC	2213	Principles of Sociology		
THEA	2503	Fine Arts – Theatre	3 – 4	_____

Program Total 31 – 32 Hours

CERTIFICATES OF PROFICIENCY

- A+ Computer Technician
- Automotive Systems Repair
- Certified Nursing Assistant (CNA)
- Certified Nursing Assistant (CNA) Medication Assistant
- CISCO Networking
- Community Paramedic
- Construction Technology
- Criminal Justice
- Emergency Medical Technician
- Gas Metal Arc Welding (MIG)
- Graphic Design
- Health Professions
- Machining Technology
- Mechatronics (Basic Manufacturing)
- Phlebotomy
- Professional Medical Coder
- Programming/Mobile Development
- Web Development
- Welding

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2020-2021

CERTIFICATE OF PROFICIENCY PLAN
A+ COMPUTER TECHNICIAN
Degree Code: 0005; CIP Code: 11.0101

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in A+ Computer Technician, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
A+ Computer Technician Content (9 credit hours)				
CIS	1113	A+ Computer Technician I (must earn a "C" or better)	3	_____
CIS	1223	A+ Computer Technician II (must earn a "C" or better)	3	_____
CIS	1313	A+ Analysis and Application (must earn a "C" or better)	3	_____

Program Total 9 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
AUTOMOTIVE SYSTEMS REPAIR
Degree Code: 1450; CIP Code: 47.0604

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: Date:
Advisor: Student ID#

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Automotive Systems Repair Content (12 credit hours)				
AUTO	1013	Introduction to Automotive Technology	3	_____
AUTO	1023	Brakes and Braking Systems	3	_____
AUTO	1103	Engine Performance I	3	_____
AUTO	1303	Electrical Systems I	3	_____

Program Total 12 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
CERTIFIED NURSING ASSISTANT (CNA)
Degree Code: 0266; CIP Code: 51.3902

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Certified Nursing Assistant, students must complete the course below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: Date:

Advisor: Student ID#

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Certified Nursing Assistant Content (7 credit hours)				
CNA	1007	Nursing Assistant (must earn a "C" or better)	7	_____

Program Total 7 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
CERTIFIED NURSING ASSISTANT (CNA) MEDICATION ASSISTANT

Degree Code: 0256; CIP Code: 51.3902
Students must be a Certified Nursing Assistant (CNA), have completed at least one continuous year of full-time experience as a CNA in Arkansas and be currently employed at a nursing home to be eligible for this program.

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Certified Nursing Assistant (CNA) Medication Assistant, students must complete the course below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Medication Assistant Content (7 credit hours)			
CNA 2007	Medication Assistant (must earn a "C" or better)	7	_____

Program Total 7 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
CISCO NETWORKING
Degree Code: 4425; CIP Code: 11.0901

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in CISCO Networking, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CISCO Networking Content (12 credit hours)				
CIS	1106	CISCO Network Academy I (must earn a "C" or better)	6	_____
CIS	1206	CISCO Network Academy II (must earn a "C" or better)	6	_____

Program Total 12 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2020-2021

CERTIFICATE OF PROFICIENCY PLAN
COMMUNITY PARAMEDIC
Degree Code: 4521; CIP Code: 51.0904

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Community Paramedic, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Paramedic Content (12 credit hours)				
PAR	2963	Introduction to Community Paramedic (must earn a "C" or better)	3	_____
PAR	2973	Community Assessment and Resources for the Community Paramedic (must earn a "C" or better)	3	_____
PAR	2983	Advanced Health Assessment for the Community Paramedic (must earn a "C" or better)	3	_____
PAR	2993	Community Paramedic Practicum (must earn a "C" or better)	3	_____

Program Total 12 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
CONSTRUCTION TECHNOLOGY
Degree Code: 4501; CIP Code: 46.0000

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Construction, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Construction Content (12 credit hours)				
CNST	1003	Introduction to Construction Trades (must earn a "C" or better)	3	_____
CNST	1013	Construction Materials and Methods (must earn a "C" or better)	3	_____
CNST	2003	Exterior Finishing (must earn a "C" or better)	3	_____
CNST	2013	Interior Finishing (must earn a "C" or better)	3	_____

Program Total 12 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
CRIMINAL JUSTICE
Degree Code: 0383; CIP Code: 43.0103

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Criminal Justice Content (12 credit hours)				
CRJ	1003	Fundamentals of Criminal Justice, **OR**		
CRJ	1023	Introduction to Criminal Justice	3	_____
CRJ	1223	Police Organization and Administration	3	_____
CRJ	2033	Juvenile Delinquency	3	_____
CRJ	1053	Criminology, **OR**		
CRJ	2233	Criminal Law, **OR**		
EMT	1013	Emergency Medical Responder	3	_____

Program Total 12 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2020-2021

CERTIFICATE OF PROFICIENCY PLAN
EMERGENCY MEDICAL TECHNICIAN
Degree Code: 0186; CIP Code: 51.0904

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Emergency Medical Technician, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Emergency Medical Technician Content (9 credit hours)				
EMT	1014	Emergency Medical Technician I (must earn a "C" or better)	4	_____
EMT	1015	Emergency Medical Technician II (must earn a "C" or better)	5	_____

Program Total 9 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
GAS METAL ARC WELDING (MIG)
Degree Code: 1487; CIP Code: 48.0508

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Gas Metal Arc Welding, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Gas Metal Arc Welding Content (10 credit hours)				
TECH	1012	Employment Strategies (must earn a "C" or better)	2	_____
WELD	1204	Gas Metal Arc Welding (MIG) (must earn a "C" or better)	4	_____
WELD	1234	Intermediate Gas Metal Arc Welding (MIG) (must earn a "C" or better)	4	_____

Program Total 10 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
GRAPHIC DESIGN
Degree Code: 1313; CIP Code: 50.0409

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Graphic Design, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Graphic Design Content (15 credit hours)				
CIS/ART	1703	Introduction to Digital Media (must earn a "C" or better)	3	_____
CIS/ART	1803	Introduction to Digital Photography/Photoshop (must earn a "C" or better)	3	_____
CIS/ART	2003	Typographic Illustration (must earn a "C" or better)	3	_____
CIS/ART	2313	Desktop Publishing (must earn a "C" or better)	3	_____
CIS/ART	2353	Design/Layout (must earn a "C" or better)	3	_____

Program Total 15 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
HEALTH PROFESSIONS
Degree Code: 0945; CIP Code: 51.0000

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Health Professions, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Health Professions Content (9 credit hours) (Choose 3 courses)				
EMT	1013	Emergency Medical Responder (must earn a "C" or better)	3	_____
HSA	1003	Introduction to Health Professions (must earn a "C" or better)	3	_____
HSA	1013	Medical Procedures (must earn a "C" or better)	3	_____
HSA	2013	Medical Terminology (must earn a "C" or better)	3	_____

Program Total 9 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
MACHINING TECHNOLOGY
Degree Code: 1492; CIP Code: 48.0510

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Machining Technology, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Machining Content (14 credit hours)				
MACH	1002	Metallurgy (must earn a "C" or better)	2	_____
MACH	1004	Introduction to Machining (must earn a "C" or better)	4	_____
MACH	2004	Machining I (must earn a "C" or better)	4	_____
MACH	2014	Machining II (must earn a "C" or better)	4	_____

Program Total 14 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
MECHATRONICS (BASIC MANUFACTURING)
Degree Code: 0016; CIP Code: 15.0303

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Mechatronics Content (16 credit hours)				
TECH	1004	Introduction to Mechatronics	4	_____
TECH	1404	AC/DC Electronics	4	_____
TECH	2314	Programmable Logic Controllers	4	_____
TECH	2424	Hydraulic and Pneumatic Systems	4	_____

Program Total 16 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
PHLEBOTOMY

Degree Code: 0246; CIP Code: 51.1009

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Phlebotomy, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Phlebotomy Content (7 credit hours)				
PHL	1007	Phlebotomy (must earn a "C" or better)	7	_____

Program Total 7 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
PROFESSIONAL MEDICAL CODER
Degree Code: 4745; CIP Code: 51.0713

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Professional Medical Coder, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Professional Medical Coder Content (17 credit hours)				
Biology Choice 1:				
BIOL	1024	Human Anatomy and Physiology for Healthcare Professions & Lab (must earn a "C" or better)	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 1023 <u>and</u> BIOL 1021.		
Biology Choice 2:				
BIOL	2004	Human Anatomy and Physiology & Lab I (must earn a "C" or better),	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2203 <u>and</u> BIOL 2201.		
		AND		
BIOL	2014	Human Anatomy and Physiology & Lab II (must earn a "C" or better)	4	_____
		This course also fulfilled by successfully completing these two course numbers: BIOL 2223 <u>and</u> BIOL 2221.		
HSA	2013	Medical Coding (must earn a "C" or better)	3	_____
OTS	2003	Coding I (must earn a "C" or better)	3	_____
OTS	2004	Coding II (must earn a "C" or better)	4	_____
OTS	2013	Healthcare Billing, Compliance, and Reimbursement (must earn a "C" or better)	3	_____

Program Total 17 – 21 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2020-2021

CERTIFICATE OF PROFICIENCY PLAN
PROGRAMMING/MOBILE DEVELOPMENT
Degree Code: 1180; CIP Code: 11.0202
A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____
Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Programming/Mobile Development Content (12 credit hours)				
CIS	1023	Programming Fundamentals/Logic	3	_____
CIS	1133	Mobile Development	3	_____
CIS	1513	Object Oriented Programming	3	_____
CIS	2453	Database Creation/Interaction	3	_____

Program Total 12 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
WEB DEVELOPMENT
Degree Code: 1347; CIP Code: 11.0801

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Web Development, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____ Date: _____
Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Web Development Content (15 credit hours)				
CIS/ART	1803	Introduction to Digital Photography/Photoshop (must earn a "C" or better)	3	_____
CIS	2433	Back End Programming (must earn a "C" or better)	3	_____
CIS/ART	2623	Web Design (must earn a "C" or better)	3	_____
CIS	2563	E-Commerce/Web Marketing (must earn a "C" or better)	3	_____
CIS	2443	Visual Frameworks, **OR** (must earn a "C" or better)		
CIS/ART	2663	Advanced Web Design (must earn a "C" or better)	3	_____

Program Total 15 Hours

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

CERTIFICATE OF PROFICIENCY PLAN
<u>WELDING</u>
Degree Code: 4905; CIP Code: 48.0508

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Welding, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____   Date: _____

Advisor: _____   Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Welding Content (12 credit hours)				
WELD	1024	Shielded Metal Arc Welding (SMAW) (must earn a "C" or better)	4	_____
WELD	1204	Gas Metal Arc Welding (MIG) (must earn a "C" or better)	4	_____
WELD	1404	Gas Tungsten Welding (TIG) (must earn a "C" or better)	4	_____

Program Total 12 Hours

INTERNSHIP TRAINING AND CLINICAL SITE LOCATIONS

Some programs of study require students to complete courses, which require off-campus internship training or clinical hours.

Student site location is at the discretion of the advisor and/or the instructor.

School of Business and Technology
Internship Training Sites

Location	City	State
Auto Zone	Mountain Home	AR
Baxter County Sheriff's Office	Mountain Home	AR
Blue Guys IT	Mountain Home	AR
Donald W. Reynolds Library	Mountain Home	AR
First Baptist Church	Mountain Home	AR
Flippin School System	Flippin	AR
H & R Block, Inc.	Mountain Home	AR
Marion County Sheriff's Office	Flippin	AR
NATCO Communications, Inc.	Flippin	AR
Pizza Hut	Mountain Home	AR
Splash's Pool & Spa	Mountain Home	AR

Funeral Science Clinical Sites

Location	City	State
A Natural State Funeral Service	Jacksonville	AR
Aaron Beasley Embalming Service	Fort Smith	AR
Backstrom-Pyeatte Funeral Home	Springdale	AR
Benton County Funeral Home	Rogers	AR
Burns (Roller) Funeral Home	Yellville	AR
Butler Funeral Home	Bolivar	MO
Dial and Dudley Funeral Home	Bryant	AR
Fears Family Funeral Home	Pocahontas	AR
Heritage Funeral Home	Springdale	AR
John W. German Funeral Home	Steele	MO
Kirby & Family Funeral & Cremation Service	Mountain Home	AR
Landess Funeral Home	Malden	MO
Mitchell Funeral Home	Paragould	AR
Moore's Chapel	Fayetteville	AR
Mountain View Funeral Service	Mountain View	AR
Nelson-Berna Funeral Home	Fayetteville	AR
Ocker-Putman Funeral Homes	Van Buren	AR
Powell Funeral Home	Bald Knob	AR
Premier Funeral Home	Little Rock	AR
Rainey-Mathis Funeral Home	Dexter	MO
Robinson Mortuary	Little Rock	AR

Funeral Science Clinical Sites Continued

Roller Funeral Home	Mountain Home	AR
Roller-Christeson Funeral Home	Harrison	AR
Roller-Coffman Funeral Home	Marshall	AR
Roller-Daniel Funeral Home	Searcy	AR
Shaffer Funeral Home	Ozark	AR
Smith-North		
Little Rock Funeral Home	North Little Rock	AR
Springfield Mortuary Service	Springfield	MO
Stevens Funeral Home	Forrest City	AR
Willis Funeral Service	Batesville	AR

School of Health Sciences
Clinical Sites
Certified Nursing Assistant (CNA)

Location	City	State
Baxter Regional Medical Center (BRMC)	Mountain Home	AR
Gassville Therapy & Living	Gassville	AR
Good Samaritan Village	Mountain Home	AR
Twin Lakes Therapy and Living	Flippin	AR

Practical Nursing (PN)

Location	City	State
Baxter County Health Unit	Mountain Home	AR
Baxter County Public Schools	Mountain Home	AR
Baxter Regional Hospital (BRMC)	Mountain Home	AR
BRMC Bone & Joint Clinic	Mountain Home	AR
BRMC Family Clinic	Mountain Home	AR
BRMC Home Health	Mountain Home	AR
BRMC Pain Clinic	Mountain Home	AR
BRMC Pulmonology Clinic	Mountain Home	AR
BRMC Urology Clinic	Mountain Home	AR
BRMC Wound Clinic	Mountain Home	AR
Boston Mountain Clinic	Yellville	AR
Care Manor Nursing and Rehab	Mountain Home	AR
Compassionate Care Center	Yellville	AR
Gassville Therapy & Living	Gassville	AR
Good Samaritan Village	Mountain Home	AR
Hospice House	Mountain Home	AR
Kidspiration	Mountain Home	AR
King Dermatology	Mountain Home	AR
Lincoln Paden Clinic	Mountain Home	AR
Mountain Home Urology Clinic	Mountain Home	AR
Nachtigal & Nachtigal, General and Vascular Surgery Clinic	Mountain Home	AR
North Central Arkansas Medical Associates	Mountain Home	AR
Renal Ventures	Mountain Home	AR
Twin Lakes Therapy and Living	Flippin	AR

Paramedic/Emergency Medical Technician (EMT)

Location	City	State
Baxter Regional Medical Center (BRMC)	Mountain Home	AR

Registered Nursing (RN)

Location	City	State
Baptist Health	Conway	AR
Baxter Regional Medical Center (BRMC)	Mountain Home	AR
Baxter Regional Medical Center (BRMC) Home Health	Mountain Home	AR
Kidspiration	Mountain Home	AR
Mercy Health	Springfield	MO
Mountain Home Public Schools	Mountain Home	AR
Nachtigal & Nachtigal, General and Vascular Surgery Clinic	Mountain Home	AR
North Arkansas Regional Medical Center (NARMC)	Harrison	AR
St. Bernards Healthcare	Jonesboro	AR
White River Medical Center	Batesville	AR

COURSE DESCRIPTIONS

A frequency-of-course-offerings statement appears at the end of each course description. The information reflects the normal scheduling of the course. However, circumstances may from time to time dictate scheduling changes, and the university reserves the right to change course scheduling when circumstances dictate such changes.

The code symbols are as follows:
F = Fall Semester   SU = Summer Semester
S = Spring Semester   D = On Demand
                                    based on appropriate faculty and sufficient student enrollment

COURSE NUMBERING SYSTEM
Each course is designated by a number composed of 4 digits, and each course number carries the following information: The first digit indicates the course level (0 – no degree credit, 1– freshman, 2 – sophomore), and the fourth digit indicates the number of semester hours of credit.

ACTS = Arkansas Course Transfer Systems numbers

(ACC) ACCOUNTING

1013   Accounting for Funeral Science Surveys the basic concepts of accounting as it relates to sole proprietorships and partnerships within the funeral service industry. Examines the recording of financial data during the accounting cycle including: sales and accounts receivable, purchases and accounts payable, cash and banking procedures, payroll and taxes, preparation and analysis of financial statements. Meets the requirements of the A.A.S. in Funeral Science degree as stipulated by the American Board of Funeral Service Education. (D)

2003   Principles of Accounting I Studies accounting for merchandising and service-oriented business organizations. Primary emphasis is on accounting principles applicable to measuring assets, liabilities, equity, and income. (F, S) **ACTS: ACCT 2003**

2013   Principles of Accounting II Covers special measurement problems for partnerships and corporations. The course also covers rudimentary accounting and reporting for manufacturing companies. A part of the course is devoted to special reports and managerial uses of accounting data for the decision-making function. Pre-requisite: ACC 2003 with a grade of "C" or better. (F, S) **ACTS: ACCT 2013**

2113   Basic Taxation Introduces the concepts of federal income taxation and tax preparation, including the definition of income, the computation of tax liabilities, exclusions from income, basis, deductions available for individuals in computing taxable income, and the assignment of income. (F)

(AGRI) AGRICULTURAL AND NATURAL RESOURCES

1003 **Introduction to Agricultural Economics** Basic economic principles and their application to agriculture. This course deals briefly with production, distribution, value, price, credit, land value, marketing, and related problems. (D)

1201 **Introduction to Animal Science Lab** Accompanies AGRI 1203 Introduction to Animal Science. Credit for this lab course is contingent upon earlier or simultaneous completion of AGRI 1203. (D)

1203 **Introduction to Animal Science** Lecture class deals with fundamental principles successful livestock farming in Arkansas and the United States. Includes a study of the types, breeds and economic importance of beef cattle, swine, dairy cattle, sheep and horses.
Pre/Co-requisite: AGRI 1201. These two courses may be taken in lieu of AGRI 1204. (D)

1204 **Introduction to Animal Science & Lab** Deals with fundamental principles of successful livestock farming in Arkansas and the United States. It includes a study of the types, breeds, and economic importance of beef cattle, swine, dairy cattle, sheep, and horses. Lecture three hours, laboratory two hours per week. (D)

1303 **Introduction to Plant Science** Introduction to agronomic and horticultural cropping systems including crop growth and development, crop physiology, crop ecology, environmental considerations and production/protection practices. (D)

2113 **Genetic Improvement of Plants and Animals** Introduction to agriculturally important plant and animal traits and the methods used to incorporate these into favorable combinations. (D)

2213 **Feeds and Feeding** Principles of animal nutrition, composition, and digestibility of feeds, balanced rations and feed of farm animals. Pre-requisite: AGRI 1204. (D)

2623 **Equine Health and Management** Covers aspects of equine health, diseases, soundness, first aid, preventive maintenance, and management of horses in domestic situations. (D)

2801 **Field Crops Lab** Accompanies AGRI 2802 Field Crops. Credit for this lab course is contingent upon earlier or simultaneous completion of AGRI 2802. (D)

2802 **Field Crops** Lecture class, which studies field crops, types and varieties, seed of small grains, and green manure crops. Pre/Co-requisite: AGRI 2801. These two courses may be taken in lieu of AGRI 2803. (D)

2803 **Field Crops & Lab** A study of field crops, types and varieties, seed of small grains, and green manure crops. Lecture two hours, laboratory two hours per week. (D)

2813 **Soils** A study of origin, classification and physical and chemical properties of soil. Lecture three hours per week. Pre-requisite: CHEM 1014 or CHEM 1044. (D)

(ART) ART

1013 **Design I** Introduces the fundamental principles of design, creative problem solving, visual thinking, color theory and experimentation with various mediums, materials and hand tools appropriate to two and three-dimensional projects. (S)

1023 **Design II** Develops awareness of space and concept of form, with analysis and application of tools and materials appropriate to three-dimensional projects. (S)

1033   **Drawing I** Applies the principles of perspective, outdoor sketching, object drawing, and figure sketching using various materials and techniques. Beginning drawing course. (F)

1043   **Drawing II** Focuses on light and shade drawing, monochromatic color sketches, still life, with emphasis on original illustration. Pre-requisite: ART 1033 or portfolio review. (F)

1053   **Drawing III** Advanced perspective and figure drawing using various mediums with opportunities for the student to explore personal interests. (May be repeated for credit; however, no more than 3 hours may be applied toward a degree in a field other than art.) Pre-requisite: ART 1033 and ART 1043 or portfolio review. (F)

1063   **Painting I** Studies introductory color and composition for acrylic and gouache painting with opportunities for the student to explore personal interests. (May be repeated for credit; however, no more than 3 hours may be applied toward a degree in a field other than art.) (S)

1073   **Painting II** Continues color and composition studies with a focus on oil painting. Pre-requisite: ART 1063. (S)

1703   **Introduction to Digital Media** Introduces concepts, terminology, production methods and design theory relating to the field of digital media ranging from print and web design. Reviews the profession, career options and industry trends. Provides students an orientation to Adobe Creative suite software applications. (D) [Same as CIS 1703]

1803   **Introduction to Digital Photography/Photoshop** Introduces basic digital photographic concepts, terminology, and techniques. Includes instruction on input, output, workflow, organization and management of digital files. Emphasis is placed on photographic composition and the manipulation of digitized images for print and online publication utilizing digital cameras, scanners, and Adobe Photoshop software. (F) [Same as CIS 1803]

2003   **Typographic Illustration** Introduces typographic fundamentals and terminology using digital print processes and emphasizes skills necessary for creating vector-based graphics using drawing tools in the Abode Illustrator software application. (D) [Same as CIS 2003]

2313   **Desktop Publishing** Teaches practical application and techniques of design and layout in creating multi-page documents, flyers, pamphlets, newspaper ads and other publications using the Adobe InDesign software application. (S)

2333   **Computer Illustration** Emphasizes knowledge and skills necessary for creating vector based graphics using drawing tools in the Adobe Illustrator software application. (D) [Same as CIS 2333]

2353   **Design/Layout** Presents methodology and techniques in graphic design applied to an extended visual communication project including print and/or Web applications. Preparation of comprehensive layouts and oral/visual presentation of projects. Creative problem-solving using hand tools and Adobe Creative Suite will be covered. Pre-requisites: CIS/ART 1803, CIS/ART 2333. (D) [Same as CIS 2353]

2503   **Fine Arts-Visual** Introduces visual arts to all students regardless of background or experience. (F, S) **ACTS: ARTA 1003**

2583   **Survey Art I** Studies and examines in-depth art from the prehistoric period in Europe through the Gothic period. The course acquaints students with the history of western art, the process in the production of art, the social and cultural contexts, and art terminology. (D) **ACTS: ARTA 2003**

2593   Survey Art II Studies and examines in-depth art from Early Renaissance through Modern (20th century) art. The course continues to acquaint students with art history, production, social and cultural context, and terminology. Offers a well-balanced approach as art relates to the development of western culture. (D) **ACTS: ARTA 2103**

2623   Website Design Introduces Website development concepts, Web design theory and best practices for the modern Web including preparation, organization, design, implementation, publishing and continual improvement. Using Adobe Creative Suite software students will create and publish basic Web pages. (F) [Same as CIS 2623]

2663   Advanced Website Design Provides advanced techniques for enhancing and extending Website design. Refined techniques and configuration of graphics and Web font management for the modern Web including dynamic, responsive Web design practices. Course will incorporate use of Adobe Creative Suite software and advanced scripting languages. Pre-requisite: ART/CIS 2623 Website Design or consent of instructor (S) [Same as CIS 2663]

(AUTO) AUTOMOTIVE SYSTEMS REPAIR

1013   Introduction to Automotive Technology Introduces the automobile from a technical perspective. Subjects covered include automotive technical career exploration, minor maintenance and safety inspection, and an introduction to technical systems. Also includes automotive history and current environmental issues associated with the automobile. Presents both theory and practice using handheld and stationary equipment in most topics. Safety incorporating OSHA standards is emphasized. (F)

1023   Brakes and Braking Systems Introduces the fundamentals of basic brakes and braking systems, including hydraulic theory. Includes various disc, drum and parking brake systems. Mechanical, hydraulic, and anti-lock systems are included. Safety incorporating OSHA standards is emphasized. (F)

1033   Suspension and Steering Systems Introduces the fundamentals of suspension and steering systems. Includes wheels, tires, hubs, bearings, seals, springs, front and rear alignment, and various manual and power steering systems. Includes both theory and practice in most topics. Safety incorporating OSHA standards is emphasized. (F)

1103   Engine Performance I Studies fuel systems, electronic engine/emission controls, proper engine performance, tune-up and automotive safety devices. Diagnostics will be extensively covered. Knowledge needed to perform repair work in general engine diagnosis, computerized engine control diagnosis and repair, ignition and repair, and engine related service will be introduced. (F)

1203   Automatic Transmission/Transaxle Introduces the theory and operation of automatic transmissions. Teaches the purpose and operation of a torque converter, and how the clutches, bands, servos, solenoids, pump valve body and modulators work. The laws governing planetary gears and how torque is routed through and automatic transmission are studied. Learning about the relationship of hydraulic components and planetary control devices helps the student to properly diagnose problems in the transmission. Safety is emphasized. (S)

1303   Electrical Systems I Introduces the fundamentals of electricity, including electrical circuits, Ohm's Law, wiring diagrams, and common electrical symbols. Familiarization with test equipment as well as diagnosis and troubleshooting are emphasized. Safety incorporating OSHA standards is emphasized. Systems include starting, charging, microprocessor, power distribution, sensors, and actuators. (F)

1402   Automotive HVAC Introduces the theory and practice of modern vehicle heating and air-conditioning systems, including the theory of refrigeration. Various components including compressors, lines, expansion valves, condensers, evaporators, blower motors, and distribution systems are covered. Student will practice the operation, diagnosis and repair aspects of modern air-conditioning systems. Includes both theory and practice using handheld and stationary equipment in most topics. Safety incorporating OSHA standards is emphasized. (F)

2103   Engine Performance II Studies fuel systems, electronic engine/emission controls, proper engine performance, tune-up, and automotive safety device. Diagnostics are extensively covered. Skills needed to perform repair work in general engine diagnosis, computerized engine control diagnosis and repair, ignition systems diagnosis and repair, air/fuel and exhaust system diagnosis and repair, emission control system diagnosis and repair, and engine related service will be covered. Pre-requisite: AUTO 1103 Engine Performance I (F)

2203   Manual Transmission and Drive Axles Introduces the components and power flow of both the manual transmission and transaxle. Teaches how to inspect, diagnose problems, service, disassemble, repair and test the transmission and transaxles. Identifies the components of the clutch and teaches how they function in relation to each other. Drivelines and U joints of both front wheel and rear wheel drive trains are taught. The different types of u-joints, CV-joints and differentials are covered. Covers how to diagnose and service problems and repair all this equipment. (S)

2303   Electrical Systems II Application Presents the fundamentals of the automotive wet cell battery, its construction, ratings, charging, testing, maintenance and safety will be covered in this course. Introduces the construction and operation of the various components of the starting system, including the starter motor, starter drives, solenoids and relays. Component testing, diagnosing and overhaul will also be covered. Presents the construction, operation and testing of the charging systems and its components and regulators. Major components of the vehicle's lighting systems, the different forms of driver warning devices, electronic instrumentation and the fundamentals of the ignition system will be taught. Testing and troubleshooting these systems will be practiced. Pre-requisite: AUTO 1303 Electrical Systems I (F)

2403   Engine Rebuild Covers the theory and operation of the internal combustion gasoline engine. Instruction will be given on the different classifications and measurements involved in gasoline engines. Introduces cooling and lubrication systems, how the engine block is constructed and the reasons for multiple cylinders. Relationship between the friction bearing, crankshaft, connecting rods, pistons and piston ring for the lower end of the engine is taught. In addition, the relationship between valve lifter, cylinder heads and valves of the upper end of the engine is presented. Teaches to properly inspect, clean, measure, service and repair all the various components of the engine. Different types of gaskets, seals and sealants used in today's engine repair are taught. (S)

2508   Automotive Lab Provides the student practical hands-on application of the content covered throughout the Automotive Service Repair curriculum. The Lab serves as a capstone course to the automotive program. Pre-requisite: All other AUTO courses required for the program of study. (S)

(BIOL) BIOLOGY

1001   Biological Science Lab Accompanies BIOL 1003 Biological Science. Pre-requisite or Co-requisite: BIOL 1003 (Credit for this course is contingent upon earlier or simultaneous completion of BIOL 1003.) BIOL 1001 and BIOL 1003 may be taken in lieu of BIOL 1004. (F, S)

1003 **Biological Science** Examines the structure of living things, beginning at the chemical level and progressing to the organismic and community (ecological) levels. Emphasis placed on a survey of the five kingdoms of life, with particular attention given to plants, animals, and the ecological relationships existing among and between them. BIOL 1001 and BIOL 1003 may be taken in lieu of BIOL 1004. (F, S)

1004 **Biological Science & Lab** A survey of biology to include an introduction to the fundamental principles of living organisms including properties, organization, function, evolutionary adaptation, and classification. Introductory study of concepts of reproduction, genetics, ecology, and the scientific method are included. Not appropriate for biology or pre-med majors. Lab required (F, S) **ACTS: BIOL 1004**

1013 **Introduction to Human Anatomy and Physiology for Non-Healthcare Majors** Studies general human anatomy. Includes anatomical terminology. Offers non-medical-related students an overview of all body structures, systems, and functions. Anatomical terminology and etymology are included. (S)

1014 **Introduction to Entomology & Lab** Explores various aspects of insects and other arthropods, including insect anatomy and morphology, life cycles, diversity, taxonomy, and their roles in the environment and in human affairs. Places emphasis in the laboratory on identification of the major insect groups and on field methods of insect collection. Course requirements include, in part, group projects, in-class field trips, and an insect collection. Lecture three hours per week, lab two hours per week. (D)

1021 **Human Anatomy and Physiology for Healthcare Professions Lab** Accompanies BIOL 1023 Human Anatomy and Physiology for Healthcare Professionals. Credit for this lab course is contingent upon earlier or simultaneous completion of BIOL 1023. These two courses may be taken in lieu of BIOL 1024. (D)

1023 **Human Anatomy and Physiology for Healthcare Professions** Studies the fundamentals of anatomy and physiology of the human body with emphasis on body structure, functions of each body system, and basic chemistry. (D)

1024 **Human Anatomy and Physiology for Healthcare Professions & Lab** Studies the fundamentals of anatomy and physiology of the human body with emphasis on body structure, functions of each body system, and basic chemistry. (D)

1041 **Entomology Lab** Accompanies BIOL 1043 Introduction to Entomology. Places emphasis on identification of the major insect groups and on field methods of insect collection; some field trips required. Credit for this lab course is contingent upon earlier or simultaneous completion of BIOL 1043. These two courses may be taken in lieu of BIOL 1014. (D)

1043 **Introduction to Entomology** This lecture course explores various aspects of insets and other arthropods, including insect anatomy and morphology, life cycles, diversity, taxonomy, and their roles in the environment and in human affairs. Course requirements include, in part, group projects and an insect collection. (D)

1101 **Botany Lab** Accompanies BIOL 1103 Introduction to Botany. Credit for this lab course is contingent upon earlier or simultaneous completion of BIOL 1103. These two courses may be taken in lieu of BIOL 1104. Some field trips required. (D)

1103 **Introduction to Botany** Investigates the principles of plant biology, including form, structure, metabolism, and reproduction. Areas of emphasis include plant cells and tissues, genetics, ecology, evolution, and plant diversity. (D)

1104   **Introduction to Botany & Lab** Investigates the principles of plant biology, including form, structure, metabolism, and reproduction. Areas of emphasis include plant cells and tissues, genetics, ecology, evolution, and plant diversity. Some field trips required. Lecture three hours per week, lab two hours per week. (D) **ACTS: BIOL 1024**

1113   **Pathology and Microbiology I: Theory** Covers basic pathology principles including an understanding of the basic course of diseases and the affects these diseases may have upon living and dead human bodies. Investigates the fundamentals of pathology, the infection process and the human immune system. Studies methods of transmission with an emphasis on protecting the public and individuals working in environments of potential exposure. Offers non-medical-related students an overview of pathology, indigenous microorganisms, pathogens, and self-protective measures. (F)

1114   **Introduction to Zoology & Lab** Introduction to zoological principles relating to cells, organ systems, development, genetics, ecology, evolution and animal phyla. Course designed for biology majors but may also be taken for general education. Lab required. (D) **ACTS: BIOL 1054**

1121   **Zoology Lab** Accompanies BIOL 1123 Introduction to Zoology. Credit for this lab course is contingent upon earlier or simultaneous completion of BIOL 1123. These two courses may be taken in lieu of BIOL 1114. (D)

1123   **Introduction to Zoology** Introduction to zoological principles relating to cells, organ systems, development, genetics, ecology, evolution and animal phyla. Course designed for biology majors but may also be taken for general education. (D)

1134   **Biology of the Cell** Explores the structure and function of prokaryotic and eukaryotic cells. Emphasis given to the biologically important molecules, structure and function of the plasma membrane, organelle structure and function, cellular energy, enzymes, and protein synthesis. (D)

2003   **Introduction to Microbiology** Investigates the fundamentals of the infectious process and the human immune system. Methods of transmission are studied with an emphasis on protecting the public and individuals working in environments of potential exposure. Offers non-medical-related students an overview of indigenous microorganisms, pathogens, and host-parasite interactions. (D)

2004   **Human Anatomy and Physiology I & Lab** Introduces the biology of atoms and molecules; organelles and cellular functions; general body organization; tissues; and studies the structure and function of integumentary system, skeletal system, muscular system, and special senses. Lecture three hours per week, lab two hours per week. Pre-requisite: high school biology within the past five years, BIOL 1004 or BIOL 1024 with a grade of "C" or better, successful completion of the LPN degree, or consent of the instructor. (F, S) **ACTS: BIOL 2404**

2014   **Human Anatomy and Physiology II & Lab** Studies the blood; immunity; fluid balance and the structures of the lymphatic system; cardiovascular system, respiratory system; endocrine system; digestive system, urinary system and reproductive systems. Lecture three hours per week, lab two hours per week. Pre-requisite: completion of BIOL 2004 with a grade of "C" or better. (F, S) **ACTS: BIOL 2414**

2101   **Microbiology Lab** Accompanies BIOL 2103 Introduction to Microbiology. Credit for this lab course is contingent upon earlier or simultaneous completion of BIOL 2103. These two courses may be taken in lieu of BIOL 2104. (F, S)

2103   **Microbiology** Lecture class, which focuses on bacteria, viruses, rickettsiae, chlamydiae, molds, yeasts, and protozoans as they relate to human health. Pre-requisite: high school biology within the past five years, BIOL 1004 with a grade of "C" or better or consent of the instructor. (F, S)

2104 **Microbiology & Lab** Focuses on bacteria, viruses, rickettsiae, chlamydiae, molds, yeasts, and protozoans as they relate to human health. Lecture three hours per week, lab two hours per week. Pre-requisite: high school biology within the past five years, BIOL 1004 with a grade of "C" or better or consent of the instructor. (F, S) **ACTS: BIOL 2004**

2114 **Introduction to Ecology & Lab** Investigates relationships of living organisms with each other and with their environment. Emphasis is placed on studies of plant and animal ecology, data collection from lab and field experiments, data manipulations, statistical analyses, and research reporting. Lecture three hours per week, lab two hours per week. Pre-requisites: Grades of "C" or better in BIOL 1004 and MATH 1023 or equivalents. (D)

2121 **Ecology Lab** Accompanies BIOL 2123 Introduction to Ecology. Credit for this lab course is contingent upon earlier or simultaneous completion of BIOL 2123. These two courses may be taken in lieu of BIOL 2114. (F, S)

2123 **Introduction to Ecology** Lecture class investigates relationships of living organisms with each other and with their environment. Emphasis is placed on studies of plant and animal ecology, data collection from lab and field experiments, data manipulations, statistical analyses, and research reporting. Pre-requisites: Grades of "C" or better in BIOL 1004 and MATH 1023 or equivalents. (D)

2201 **Human Anatomy and Physiology I Lab** Accompanies BIOL 2203 Human Anatomy and Physiology I. Credit for this lab course is contingent upon earlier or simultaneous completion of BIOL 2203. These two courses may be taken in lieu of BIOL 2004. (F, S)

2203 **Human Anatomy and Physiology I** Introduces the biology of atoms and molecules; organelles and cellular functions; tissues; blood; and studies the structures and functions of integumentary system, skeletal system, muscular system and lymphatic system and special senses. Pre-requisite: High school biology within the past five years, BIOL 1004 or BIOL 1024 with a grade of "C" or better, successful completion of the LPN degree, or consent of the instructor. (F, S)

2221 **Human Anatomy and Physiology II Lab** Accompanies BIOL 2223 Human Anatomy and Physiology II. Credit for this lab course is contingent upon earlier or simultaneous completion of BIOL 2223. These two courses may be taken in lieu of BIOL 2014. (F, S)

2223 **Human Anatomy and Physiology II** Studies the blood; immunity; fluid balance; and the structures and functions of the lymphatic system, cardiovascular system, respiratory system, endocrine system, digestive system, urinary system, and reproductive systems. Pre-requisite: completion of BIOL 2004 with a grade of "C" or better. (F, S)

2903 **Natural Resources Internship** Participation in a professional educational, management or research program activity. Internship is arranged by the student and may be a volunteer or paid position. Entails a minimum of 160 work hours. Special course fees may apply. Must be approved by advisor or dean. (F, S, SU)

2913 **Legal Aspects of Environmental Management** Policy, law and regulations relating to society use, management and protection of natural resources. The course will present the differences and similarities between environmental regulation and previous social regulation, and examine the logic behind current regulatory programs. Special course fees may apply. Prerequisite: BIOL 1004 or equivalent. Lecture two hours per week. (S: Even years only)

(BUS) BUSINESS ADMINISTRATION

1002   **Financial Literacy** This semester course will focus on the skills needed to prepare students to be financially literate in the global economy. Topics to be included in this course are the management of money, debt, credit and financial risks, insurance, financial planning, saving, investing, entrepreneurship and philanthropy. Students will also examine career choices with regard to income, as well as, how choices they make as consumers will affect themselves and the world around them. (S)

1013   **Introduction to Business** Acquaints beginning students with the major institutions and practices in the business world. Provides elementary concepts of business and serves as an orientation course for selection of a specific major. (F, S) **ACTS: BUSI 1013**

1413   **Business Math** Applies mathematical concepts in a practical manner for both personal and business use. Topics include percentages, interest, payroll, taxes, mortgages, and the time value of money. Pre-requisite: ACT score in Math of 19 or completion of Beginning Algebra with a grade of "C" or better. (D)

1423   **Survey of Finance** Introduces principles of financial management, financial systems, flow of funds, time value of money and its application in business decision making. (D)

1513   **Business Records Management** Introduces the field of records management; filing, life cycle of records, and importance of file management using alphabetic filing rules compatible with the Association of Records Managers and Administrators (ARMA). Introduces basic business record keeping methods applicable to small business management. (D)

2023   **Legal Environment of Business** Studies the fundamental elements of the Anglo-American legal system and its common law origins. Includes the application and operation of the legal system in the remedy of business disputes, the development and operation of the court system, and the regulation of American business and industry by the United States government. (F, S) **ACTS: BLAW 2003**

2103   **Human Relations in Business** Studies the understanding of behavior in organizations, focusing on the interaction of the individual and the organization. Directed primarily toward the human problems of supervisors and middle managers. Includes a historical background, major theories of motivation, job satisfaction, leadership, organizational and social environments, group processes, customer service and communications. (F, S)

2113   **Business Statistics** Introduces statistical methods used with business and economic data, descriptive statistics, probability theory, discrete and continuous distributions, estimation, sampling concepts and hypothesis testing, linear regression and correlation. Pre-requisites: MATH 1023 and CIS 2503. (F, S) **ACTS: MATH 2103 or BUSI 2103**

2123   **Human Resources Management** Addresses modern methods of selection, testing and solving various human resources problems. Designed to give the student a knowledge and understanding of how to manage human resources effectively. (D)

2203   **Applied Business Ethics** Introduces the fundamental concepts of business ethics, relating these issues to current events in today's society. Designed to help students develop the tools and techniques they will need when facing various ethical dilemmas in today's business environment. (S)

2213   **Employment Readiness in Business** Provides a review of skills necessary to obtain employment in a business setting. Topics include soft-skills training, business attire and grooming, office etiquette, workplace ethics, and resumes and employment interviews. (S)

2413 **Principles of Banking** Teaches the fundamental principles and practices of banking and credit in the United States. Topics include an overview of financial services including human resources, marketing, and ethics, negotiable instruments, mortgages, commercial lending, bank security. (S)

2422 **Accounting/Finance Analysis and Applications** Students follow a role-playing scenario to create an accounting practice set. The financial statements are then utilized as an analytical tool in making business investment and credit decisions. Pre-requisite: ACC 2013 Principles of Accounting II. (D)

2481 **Accounting/Finance Internship** Applies classroom knowledge to the actual work situations. A minimum of 40 hours of supervised work experience is an approved training situation is required. Should be taken the final semester. Pre-requisites: BUS 2423 Analyzing Financial Statements, BUS 1423 Introduction to Finance, CIS 1403. (D)

2513 **Fundamentals of Marketing** Investigates all aspects of marketing concerning the flow of goods from producer to consumers or other users. Discusses the various functions of marketing, marketing institutions, and the different aspects of the marketing mix. Emphasizes the kinds of decisions for which a marketing manager may be responsible. (F)
ACTS: MKTG 2003

2533 **Principles of Sales and Retailing** Provides an overview of salesmanship including: explaining the steps involved in a sale; understanding customer psychology and how to use creative selling techniques; understanding the importance of closing a sale; discussing the business processes involved in the retail industry including - inventory management, store layout and design, merchandise planning and e-commerce. (D)

2563 **Business Communications** Reviews basic grammar and punctuation. Investigates theory, principle, and application of oral and written communications used in business. Pre-requisite: ENG 1003. (F, S) **ACTS: BUSI 2013**

2613 **Customer Service** Introduces the student to the issues of problem solving, strategy, empowerment, communications, motivation, and leadership necessary for the delivery of excellent customer service and customer retention. (D)

2653 **Small Business Development** Provides knowledge and skills needed to develop and manage a small business or to function in a business, which cultivates entrepreneurship. Instruction will include developing the business idea and researching feasibility, finding the right funding sources for the business, branding, marketing, and advertising for the business, managing growth and expansion, and developing an exit strategy. Project oriented capstone course that must be taken in the student's final semester. Pre-requisites: ACC 1003, BUS 1013, BUS 2513, BUS 2833. (D)

2743 **Behind the Scenes in Hospitality** Provides the student with a brief introduction to three behind-the-scenes areas of hospitality: hospitality regulations, marketing and software. (D)

2823 **Fundamentals of Small Business Management** Emphasizes the development of managerial skills uniquely important to small firms. Discusses problems of starting a new business and of buying an ongoing one. Management pre-or Co-requisites: ACC 1003 or ACC 2003, BUS 2513, and BUS 2833. Funeral Science pre- or Co-requisites: ACC 1013, FUS 1143, and FUS 2223. (D)

2833 **Principles of Management** Analyzes the various elements necessary for managerial action and the importance of management as a distinct activity. Addresses the various functions of management including planning, staffing, organizing, directing, and controlling. (F)

2841   **Business Administration Internship** Applies classroom knowledge to actual work situations. A minimum of 40 hours of supervised work experience in an approved training situation is required. Should be taken during the student's final semester. (S)

2843   **Project Management** Teaches the managerial and software aspects to solve and manage projects. Emphasis is placed on classifying project roles and responsibilities, comparing and contrasting standard project phases, executing and developing project schedules. Project constraints, risk strategies along with communication and change management will be addressed. Understanding of course objectives will be demonstrated through development of a project. This hands-on, project-based course helps prepare students for the CompTIA Project+ Certification. (F)

2851   **Office Internship** Applies classroom knowledge to the actual work situation. A minimum of 40 hours of supervised work experience in an approved training situation is required. Co-requisite: BUS 2302. (D)

2853   **Business Leadership and Decision Making** Explores the behaviors and skills necessary to be an effective leader and manager. Motivation, decision-making, problem-solving, conflict/negotiation strategies and meeting management are examined. Course materials and activities will challenge students to connect theory to practice. (S)

2903   **Fundamentals of International Business** Introduces students to fundamental aspects of international business including international economics, finance, management, marketing, law, and accounting. Also examines how cultural diversity affects business around the world. (D)

(CHEM) CHEMISTRY

1003   **Introduction to Chemistry** Focuses on the fundamentals of chemical terms and applications to laboratory studies. Extensive drills on calculations and use of hand- held calculators in problem solving. Recommended for those with no prior study of chemistry. Pre-requisite: MATH 0003. Co-requisite: MATH 0103 or higher. (S)

1011   **General Chemistry I Lab** Accompanies CHEM 1013 (General Chemistry I) (Credit for this course is contingent upon earlier or simultaneous completion of CHEM 1013.) (F)

1013   **General Chemistry I** Studies chemical reactions and equations, periodic relationships, the gaseous state, and the fundamentals of atomic theory, quantum theory, electronic structure, chemical bonding, stoichiometry, and thermochemistry. Pre-requisites: MATH 1043 with a grade of "C" or better and CHEM 1044 with a grade of "C" or better (high school chemistry may be substituted for CHEM 1044.) Co-requisite: MATH 1023 or higher. Lecture three hours per week. (F)

1014   **General Chemistry I & Lab** Studies chemical reactions and equations, periodic relationships, the gaseous state, and the fundamentals of atomic theory, quantum theory, electronic structure, chemical bonding, stoichiometry, and thermochemistry. Pre-requisites: MATH 1043 with a grade of "C" or better and CHEM 1044 with a grade of "C" or better (high school chemistry may be substituted for CHEM 1044). Co-requisite: MATH 1023 or higher. Lecture three hours per week, lab three hours per week. (F) **ACTS: CHEM 1414**

1021   **General Chemistry II Lab** Accompanies CHEM 1023 (General Chemistry II.) Pre-requisite or Co-requisite: CHEM 1023 (General Chemistry II). (Credit for this course is contingent upon earlier or simultaneous completion of CHEM 1023.) (D)

1023 **General Chemistry II** Examines liquids, solids, solutions, and the fundamentals of chemical kinetics, chemical equilibria, acids and bases, thermodynamics, and electrochemistry. Pre-requisites: CHEM 1013 or CHEM 1014 with a grade of "C" or better. Lecture three hours per week. (S)

1024 **General Chemistry II & Lab** Examines liquids, solids, solutions, and the fundamentals of chemical kinetics, chemical equilibria, acids and bases, thermodynamics, and electrochemistry. Pre-requisite: CHEM 1014 with a grade of "C" or better. Lecture three hours per week, lab three hours per week. (D) **ACTS: CHEM 1424**

1031 **Introduction to Organic and Biochemistry Lab** Accompanies Introduction to Organic and Biochemistry. Three hours per week. Co-requisite or pre-requisite: CHEM 1033 (Credit for this course is contingent upon earlier or simultaneous completion of CHEM 1033). (D)

1033 **Introduction to Organic and Biochemistry** Emphasizes applications to body functions. Lecture three hours per week. May not satisfy requirements for chemistry major. Pre-requisite: CHEM 1014. (D)

1034 **Introduction to Organic and Biochemistry & Lab** Emphasizes applications to body functions. Lecture three hours per week, lab three hours per week. May not satisfy requirements for chemistry major. Pre-requisite: CHEM 1014 with a grade of "C" or better. (S) **ACTS: CHEM 1224**

1041 **Fundamental Concepts of Chemistry Lab** Accompanies Fundamental Concepts of Chemistry (CHEM 1043). Three hours per week. Pre-requisite or Co-requisite: CHEM 1043. Credit for this course is contingent upon earlier or simultaneous completion of CHEM 1043. (SU)

1043 **Fundamental Concepts of Chemistry** A one semester chemistry survey course introducing selected fundamental concepts including dimensional analysis, mole concept, atomic and molecular structure, nomenclature, chemical reactions, thermochemistry, intermolecular interactions, gases, mixtures, kinetics, equilibrium and acid base chemistry. (SU)

1044 **Fundamental Concepts of Chemistry and Lab** A one semester chemistry course introducing selected fundamental concepts including dimensional analysis, mole concept, atomic and molecular structure, nomenclature, chemical reactions, thermochemistry, intermolecular interactions, gases, mixtures, kinetics, equilibrium and acid base chemistry. Lecture three hours per week, lab three hours per week. (D)

1061 **Chemistry for Healthcare Professions Lab** Accompanies CHEM 1063 Chemistry for Healthcare Professions. Pre-requisite or Co-requisite: CHEM 1063. Credit for this course is contingent upon earlier or simultaneous completion of CHEM 1063. (D)

1063 **Chemistry for Healthcare Professions** Studies the concepts of chemistry from the point of view of their application and relevance to medicine and the human body. Topics in organic and inorganic chemistry are covered in enough depth to give students a good foundation. (D)

1064 **Chemistry for Healthcare Professions & Lab** Studies the concepts of chemistry from the point of view of their application and relevance to medicine and the human body. Topics in organic and inorganic chemistry are covered in enough depth to give students a good foundation. (D) **ACTS: CHEM 1214**

(CIS) COMPUTER INFORMATION SYSTEMS

0012   **Basic Computer Skills Lab** Introduces the student to basic computer concepts such as starting up and shutting down a computer; using the keyboard, mouse and other hardware; navigating Windows; creating and saving files and file management; basic Internet and e-mail skills; and basic typing skills. This is a non-credit/ pass-fail class. Grades for non-credit/pass-fail courses will be calculated into the semester grade point average (GPA) but not the cumulative GPA. Placement test scores determine students who will be required to take this course. A grade of "C" or better is required to pass this course. Students enrolled in this course must also take an exit exam. (F, S)

1003   **Computerized Office Accounting** Studies the basic office accounting /record keeping skills of amortization, petty cash, payroll, time cards, accounts receivable, accounts payable, bank reconciliation, and inventory. Pre-requisite: CIS 0012 or TekAssess Placement Score of 80% with a typing speed of 20 wpm; **OR** graduate of an Arkansas high school within the past five years. (F)

1023   **Programming Fundamentals/Logic** Introduces students to the fundamentals of programming such as logic, problem solving, analytical thinking, planning, coding and debugging of modern programming techniques. (This course is equivalent to CIS 1033 Introduction to Computer Programming) (F, S)

1053   **Computer Essentials** Provides an understanding of basic computer skills necessary to be a successful college student including basic skills using latest Windows software, file management, Microsoft Office, campus email, campus learning management system and appropriate uses of the Internet in an academic setting. *This course is recommended for non-information technology majors.* Pre-requisite: CIS 0012; **OR** TekAssess Placement Score of 70% with a typing speed of 20 wpm; **OR** graduate of an Arkansas high school within the past five years. (F, S) **ACTS: CPSI 1003**

1063   **Structured Programming/C Language** Teaches programming techniques; data structures, recursion, sorting and searching, and basics of algorithm analysis taught in C/ C++. (S)

1103   **Networking Concepts** Studies networking terminology, communication protocols and standards, topologies and architectures, network equipment and operating systems, principles of local and wide area networks and how emerging technologies will impact the networks of the future. (F, S)

1106   **CISCO Network Academy I** Prepares students for the CISCO Certified Network Associate (CCNA) certification exam. Familiarizes students with networking concepts and components, terminology, topology, and basic design and maintenance. Teaches router technologies, including configurations, protocols, and introduction to LAN switching and VLANs. Students install, configure, and maintain network hardware and wiring. Pre-requisites for degree-seeking students only: CIS 1103 and CIS 1203, or consent of instructor. (F)

1113   **A+ Computer Technician I** Introduces students to information technology and data communications. Emphasis will be to assemble a personal computer and install operating system. Effective troubleshooting and maintenance fundamentals are stressed using system tools and diagnostic software. This is a hands-on, lab-oriented course to help prepare students for the Comp TIA A+ Certification Exam. (F)

1133   **Mobile Development** Teaches skills required in the development of applications for mobile devices using various operating system integrations and platform conventions Emphasis will be placed on SDKs, use of design and development tools and testing via simulators and hardware. (F)

1203   Introduction to Computers Introduces computer hardware, software, procedures, systems, and required human resources. Emphasis is on computer literacy, historical development of computers, data processing methods, the processing cycle, operations considerations, storage and retrieval methods, systems security, and computer-based support systems. *This course is recommended for information technology majors.* Pre-requisite: CIS 0012; **OR** TekAssess Placement Score of 70% with a typing speed of 20 wpm; **OR** graduate of an Arkansas high school within the past five years. (F, S) **ACTS: CPSI 1003**

1206   CISCO Network Academy II Prepares students for the CISCO Certified Network Associate (CCNA) certification exam. Includes advanced router and switch configurations, advanced LAN and WAN design and technologies, IPv4 and IPv6 addressing, single-area and multi-area OSPF, EIGRP, PPP, STP, and network troubleshooting. Pre-requisite: CIS 1106. (S)

1223   A+ Computer Technician II Emphasizes advanced hardware and networking fundamentals, adding multimedia services and peripherals, connecting the computer to the Internet and sharing resources in a networked environment, troubleshooting and maintenance. Implements basic physical and software security principles. This is a hands-on, lab-oriented course to help prepare students for the Comp TIA A+ Certification Exam.
Pre-requisite: CIS 1113. Co-requisite: CIS 1313. (S)

1313   A+ Analysis and Application Demonstrates knowledge of installing, configuring, upgrading, troubleshooting and repairing desktop systems through discussion, computer-based testing, simulations, hands-on review and textbook references. Provides a summary of the core elements found on the Comp TIA A+ Certification Exam.
Pre-requisite: CIS 1113. Co-requisite: CIS 1223. (S)

1403   Spreadsheet Applications Introduces electronic spreadsheet concepts and terminology using current applications software. Emphasis is on building work-sheets, working with formulas, and preparing graphs and databases using good problem-solving skills. Pre-requisite: CIS 1053 or CIS 1203 or consent of instructor. (F)

1503   Introduction to Operating Systems Introduces the core concepts of computer operating systems such as processes and threads, scheduling, synchronization, memory management, file systems, input and output device management and security. Pre-requisite: CIS 1203 or consent of instructor. (S)

1513   Object Oriented Programming Teaches various languages to utilize core object-oriented programming concepts such as encapsulation, inheritance and polymorphism. (F)

1703   Introduction to Digital Media Introduces concepts, terminology, production methods and design theory relating to the field of digital media ranging from print and web design. Reviews the profession, career options and industry trends. Provides students an orientation to Adobe Creative suite software applications. (F) [Same as ART 1703]

1803   Introduction to Digital Photography/Photoshop Introduces basic digital photographic concepts, terminology, and techniques. Includes instruction on input, output, workflow, organization and management of digital files. Emphasis is placed on photographic composition and the manipulation of digitized images for print and online publication utilizing digital cameras, scanners, and Adobe Photoshop software. (F) [Same as ART 1803]

2003   Typographic Illustration Introduces typographic fundamentals and terminology using digital print processes and emphasizes skills necessary for creating vector-based graphics using drawing tools in the Abode Illustrator software application. (F) [Same as ART 2003]

2053 **JAVA** Teaches high level programming languages including the use of objects, the creation of Java applications and applets and Windows ♦ programming techniques including variables, input and output, data types, arrays, strings, methods and classes, GUI components. (D)

2113 **App Deployment** Extends student development knowledge and processing skills through hands-on deployment of complex apps for multiple devices and operating systems using various testing tools and simulators. Portability of applications across multiple platforms. (S)

2313 **Desktop Publishing** Teaches practical application and techniques of design and layout in creating multi-page documents, flyers, pamphlets, newspaper ads and other publications using the Adobe InDesign software application. (S)

2333 **Computer Illustration** Emphasizes knowledge and skills necessary for creating vector based graphics using drawing tools in the Adobe Illustrator software application. (D)
[Same as ART 2333]

2353 **Design/Layout** Presents methodology and techniques in graphic design applied to an extended visual communication project including print and/or Web applications. Preparation of comprehensive layouts and oral/visual presentation of projects, will utilize creative problem solving using Adobe Creative Suite. Pre-requisites: CIS 1803 or ART 1803, CIS 2333 or ART 2333. (S) [Same as ART 2353]

2413 **Word Processing** Introduces the uses and applications of word processing soft- ware in the production of documents for business and personal use. Pre-requisite: CIS 2503 or consent of instructor. (D)

2433 **Back End Programming** Covers the languages used for development and manipulation of server-side scripting and database interaction to create dynamic web pages. (Replaces CIS 2643 Advanced Programming for the Internet.) (S)

2443 **Visual Frameworks** Introduces application architecting and interface design theories, visual constructs and responsive frameworks. Focuses on use of industry standard tools to create visual elements, overall usability and user experience on various devices. (S)

2453 **Database Creation/Interaction** Presents how to access, process and manipulate stored data, explore the differences between relational and nonrelational databases, and create database structures for data optimization and table normalization. (F)

2463 **Linux** Focuses on the fundamentals of the Linux operating system, system architecture, installation and package management, command line, device basics, file systems and hierarchy. (F)

2503 **Microcomputer Business Applications** Provides fundamental hands-on experience using a major software suite, Microsoft Office. Introduces word processing, spreadsheet application, presentation design and database management. Pre-requisite: CIS 0012; **OR** TekAssess Placement Score of 70% with a typing speed of 20 wpm, **OR** graduate of an Arkansas high school within the past five years. (F, S)

2553 **.NET** Teaches the fundamentals of using the .NET environment and the Microsoft .NET platform to create Web applications that deliver dynamic content to a Website. Introduces students to the foundations of the .NET framework. (F)

2563 **E-Commerce and Web Marketing** Introduces the terminology and concepts of how businesses can provide an online commerce presence. Includes an overview of how the Internet can be used for web marketing tools, understand the use of digital money, review ethical, privacy and security issues that relate to electronic commerce. Various digital resources will be used for hands-on activities. Pre-requisite: CIS 1203 or consent of the instructor. (S)

2573 **Front End Programming** Introduces various programming techniques and languages and discussion of responsive frameworks use on the Internet. Focus on HTML5, CSS3 and JavaScript. This course is equivalent to CIS 2613 Programming for the Internet. (D)

2583 **Digital Design Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 120 hours of supervised work experience in an approved training situation. Capstone course for the last semester after meeting prior degree emphasis requirements. (S)

2601 **Graphic Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 40 hours of supervised work experience in an approved training situation. Capstone course for the last semester after meeting prior degree emphasis requirements. (D)

2613 **Programming for the Internet** Introduces various programming techniques and languages used on the Internet. Focus on HTML5 and advanced CSS3. Pre-requisites: CIS 1033 and CIS 2673 or consent of the instructor. (D)

2623 **Website Design** Introduces Website development concepts, Web design theory and best practices for the modern Web including preparation, organization, design, implementation, publishing and continual improvement. Using Adobe Creative Suite software students will create and publish basic Web pages. (F) [Same as ART 2623]

2643 **Advanced Programming for the Internet** Explores advanced techniques for creating dynamic content for the modern web with JavaScript, PHP and MySQL (including database creation). Pre-requisite: CIS 2613 or consent of instructor. (D)

2663 **Advanced Website Design** Provides advanced techniques for enhancing and extending Website design. Refined techniques and configuration of graphics and Web font management for the modern Web including dynamic, responsive Web design practices. Course will incorporate use of Adobe Creative Suite software and advanced scripting languages. Pre-requisite: ART/CIS 2623 or consent of instructor. (S) [Same as ART 2663]

2673 **Computer Security** Studies security threats to a computing infrastructure and the defenses against these threats. Introduces how the Internet and networks support protected business activities with an emphasis on security concepts. Pre-requisite: CIS 1203. (D)

2683 **Computer Forensics** Designed to provide the knowledge and practical experience to conduct computer forensic investigations by examining, analyzing, and classifying digital evidence. Students will assess digital media using a forensically sound approach with the intent to preserve, identify, recover, document and interpret the computer data. (F)

2693 **Advanced Topics in Information Systems Technology** Students investigate timely advanced information systems technology topics. Teaching methodology can include lecture, projects, presentation, and research as appropriate for the current topics selected by the instructor. (D)

2701   **Web Development Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 40 hours of supervised work experience in an approved training situation. Capstone course for the last semester after meeting prior degree emphasis requirements. (D)

2703   **Networking Applications** Introduces the concepts of networking and telecommunications with emphasis on design, architecture, "hands-on" installation, and maintenance. Introduces the student to the Windows server-based network operating system. Pre-requisites: CIS 1103 and CIS 1203, or consent of instructor. (S)

2713   **Web Development Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 120 hours of supervised work experience in an approved training situation. Capstone course for the last semester after meeting prior degree emphasis requirements. (S)

2723   **Cybersecurity Essentials** Develops foundational understanding of cybersecurity and how it related to information and network security. Introduces students to characteristics of cybercrime, security principles, technologies, and procedures to defend networks. Students build technical and professional skills to pursue careers in cyber security. (F, S)

2801   **Networking Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 40 hours of supervised work experience in an approved training situation. Pre-requisite: CIS 1113 and CIS 1106. Co-requisites: CIS 1223 and CIS 1206. (D)

2803   **Networking Internship** Includes the initial experience in a program designed to combine classroom theory with practical application through job-related experiences. Requires minimum of 120 hours of supervised work experience in an approved training situation. Pre-requisite: CIS 1113 and CIS 1106. Co-requisites: CIS 1223 and CIS 1206. (S)

2903   **Programming Internship** Combines classroom theory with practical application through job-related experiences. Requires minimum of 120 hours of supervised work experience in an approved training situation. Capstone course to be taken in the last semester after meeting prior degree requirements. (S)

2913   **Ethical Hacking** Introduces core security techniques and concepts needed to monitor, detect, investigate, analyze and respond to security events, regulatory requirements, and other cybersecurity issues facing organizations. Emphasizes the practical application of the skills needed to maintain and ensure security operational readiness of secure networked systems. Pre-requisite: CIS 2243. (S)

(CNA) NURSING ASSISTANT

1007   Nursing Assistant Provides instruction with an emphasis on technical skills, professional relationships, and workplace ethics. Graduates of the program are eligible to complete the Arkansas skills test to become a Certified Nursing Assistant (CNA). Graduates of the program are prepared to work in long-term care, acute care, and home-health care settings. (F, S, SU)

2007   Medication Assistant Provides the theory and clinical experiences required by the Arkansas State Board of Nursing for the Medication Assistant-Certified (MA-C) training course. Theory content includes the role and responsibilities of the MA-C along with the concepts necessary for the safe and effective administration of medications. Supervised clinical experience is provided administering medications in nursing home settings. Pre-requisite: Completing of at least one continuous year of full-time experience as a certified nurse aide (CNA) in the state of Arkansas and currently listed in good standing on the Arkansas certified nurse aid registry. (D)

(CNST) CONSTRUCTION

1003   Introduction to Construction Trades Introduces the student to the various trades and career opportunities available within residential and commercial construction. Roles of different participants are examined. Proper dress and safety requirements for fieldwork are discussed. Job site safety and OSHA is introduced. This course includes time on the job site working under the supervision of a construction professional. (F)

1013   Construction Materials and Methods Introduces students to the materials and methods used in construction. Introduces construction techniques, basic materials, methods, tools and hardware used in construction. Proper dress and safety requirements for fieldwork are discussed. Job site safety and OSHA is introduced. This course includes time on the job site working under the supervision of a construction professional. (F, S)

2003   Exterior Finishing Introduces framing, exterior finishing techniques, thermal and moisture protection and roofing. Proper dress and safety requirements for field work are discussed. Job site safety and OSHA is introduced. This course includes time on the job site working under the supervision of a construction professional. Pre- or Co-Requisite: CNST 1003 or CNST 1013. (F, S)

2013   Interior Finishing Emphasizes door and window installation, drywall and finishing, suspended ceilings, interior trim and cabinet installation. Proper dress and safety requirements for fieldwork are discussed. Job site safety and OSHA is introduced. This course includes time on the job site working under the supervision of a construction professional. Pre- or Co-Requisite: CNST 1003 or CNST 1003. (F, S)

2023   Mechanical, Plumbing, and Electrical Systems Introduces functions of mechanical, electrical and plumbing systems within a modern structure. Includes HVAC, plumbing, fire protection, electrical, and conveying systems. Pre-requisite: MATH 1103. (F)

2032   Estimating Introduces basic methods of estimating to complete use plans and specifications for bid development. Familiarizes the student with principles of construction time requirements and project scheduling.

(COMM) COMMUNICATION

1203 **Oral Communication** Investigates the theory and practice of communication in interpersonal, small group, and public speaking emphasizing proficiency in speech organization, delivery, and critical thinking/listening applications. (F, S) **ACTS: SPCH 1003**

2003 **Introduction to Interpersonal Communication** Introduces the concepts and theories of interpersonal communication. Topics include process and functions of communication, relationship development, communication strategies, interpersonal language skills, listening and response skills and managing conflict. Pre-requisite: COMM 1203 (D) *Does not substitute for COMM 1203.*

2233 **Oral Interpretation** Teaches the theory and practice of reading aloud, with emphasis on the emotional and intellectual content of literature for performance: reader's theatre concentration. (D)

2243 **Advanced Oral Interpretation** Continues Oral Interpretation. Pre-requisite: SPCH 2233. (D)

(CPT) COLLEGE PREPARATORY (REMEDIAL)
Basic Math, College Writing, College Reading, Composition Lab, and Foundations of Reading and Writing are non-credit/pass-fail classes. Grades for non-credit/pass-fail courses will be calculated into the semester grade point average (GPA) but not the cumulative GPA. Placement test scores determine students who will be required to take these courses (see TESTING AND PLACEMENT for further information). A grade of "C" or better is required to pass these courses. Students required to take two or more remedial courses must also take ORT 1011 First Year Experience.

An Exit Exam is required for CPT 0103 and CPT 0123.

0053 **Basic Math (non-credit/pass-fail)** Provides students with instruction in basic arithmetical concepts and a smooth transition to beginning algebra. Students also learn problem-solving skills and strategies. (D)

0103 **College Writing (non-credit/pass-fail)** Focuses on parts of speech, subject/verb agreement, pronoun/antecedent agreement, and basic sentence patterns. Also, students will study the process for writing and revising academic paragraphs. In addition, students will practice paragraph structures, development of ideas in a paragraph, and sentence improvements. Students will submit papers using word processing software. (F, S, SU)

0123 **College Reading (non-credit/pass-fail)** Provides students with detailed instruction in and examples of the reading skills they must master to be successful in college. Provides active reading strategies, such as finding main ideas and supporting details, to improve textbook comprehension. Focuses on developing techniques for enlarging vocabulary, creating study tools, note taking, and mapping to comprehend longer college-level reading selections. (F, S, SU)

0201 **Composition Lab (non-credit/pass-fail)** Provides strategies for improving content, organization, voice, grammar, and editing essays. Provides supplemental practice of the skills and content introduced in ENG 1003 Composition I. Students enrolled in this course must be concurrently enrolled in ENG 1003 Composition in the same semester. Required for students who are enrolled in ENG 1003 Composition I with a placement score of 16, 17 or 18 on the English section of the Enhanced ACT or comparable ACCUPLACER Classic or ACCUPLACER Next Generation scores. (D)

0243 **Foundations of Reading and Writing (non-credit/pass-fail)** Emphasizes the reciprocity of reading and writing in an academic environment. Students will analyze a variety of academic texts and complete a series of writing assignments designed to teach them how to interpret arguments, identify important details in text, organize and present evidence, and compose focused academic writing pieces. Coursework focuses on applying critical reading skills to narrative and expository text in order to use the writing process to clearly express ideas. Students who score 15 or above on the reading and writing portion of the Enhanced ACT or a comparable test score will enroll in this class. (D)

(CRJ) CRIMINAL JUSTICE

1003 **Fundamentals of Criminal Justice** Introduces students to the criminal justice system by describing the various agencies of the American criminal justice system and the procedures used to identify and treat criminal offenders. Explores and analyzes the critical issues in criminal justice and their impact on the justice system by focusing on critical policies and issues. (F)

1021 **Firearm Safety** Provides instruction on how to safely and properly handle, store and clean a firearm; how ammunition works; how to identify different types of firearms and actions; and how to safely unload a firearm. In addition, students will learn about the specifics of Arkansas firearms laws. (D)

1023 **Introduction to Criminal Justice** Introduces students to the criminal justice system by describing the various agencies of the American criminal justice system and the procedures used to identify and treat criminal offenders. Explores and analyzes the critical issues in criminal justice and their impact on the justice system by focusing on critical policies and issues including shock incarceration, community policing, alter- native sentencing, gun control, the war on drugs, and the death penalty. (F, S) **ACTS: CRJU 1023** [Same as SOC 1023]

1053 **Criminology** Introduces students to the various components that comprise the scientific study of crime and criminal offenders in the American criminal justice system. The focus is on the order and disorder within American society. Featured topics include criminological theory, types of crimes, and an analytical examination of the criminal justice system including police, courts, and correctional systems. (F, S)

1223 **Police Organization and Administration** Introduces students to the various components of police organization and administration. Examines multiple organization strategies used in policing and organization structures. Topics include historical perspectives, police roles, police management, planning, performance measurement, and general organization principles and doctrines as applied to all aspects of police functions and managements. (F)

2013 **Institutional Corrections** Provides an examination of the context, structure, and dynamics of local, state, and federal criminal confinement facilities. Explores the various forms of correctional interventions used in America and is designed to understand context, practices, issues and perspectives. (D)

2023 **Community Corrections** Examines non-institutional correctional agencies, including probation, parole, diversion, pretrial release, community service, restitution, halfway house, and similar programs. (F)

2033 **Juvenile Delinquency** Introduces students to the various components of the American juvenile justice system. Featured topics include historical perspectives, causation, environmental influences, juvenile justice processes, definition and extent of delinquency, and prevention/treatment methodologies. (F, S)

2043 **Community Relations in Law Enforcement** Teaches students the various components of human relations utilized in law enforcement and the way those relationships interact and collide with public expectations and sentiment about law enforcement. Focuses on the dynamic nature of police relationships with citizens, other police officers, and how those relationships are crucial to maintaining professional policing in America. (S)

2233 **Criminal Law I** Provides students with an introductory survey of criminal law relevant to a wide variety of occupations within the various areas of criminal justice. The course would incorporate the basic concepts and doctrines of criminal law in the United States: culpability, causation, homicide, justification and excuse, constitutional limitations on criminal law, attempt, complicity, and conspiracy. (S)

2243 **Cybersecurity Law and Ethics** Examines the issue of cybersecurity, focusing on the categories, sources, motivations, and targets of global cybersecurity threats and attacks against targets in the United States and other countries in the 21st century. After a review of the evolution of cyber-attacks throughout the world in the last two decades, the course critically examines the development of United States government laws and policies related to cybersecurity. Ethical issues in cybersecurity are examined. Common ethical challenges for cybersecurity professionals are discussed, ethical frameworks are identified, and ethical best practices are introduced. (S)

2253 **Criminal Investigation** Examines the fundamentals and various methods used in criminal investigations, procedures incorporated at crime scenes, collection and presentation of physical evidence, and methods used by police service laboratories. Introduces students to practical criminal investigations and the various components thereof. Focuses on the systematic examination and interpretations of crime scenes and their relationship pertaining to crime and people that commit criminal acts. (F, S)

2263 **Criminal Evidence and Procedure** Provides and in-depth look at the rules of evidence and procedures used within the operational level of law enforcement and other legal professions. Examines criminal procedures, professional conduct of witnesses, and the importance of safeguarding personal constitutional liberties. Introduces students to the various aspects of criminal procedure. It is mostly concerned with United States court decisions and their relevance to arrests, searches/ seizures, interrogations, sentencing practices, and civil liabilities. Analyzes legal safeguards and impediments facing legal professionals and how they affect the performance of their duties. (S)

2273 **Criminal Justice Internship** Includes a combination of work and study based methods of learning. Students observe, participate, and critically analyze the experience, which ultimately leads to the written evaluation of their experiences. Allows students the opportunity to apply various criminal justice concepts and principals of knowledge, which are learned in the A.A.S. in Criminal Justice. Students are required to complete 120 hours at a criminal justice agency of their choosing. Pre-requisites: CRJ 1023, CRJ 1223, CRJ 2263, and CRJ 1053 or CRJ 2033. (D)

(ECON) ECONOMICS

1013 **Personal Finance and Economics** Practical applications of personal financial planning, budgeting, and control. Emphasis in this course is placed on the use of credit, insurance, savings, investments, retirement planning and housing finance. (D)

2313 **Principles of Macroeconomics** Studies how economic systems operate, with emphasis placed on money, banking, and national income. Designed to increase awareness of economic problems and encourage the student to analyze alternative solutions. (F, S) **ACTS: ECON 2103**

2323 **Principles of Microeconomics** Emphasizes value, prices, distribution, international economics, and current problems. (S) **ACTS: ECON 2203**

2333 **Economics Issues & Concepts** Provides a basic understanding of our economic system. Explores basic economic concepts and examines contemporary economic problems and issues in light of the concepts learned. (D)

(EDU) EDUCATION

2013 **Survey of Early Childhood Education** Surveys the history, theory, and practice of early childhood education. (D)

2033 **Introduction to Education** Provides students with an overview of teaching as a profession, providing them with an opportunity to observe the educational process. (20 clock hours of observation and directed assignments required). Gives students the opportunity to ascertain if the Education profession is an appropriate vocational choice. Pre-requisite: sophomore standing. (F, S)

2043 **Exceptional Child** Assists teacher candidates in acquiring the foundational concepts of special education law and structure of special education delivery. The history and treatment of persons with disabilities, legal foundations of special education, evaluation process, special education language and service delivery models will be emphasized. Requires teacher candidates to reflect on professional role expectations, responsibilities and obligations. Pre-requisite: EDU 2033. (F, S)

2113 **Child Growth & Learning** Studies the nature and development of children from pre-birth to the middle years of childhood. Includes physical, cognitive, and psycho- social development. Prepares students to understand the complex, dynamic process of child development and helps students understand when departures from normal childhood behavior are significant. (F, S)

2305 **Child and Young Adult Literature** Reviews the major theories and concepts related to cognition, metacognition, and motivation for reading for students in K-12 settings, including students with special needs. Teaches candidates how to analyze and integrate developmentally appropriate literature across a standards-based curriculum-digitally and through traditional print. (F)

2803 **Introduction to K-12 Educational Technology** Provides students with an over- view of the technologies that can enhance teaching and learning. Teaches basic computer skills and the uses of various software applications (i.e., word processing, database, spreadsheet, graphics, multimedia, etc.) in the educational setting. (F, S)

(EMT) EMERGENCY MEDICAL TECHNICIAN

1013 **Emergency Medical Responder** Entry-level emergency medical provider course that will prepare individuals for employment or a volunteer position in a variety of pre-hospital, industrial and first responder settings. Consists of introductory material into the EMS system and components relating to medical practice in the prehospital field. Prepares individuals with the knowledge and skills necessary to provide immediate lifesaving interventions while awaiting additional EMS resources to arrive. [EMRs also provide assistance to higher-level personnel at the scene of emergencies and during transport] (D)

1014 **Emergency Medical Technician I** Emergency Medical Technician I is the first of two courses, which provide the basic program approved by the Arkansas Department of Health, EMS division, and the National Registry of Emergency Medical Technicians. This course adheres to the 1994 U.S. Department of Transportation EMT – Basic National Standard Curriculum. Focus is placed on the knowledge and skills an individual need to possess in pre-hospital emergency care to function as part of a team providing pre-hospital care to the ill and injured. Upon successful completion, candidates will be allowed to enroll in EMT II which will complete the EMT educational experience (After successful completion of both sections of EMT I & II). Per state law, students must pass a criminal background check prior to taking EMT licensure exam after completion of EMT II. Pre-requisite: A current American Heart Association CPR Care. A criminal background check will be performed by the Arkansas Department of Health and applicants must pass this in order to become state licensed as an EMT. (F, S)

1015 **Emergency Medical Technician II** Emergency Medical Technician II is the second half of the Basic EMT program. During this phase of the program, didactic and laboratory studies will continue along with clinical rotations at both hospital and ambulance services (Must have a passing grade to go to clinical). Students will have a drug screen performed prior to clinical rotations. This program follows current National standards as set forth by the National Department of Transportation and the National EMS Education Guidelines. With the consent of the Program Director and Medical Director, students successfully completing all elements of the program will be allowed to sit for National Board Exam and State Licensure at the Basic EMT Level for the State of Arkansas. Pre-requisite: Successful completion of EMT 1015 Emergency Medical Technician I with a grade of "C" or higher. This course must be successfully completed within one year of EMT 1014. (F, S)

(ENG) ENGLISH

1003 **Composition I** Studies principles and techniques of expository and persuasive composition, analysis of texts with introduction to research methods, and critical thinking. (F, S)
ACTS: ENGL 1013

Pre-requisites:
1. Test scores as outlined under admissions policies in this catalog or completion of CPT 0103 and/or CPT 0123 with a grade of "C" or better.
2. Keyboarding skills are required before enrolling in this class.
Students who are non-typists or novice typists may enroll in the course but will be required to spend a minimum of one hour per week in the Schliemann Learning Center practicing typing skills. Attendance in the tutoring center is a required component of the class for non- and novice typists.

Requisites:
1. Students must enroll in Composition I within their first 15 hours of credit work. If they fail or withdraw from Composition I, they must re-enroll in Composition I for the following semester and must continue enrollment in the course until they pass it.
2. Students must earn a grade of "C" or better in ENG 1003 before enrolling in ENG 1013.

1013 **Composition II** Further studies principles and techniques of expository and persuasive composition, analysis of texts, research methods, and critical thinking. Pre-requisite: Keyboarding skills are required before enrolling in this class (see ENG 1003) and completion of ENG 1003 with a grade of "C" or better. Requisite: Students must earn a grade of "C" or better to pass the course. (F, S) **ACTS: ENGL 1023**

1103 Career Writing Emphasizes the writing skills required in various employment settings. Students develop and practice organization, grammar, mechanics, diction, and critical thinking as writing techniques as well as an understanding of audience, common business etiquette, and professionalism. Students will find the writing skills covered in this course useful in finding, applying for, getting, and maintaining a job in a chosen career field. This course is only for students that are earning a technical certificate in Machining, Automotive Systems Repair, Mechatronics, or Welding. Pre-requisites: ACCUPLACER Classic score English/Sentence Skills of 55 or higher, ACCUPLACER Next Generation score English/Sentence Skills of 245 or higher, ACT score English 15 or higher, and/or the completion of College Writing CPT 0103. Requisite: Students must earn a grade of "C" or better to pass the course. (F, S)

2003 World Literature to 1660 Studies selected are significant works of world literature from ancient, medieval, and renaissance periods. Includes study of movements, schools, and periods. (F, S) **ACTS: ENGL 2113**

2013 World Literature since 1660 Studies selected are significant works of world literature from the Renaissance to the present. (F, S) **ACTS: ENGL 2123**

2103 Introduction to Poetry Studies the major poetic forms and trends and is designed to deepen the students' understanding of and appreciation for this most ancient of the literary arts. (D)

2113 Introduction to Fiction Focuses on short fiction and the novel. Discusses various modes and concepts of fiction; investigates reader expectations; analyzes form and theory. (D)

2123 Introduction to Drama Studies the theatre as a literary phenomenon. Investigates the form and theories of what makes good drama; analyzes structures and meanings based on various critical modes. (D)

2133 Special Studies Offers the student a chance to investigate specific genres, specific groups of writers, and/or specific authors. Genre (such as science fiction), groups of writers (such as Native American authors), and specific authors (such as Shakespeare) change from semester to semester. May be taken twice for 6 hours of credit. (D)

2323 Colonial American Literature Investigates selected works of American literature from its beginnings to 1865. It is strongly recommended that the student should have completed ENGL 1013 Composition II with a "C" or better. (D) **ACTS: ENGL 2653**

2363 Postcolonial American Literature Investigates selected works of American literature from 1865 to present. It is strongly recommended that the student should have completed ENGL 1013 Composition II with a "C" or better. (D) **ACTS: ENGL 2663**

2373 Comparative Modern Grammars Studies major grammatical systems: traditional, structural, and transformational. (D)

(FRN) FRENCH

1013 Elementary French I Provides a listening-speaking-reading-writing approach to developing basic language skills. (D) **ACTS: FREN 1013**

(FUS) FUNERAL SCIENCE

1001   Funeral Service Clinical I This course broadens students' death-care experience by performing daily duties in a funeral home under the supervision of licensed funeral directors. Supervisors/preceptors assist faculty by providing students practical work- based experiences and direct client care. Professional duties are supervised and evaluated for progress. Upon successful completion, students will be able to demonstrate fundamental techniques of funeral arranging and directing, preparation of the dead, and funeral home operation. Requires 40 clock hours, which may be unpaid at the discretion of the host funeral home. (F)

1003   Embalming I Introduces the embalming profession through a study of the responsibilities, conduct and qualities of a professional embalmer. Special emphasis is given to federal and state governmental regulations with proper training in OSHA and FTC requirements. A complete study of post mortem changes, various types of death and its effect upon the human organism is discussed, followed by case analysis, proper procedure and sequence in embalming, instruments, the preparation room, chemicals and landmarks of the human body. (S)

1004   Embalming I Introduces the embalming profession through a study of the responsibilities, conduct and qualities of a professional embalmer. Special emphasis is given to federal and state governmental regulations with proper training in OSHA and FTC requirements. A complete study of post mortem changes, various types of death and its effect upon the human organism is discussed, followed by case analysis, proper procedure and sequence in embalming, instruments, the preparation room, the chemistry of decomposition, disinfection, and preservation, and landmarks of the human body. (S)

1012   Restorative Art I Studies the anatomy and physiognomy of the face and head and techniques for reconstruction. Focuses on the bones, muscles, measurements, proportions, markings, and head shapes. Special laboratory skills explored in anatomical wax modeling. (S)

1013   Orientation to Funeral Service Introduces the basic services performed by the funeral director from the first call to final disposition. Included is a look at various religious practices, planning and directing the funeral, VA and Social Security, interstate and international transportation, and funeral merchandise. Appropriate funeral service vocabulary, ethical practices, and professional attitudes are stressed. (S)

1022   Funeral Service History, Ethics and Sociology Examines the history of funeral activities of various cultures and areas, sociological aspects of religious customs and cultures as they pertain to the funeral, death, and final disposition, and the ethical considerations facing the funeral service profession, both from a personal and a professional standpoint. Emphasis on the growth of the American funeral profession and funeral service ethics. (D)

1033   Mortuary Chemistry Provides a basic understanding of inorganic, organic, and biochemistries and how their theories and laws form a sound scientific basis for the embalming procedure. Open to Funeral Science majors only (D)

1143   Business and Funeral Service Law I Introduces the critical areas of business law necessary for the daily operations of small businesses and specifically, the funeral service profession. It covers constitutional law, contract law, torts, trusts, sales, secured transactions, negotiable instruments, agency, corporations and other business associations, bailments, probate and estate property rights, criminal violations as well as an examination of courts and civil procedures. Although the course is structured for students from any state, reference will be made to applicable Arkansas laws. (F)

1152 Business and Funeral Service Law II Addresses the areas of law pertaining to funeral service including regulations dealing with disposition of dead bodies, rights, liabilities, and responsibilities of the funeral practitioner, probate, financial disclosures, and state and federal regulations applicable to the industry. Although the course is structured for students from any state, reference will be made to applicable Arkansas laws. (S)

2001 Funeral Service Clinical II Further broadens students' death-care experience by performing daily duties in a funeral home under the supervision of licensed funeral directors. Supervisors/preceptors assist faculty by providing students practical work-based experiences and direct client care. Professional duties are supervised and evaluated for progress. Upon successful completion, students will be able to demonstrate techniques of funeral arranging and directing, preparation of the dead and funeral home operation. Requires 40 clock hours, which may be unpaid at the discretion of the host funeral home. Pre-requisites: FUS 1001. (Extended Summer)

2003 Funeral Service Management studies the operational business and management practices appropriate for funeral service with emphasis on small business. Particular consideration is given to staff organization, employer/employee relations, funeral home budget, the FTC Funeral Rule, OSHA and other applicable federal regulations. (S)

2011 Comprehensive Review 1: Sciences Reviews all funeral science curricula covered by the sciences section of the National Board Examination (NBE) utilizing multiple study materials and practice tests. Requires passing of the sciences portion of the NBE in order to receive a completed passing grade in the class. Travel to and participation in the NBE will be part of class activities. (D)

2012 Funeral Service Merchandising explores funeral merchandising, including the types, construction and parts of funeral merchandise, how prices are determined and quoted, how sales are evaluated, and how merchandise is mixed, displayed, monitored, and evaluated. (S)

2013 Restorative Art I Examines facial anatomy including underlying structures and facial features, restoration, color and cosmetics. Appropriate restorative techniques are discussed for specific applications. Facial proportions and physiognomy are analyzed regarding their effect on restorations. The application of color theory and color illumination theory to restorative treatments and funeral home furnishings are discussed. Legal and ethical responsibilities of practitioners are addressed. Lab work develops proficiency in anatomical modeling and the practical application of cosmetics. (F)

2021 Comprehensive Review 2: Arts Reviews all funeral science curricula covered by the arts section of the National Board Examination (NBE) utilizing multiple study materials and practice tests. Requires passing of the arts portion of the NBE in order to receive a completed passing grade in the class. Travel to and participation in the NBE will be part of class activities. (D)

2022 Restorative Art II Emphasizes the use of color and cosmetic theory as it applies to funeral service. Includes extensive laboratory skills in cosmetic application and wax reconstruction. Pre-requisite: FUS 1012. (F)

2113 Pathology and Microbiology II: Applications Covers pathology and micro- biology principles, including an understanding of how diseases and pathogens affect embalmers and the embalming process. Methods of combating the effects of microbes, diseases, and the drugs used to fight them are studied with an emphasis on ensuring safety and optimizing embalming results. Pre-requisite: BIOL 1113. (F)

2123 **Embalming II** Emphasizes principles and techniques of embalming. Topics covered include linear and anatomical guides, case analysis, formulating chemical solutions, complete analysis of the circulatory system, an explanation of the equipment used in the embalming process, and methods of injection and drainage. Pre-requisite: FUS 1003. (F)

2124 **Embalming II** Emphasizes specific principles and applications for techniques of embalming. Topics covered include linear and anatomical guides, case analysis, formulating chemical solutions, complete analysis of the circulatory system, possible embalming complications and methods to safely and effectively overcome them. Prerequisite: FUS 1003. (F)

2171 **Practicum I** Offers students' practical training and experience in embalming and restorative art while working in local mortuaries under the supervision of licensed preceptors. Emphasis is placed on development and improvement of skills, which reinforce classroom learning. Students must consult their advisor before enrolling in this course. Pre-requisites: FUS 1003 and FUS 1012 (may be concurrent). (F)

2181 **Practicum II** As a continuation of Practicum I, this course offers students continued practical training and experience in embalming and restorative art while working in local mortuaries under the supervision of licensed preceptors. Emphasis is placed on further development and improvement of skills, which reinforce classroom learning. Completion requires verification of students' skills by a university representative. Students must consult their advisor before enrolling in the course. Prerequisite: FUS 2171. (S)

2223 **Funeral Service Management and Merchandising** Studies funeral service management and operational procedures as they relate to funeral service procedures, client families, staff personnel, community and professional associates. Explores funeral merchandising, which includes the types, construction and parts of funeral merchandise, how prices are determined and quoted, and how merchandise is mixed, displayed, monitored, and evaluated. Guest lectures and field trips are an integral part of this course. (D)

2242 **Funeral Directing** Serves as an orientation to the funeral service environment, including the duties, responsibilities, skills, and ethical obligations. Funeral service and procedures used in military, fraternal, and religious funerals in the United States are studied. (F)

2243 **Funeral Directing** examines the specific skills, duties, responsibilities, and ethical obligations of funeral professionals. Funeral service and procedures used in military, fraternal, and religious funerals in the United States are studied, as are the history of funeral activities of various cultures and areas, and sociological aspects of customs and cultures as they pertain to the funeral, death, and final disposition. (Extended Summer)

2253 **Funeral Service Psychology and Counseling** Studies the natural grieving process in adults and children, adjustment mechanisms, bereavement, and the role of the funeral director in counseling the bereaved. General Psychology will <u>not</u> be allowed as substitution for FUS 2253. (Extended Summer)

2262 **Comprehensive Review** Reviews the entire curriculum for graduating sophomores culminating with practice exams designed to prepare students for the national board and various state board examinations. Must be taken in the last semester of the sophomore year. (S)

(GEOG) GEOGRAPHY

1103 **Introduction to Geography** Emphasizes the patterns of human societies and physical environments of the earth. (D) **ACTS: GEOG 1103**

1233 **Introduction to Geographic Information Systems** Uses the most current version of Arc View software and state of the art GPS receivers. Provides hands-on training in the operation of the GPS receiver to include data collection and the downloading of data into the ArcView database. Also provides an introduction to databases in general and detailed work with the ArcView database as it relates to data manipulation in the civil drafting field and in other related areas of Geographic Information. Lecture two hours, laboratory two hours. (D)

2613 **Physical Geography** Describes and interprets how man interrelates with the physical features of the surface zone of the earth, including land forms, weather, climate, soils, vegetation, and water. (F, S) **ACTS: GEOG 2223**

2703 **World Geography** Examines the world's major regions. The topics covered in each region include geographic interpretation of population, cultures, climate, and economic activities in the physical setting. (D) **ACTS: GEOG 2103**

(GEOL) GEOLOGY

1001 **Physical Geology Lab** Accompanies GEOL 1003 Physical Geology. Credit for this lab course is contingent upon earlier or simultaneous completion of GEOL 1003. These two courses may be taken in lieu of GEOL 1004. (D)

1003 **Physical Geology** Introduces the basic principles and processes acting to produce man's physical environment. Includes an introduction to minerals, rocks, and topographic maps. (D)

1004 **Physical Geology & Lab** Introduces the basic principles and processes acting to produce man's physical environment. Includes an introduction to minerals, rocks, and topographic maps. Lecture three hours, lab two hours per week. (D) **ACTS: GEOL 1114**

1011 **Historical Geology Lab** Accompanies GEOL 1013 Historical Geology. Credit for this lab course is contingent upon earlier or simultaneous completion of GEOL 1013. These two courses may be taken in lieu of GEOL 1014. (D)

1013 **Historical Geology** Studies the history and sequence of development of earth and its inhabitants, including an introduction to the taxonomy and morphology of common fossils from plant and animal kingdoms. (D)

1014 **Historical Geology & Lab** Studies the history and sequence of development of the earth and its inhabitants, including an introduction to the taxonomy and morphology of common fossils from plant and animal kingdoms. Lecture three hours, lab two hours per week. (D) **ACTS: GEOL 1134**

1101 **Earth Science Lab** Accompanies GEOL 1103 Earth Science. Credit for this lab course is contingent upon earlier or simultaneous completion of GEOL 1103. These two courses may be taken in lieu of GEOL 1104. (D)

1103 **Earth Science** Investigates Earth's major physical systems, including the lithosphere, hydrosphere, and atmosphere, as well as Earth's place in the solar system. As such, this course provides a brief synthesis of pertinent topics in geology, physical geography, oceanography, meteorology, and astronomy. (D)

1104 **Earth Science & Lab** Investigates Earth's major physical systems, including the lithosphere, hydrosphere, and atmosphere, as well as Earth's place in the solar system. As such, this course provides a brief synthesis of pertinent topics in geology, physical geography, oceanography, meteorology, and astronomy. Lecture three hours per week, lab two hours per week. (D) **ACTS: PHSC 1104**

(GRM) GERMAN

1013   Elementary German I Provides a listening, speaking, reading and writing approach to developing basic language skills. This course is designed for students with no previous knowledge of German. (D) **ACTS: GERM 1013**

1023   Elementary German II Continues GRM 1013. Pre-requisite: GRM 1013 or consent of the instructor. (D) **ACTS: GERM 1023**

2013   Intermediate German I Continues the development of the basic language skills, with increasing emphasis on the written language. This course is recommended for students who have had high school German and who seek to improve their speaking and writing skills. Pre-requisite: GRM 1013 or GRM 1023 or two years of German in high school or consent of the instructor. (D) **ACTS: GERM 2013**

2023   Intermediate German II Furthers the development of basic language skills with applications of knowledge in both speaking and writing. Pre-requisite: GRM 2013 or three years of German in high school or consent of the instructor. (D) **ACTS: GERM 2023**

(HIST) HISTORY

1013   World Civilization to 1660 Explores ancient, medieval, and early modern civilizations in both the Western and non-Western world with emphasis on historical trends influencing modern society. (F, S) **ACTS: HIST 1113**

1023   World Civilization since 1660 Examines Western and non-Western civilizations from the early modern era to the present with emphasis on inter-relationships and shifting bases of power. (F, S) **ACTS: HIST 1123**

2103   American Military History Studies the American military in war and peace focusing on battle strategies, rules of engagement, logistics, nation building, and leadership and how these factors influenced changes in the military and its activities from colonial times to the present. (D)

2133   Global History since 1900 Provides a survey of important developments in political, social, economic, and cultural history from l900 to the present day with special emphasis on the increasing interconnectedness of societies throughout the world and the development of a global economy and culture. (D)

2203   Western Civilization to 1600 Survey of Western Civilization exploring social, political, religious, and intellectual topics from pre-history to the early modern era. (D) **ACTS: HIST 1213**

2213   Western Civilization since 1600 Survey of Western Civilization exploring social, political, religious, and intellectual topics from the early modern era to the present. (D) **ACTS: HIST 1123**

2303   History of Native Americans Surveys the aboriginal Native Americans' culture of North America and the impact of four centuries of British, French, Spanish, and Russian contact on native communities. Considers the status of Native Americans up to present day in North America. (D)

2403   History of African Americans Survey of the political, economic, and social development of African Americans from colonial times to the present. (D)

2763 **The United States to 1876** Investigates social, economic, and political development from new world exploration to Reconstruction with emphasis on historical trends influencing modern society. (F, S) **ACTS: HIST 2113**

2773 **The United States since 1876** Studies social, economic, and political development from Reconstruction to the present with emphasis on the changes and adjustments required by the evolving American experience. (F, S) **ACTS: HIST 2123**

2883 **Arkansas History** Examines the political, social, economic, and cultural development of Arkansas from the pre-colonial era to the present. (online: F, SU; seated classroom: S)

2893 **American Minorities** Involves the study of several minority groups in American society from colonial times to the present. Major emphasis will be on African Americans and Native Americans. Will also examine the contributions of Asian and Hispanic minorities to the development of American Culture. (F)

(HLT) HEALTH

2203 **Basic Human Nutrition** Examines basic concepts of nutrition including factors that have an impact upon nutritional practices. Special attention to age-related nutritional needs. Open to nursing and non-nursing majors. (F, S)

(HSA) HEALTH SERVICES ADMINISTRATION

1003 **Introduction to Health Professions** Provides students with an overview of the health professions. Emphasis will be placed on patient care, health-related skills, medical history and events, health care systems, health care careers, personal qualities, medical ethics and legal responsibilities, professionalism and technology related to health professions. (D)

1013 **Medical Procedures** Assists students in developing specific skills needed in health care professions. Emphasis is given to the development of competencies related to infection control, medical math, abbreviations, and charting. (D)

1023 **Making Connections in Rehab Services** Introduction to the nature of university education and orientation to the functions and resources of the university. This section is designed for students preparing for physical therapist assistant or occupational therapist assistant professional education with a focus on the professions of physical and occupational therapy. (F, S)

2013 **Medical Terminology** Uses the body systems approach to learning medical terms using word roots, prefixes, and suffixes. Pathological, surgical, and diagnostic terms are also learned as well as related abbreviations. (F, S)

(HOSP) HOSPITALITY

1703 **Introduction to Hospitality Management** Introduces students to an overview of the hospitality industry, which includes various operational segments, historical perspectives on tourism and hospitality, and a comprehensive look at each department within the foodservice and lodging industry. Students will receive an overview of the forces that shape the hospitality industry and investigate the major trends in the hospitality and tourism industry while assisting the students with locating the tools to analyze and interpret those trends. (F)

1713 Food and Beverage Operations Management (formerly BUS 1723) Introduces the student to how foodservice professionals create and deliver guest-driven service, enhance value, build guest loyalty, and promote repeat business. Students will learn how every aspect of a food service operation contributes to the guest experience and will explore unique features of a variety of food and beverage operations. Emphasis is on how learning to think and act like an owner enhances an operation's value for everyone involved-owners, managers, staff, and guests. (S)

1723 Full Service Bartending Offers training in bar operations and procedures common in full service bars, along with techniques of pouring and mixing drinks. The course objective is employment as a bartender in a full-service bar. (D)

1732 Food/Beverage Sanitation and Safety Introduces the student to the study of personal cleanliness; sanitary practices in food preparation; causes, investigation, control of illness caused by food contamination and work place safety standards. Introduces the student to the fundamentals of responsible alcohol service. (F)

2003 Introduction to Tourism Management Introduces students to the tourism industry from a holistic and global business perspective. Examines the management, marketing, and financial issues most important to industry members. (F)

2203 Marketing for Hospitality and Tourism Introduces hospitality and tourism marketing from a team perspective, examining each hospitality department and its role in the marketing mechanism. Students will be introduced to the major concepts, issues, and theories of tourism and hospitality as an economic sector. (S)

2303 Loss Prevention and Security Management Introduces students to best practices related to risk management in the hospitality workplace. Focus is on the identification and mediation of a variety of safety and security concerns. (F)

2723 Lodging and Facilities Management Introduces students to an overview of the lodging management industry. Students will explore various aspects of hotel/motel management; marketing, communications, and ethics, as well as, a detailed look into the important role that housekeeping plays in effective hotels and resorts. The course covers how to efficiently care for guestrooms and public spaces; and procedures to ensure a comfortable and pleasant guest experience. (S)

2733 Convention/Conference Sales and Service Introduces students to the concepts related to the planning and operation of conventions, trade shows, professional meetings, and foodservice events. Emphasis is placed on methods of marketing, selling, organizing, and producing conventions, events, and trade shows that will increase the financial environment of the facility. (S)

2781 Hospitality Management Internship Applies classroom knowledge to the actual work situation. A minimum 40 hours of supervised work experience in an approved training situation is required. (D)

(HUMN) HUMANITIES

1203 Honors Forum: Philosophy of Great Ideas Draws on ideas and texts from both Western and other cultures to examine broad-ranging topics across political, economic, cultural, and disciplinary boundaries. Pre-requisite: Admission into the Fran Coulter Honors Program or by petition to the Honors Committee. (F)

2203 **Honors Forum: Philosophy of Leadership Solutions** Examines different views of global leadership, investigates conflict management, teaching goal setting and ethical reasoning in tools in defining personal leadership styles, and focuses on service leadership through team building activities. Pre-requisite: Admission into the Fran Coulter Honors Program or by petition to the Honors Committee. (S)

(LPN) PRACTICAL NURSING

1305 **Foundations of Nursing Procedures** Covers the theory content necessary for the safe and effective delivery of nursing care. Includes nursing process, infection control, assessment, medication administration and intravenous therapy. Safety, hygiene and basic nutrition are introduced. Provides supervised, hands-on experience in the nursing skills lab to practice and demonstrate mastery of basic, intermediate, and advanced nursing procedures. Medical Terminology is incorporated by systems into this course. (F, S)

1402 **Med-Surg Nursing Concepts I** Emphasis on nursing care of adult medical, surgical and oncology patients. Includes disease processes, diagnostic tests, and introduces cultural considerations. (F, S)

1502 **Maternity and Pediatrics I** Encompasses core aspects of evidence based maternal child and pediatric nursing in health and Illness, incorporating updates in clinical care and technology. Anatomy, physiology and psychology are highlighted in caring for infant, child and pregnant women with a focus on health promotion and risk reduction, family-centered care, women's health issues and growth and development of child and parent. (F, S)

1603 **Nursing of Older Adults** Examines the health care needs of older adults with the focus on wellness promotion, restorative care, and promoting optimum function. Pharmacology for the geriatric patient will be included. (F, S)

1713 **Clinical I** Provides clinical experiences in fundamentals of nursing and Gerontological nursing. Introduces students to the role of the LPN in long-term care. (F, S)

2302 **Mental Health Nursing** Studies concepts of mental health disorders and treatment modalities. Introduces nursing care of individuals with specific mental health disorders. (F, S)

2405 **Med-Surg Nursing Concepts II** Continues emphasis on nursing care of adult medical, surgical and oncology patients. Includes disease processes, diagnostic tests, and cultural considerations. Continues to include pharmacology by systems. Pre-requisite: LPN 1402. (F, S)

2412 **Med-Surg Nursing Concepts III** Continues emphasis on nursing care of adult medical, surgical and oncology patients. Includes disease processes, diagnostic tests and cultural considerations. Continues to include pharmacology by systems. Pre-requisite: LPN 1402. (SU)

2503 **Maternity and Pediatrics II** A continuation of Maternity and Pediatrics I. Pre-requisite: LPN 1502 (S, SU)

2713 **Clinical II** Provides clinical experiences in medical-surgical units, pediatrics, mental health, and specialty areas of the hospital to include medication administration and intravenous therapy. Pre-requisite: LPN 1713. (SU)

2714 **Clinical III** Continues acute care experience in area of maternal/newborn nursing. Preceptorship experience in long-term care. Pre-requisite: LPN 2715. (SU)

2715 **Clinical II** Provides clinical experiences in medical-surgical units, pediatrics, mental health, and specialty areas of the hospital to include medication administration and intravenous therapy. Pre-requisite: LPN 1713. (S)

2716 **Clinical III** Continues acute care experience in area of maternal/newborn nursing. Preceptorship experience in long-term care. Pre-requisite: LPN 2713. (F)

2902 **Basic Nursing Management** Examines the leadership and management roles of the practical nurse in long-term care settings. Introduces disaster management. (F, SU)

(MACH) MACHINING

1002 **Metallurgy** The fundamental focus of this course is to provide a physical and logical basis that links the molecular structures of elemental metals and metal alloys with their associated properties. With this understanding in hand, the concepts of alloy design and microstructural engineering are also discussed and practically tested, linking processing and thermodynamics to the structure, properties, and applications of a wide array of metal alloys. (F)

1004 **Introduction to Machining** Provides an overview and foundation for persons interested in or currently employed in the machining industry or advanced manufacturing. The course provides instruction focused upon mathematics, precision measurement, quality, safety, blueprint reading, and basic machining processes. Topics covered include mathematics skills such as ratio and proportion, measurements, basic geometry, data analysis, unit analysis, algebra, probability, blue print analysis, and right triangle trigonometry. Students will be taught the fundamentals of machine operations commonly used in machining and the manufacturing industry. (F)

1014 **Basic Tools & Procedures** Describes the tools and procedures typically utilized in the diagnosis, repair, installation, and set-up of industrial machinery. Through extensive hands-on exercises, students will learn the proper and accurate use of all types of precision measuring tools and equipment. In addition, the safe and proper use of hand tools, power tools, lifting equipment, rigging and other maintenance equipment is covered. Finally, students will get extensive practice in the disassembly of industrial machinery and the procedures followed for accurate diagnosis of worn parts and components. Students are taught the fundamentals of shop safety, the use of metal hand tool, bench and layout work and the skills needed for the preparation for metal removal processes. Machine shop measurements using precision measuring devices are stressed in the course. (D)

1203 **Precision Accurizing** Provides instruction focused upon safety, precision measurement and quality machining. Topics covered include parts identification, inspection, blueprinting, quality, safety, blueprint reading, cam timing, lapping, bedding, and basic vibration control. Students will be taught focused applications of machine operations, mathematics skills, measurements, and blue print analysis commonly used in machining and manufacturing. (D)

2004 **Machining I** The primary focus of this course is to master advanced lathe turning procedures, operations and setups, built upon the basics provided in MACH 1004 Introduction to Machining. Students will be required to produce intricate parts to extremely high tolerances on various manual lathes, based off of provided blueprints. Information required to do will also be taught and applied such as precision measuring, trigonometry, algebra, and multiple-part interface. Mastery of this course provides a solid, and necessary foundation on which Machining II is built. Pre-requisite or Co-requisite: MACH 1004 (S)

2008   **Machining** Introduces the lathe machine, mill and surface grinder. Students are taught the fundamentals of shop safety and skills associated with the operation of a lathe machine, mill and surface grinder for metal removal processes. Allows students to demonstrate advanced skills through the development of an independent or group project. Topics also include unit analysis, algebra, probability, blue print reading and right triangle trigonometry. Pre-or Co-requisite: MACH 1004 and MACH 1014 (D)

2014   **Machining II** Machining II brings students to the pinnacle of manual machining by advancing the knowledge obtaining in pre-requisite courses to master vertical milling, precision grinding, inventive fixturing, and production efficiency. Participants will be required to use metal removal processes from all previous courses to create complex mechanisms to exacting tolerances, as specified by blueprints and 3 dimensional models. Upon completion, students should be able to produce any part that possesses the ability to be made with manual machining techniques. Pre-requisite: MACH 2004 (S)

2018   **CNC Set Up Operations and Programming** Introduces the fundamentals of programming and operating computerized numerically controlled machining equipment. Emphasis on set up tooling, operation, and basic program development. Course work in Computer Numerical Control programming, with emphasis on programming, debugging, and operation techniques. Students will learn advanced techniques, which are required in the production of complex items on a CNC machine. Particular advanced features of the specific controllers will also be explored. Pre-requisite: MACH 2008 and TECH 1042 (F)

(MATH) MATHEMATICS

0003   **Beginning Algebra (non-credit)** Reviews addition, subtraction, multiplication, and division of real numbers. Focuses on the addition and multiplication principles of polynomials, exponents, and factoring polynomials and quadratic equations. This course is a pass/fail course, passing with at least a "C" and must be completed before students enroll in MATH 0103, if a student's placement scores indicate this course is required. (F, S, SU)

0011   **College Algebra Support** Provides support for students in College Algebra. Topics may include arithmetic, linear equations, exponents, polynomials, factoring, graphing, radicals, functions, matrices, and related topics. Co-requisite: Students must be concurrently enrolled in MATH 1023 College Algebra. Required placement score or MATH 0143 with a grade of "C" or better. (F, S)

0021   **Technical Math Support** Provides support in mathematics and using measuring instruments for students enrolled in MATH 1103 Technical Math. Co-requisite: Students must be concurrently enrolled in MATH 1103. This course is a pass/fail course with passing equaling a "C" or better. (F, S)

0031   **Applied Math Support** Provides support in mathematics for students enrolled in MATH 1113 Applied Math. Co-requisite: Students must be concurrently enrolled in MATH 1113. This course is a pass/fail course with passing equaling a "C" or better. (F, S)

0063   **Pre-Applied Math** Covers basic arithmetic skills and solving linear equations. (D)

0073   **Foundations of Math** Covers basic arithmetic skills and provides an introduction to algebra, including solving linear equations. Prepares a student for beginning algebra, applied math or technical math. (F, S, SU) (Replaces CPT 0053 and MATH 0063)

0103   **Intermediate Algebra** Focuses on exponents, radicals, polynomials, rational expressions, linear equations, functions, graphs, factoring, introduction to quadratic equations, and related topics. Taught in a lecture format. (This course may not transfer.) Pre-requisite: MATH 0003 or required placement score. (F, S, SU)

0113   **FUS Applied Math** Consists of applications, formulas, problem solving and critical thinking skill as applied to Associate of Applied Science programs – especially tailored to Funeral Science majors. Topics covered include mathematics skills such as ratios and proportions, measurements, basic geometry, data analysis, algebra, personal and business finance and an emphasis on fluid measurements and solution dilutions. Pre-requisite: CPT 0053, an ACT score of 14+ or a Compass score of 34+. (D)

0123   **Quantitative Reasoning Support** Provides support in reading and mathematics for students enrolled in MATH 1043. Co-requisite: Students must be concurrently enrolled in MATH 1043. This course is a pass/fail course with passing equaling a "C" or better. (D)

0133   **Developmental Algebra I** Reviews addition, subtraction, multiplication, and division of real numbers, including integers, fractions and decimals Provides an introduction to algebra, including solving linear equations. Taught in a lecture format. (This course may not transfer.) Pre-requisite: Required placement score. (F, S, SU)

0143   **Developmental Algebra II** Focuses on exponents, radicals, polynomials, rational expressions, linear equations, functions, graphs, factoring, introduction to quadratic equations, and related topics. Taught in a lecture format. (This course may not transfer.) Pre-requisite: MATH 0133 or required placement score. (F, S, SU)

1023   **College Algebra** Studies quadratic equations and inequalities; polynomial, rational exponential, and logarithmic functions; graphing functions, combining functions, inverse functions; solving systems of linear and nonlinear equations; and use of matrices and determinants. Emphasis on applications and problem solving. (No credit given if taken following MATH 1054). Pre-requisite: Required placement score or a grade of "C" or better in MATH 0103 or a grade of "C" or better in MATH 0143. (F, S, SU) **ACTS: MATH 1103**

1024   **College Algebra with Review** Studies quadratic equations and inequalities; polynomial, rational exponential, and logarithmic functions; graphing functions, combining functions, inverse functions; solving systems of linear and nonlinear equations; and use of matrices and determinants. Emphasis on applications and problem solving. (No credit given if taken following MATH 1054). Pre-requisite: Required placement score or a grade of "C" or better in MATH 0103 or a grade of "C" or better in MATH 0143. (F, S) **ACTS: MATH 1103**

1033   **Plane Trigonometry** Examines trigonometric functions, identities, inverse trigonometric functions, vectors, polar coordinates, and complex numbers. (No credit given if taken following MATH 1054) Pre-requisite: MATH 1023 with a grade of "C" or better, or a score of 23 or above on ACT, or permission of the instructor. (D) **ACTS: MATH 1203**

1043   **Quantitative Reasoning** Covers at least three (3) of the following four areas of study: (1) Personal, state, and national finance; (2) Statistics and probability; (3) Mathematical modeling; and (4) Quantities and measurement. Content will be based in the context of everyday life. Pre-requisite: A score of 19 on the Math section of the ACT and a score of 19 on the Reading section of the ACT. (F) **ACTS: MATH 1113**

1054   **Precalculus Mathematics** Examines trigonometric functions, analytical geometry, and a few selected topics from algebra. Pre-requisite: High School Algebra II and score of 22 or above on ACT or 630 or above on SAT, or MATH 1023 with a score of "C" or better. (S) **ACTS: MATH 1305**

1103 **Technical Math** Focuses on a review of arithmetic, calculator use, linear and angular measurement, use of formulas and equations, and elementary applications of geometry. (Credit earned not applicable toward an Associate of Arts degree). Pre-requisites: ACT of 16. (F, S) **ACTS: MATH 1013**

1113 **Applied Math** Consists of applications, formulas, problem solving, and critical thinking skills as applied to Associate of Applied Science programs (A.A.S.). Designed to meet the mathematics requirements for certain A.A.S. degrees. Topics covered include mathematics skills such as ratio and proportion, measurements, basic geometry, and data analysis. Topics may also include unit analysis, algebra, probability, personal finance, and right triangle trigonometry. Pre-requisite: ACT score of 17. (F, S)

2113 **Mathematics for Teachers I** Focuses on sets, logic, and numbers with emphasis on the axiomatic development of the real numbers. For elementary education majors only. Pre-requisite: MATH 1023 with a grade of "C" or better. This is NOT a methods course. (This course may not be used to satisfy the Associate of Arts or Associate of Applied Science mathematics requirement.) (F)

2123 **Mathematics for Teachers II** Focuses on mathematical systems, elementary algebra, probability and statistics, and geometry with applications. For elementary education majors only. Pre-requisite: MATH 2113 with a grade of a "C" or better. This is not a methods course. (This course may not be used to satisfy the Associate of Arts or Associate of Applied Science mathematics requirement.) (S)

2143 **Business Calculus** Explores limits, derivatives, and integrals. Emphasizes business calculus applications including marginal analysis, optimization, and extrema and concavity of functions. (Will not satisfy requirements for mathematics degrees. Credit will not be given for both MATH 2143 and MATH 2204 or for MATH 2143 and MATH 2194.) Pre-requisite: MATH 1023 or MATH 1054 with a grade of a "C" or better, a score of 23 or above on ACT, or consent of instructor. (F, S)

2194 **Survey of Calculus** Surveys the basic concepts of calculus, including limits, derivatives, exponential, logarithmic functions, and integrals. (Credit will not be given for both MATH 2194 and MATH 2204.) Pre-requisite: MATH 1023 or MATH 1054 with a grade of "C" or better, or a score of 23 or above on ACT or permission of the instructor. (S) **ACTS: MATH 2203**

2204 **Calculus I** Introduces functions, limits, derivatives, and integrals, and transcendental functions with applications. Pre-requisite: MATH 1033 or MATH 1054 with a grade of "C" or better, or a score of 25 or above on the ACT and high school trigonometry within the past five years with a grade of "C" or better. (D) **ACTS: MATH 2405**

2214 **Calculus II** Continues Calculus I, including hyperbolic functions, techniques of integration, sequences and series, conic sections, polar coordinates, and parametric equations. Pre-requisite: MATH 2204 with a grade of "C" or better. (D) **ACTS: MATH 2505**

MECHATRONICS (see TECHNOLOGY page 206 – 209)

MILITARY SCIENCE (MILS)

1001   **Introduction to the Army** Focuses on introduction to the Army and critical thinking. It introduces Candidates to the Army and the Profession of Arms. Students will examine the Army Profession and what it means to be a professional in the U.S. Army. The overall focus is on developing basic knowledge and comprehension of the Army Leadership Requirements Model while gaining a complete understanding of the Officer Candidate School (OCS) program, its purpose in the Army, and its advantages for the student. Candidates also learn how resiliency and fitness supports their development as an Army leader. Includes a weekly 2-hour lab and Physical Training 3 times per week facilitated and supervised by Cadre. (F)

1011   **Foundation of Agile and Adaptive Leadership** Introduces Candidates to the personal challenges and competencies that are critical for effective leadership. Candidates learn the personal development of life skills such as critical thinking, time management, goal setting, and communication. Candidates learn the basics of the communications process and the importance for leaders to develop the essential skills to effectively communicate in the Army. Candidates will begin learning the basics of squad level tactics that will be reinforced during a weekly 2-hour lab facilitated and supervised by Cadre. Physical Training will also be held and led by Cadre 3 times per week. (S)

2002   **Leadership and Decision Making** Focuses on leadership and decision-making. The course adds depth to the Candidates knowledge of the different leadership styles. Candidates will conduct a leadership analysis of famous leaders and self-assessment of their own leadership style. The Army Profession is also stressed through understanding values, ethics, and how to apply both to different situations they may encounter as a leader. Candidates will also learn the steps of the Army Troop Leading Procedures and how to apply them during decision making processes. Students are then required to apply their knowledge outside the classroom in a hands-on, performance-oriented environment during a weekly lab facilitated by cadre. Physical Training will also be held and led by cadre 3-times per week. (F)

2012   **Army Doctrine and Decision Making** Focuses on Army doctrine and team development. The course begins the journey to understand and demonstrate competencies as they relate to Army doctrine. Army Values, Teamwork, and Warrior Ethos and their relationship to the Law of Land Warfare and philosophy of military service are also stressed. The ability to lead and follow is also covered through Team Building exercises at squad level. Includes a weekly 2-hour lab, facilitated and supervised by Cadre. Physical Training will also be held and led by cadre 3-times per week.

(MUS) MUSIC

2503   **Fine Arts-Music** Introduces music to the listener who has had no formal training or experience. The purpose is to develop listening skills. (F, S) **ACTS: MUSC 1003**

(ORT) ORIENTATION

1003   **Student Success** Focuses on practical strategies to help both traditional and nontraditional student's progress successfully through college and into a career. Academic, social and personal skills are studied. (D)

1011 **First Year Experience** Intended to ease a student's transition to college life. Introduces the first semester student to the ASUMH campus, learning opportunities, resources, policies, support systems, and student activities. Explains important policies governing campus life and identifies campus resources. Covers topics answering many questions a typical freshman has, assisting in the transition to college life for both traditional and non-traditional students. Includes subject matter of introduction to campus resources, orientation to campus technologies, development of academic skills, and research into choosing a major and career. (F, S, SU)

(OTS) OFFICE TECHNOLOGY SPECIALIST

2003 **Coding I** Introduction to coding systems, HIPA.A., RBRVS, Medicare, Managed Healthcare, Reimbursement and Compliance. Overview of ICD 10 CM, Conventions, Outpatient Coding, and Reporting Guidelines, Chapter Specific Guidelines. Students will have an introduction to CPT, introduction to HCPCS. Provides instruction-enabling students to demonstrate the accurate coding skills necessary for obtaining optimum reimbursement for a provider. Pre-requisite, Co-requisite: BIOL 1024, HSA 2013, or consent of instructor. (F, D)

2004 **Coding II** Comprehensive review and application of CPT codes that enable health care providers to communicate both effectively and efficiently with third party payers (i.e., commercial insurance companies, Medicare, Medicaid) about the procedures and services provided to the patient. Continued review and application of ICD 10 CM for services reported with CPT and HCPCS procedure codes. Students will have a comprehensive understanding of ICD-10-CM as well as CPT and HCPCS. By combining skills learned in basic anatomy, medical terminology, and the structure of word elements, students will be able to effectively interpret medical documentation for appropriate reporting. Pre-requisites BIOL 1024, HSA 2013, OTS 2003 (must be completed with a "C" or higher), or consent of instructor. (S, D)

2013 **Healthcare Billing, Compliance, and Reimbursement** Provides students the information and practical application in billing and compliance for Medicare/Medicaid, Managed Health Care, and third party payer claims. Introduces students to legal and regulatory issues, coding systems, reimbursement methodologies, coding for medical necessity, and common health insurance plans. Includes presentation of information concerning HIPAA regulations compliance. Pre-requisite or Co-requisite: HSA 2013 or consent of instructor. (F, D)

2533 **Legal Terminology and Document Preparation** Applies legal terminology in creating, maintaining, storing, and retrieving documents as performed in a legal office environment. Pre-requisites: CIS 1523, CIS 2413 or consent of instructor. (D)

2713 **Introduction to Health Insurance Billing and Medical Transcription** Introduces the career field of health insurance billing and medical transcription. Topics covered include appropriate interaction with patients and medical staff, maintaining patient records, processing insurance claims, billing and collections, and medical transcription. This course is a pre-requisite for OTS 2833 Medical Insurance Coding. Pre-requisite: HSA 2013. (D)

2733 **Advanced Medical Transcription** Develops advanced skills in medical transcription including various medical reports. Covers autopsy, pathology, neurology, gynecology, cardiology, etc. Pre-requisite: OTS 2713. (D)

(PAR) PARAMEDIC

1013 **Foundations of the Paramedic** Covers an intro to Para-medicine and EMS systems. It includes an intro into mechanism of injury, assessment, pathophysiology, management and treatment of traumatic injuries, hemorrhage, burns, thoracic trauma, soft tissue injury, head injury, spinal injury, abdominal injury, and musculoskeletal injury. (F)

1103 **Pharmacology for the Paramedic with Lab** A review of basic pharmacology moving into a focus on medications used pre-hospital arena for medical and cardiac emergencies. Studies the pathophysiological principles of drug uptake, utilization, and elimination in the body. (F)

1104 **Clinical Preparatory for Paramedics with Lab** A combination of classroom and clinical laboratory instruction centered on important areas of the pre-hospital environment to include an introductory study of modern Emergency Medical Services, basic principles, procedures, and techniques of emergency care along with patient assessment and concepts regarding legal/ethical, care delivery, technologies and patient/family expectations. Prepares the student to care for patients in the clinical area by teaching/practicing skills such as intravenous access, medication administration, and airway management. (F)

1105 **Medical Emergencies for Paramedics I with Lab** At the completion of this course, the Paramedic student will be provided the opportunity to integrate pathophysiological principles and assessment findings to formulate a field impression and implement a treatment plan for patients experiencing medical emergencies in the pre-hospital care environment, involving the respiratory, cardiac and nervous systems. (F)

1213 **Cardiovascular Care for the Paramedic** covers cardiac anatomy and physiology with particular attention to cardiac electrical activity and the interpretation of electro- cardiograms. Utilizes assessment findings to formulate a field impression, implement and evaluate the management plan for the patient experiencing a cardiac emergency. The student will take *Advanced Cardiac Life Support (ACLS)* in this course. (S)

1223 **Medical Emergencies for Paramedics II with Lab** At the completion of this course, the Paramedic student will be provided the opportunity to integrate pathophysiologic principles and assessment findings to formulate a field impression and implement a treatment plan for patients experiencing medical emergencies in the pre-hospital care environment, involving the endocrine, gastroenterological, renal/ urinary and gynecologic systems, including toxicological emergencies. (S)

1303 **Trauma for Paramedics with Lab** At the completion of this course, the Paramedic student will be able to integrate the principles of kinematics to enhance the patient assessment and predict the likelihood of injuries based on the patient's mechanism of injury. Advanced management and treatment of traumatic injuries will include hemorrhage/shock, soft tissue trauma, burns, head/facial trauma, spinal trauma, thoracic trauma, abdominal trauma and musculoskeletal trauma. (S)

2003 **Assessment Based Management** Brings together rapid and advanced patient assessment with an in-depth understanding of multisystem trauma and/or critical diseases. Students put together past learning and use critical thinking to address and treat multi-system trauma or the rapidly deteriorating patient. The student will take AMLS in this course. (S)

2128 **Clinical Practicum I** Consists of supervised rotations through selected clinical and field areas. Emphasis on developing and improving psychomotor skills, which reinforce classroom presentations. (S)

2212   **Clinical Practicum II** Consists of supervised rotations through selected clinical and field areas. Emphasis on developing and improving psychomotor skills, which reinforce classroom presentations. (SU)

2316   **Paramedic Field Internship** Provides supervised experience in pre-hospital set- tings. Emphasizes the application of previous course work in the field environment with the student assuming the role of pre-hospital team lead under a preceptor. (SU)

2391   **Paramedic Operations Management with Lab** This course is the capstone of the program and works in conjunction with the field internship. The student will apply and polish previous learning to realistic simulations and real world scenarios. Brings together all previous course work and applies it to real ambulance operations, medical incident management, rescue awareness and operations, hazardous materials incidents, crime scene awareness, and responding to terrorist attacks. *The student will take ICS 100, 200, 700 and PHTLS and PALS during this course.* (SU)

2963   **Introduction to Community Paramedic** Explores the role of the Community Paramedic and how it is integrated into the primary care and public health systems. Students will learn the roles of other healthcare providers who are part of the healthcare home team. Pre-requisites: Credentialed as a Paramedic. (D)

2973   **Community Assessment and Resources for the Community Paramedic** Guides the students through the community assessment process. Students will map the community health care services, describe the demographics of the community and assess their impact on the health of the clients. Additionally, the student will gain understanding of community health services in order to advise on health care needs in the community. This course will include a clinical component. Pre-requisites: Credentialed as a Paramedic; PAR 2963. (D)

2983   **Advanced Health Assessment for the Community Paramedic** Expands on the past knowledge and experience of a paramedic by further exploring chronic conditions commonly encountered in a primary care and public health setting. Pre-requisites: Credentialed as a Paramedic; PAR 2973 (D)

2993   **Community Paramedic Practicum** Directed clinical experiences in community health areas. Pre- or Co-requisite: Credentialed as a Paramedic, PAR 2983. (D)

(PHIL) PHILOSOPHY

1103   **Introduction to Philosophy** Studies basic problems of philosophy based upon readings in the works of selected leading philosophers. (F, S) **ACTS: PHIL 1103**

2023   **World Religions** Surveys the basics tenants of world religions in the context of historical, spiritual, and philosophical development. (D)

(PHL) PHLEBOTOMY

1007   **Phlebotomy** Prepares students to collect, transport, handle, and process blood and other specimens for medical laboratory analysis. The curriculum includes classroom instruction and clinical learning experiences. A medical terminology course is recommended, but not required as a pre-requisite. Students who are waiting to enter a health sciences program may want to consider enrollment in this program. (F, S)

(PHRM) PHARMACOLOGY

1103**Introduction of Pharmacology** Examines pharmacological principles essential to the administration of medications, including the calculation of drug doses, legislation relating to drugs, drug forms and classifications. Examines the medications used for disorders of each body system. Covers the classifications, actions, uses, contraindications, safety precautions, adverse reactions, dosage and route, nursing considerations, clients 'instruction, and special consideration for selected drugs. (D)

(PE) PHYSICAL EDUCATION

1002**Concepts of Physical Activity** Provides knowledge and appreciation of the importance of physical activity for lifelong health, wellness, and a quality life. Provides opportunities for psychomotor development. (F, S)

1011**Beginning Hiking** Introduces hiking concepts and skills necessary to hike safely as a regular fitness activity. Includes fitness for hiking, route planning, safety, and environmental considerations. Required: Be able to walk comfortably on outdoor trails for three miles or more. Be prepared for day hiking trips off campus by providing your own transportation, parking fees and equipment. (D)

1111**Disc Golf** Provides disc golf instruction in skills, drills and game play. Emphasizes history, etiquette, rules, vocabulary and strategy. Promotes skill related components of physical fitness (agility, balance, coordination, power, speed and reaction time.) (D)

1611**Beginning Canoeing and Kayaking** Fundamentals of kayaking and canoeing: paddle strokes, canoe and kayak anatomy, water safety. The course will cover both flat water and moving water. Be prepared for trips off campus by providing your own transportation and parking fees. (D)

1201**Beginning Weight Training I** Introduces the student to cardiovascular and resistance training. Areas include circuit training, weight machines, free weights, cardio machines, safety concerns, stretching, proper warm-up and cool-down. Technique is a major focus. (F, S)

1301**Beginning Weight Training II** Continues Beginning Weight Training I. Areas include circuit training, weight machines, free weights, cardio machines, safety concerns, stretching, proper warm-up and cool-down. Technique is a major focus. Pre-requisite: PE 1201. (F, S)

1401**Advanced Weight Training I** Continues Beginning Weight Training II. Areas include supersets, interval training, Target Heart Rate Zone, weight machines, free weights, cardio machines, safety concerns, stretching, proper warm-up and cool- down. Technique is a major focus. Pre-requisites: PE 1201 and PE 1301. (F, S)

1501**Advanced Weight Training II** Continues Advanced Weight Training I. Areas include supersets, interval training, Target Heart Rate Zone, weight machines, free weights, cardio machines, safety concerns, stretching, proper warm-up and cool- down. Technique is a major focus. Pre-requisites: PE 1201, PE 1301 and PE 1401. (F, S)

1601**Tai Chi I** Provides an introduction to the ancient Chinese art of Tai Chi Chuan. With regular practice, Tai Chi provides a means with which to strengthen mind and body, and thereby combat stress and illness. (D)

1701**Tae Kwon Do I** Introduction to the fundamentals of Tae Kwon Do. Includes essentials of Tae Kwon Do, personal preparation, and self-defense techniques against an opponent. (D)

1851   Yoga I Instills knowledge and appreciation for the relationship between physical fitness and health. Concentrates on Hatha Yoga, which includes the physical practice of yoga postures linked to the breath, for the purpose of developing strength, balance, flexibility, postural alignment, and mind-body awareness. (F, S)

1861   Yoga II Continuation of PE 1851, Yoga I (which is a pre-requisite) (D)

1911   Aerobic Exercise I (Zumba) Relates the principles and concepts of exercise to the enhancement of cardiovascular development. (F, S)

1921   Aerobic Exercise II (Zumba) Continuation of Aerobic Exercise I (which is a pre-requisite) (D)

(PHYS) PHYSICS

1101   Physics for Healthcare Professions Lab Accompanies PHYS 1103 Physics for Healthcare Professions. Credit for this lab course is contingent upon earlier or simultaneous completion of PHYS 1103. These two courses may be taken in lieu of PHYS 1104. (D)

1103   Physics for Healthcare Professions Studies physical laws, principles and associated theories (mechanics, fluid dynamics, optics, electricity and sound): analyzes the principles of physics from the point of view of their application and relevance to medicine and to the human body. Prerequisite: MATH 1023 with a grade of "C" or better. (D)

1104   Physics for Healthcare Professions & Lab Studies physical laws, principles and associated theories (mechanics, fluid dynamics, optics, electricity and sound); and analyzes the principles of physics from the point of view of their application and relevance to medicine and the human body. Lecture three hours per week, lab two hours per week. Pre-requisite: MATH 1023 with a grade of "C" or better. (D)

1201   Physical Science Lab Accompanies PHYS 1203 Physical Science. Pre-requisite or Co-requisite: PHYS 1003 Physical Science (Credit for this course is contingent upon earlier or simultaneous completion of PHYS 1203.) PHYS 1201 and PHYS 1203 may be taken in lieu of PHYS 1204 (F, S)

1203   Physical Science Develops modern concepts of matter and energy and how this development is related to the social order of which man is a part. (This course does not satisfy science certification for secondary school teachers. It is not accepted as a major requirement in a natural science field. However, elementary education majors must take this course or PHYS 1204 to meet state certification requirements.) Pre-requisite: MATH 0143 with a grade of "C" or better, or ACT Mathematics score of 21 or above. PHYS 1201 and PHYS 1203 may be taken in lieu of PHYS 1204. (F, S)

1204   Physical Science & Lab Develops modern concepts of matter and energy and how this development is related to the social order of which man is a part. (This course does not satisfy science certification for secondary school teachers. It is not accepted as a major requirement in a natural science field. However, elementary education majors must take this course to meet state certification requirements.) Lecture three hours, lab two hours per week. Pre-requisite: MATH 0143 with a grade of "C" or better, or ACT Mathematics score of 21 or above. (F, S)
ACTS: PHSC 1004

2051   General Physics I Lab Accompanies PHYS 2053 General Physics I. Credit for this lab course is contingent upon earlier or simultaneous completion of PHYS 2053. These two courses may be taken in lieu of PHYS 2054. (D)

2053 General Physics I Examines the essentials of mechanics, heat and sound. Pre-requisite: MATH 1023 with a grade of "C" or better. (D)

2054 General Physics I & Lab Examines the essentials of mechanics, heat, and sound. Lecture three hours per week, lab two hours per week. Pre-requisite: MATH 1023 with a grade of "C" or better. (D) **ACTS: PHYS 2014**

2061 General Physics II Lab Accompanies PHYS 2063 General Physics II. Credit for this lab course is contingent upon earlier or simultaneous completion of PHYS 2063. These two courses may be taken in lieu of PHYS 2064. (D)

2063 General Physics II Studies electricity, magnetism, light and modern physics. Pre-requisite: PHYS 2054 with a grade of "C" or better. (D)

2064 General Physics II & Lab Studies electricity, magnetism, light, and modern physics. Lecture three hours per week, lab two hours per week. Pre-requisite: PHYS 2054 with a grade of "C" or better. (D) **ACTS: PHYS 2024**

(POSC) POLITICAL SCIENCE

1003 Introduction to International Relations Familiarizes the student with the field of International Relations in the discipline of Political Science. Focuses on the political and economic interactions among the various actors in the international system including states, inter-governmental organizations, non-governmental organizations, and multinational corporations. (F)

2103 United States Government Focuses on the constitution, government, and politics of the United States. (F, S) **ACTS: PLSC 2003**

(PSY) PSYCHOLOGY

2513 Introduction to Psychology Studies important scientific principles of human behavior, with emphasis on their application to personal and social problems. (F, S) **ACTS: PSYC 1103**

2633 Child and Adolescent Development Examines the nature and development of the child and the adolescent, including physical, cognitive, and psychosocial development. Pre-requisite: PSY 2513. (D)

2813 Introduction to Abnormal Psychology Reviews the many facets of abnormal behavior, including causation, therapy, and prevention. Pre-requisite: PSY 2513. (F, S)

(RN) REGISTERED NURSING

2016 Introduction to RN Concepts with Clinical This seven-week hybrid course introduces the LPN/Paramedic to the role of the professional nurse. The concept-based curriculum uses exemplars to review health assessment and nursing skills in the classroom, skills/simulation lab and clinical areas. Students explore the fundamental core concepts of nursing such as but not limited to; clinical judgement (nursing process), functional ability, mobility, elimination, education, informatics, ethics, safety and professionalism. Pre-requisite: Unconditional admission to LPN/Paramedic to Registered Nursing Program. (S, SU)

2026 **Health-Illness Concepts I with Clinical** The seven-week hybrid course builds on previously acquired knowledge of core concepts of nursing as applied to adults and children. It continues to build on health assessment and nursing skills in the classroom, skill/simulation lab and clinical areas. Students explore holistic care, patient advocacy and selected health conditions. This course applies interrelated concepts such as but not limited to acid-base balance, cellular regulation, clotting, stress, coping and care coordination. Pre-requisite: RN 2016. (S, F)

2036 **Family Health Care Concepts with Clinical** The seven-week hybrid course builds on previously acquired knowledge of core concepts of nursing as applied to childbearing families and persons with mental health conditions. This course builds on focused health assessment and nursing skills in the classroom, skills/simulation lab and clinical areas. Students explore holistic care, patient advocacy and nursing across the ages to include reproduction, sexuality and mental health care. Pre-requisite: RN 2026. (SU, F)

2046 **Health-Illness Concepts II with Clinical** The seven-week hybrid course builds on previously acquired knowledge of core concepts of nursing as applied to adults and children. Students build on improving health assessment and nursing skills in the classroom, skills/simulation lab and clinical areas. Students explore concepts such as but not limited to holistic care, patient advocacy, leadership, hormonal regulation, glucose regulation, infection, community care, health care systems, and economics. Pre-requisite: RN 2036. (F, S)

2056 **Complex Health Concepts with Clinical** The seven-week hybrid course builds on previously acquired knowledge of core concepts of nursing as applied to critical care and disaster management. Students continue to build on improving health assessment and nursing skills in the classroom, skills/simulation lab, and clinical areas. Students complete initial steps to transition to professional registered nursing practice while maintaining clinical judgement, patient education, collaboration, good communication skills, safety, technology and evidence-based practice. Pre-requisite: RN 2046. (F, S)

(SOC) SOCIOLOGY

1023 **Introduction to Criminal Justice** Introduces students to the criminal justice system by describing the various agencies of the American criminal justice system and the procedures used to identify and treat criminal offenders. Explores and analyzes the critical issues in criminal justice and their impact on the justice system by focusing on critical policies and issues including shock incarceration, community policing, alternative sentencing, gun control, the war on drugs, and the death penalty. (F, S) **ACTS: CRJU 1023** [Same as CRJ 1023]

2213 **Principles of Sociology** Studies the origin, growth, structure, and function of group life, with emphasis on human socialization, organizations, (F, S) **ACTS: SOCI 1013**

2223 **Social Problems** Applies sociological concepts and methods in the analysis of current social problems in the United States, including family and community disorganization, delinquency and crime, mental illness, and intergroup relations. (F, S) **ACTS: SOCI 2013**

2233 **Introduction to Cultural Anthropology** Introduces the concept of culture. The core concept of the study of culture, and the ethnographic data from our own and other cultures are organized around three different themes; the impact of culture on human behavior, the interrelationships between the different parts of a culture and the view of cultures as adaptive systems. (F, S) **ACTS: ANTH 2013**

2243 **Introduction to Gerontology** Provides an overview of the psychological, sociological, biological, political, and economic aspects of the process of aging. The role of these aspects as determinants of the social capacity and performance of the aging individual are examined. Special emphasis is placed on the impact of aging on auditory performance. (D)

2263 **Comparative Religions** Examines the historical and philosophical tenets of the world's major religions and the basic beliefs/values of those religions, plus the human condition, spiritually. (D)

(SPEC) SPECIAL TOPICS

Special Topics of study may, upon request, be organized in any academic department to meet the needs of interested groups. All Special Topics courses must be approved through normal curriculum channels. The fourth digit of the course number will show the hours of credit.

SPEECH (See COMMUNICATION page 180)

(SPN) SPANISH

1013 **Elementary Spanish I** Provides a listening-speaking-reading-writing approach to developing basic language skills. (F) **ACTS: SPAN 1013**

1023 **Elementary Spanish II** Continues SPN 1013. Pre-requisite: SPN 1013 with a grade of "C" or better or consent of instructor. (S) **ACTS: SPAN 1023**

2013 **Intermediate Spanish I** Further develops basic language skills, with increasing emphasis on the written elements of the language. Pre-requisite: SPN 1023 with a grade of "C" or better or consent of instructor. (F) **ACTS: SPAN 2013**

2023 **Intermediate Spanish II** Continues SPN 2013. Pre-requisite: SPN 2013 with a grade of "C" or better or consent of instructor. (S) **ACTS: SPAN 2023**

(SWK) SOCIAL WORK

2203 **Introduction to Social Work** Emphasizes development and organization of public and private welfare services. Will transfer to ASUJ toward a BS in Social Work. (D)

(TECH) TECHNOLOGY

1004 **Introduction to Mechatronics** Demonstrations, experiments and projects introduce the student to the fundamentals and synergistic application of the interdisciplinary fields of mechanical systems, fluid power, electronics and software. (F)

1012 **Employment Strategies** Prepares students to enter the job market by providing effective strategies for successful job seeking. Directs students in systematically gathering information about employment opportunities and develop appropriate job-search skills. Includes topics of effective resume writing, work ethics and professionalism, effective communication skills, use of the Internet for job searching and creating a favorable first impression. (F, S)

1021 **Industrial and Shop Safety** Introduces safety concepts in the workplace (based on OSHA 1910-General Industrial Safety). Includes topics of hearing and noise safety, power and hand tool safety, fire prevention and protection, hazardous materials safety, and other safety requirements. (D)

1032 **Blueprints and Layouts** Develops basic skills in reading blueprints and introduces students to a variety of working drawings. Develops skills necessary to interpret sketches and prints common to the metal working field. American Welding Society standard weld symbols are introduced for each basic joint for weldment fabrication. (S)

1044 **Computer Aided Design (CAD)** Introduces CAD 3D fundamental concepts for constructing basic shapes and symbols to creating multi-view drawings. Takes hands-on approach to 3D CAD techniques using mechanical design automation software to build parametric models of parts and assemblies. Includes techniques to make drawings of those parts and assemblies. (S)

1404 **AC/DC Electronics** Introduces fundamental electrical quantities and the relationships among voltage, current, resistance, and power in DC circuits as well as inductance, capacitance, impedance and phase angles in AC circuits. Includes electrical laws, and theorems related to series, parallel and combinational circuits. Topics include basic electricity and terminology, wiring methods, AC and DC generators and motors, transformers, rectification, electronic filtering and regulation, and lighting. Pre- or Co-requisite: MATH 1113 or higher-level math course or consent of instructor. (S)

1504 **DC Electronics** Introduces fundamental electrical quantities and the relationships among voltage, current, resistance, and power. Topics include standard, scientific, and engineering notations, resistive circuitry, electrical laws, and theorems. Examines application, the proper use of circuit troubleshooting techniques using analog voltohm milliammeter (VOM) and digital multimeter (DMM). A grade of "C" or better is required before a student may advance to TECH 1514 AC Electronics. Pre- or Co-requisite: MATH 1113 or higher-level math course or consent of instructor. (D)

1512 **Schematics and Mechanical Diagrams** Students are introduced to basic elements and symbols used in a variety of industrial drawings. Covers interpretation of basic shop drawings, conventional symbols, common electrical and electronics symbols, wiring diagrams, hydraulic and pneumatic symbols, schematic drawings, and piping diagrams. Sketching concepts are presented to support student understanding of basic drawing principles. (D)

1514 **AC Electronics** Introduces the essential concepts of, and computations related to, alternating current electronics. Emphasis placed on AC circuits and theorems, reactive components, phase-shifting, electronic filtering, and the power triangle. Proper operation of the signal generator, dual-trace oscilloscope, and capacitance and inductance meter. Pre-requisite: TECH 1504 DC Electronics. (D)

2003 **Radio Frequency (RF) Welding** Outlines the process of welding plastics. Teaches the basic knowledge and skills required to operate RF Welding equipment and develops basic RF welding techniques. Pre-requisite: MATH 1113 (D)

2014 **Digital Electronics** Covers basic and combinational gate logic circuitry. Topics include binary, octal, hexadecimal numbering systems and a number of coding systems (BCD, Gray, ASCII). Basic TTL gate circuitry, Truth tables, Boolean algebra, and DeMorgan's theorem will be studied. Application of troubleshooting techniques teaches proper use of the logic probe and logic pulser. Pre-requisite: TECH 1514. (D)

2134 **Industrial Electronic Devices** Introduces semiconductor-based devices such as general-purpose and special purpose diodes, bipolar junction transistors (BJT's) and field effect transistors (FET's) and their theory of operation before extending into Op-Amp and digital circuitry. Practical commercial and industrial devices and applications will be introduced, analyzed and broken down into functional blocks. Emphasis will be placed on troubleshooting and repair practices and procedures. Pre-requisite: TECH 1404. (S)

2144 **Industrial Electricity** Studies the use of electricity in the industrial setting. Students are introduced to industrial electricity, electrical power and energy. Students will learn types and methods of wiring, how current is generated and distributed to operate lighting, motors, and other devices. Topics include a review of basic electricity and terminology, wiring methods, AC and DC generators and motors, electrical distribution, lighting and basic industrial electronics. Pre-requisite: TECH 1514. (D)

2154 **Industrial Mechanical Systems** Covers the role of mechanical components in complex mechatronic systems, the flow of energy in a mechatronic system, calculation of force, accelerations, speed, torque, and basic maintenance and systems-level troubleshooting. Gears, gear drives, chain and sprocket systems, power transmission, pulley drives, synchronous drives, lubrication requirements of mechanical components, blueprint reading and analyzing technical data sheets are also included. Mechanical shafts, couplings and bearings, preventative and predictive maintenance of shafts, couplings, bushings, seals and bearings, and alignment will be covered. Also included are clutches, brakes, linear motion technology, flexible elements and troubleshooting the mechanical components in a complete mechatronic system. (F)

2314 **Programmable Logic Controllers** Introduces the programmable logic controller (PLC) and associated applications. Includes numbering systems, basic gate logic, ladder relay logic diagrams, input/output modules, field devices, image tables, PLC programming and troubleshooting. Pre-requisite: TECH 1514 or instructor consent. (F)

2324 **Advanced PLC Topics** Extends TECH 2314 Programmable Logic Controllers further into advanced manufacturing and production systems. Topics include integration and use of HMI devices, Analog modules, Digital modules, High Speed Counters, Stepper Motor modules, Servo Drive modules and network interfaces. Additional subject areas may include distributed systems and product tracking methods, (barcodes, RFID, etc.). Emphasis will be placed on setup and wiring, fault monitoring, fault isolation, troubleshooting and repair. (F)

2424 **Hydraulic and Pneumatic Systems** Introduces basic hydraulics and pneumatics from the practical side with minimum emphasis on theory and mathematics. Provides the students with a working understanding of the interaction of components in a basic hydraulic and pneumatic circuit. Covers the principles underlying hydraulics and pneumatics and describes in detail cylinders, tubing, and directional pressure, and flow of control valves. (S)

2444 **Robotics Technology** Introduces robotics and studies the fundamentals of robotics, programming the robot, industrial applications, the role of the robot in today's manufacturing, electromechanical systems, fluid power systems, maintenance of robotic systems, sensing systems, end-of-arm tooling, and the future of robotics. Application of digital electronics, PLC programming, hydraulics and pneumatics learned in previous classes extends the students understanding of robot interfacing and vision systems. Pre-requisites: TECH 1042, TECH 1514 and TECH 2424. (S)

2863 Principles of Technology Explores todays engineering and technology fields, as well as the multifaceted role of the technologist. Includes topics of concepts and terminologies used in engineering, applied mathematics, use of the scientific calculator, units and dimensions used in business and industry, and teamwork and problem solving techniques. Introduces students to the use of personal computers and computer applications. Lecture with application 3 hours per week. Pre-requisite: MATH 1113. (D)

2883 Introduction to Quality Control Deals with universal principles of quality assurance in a technical environment. Includes topics of mechanics of a quality system, planning a quality information system, quality practice, system elements and controls, and definitions of quality. Lecture three hours per week. (D)

(THEA) THEATRE

1213 Acting I Explores basic theories and techniques of the art of acting. (D)

1313 Acting II Provides advanced study in the theories and techniques of the art of acting. Pre-requisite: THEA 1213 or consent of instructor. (D)

2273 Theatre Practicum Stresses practical application of the principles of theatrical art, covering all facets of play production from pre-rehearsal stages to performance before an audience. Requires students to participate in the production of a play through performance and/or technical work. (D)

2503 Fine Arts-Theatre Provides an introductory survey of theatre arts including history, dramatic works, stage techniques, and production procedures, as it relates to the fine arts, society and the individual. (F, S) **ACTS: DRAM 1003**

(WELD) WELDING

1024 Shielded Metal Arc Welding (SMAW/Stick) Teaches the basic knowledge required to operate shielded metal arc welding equipment, function safely in the welding shop and develop basic welding techniques. Requires students study welding nomenclature, design of welding joints, electrode classification and practice fillet welds in the flat and horizontal position. A grade of "C" or better is required before a student may advance to WELD 1134. (F, S)

1104 Advanced Shielded Metal Arc Welding Builds on knowledge and skills gained in WELD 1134 Intermediate Shielded Metal Arc Welding. Provides students with the opportunity to learn and practice root beads, hot pass and cap in the vertical up position using 6010 and 7018 rods. Provides students will have the opportunity to test for AWS D1.1 Welding Certification (extra fee required). Pre-requisites: WELD 1134 Intermediate Shielded Metal Arc Welding or consent of instructor. (F, S)

1134 Intermediate Shielded Metal Arc Welding Builds on basic knowledge and skills gained in WELD 1024 Shielded Metal Arc Welding. Provides opportunity for students to gain proficiency by welding in the overhead and vertical up welding positions. A grade of "C" or better is required before a student may advance to WELD 1104 Advanced Shielded Metal Arc Welding. Pre-requisites: WELD 1024 Shielded Metal Arc Welding or consent of instructor. (F, S)

1204 Gas Metal Arc Welding Teaches the basic knowledge and skills required to operate Gas Metal Arc Welding (MIG) equipment, function safely in the welding shop and develop basic MIG welding skills. Provides opportunity for students to study welding nomenclature, design of welding joints and practice fillet welds in the flat and horizontal position. A grade of "C" or better is required before a student may advance to WELD 1234 Intermediate Gas Metal Arc Welding. (F, S)

1234   **Intermediate Gas Metal Arc Welding** Builds on basic knowledge and skills gained in WELD 1204 Gas Metal Arc Welding. Provides students with the opportunity to gain proficiency by welding in the overhead and vertical welding positions. A grade of "C" or better is required before a student may advance to WELD 1304 Advanced Gas Metal Arc Welding. Pre-requisites: WELD 1204 consent of instructor. (F, S)

1304   **Advanced Gas Metal Arc Welding** Builds on knowledge and skills gained in WELD 1234 Intermediate Gas Metal Arc Welding. Provides students with the opportunity to learn and practice horizontal welds with dragging technique, vertical up beads, and vertical up with root, fill and cap. Provides students with the opportunity to test for AWS MIG Welding Certification (extra fee required). Pre-requisites: WELD 1234 Intermediate Gas Metal Arc Welding or consent of instructor. (F, S)

1404   **Gas Tungsten Welding (GTAW/TIG)** Teaches the basic knowledge and skills required to operate Gas Tungsten Arc Welding (TIG) equipment, function safely in the welding shop and develop basic TIG welding techniques. Students study welding nomenclature, design of welding joints and practice welding beads in the flat, horizontal, vertical up, and overhead positions. A grade of "C" or better is required before a student may advance to WELD 1434 Intermediate Gas Tungsten Arc Welding. (F, S)

1434   **Intermediate Gas Tungsten Arc Welding** Builds on basic knowledge and skills gained in WELD 1404 Gas Tungsten Arc Welding. Students have the opportunity to gain proficiency by learning and practicing root beads, root beads with hot pass and fill and cap on mild steel. A grade of "C" or better is required before a student may advance to WELD 1504 Advanced Gas Tungsten Welding. Pre-requisite: WELD 1404 Gas Tungsten Welding or consent of instructor. (F, S)

1504   **Advanced Gas Tungsten Welding** Builds on knowledge and skills gained in WELD 1434 (Intermediate Gas Tungsten Arc Welding). Students have the opportunity to learn and practice high frequency TIG welding techniques on aluminum and stainless steel and will practice root beads with stainless steel rods. Students will have the opportunity to test for AWS 17.1 Fusion Welding for Aerospace (extra fee required). Pre-requisite: WELD 1434 Intermediate Gas Tungsten Welding or consent of instructor. (F, S)

1604   **Metal Fabrication** Covers basic theory and practice of design, layout and fabrication using mild steel, sheet metal or aluminum. Utilizes a variety of different measuring devices. Students will have the opportunity to practice basic blueprint reading skills and will work on an approved welding project. A grade of "C" or better is required before a student may advance to WELD 1704 Advanced Metal Fabrication. (D)

1704   **Advanced Metal Fabrication** Covers the theory and practice of layout and fit up of structural and piping systems. Students will have the opportunity to learn the process of fabrication of structural and piping systems through a series of competency-based exercised and hands-on projects. Basic blueprint reading skills are required. Pre-requisite: WELD 1604 Metal Fabrication or consent of instructor. (D)

2104   **Pipe Welding 5G (Horizontal Position)** Develops skills used in the welding of both transmission pipeline and piping systems. Emphasizes skills needed to meet standards of the American Petroleum Institute. Students review root bead, hot pass and cap techniques and learn proper pipe beveling, fitting and tacking methods. A grade of "C" or better is required before a student may advance. Co-requisite: WELD 1134 Intermediate Shielded Metal Arc Welding or consent of instructor. (D)

2114   Pipe Welding 2G (Vertical Position) Provides students the opportunity to learn and practice root bead, hot pass and cap techniques in the 2G (vertical) position. A grade of "C" or better is required before a student may advance to the next level. Pre-requisites: WELD 1134 Intermediate Shielded Metal Arc Welding or consent of instructor. (D)

2124   Pipe Welding 6G (Inclined Position) Provides students the opportunity to learn and practice root bead, hot pass and cap techniques in the 6G (inclined) position. Pre-requisites: WELD 2104 Pipe Welding 5G, WELD 2114 Pipe Welding 2G or consent of instructor. (D)

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        M.S. & Ph.D. Texas Woman's University

School of Business & Technology

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        M.B.A. Arkansas State University

School of Arts & Sciences

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        B.T. University of Northern Iowa

Kellie Thomas   English Instructor
        B.A. Southern Arkansas University
        M.A. Auburn University

Michael Thomas   English Instructor
        A.A. Ozarka College
        B.A.E. & M.A.E. University of Central Arkansas

Leda Thompson   Hospitality Instructor
        B.S. & M.A. Northern Michigan University

Curtis Traylor   Automotive Instructor
        T.C. North Central Tech Institute
        B.S. Arkansas Tech University
        M.S. Arkansas State University

                            Funeral Science Coordinator
Theressa Walker   Business Administration Instructor
        B.S. & M.B.A. & Ed.S. Arkansas State University
        A.A. Arkansas State University – Mountain Home

Kevin "Doug" Wintle   EMT Instructor/Clinical Coordinator
        B.A. Ottawa University
        M.A. Mid-America Nazarene University

ADMINISTRATIVE SUPPORT STAFF

Stephanie Beaver   Admissions Coordinator
        B.A. Arkansas Tech University
        M.Ed. University of Arkansas

Clay Berry   Financial Aid Director
        B.S. & B.A. University of Arkansas

Kimberlee Booth   Information Technology Project Specialist
        A.A., A.A.S. Arkansas State University – Mountain Home
        B.S. South University

Tina Bradley   Library Services Director
        B.S. Arkansas State University
        M.L.I.S. Florida State

Wanda "Janel" Cotter   Workforce Education Director
        B.S. Arkansas State University

Rickey Crawford   Sheid Production & Technical Director
        A.A. Arkansas State University – Mountain Home
        B.S. Arkansas State University

Kenny Crunkleton   Controller
        B.B.A., M.B.A. University of Central Arkansas

Mary Carter Douglas   Executive Assistant
        A.A. Arkansas State University – Mountain Home

LeQuita Foster   Financial Aid Assistant Director
       A.A. North Arkansas Community College
       A.A.T. Arkansas State University – Mountain Home
       B.S. Arkansas State University

Kelly Henderson   Energy Manager

Ida "Paulette" Hill   College & Career Coach
       A.A. Williams Baptist College
       B.A. Ouachita Baptist University

Melissa Klinger   Director of Academic Success
       A.A. Arkansas State University – Mountain Home
       B.S. Franklin University
       M.S.E. Arkansas State University

Nathan Lueck   Secondary/Technical Programs Director
       B.S. Arkansas State University

Lorie McMaster   Career Pathways Support Facilitator
       B.A. University of Oklahoma

Mollie Morgan   Development Officer
       B.A. Ouachita Baptist University
       M.A. University of Central Arkansas

Debbie Ralph   Director of Finance/Accounts Payable
       B.S. Franklin University

Vanesa Roberts   College & Career Coach
       B.A. Fundacion Educativa de la Santisima Trinidad

Jenna Robbins   Adult Education Director
       B.S. Arkansas State University
       M.B.A. John Brown University

Nickey Robbins   Physical Plant Director

Sarah Smith   Health Sciences Coordinator
       B.S. Lyon College
       B.S., M.S. Arkansas State University

Tamya Stallings   Director of Computer Services
       B.S. Arkansas State University
       M.A. University of Arkansas

Tracy Stephens   College & Career Coach
       B.S. Sam Houston State University

Carla Stroud   Recruiter
       B.S. University of Arkansas
       M.S. University of Central Arkansas
George Truell   Career Placement Coordinator
       B.S. Purdue University

CLASSIFIED STAFF

Sara Anderson   Recruiting Administrative Specialist II
                                                     Student Support Services
        A.A. Arkansas State University – Mountain Home
        B.A. Arkansas State University

Robert Baker   Dryer Hall Institutional Services Assistant

Michael Barnett   Institutional Services Assistant

Thomas Canta   Public Safety Officer
        A.A.S. Arkansas State University – Mountain Home

Shawna Case   Computer Operator
        A.S. Columbia College

Troy Closs   Maintenance Assistant

Christopher Constantine   Purchasing
        A.A. & A.A.S. Arkansas State University – Mountain Home
        B.S. Arkansas State University

Jacob Davis   Special Events Administrative Specialist II
        A.A. Arkansas State University – Mountain Home

Carolyn Ellis   Nursing Administrative Specialist I
        A.A. Moberly Jr. College

Stuart "Matt" Garcia   Public Safety Officer

Jennifer Harris   Academic Affairs Administrative Specialist I

MaryJo Haworth   Testing Center/Admissions Analyst
        A.A. Arkansas State University – Mountain Home

Woodrow "Woody" Haynes   Skilled Tradesman

Roberta Heldenbrand   Fiscal Support Specialist
        A.A. & A.A.S. Arkansas State University – Mountain Home
        B.A. University of Arkansas-Little Rock

Karen Hickerson   Roller Hall Institutional Services Assistant
        A.S. Chabot College
        B.S. Sonoma State University

Jeremy Hodges   Information Technology Manager
        A.A. & A.A.S. Arkansas State University – Mountain Home

Sherrie Hughes   Financial Aid Administrative Specialist II/VA

Alex Kiefer   Skilled Tradesman
        A.A.S. Arkansas State University – Mountain Home

Heather LaGoy   Library Technician
A.A. & A.A.S. Arkansas State University – Mountain Home
B.S. Arkansas State University

Jeremy Oakes   Computer Support Technician
A.A.S. Arkansas State University – Mountain Home

Katy Page   Academic Affairs Administrative Specialist III
A.G.S., A.A.S. Arkansas State University – Mountain Home

Lacie Pharis   Receptionist
AS.B. Arkansas State University – Mountain Home

Lindsey Powers   Human Resources Administrative Specialist III
B.S Arkansas Tech University

Shane Rice   McClain Hall Institutional Services Assistant
B.S. Arkansas State University

Jennifer Rowe   Student Retention Specialist
B.S. Radford University
M.S. University of South Alabama
Ph.D. University of Southern Mississippi

Cynthia Schultz   Maintenance Administrative Specialist III

Deborah Shaw   Assistant Registrar
A.A. Arkansas State University – Mountain Home
B.A. Fort Hays State University

Kevin Shubert   Skilled Tradesman

Peggy Spiegel   Technical Center Administrative Specialist II
A.A. Dona Ana Community College

Rita Swafford   Fiscal Support Specialist
A.A. & A.A.S. Arkansas State University – Mountain Home
B.S. Arkansas State University

Nicholas "Cole" Taylor   Library Technician – Circulation Desk
A.A. Arkansas State University – Mountain Home

Dee Teague   Institutional Services Shift Supervisor
B.S. University of Central Arkansas

Cindy Turner   Registrar's Administrative Specialist III
Transcript Evaluator/Commencement Coordinator
A.A. & A.A.S. Arkansas State University – Mountain Home

Richard Wages   Maintenance Supervisor

EMERITI

Patricia Bailey (1995-2013)
Provost/Vice Chancellor Emerita for Academic & Student Affairs

James Bailey (1997-2015)
Professor Emeritus of Political Science and Law

Phyllis Bailey (2002-2009)
Instructor Emerita of Art

Francis Coulter (1995-2002)
Professor Emerita of History

William "Ed" Coulter (1995-2012)
Chancellor Emeritus

Milton Hatcher (1994-2013)
Professor Emeritus of Psychology

Ken Hays (1999-2014)
Instructor Emeritus of English

Michael Huber (1992-2007)
Instructor Emeritus of Business

Stephen Johnson (1994-2012)
Professor Emeritus of Computer Information Systems

Lyndle McCurley (1993-2009)
Vice Chancellor Emeritus for Administrative Affairs

Sandra Melton (1999-2014)
Instructor Emerita of English

Christy Preis (1994-2015)
Professor Emerita of Mathematics

Merritt Sanders (1992-2003)
Instructor Emeritus of Business

Ron Schofield (1991-2010)
Instructor Emeritus of Funeral Science

Vicki Shipley (2007-2017)
Professor Emerita of Biology

Suzanne Sutherland (1997-2009)
Instructor Emerita of Learning Center

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APPENDIX

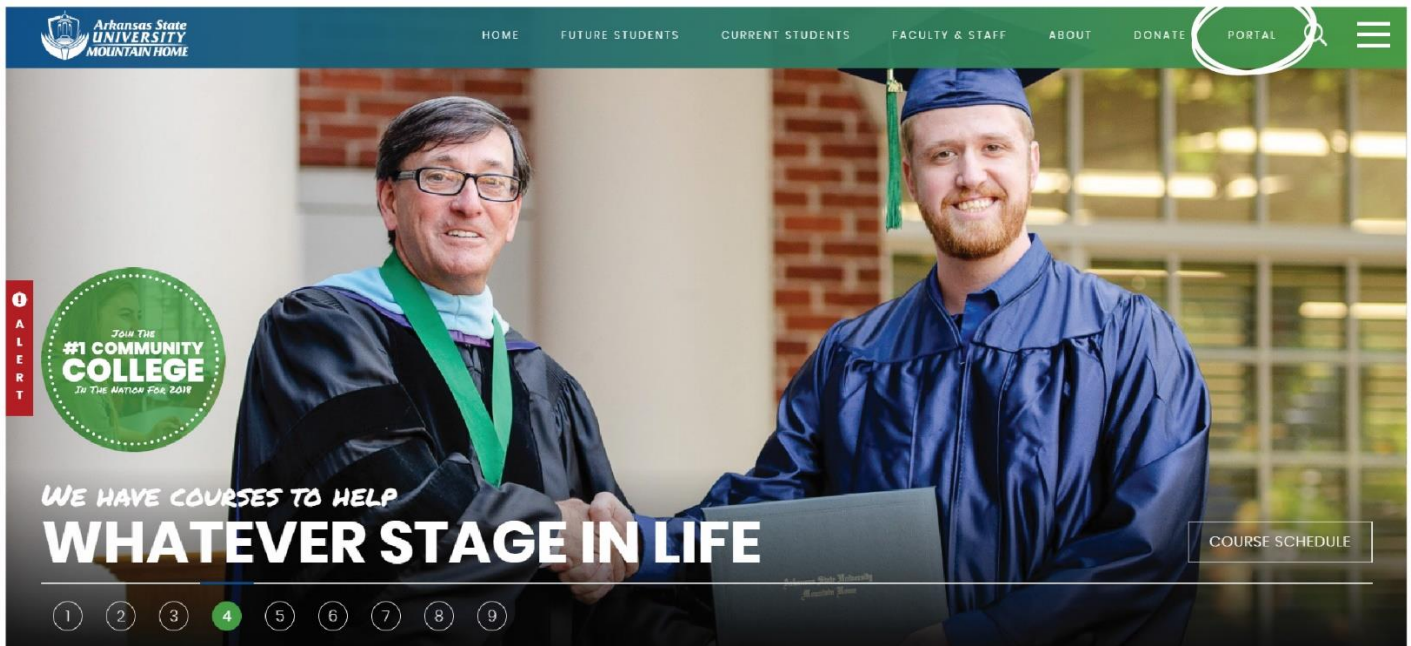| |
|---|
| ASUMH Portal Login Sheet |
| Change of Major and/or Advisor |
| Intent to Graduate Form |
| Information Change Form |
| Student Admission Checklist |
| Transcript Request Form (Request from ASUMH) |
| Transcript and Document Request Form (Request from another Institution) |
| Withdrawal/Drop Form |

ASUMH Portal Login Sheet

To access your student account, visit **ASUMH.edu** and click on the "Portal" tab.

Record Your Login Info Here:

Username: _____

Password: _____

Gmail Address: _____ *@u.asumh.edu*

Important Icons in the Portal

Office 365

Access to the Microsoft Office Suite online or free to download.

Campus Connect

Access your class schedule, unofficial transcript, bill, and other student account info.

Bb Blackboard

Access to all of your Arkansas State University - Mountain Home courses.

RAVE MOBILE SAFETY

Sign up for early alerts for school closings and other emergency information.

ASUMH

If you are experiencing login issues, give us a call at **870.508.6223** and we'll be happy to help!

CHANGE OF MAJOR AND/OR ADVISOR
Office of Admission
1600 S College St ▪ Mountain Home, AR 72653
Email: adminforms@asumh.edu ▪ Fax: 870-508-6287

Arkansas State UNIVERSITY MOUNTAIN HOME

This is a new: □ address □ telephone number	**Is this an "Advisor Only" change?** □ Yes □ No

Name (First, Middle, Last): _____ DOB: _____ /_____ /_____

Mailing Address: Number, City, State, Zip: _____

Current Major: _____   **New Major:** CHECK ONE BELOW

ASSOCIATE DEGREE PROGRAMS:
- o   Associate of Arts
- o   Associate of General Studies

ASSOCIATE OF SCIENCE DEGREE PROGRAMS:
- o   Agriculture: Business
- o   Agriculture: Science
- o   Business
- o   Criminal Justice
- o   Education K-6
- o   Education, Mid-Level, 4-8   (Choose two below)
     __ Math   __ Science   __ Language Arts   __ Social Studies
- o   Education, Special K-12
- o   Education, Secondary – Social Studies & History
- o   Liberal Arts & Sciences

ASSOCIATE OF APPLIED SCIENCE DEGREE PROGRAMS:
- o   Automotive Systems Repair
- o   Business Administration: Accounting/Finance
- o   Business Administration: Business Operations
- o   Computer Technology & Networking
- o   Criminal Justice
- o   Cybersecurity
- o   Digital Design
- o   # Funeral Science
- o   Hospitality Management
- o   Mechatronics
- o   # Paramedic Technology
- o   Programming/Mobile Development
- o   # RN (LPN/PAR to RN Bridge)
- o   Welding

TECHNICAL CERTIFICATE PROGRAMS:
- o   Accounting/Finance
- o   Automotive Systems Repair
- o   Construction Technology
- o   # EMS
- o   Funeral Directing
- o   General Business
- o   Health Professions
- o   Health Sciences
- o   Hospitality
- o   Information Systems Technology
- o   Machining Technology
- o   Mechatronics
- o   # Paramedic Technology
- o   # Practical Nursing (LPN) Fall Entry
- o   # Practical Nursing (LPN) Spring Entry
- o   Pre-Nursing
- o   Pre-Physical Therapist Assistant
- o   Professional Medical Coding
- o   Programming/Mobile Development
- o   Web Development
- o   Welding Technology

CERTIFICATE OF PROFICIENCY PROGRAMS:
(Does not qualify for financial aid)
- o   A+ Computer Technician
- o   Automotive Systems Repair
- o   Certified Nursing Assistant (CNA)
- o   CISCO Networking
- o   Community Paramedic (Requires Paramedic Degree; extra certificate)
- o   Construction Technology
- o   Criminal Justice
- o   Emergency Medical Technician (EMT)
- o   Gas Metal Arc Welding (MIG)
- o   Graphic Design
- o   Health Professions
- o   Machining Technology
- o   Mechatronics (Basic Manufacturing)
- o   Phlebotomy
- o   Professional Medical Coder
- o   Programming/Mobile Development
- o   Web Development
- o   Welding Technology

# Indicates PRIOR APPROVAL REQUIRED FOR PROGRAM
Change of Majors for these programs **WILL NOT** BE PROCESSED
without the program coordinator/director's signature below.

Do you receive VA Education Benefits?   Y / N

Do you receive Career Pathways funds?   Y / N

Student Signature: _____   **Date:** ____ / ____ / ____

Arkansas State UNIVERSITY MOUNTAIN HOME

INTENT TO GRADUATE
Degree/Technical Certificate/Certificate of Proficiency Application
1600 South College Street, Mountain Home, AR 72653
Phone: 870-508-6181
Email: adminforms@asumh.edu

Note: Please print ALL information.

Name: _____ Student ID#: _____
<center>Name must be exactly as it appears on your Social Security Card</center>

This is a new:	☐ address	☐ telephone number	☐ E-mail address

Address: _____ _____ _____ _____
<center>Mailing address   City   State   ZIP</center>

Student e-mail address: _____@u.asumh.edu__ Phone: (___) _____

Administrative Use Only:

GPA:	TOTAL HOURS:	MATRIC DATE:	INIT ATTEND:	INIT ENROLL:	

CHECK **ALL** THAT APPLY:

SCHOOL OF ARTS & SCIENCES ASSOCIATE DEGREES:
- ○ **Associate of Arts – Transfer Degree** (AA/24.0101/0050)
- ○ **Associate of General Studies** (AGS/24.0102/0060)

SCHOOL OF ARTS & SCIENCES ASSOCIATE OF SCIENCE TRANSFER DEGREES:
- ○ **Agriculture – BUSINESS** (AGRIB/03.0103/3545)
- ○ **Agriculture – SCIENCE** (AGRIS/03.0103/3545)
- ○ **Business** (BUSAS/52.0101/0308)
- ○ **Education – K-6** Min 2.70 GPA (ASEDK6/13.1203/3540)
- ○ **Education – K-12 Special Education** Min 2.70 GPA (ASED/13.1203/3540)
- ○ **Education – Mid Level** Min 2.70 GPA (ASEDML/13.1203/3540)
  Choose two of the four subjects below for Middle School Ed:
  __Math __Science __Language Arts __Social Studies
- ○ **Education – Secondary Social Studies (History) (2 + 2 UCA Program)** Min 2.70 GPA (ASESSH/13.1203/3540)
- ○ **Liberal Arts & Sciences** (LASAS/24.0102/1090)

SCHOOL OF HEALTH SCIENCES ASSOCIATE OF APPLIED SCIENCE DEGREES:
- ○ **Registered Nursing LPN/Paramedic to RN** (RN/51.3801/0710)
- ○ **Paramedic Technology** (PAR/51.0904/0470)

SCHOOL OF HEALTH SCIENCES TECHNICAL CERTIFICATES:
- ○ **EMS** (ERMED/51.0904/4525)
- ○ **Health Professions** (HLTH/51.0000/2710)
- ○ **Health Sciences** (HLTHSC/51.0904/4530)
- ○ **Paramedic Technology** (PARTC/51.0904/4520)
- ○ **Practical Nursing** (LPNFAL/LPNSPG/51.3901/4660)
- ○ **Pre-Nursing** (PRENTC/51.1105/0114)
- ○ **Pre-Physical Therapist Assistant** (PTATC/51.1109/0113)
- ○ **Professional Medical Coding** (PMCTC/51.0713/0112)

SCHOOL OF HEALTH SCIENCES CERTIFICATE OF PROFICIENCIES:
- ○ **Certified Nursing Assistant (CNA)** (CNA/51.3902/0266)
- ○ **Certified Nursing Assistant Medication Assistant (CNA Med)** (CNAMED/51.2603/0256)
- ○ **Community Paramedic** (PARCP/51.0904/4521)
- ○ **Emergency Medical Technician (EMT)** (EMT/51.0904/0186)
- ○ **Health Professions** (HPCP/51.0000/0945)
- ○ **Phlebotomy** (PHL/51.1009/0246)
- ○ **Professional Medical Coder** (PMC/51.0713/4745)

SCHOOL OF BUSINESS & TECHNOLOGY ASSOCIATE OF SCIENCE DEGREES:
- ○ **Criminal Justice – Transfer Degree** (CRJAS/43.0107/3430)

SCHOOL OF BUSINESS & TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE DEGREES:
- ○ **Automotive –** (AUTAAS47.0604/0230); Workforce Technology (WORKA/47.9999/4886)
- ○ **Business Administration – Accounting/Finance** (BAAF/52.0401/0730)
- ○ **Business Administration – Business Operations** (BABO/52.0401/0730)
- ○ **Computer Technology and Networking** (CTNAAS/11.0401/0320)
- ○ **Criminal Justice** (CRJ/43.0103/0390)
- ○ **Cybersecurity** (CYBAAS/11.1003/0151)
- ○ **Digital Design** (DIGDES/10.0303/0125)
- ○ **Funeral Science** (FUSMH/FUSJ/FUSBB/FUSATU/FUSNWA/12.0301/0508)
  Select campus: __ASUMH __A-STATE __ASUBB __ATU Ozark __NWACC
- ○ **Hospitality Management** (HOSP/52.0901/1670)
- ○ **Mechatronics –** (MECAAS/15.0499/3150); (WORKM/47.9999/4886)
- ○ **Programming/Mobile Development** (PDM/11.0202/1182)
- ○ **Welding Technology – Gas Metal Arc** (WELDGM/48.0508/3509)
- ○ **Welding Technology – Gas Tungsten** (WELDG/48.0508/3509)
- ○ **Welding Technology – Pipe** (WELDP/48.0508/3509)

SCHOOL OF BUSINESS & TECHNOLOGY TECHNICAL CERTIFICATES:
- ○ **Accounting/Finance** (ACCFIN/52.0301/4261)
- ○ **Automotive Systems Repair** (AUTOTC/47.0604/2450)
- ○ **Construction Technology** (CNSTTC/46.0000/4401)
- ○ **Funeral Directing** (FUSMH/FUSJ/FUSBB/FUSATU/FUSNWA/12.0301/0508)
  Select campus: __ASUMH __A-STATE __ASUBB __ATU Ozark __NWACC
- ○ **General Business** (GENBUS/52.0201/2520)
- ○ **Hospitality** (HOSPTC/52.0901/1665)
- ○ **Information Systems Technology** (IST/11.0401/0120)
- ○ **Machining Technology** (MACHTC/48.0510/1495)
- ○ **Mechatronics** (MECHTC/15.0303/4510)
- ○ **Programming/Mobile Development** (PMDTC/11.0202/1181)
- ○ **Web Development**
- ○ **Welding** (WELDTC/48.0508/0509)

SCHOOL OF BUSINESS & TECHNOLOGY CERTIFICATE OF PROFICIENCIES:
- ○ **A+ Computer Technician** (A+TEC/11.0101/0005)
- ○ **Automotive Systems Repair** (AUTOCP/47.0604/1450)
- ○ **CISCO Networking** (CISCO/11.0901/4425)
- ○ **Construction Technology** (CNSTCP/46.0000/4501)
- ○ **Criminal Justice** (CRJCP/43.0103/0383)
- ○ **Gas Metal Arc Welding (MIG)** (GASMET/48.0508/1487)
- ○ **Graphic Design** (GRAPCP/50.0409/1313)
- ○ **Machining Technology** (MACHCP/48.0510/1492)
- ○ **Mechatronics (Basic Manufacturing)** (MECHCP/15.0303/0016)
- ○ **Programming/Mobile Development** (PMDCP/11.0202/1180)
- ○ **Web Development** (WEBCP/11.0801/1347)
- ○ **Welding** (WELDCP/48.0508/4905)

☐ **YES** "While completing some programs of study, students may also be eligible to receive additional Technical Certificates and/or Certificates of Proficiencies, which highlight specific skills in your degree program. By selecting "YES", I am requesting ASUMH award any other certificates which I may have earned during the completion of my degree program." Creating Opportunities…Changing Lives

INTENT TO GRADUATE

Degree/Technical Certificate/Certificate of Proficiency Application
1600 South College Street, Mountain Home, AR 72653
Phone: 870-508-6181
Email: adminforms@asumh.edu

Arkansas State
UNIVERSITY
MOUNTAIN HOME

State and Federal Report Requirements:

Gender: ☐ Male
☐ Female

Are you Hispanic? ☐ Yes ☐ No

All Students select one or more race categories:

☐ White ☐ American Indian or Alaskan Native

Citizenship: ☐ US Citizen/Resident
☐ Non-Resident Alien

☐ Black ☐ Native Hawaiian or Pacific Islander

☐ Asian ☐ Non-Resident Alien

Student Advisor Name: _____

Anticipated completion date:

☐ Fall 2020
Priority Deadline Date:
11/06/2020

☐ Spring 2021
Priority Deadline Date:
02/26/2021

☐ Summer I 2021
Priority Deadline Date:
06/23/2021

☐ Summer II 2021
Priority Deadline Date:
07/28/2021

Every effort to accommodate students who may miss the above priority deadline dates will be made. However, the following should be understood: Missing the priority deadline date if wanting to participate in the May 2021 Commencement Ceremony, may result in the lack of appropriate commencement attire. Additionally, the degree and/or certificate award date falling to the next available diploma award date.

IMPORTANT INFORMATION:
- ***ASUMH does not charge to award any certificate or degree.***
- ***Students, who choose to participate in the graduation exercise, will be charged $20.00 for the cap, gown and diploma cover.***
- ***Students only receiving a Certificate of Proficiency do not participate in the graduation exercise.***

Graduation Exercise

Do you plan to participate in the graduation exercise? ☐ **Yes** ☐ **No**

Cap and Gown Information (used to order your cap and gown): Height: _____ Weight: _____
Feet & inches **pounds**

Are you a United States military veteran? ☐ **Yes** ☐ **No**

List any clubs/organizations in which you have been active: _____

_____

Students earning a 2 – year degree and/or a Technical Certificate and are participating in the May Commencement Ceremony, are assessed a $20.00 Graduation Fee.

➡ **Student Signature:** _____ Date: _____ / _____ / _____

****

For Office Use Only:

Date e-mail sent: _____ ☐ Student ☐ Advisor ☐ Indexed

Date letter sent: _____ ☐ Student ☐ Advisor ☐ Indexed

Commencement Coordinator: _____ Date: _____ / _____ / _____

☐ Approved
☐ Conditionally approved pending successful completion of the degree requirements listed on the attached page
☐ See attached page for degree completion requirements

Associate Vice Chancellor: _____ Date: _____ / _____ / _____

Creating Opportunities…Changing Lives
ASUMH.edu ♦ 870-508-6100

Information Change Form

Office of Student Affairs
1600 S College St, Mountain Home, AR 72653
Telephone: 870-508-6104
Email: adminforms@asumh.edu Fax: 870-508-6287

Are you currently enrolled in a class?   Yes ☐   No ☐

SSN/Student ID Number: _____   Date of Birth: _____ / _____ / _____

Name currently listed as: _____

<table>
<tr><td>Last</td><td>First</td><td>Middle</td></tr>
</table>

Change My: ☐   Emergency Contact Information

☐   Mailing Address

☐   Name Change – provide following:

- Legal court documentation which changes name
- Social security card reflecting name change

☐   Personal Email

☐   Phone Number

LEGAL SOCIAL SECURITY CARD REFLECTING NEW NAME CHANGE REQUIRED

Permanent Name Change: _____

<table>
<tr><td>Last</td><td>First</td><td>Middle</td></tr>
</table>

Mailing Address: _____

City: _____   State: _____   Zip: _____

New Phone Number: (____) ____ - _____   Email Address: _____

Emergency Contact Name: _____

Emergency Telephone Number: _____

_____   ____ / ____ / ____
Student Signature   **Date**

For Office Use Only:

☐ Entered into POISE System   ☐ Imaging   ☐ Employee Initials: _____   ☐ Date ____ / ____ / __

Creating Opportunities…Changing Lives
ASUMH.edu ♦ 870-508-6100

STUDENT ADMISSION CHECKLIST

1600 S College St, Mountain Home, AR 72653
Email: transcript@asumh.edu
Phone: 870-508-6104
FAX: 870-508-6287

___ **1.** Completed ASUMH application found online at ASUMH.edu (paper application available).

___ **2.** Official high school transcript, _in a sealed envelope_, from the institution or GED scores, unless you have completed 24 or more college credit hours.

___ **3.** If you have attended any other colleges or universities, official transcripts from colleges attended are required. Official transcripts must be sent _**directly**_ to the ASUMH Admission Office.

___ **4.** Placement scores (ACT, ASSET, COMPASS, SAT, or ACCUPLACER).
- If student has completed College Composition I and/or College Algebra with a "C" or better, placement scores may not be required.
- ACCUPLACER tests are given on the ASUMH campus at a cost of $20.00.
- To schedule an appointment:
  - Go to cutt.ly/asumh-testing or call (870) 508-6209
  - Schedule a desired time for appointment
  - Pay the $20.00 fee with the Cashier (3rd floor Roller Hall)

If you have any questions, please call MaryJo Haworth in the Testing Center 870-508-6209. The Testing Center is open Tuesday through Thursday, 8 AM 5 PM (closed 12:15 PM – 1:15 PM for lunch) and open Friday 8 AM – 12 PM

___ **5.** Immunization record documenting **2 MMR shots** (measles, mumps, and rubella)
Options if no proof of MMRs exists:
- Vaccinations may be received at the Baxter County Health Unit
- Titer Test which tests for immunity, may be performed by your physician
- Contact the Arkansas Department of Health to applied for an Exemption

ASUMH Transcript Request

Print: _____

           First   Middle   Last

Other names under which you have attended: _____

Date of Birth: _____ Student ID or SS#: _____

* Student Signature: _____ **Date:** ___ / ___ / ___

(Please note: A handwritten signature is required. Signatures made on a computer with a mouse or stylus will be considered handwritten. Signatures made on the computer with keystrokes cannot be accepted)

The following information is new: □ **address** □ **phone #** □ **email**

Current Address: _____

         Street/ PO Box   City   State   Zip

Phone Number: (____)_____-_____ Email: _____

Are you a current ASUMH student? □Yes □No   Will you graduate this semester? □Yes □No

Send transcript now □   Send transcript after latest grades have been posted □

Additional documents to send: □ Immunization Records   □ Placement Scores

*(Please Note: **Placement Scores** can only be sent directly to schools, businesses or scholarship committees, they cannot be sent directly to the student. If you have questions please call 870-508-6104.)*

1) Recipient Name: _____
         Attn: _____
  Street Address: _____
   City/State/Zip _____

2) Recipient Name: _____
         Attn: _____
  Street Address: _____
   City/State/Zip _____

3) Recipient Name: _____
         Attn: _____
  Street Address: _____
   City/State/Zip _____

*Please submit your completed form with handwritten signature in one of the following ways:

· **Mail:** Attn: Admissions Office, 1600 South College Street, Mountain Home, AR 72653
· **In Person:** Admissions Office, Roller Hall, 3rd Floor
· **FAX:** 870-508-6287
· **Scan and Email:** transcript@asumh.edu

For Office Use Only   Processed on:_____   Processed by:_____

□ Official   □ Unofficial   □ SPEEDE   □ USPS   □ Picked-Up

Transcript and Document Request
(For requesting transcripts and documents from other institutions)

Name of College or Institution: _____

Please send the following documents:

- ○ **An official copy of my transcript**
- ○ **Placement scores (ACT, ASSET, SAT, ACCUPLACER or COMPASS)**
- ○ **Immunization record**

To the following institution:

Arkansas State University Mountain Home
Office of Admission
1600 South College Street
Mountain Home, AR 72653

This record required by ASUMH to complete my enrollment. Please forward the requested documents to the above address, as soon as possible, to meet the application deadline.

STUDENT, PLEASE PRINT YOUR INFORMATION BELOW:

Student Name (Last, First, Middle): _____

Maiden Last Name: _____

Address (Street or PO Box): _____

Address (City, State, Zip): _____

Social Security Number: _____ - ____ - _____

Date of Birth: _____ / _____ / _____

Student Signature: _____ **Date:** ___ / ___ / ___

ATTENTION STUDENT
Students will be allowed to register for ASUMH classes only after the receiving ALL of the following documents:

- • **Official high school transcript or GED scores**
- • **All college or university transcripts**
- • **Placement scores**
- • **Immunization record**

Withdrawal/Drop Form

Arkansas State **UNIVERSITY** **MOUNTAIN HOME**

1600 S College Street
Mountain Home, AR 72653
Email: adminforms@asumh.edu or Fax: 870-508-6287

Step 1: *STUDENT INFORMATION*

Print Name: _____ Student ID: _____

                     Last   First   MI

Step 2: *SPECIAL ADVISING –* ***THIS SECTION MUST BE FILLED OUT***

Do you receive VA Education benefits? O **Yes** O **No** If you answered yes, please **visit the VA Advisor in Financial Aid prior to withdrawing/dropping.**

Do you receive Career Pathways funds? O **Yes** O **No** If you answered yes, please **visit the Career Pathways Director prior to withdrawing/dropping.**

Are you currently on Academic Probation or Suspension Recovery? O **Yes** O **No** If you answered yes, please **visit the Academic Probation or Suspension Recovery Advisor prior to withdrawing/dropping.**

Step 3: *COURSE INFORMATION* - Please list all course information for the course(s) from which you are withdrawing/dropping.

Course #	Semester	Course Name / Title	Instructor	*WDR Code (Office Use)
Please circle ONE Withdrawal Reason below				

A. Institutional Reasons
1. Course content conflict
2. Administrative withdraw
3. Pre-Requisites not met
4. Course previously completed
5. Course not required for degree
6. NS not reported

B. Financial Reasons
1. Book/Material costs
2. Lost internet access after term began
3. Family Responsibilities
4. Financial aid/scholarship not sufficient to cover costs of tuition and fees
5. Transportation problems
6. Unexpected personal expenses

C. Personal/Health Reasons
1. Self – Pre-existing health condition
2. Immediate family
3. Self – New health condition
4. Moving out of ASUMH's service area
5. Immediate family death
6. Child care difficulties
7. Personal Non Health/Non Academic

D. Employment Reasons
1. Began full-time employment after term started
2. Began part-time employment after term started
3. Change in current job hours
4. Job change/transfer
5. Loss of employment
6. Spouse change of employment
7. Working too many hours

E. INTERNET Reasons
1. No internet access at beginning of term
2. Computer or software not compatible
3. Prefer classroom instruction
4. Difficulty submitting coursework

F. Academic Reasons
1. I did not commit 6 hours outside of class time preparing for the course
2. Change of degree/major
3. Lost/no interest
4. Coursework too difficult/too fast pace

Step 4: *STUDENT SIGNATURE* _____ *DATE:* _____ /_____ /_____

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Creating Opportunities *Changing* Lives

Visit us today at ASUMH.edu

Arkansas State UNIVERSITY MOUNTAIN HOME

1600 South College St. | Mountain Home, AR 72653 | **870.508.6100**