2024 – 2025
Catalog Errata

1600 South College Street
Mountain Home, AR 72653
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www.ASUMH.edu

Date: October 01, 2024

- Update admission requirements – see yellow highlighted font

Registered Nursing (RN) Students

Registered Nursing students must meet the standards and requirements for admission to ASUMH, which include 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.

Application to the RN program does not guarantee admission. Class size is limited and all applicants may not be accepted into the program. Information on specific deadlines may be found on the ASUMH website.

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

2. Must be 18 years of age by the start date of the first semester admitted into the program

3. 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
   c. Traditional RN students will take the HESI A2 Exam – Minimum score if 75% recommended

4. ACCUPLACER Next Generation Reading score of 252 or greater

5. Successful completion of any remedial courses.

6. Completion of all prerequisite courses with a grade of "C" or higher

7. Prerequisite 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

8. A minimum cumulative GPA of 2.5

9. Proof of either LPN or EMT-P license required for the LPN/Paramedic to RN program and documentation of four month of full-time employment as a licensed practical nurse or licensed paramedic.

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.

Page 32   **Refund Policy**
- Correct refund dates – see yellow highlighted font

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 11th 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 **11th business day** - 100% Refund
    - 12th 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)

- Add new CNA course offerings open to high school students only

1004   Nursing Assistant I Provides introductory instruction with an emphasis on technical skills, professional relationships, and workplace ethics. Both CNA 1004 and CNA 1003 are required to be eligible to complete the Arkansas skills test to become a Certified Nursing Assistant (CNA). Must earn a grade of "C" or better to proceed to CNA 1003. (F)

1003   Nursing Assistant II Continuation of CNA 1004 providing 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 CNA program are prepared to work in long-term care, acute care, and home-health care settings. Prerequisite: Completion of CNA 1004 with a grade of "C" or better. (S)

- Update degree sheet to include new CNA course offerings open to high school students only

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

2024-2025

CERTIFICATE OF PROFICIENCY IN CERTIFIED NURSING ASSISTANT (CNA)

Degree Code (CASSP) Number: 51.3902

A Certificate of Proficiency may be earned by a student who have demonstrated mastery of skills and knowledge against a set of competency standards in a specific area or discipline.

To earn a Certificate of Proficiency in Certified Nursing Assistant, students must complete the courses below with a grade of "C" or better.

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

The program of study can be a stand-alone program or can be built into a certificate or associate degree curriculum and is designed to enhance a person's skill set in making him or her more productive and marketable.

Student Learning Outcomes for the Certified Nursing Assistant (CNA) Program

1. Relate Roles and responsibilities of nursing assistants as they pertain to ethics, communication, diversity, legal responsibilities, and abuse laws.
2. Demonstrate safety and infection control precautions that comply with clinical site policy and standards of care.
3. Properly perform essential nursing assistant clinical skills.

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

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Certified Nursing Assistant Content (7 credit hours)				
CNA	1007	Nursing Assistant – Available to Traditional Students (must earn a "C" or better)	7	_____
		Courses below are available to High School Students Only		
CNA	1004	Nursing Assistant I – *High School Students Only* (must earn a "C" or better)	4	_____
CNA	1003	Nursing Assistant II – *High School Students Only* (must earn a "C" or better)	3	_____
		Program Total 7 Hours		

Incorrect – see new entry further down in document

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Updated 08-14-24 cgt

- Update EMT 1009 course number on degree sheet

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.

2024-2025

ASUMH

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.

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

Student Learning Outcomes for the TC EMS (Emergency Medical Services) Program
1. Demonstrate a basic understanding integrated 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.
2. Demonstrate personal behaviors consistent with the professionalism and moral standards associated with a pre-hospital provider.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcome:
3. Demonstrate basic understanding of the anatomy and physiology of body systems.

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

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (15 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	____
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 (16 credit hours)

Biology (4 credit hours)
(All body systems must be covered.)

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. OR by successfully completing: BIOL 2004 Human Anatomy and Physiology I & Lab and BIOL 2014 Human Anatomy and Physiology II & Lab.		
EMT	1014	Emergency Medical Technician I	4	____
EMT	1015	Emergency Medical Technician II	5	____
		(EMT 1009 Emergency Medical Technician may be substituted for EMT 1014 EMT I and EMT 1015 EMT II).		
HSA	2013	Medical Terminology	3	____

Program Total 31 Hours

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Updated 08-14-24 cgt

- Correct ORT requirement with ORT 1011 First Year Experience

2024-2025

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 and be aware that they may be required to complete additional lower-division courses to meet specified prerequisite course requirements for their chosen baccalaureate degree program upon Arkansas public university transfer.

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 Associate of Applied Science (AAS) in Funeral Science degree prepares students to pursue a career as a professional funeral director and embalmer. The aims of the program are to enlarge the background and knowledge of students about the funeral service profession; educate students in every phase of funeral service; help students develop the proficiency and skills necessary of the profession; educate students concerning the responsibilities of the funeral service profession to the community at large; emphasize higher standards of ethical conduct; provide a curriculum at the post-secondary level of instruction; and to encourage research in the field of funeral service. Students are prepared for entry into the profession after graduation.

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.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:
11. Applications of Math and the Natural Sciences appropriate to degree or field of study.
12. Composition and Oral Communication.
13. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
14. Utilization of technology appropriate to degree or field of study.

The Funeral Science associate degree program at Arkansas State University - Mountain Home is accredited by the American Board of Funeral Service Education (ABFSE) 992 Mantua Pike, Suite 108, Woodbury Heights, NJ 08097, (816) 233-3747, Web: www.abfse.org

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

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	_____

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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	1011	First Year Experience	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 Hours

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

- Correct ORT requirement with ORT 1011 First Year Experience

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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.

2024-2025

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.

Student Learning Outcomes for TC Funeral Directing Program
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. Demonstrate skills required for conducting arrangement conferences, visitations, services, and ceremonies.
5. Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains.
6. Describe methods to address the grief-related needs of the bereaved.
7. Explain management skills associated with operating a funeral establishment.
8. Demonstrate verbal and written communication skills and research skills needed for funeral service practice.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcomes:
9. Applications of Math and the Natural Sciences appropriate to degree or field of study.
10. Composition and Oral Communication.

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

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (19 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
BIOL	1013	Introduction to Human Anatomy and Physiology for Non-Healthcare Majors	3	_____
CIS	1053	Computer Essentials	3	_____
COMM	1203	Oral Communication	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
ORT	1011	First Year Experience	1	_____
Funeral Science Core (17 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	_____

Program Total 36 Hours

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Updated 08-14-24 cgt

Page 176   (CNA) NURSING ASSISTANT
- **Correction** to earlier entry
- Course numbers had been transposed

1003   **Nursing Assistant I** Provides introductory instruction with an emphasis on technical skills, professional relationships, and workplace ethics. Both CNA 1003 and CNA 1004 are required to be eligible to complete the Arkansas skills test to become a Certified Nursing Assistant (CNA). Must earn a grade of "C" or better to proceed to CNA 1004. (F)

1004   **Nursing Assistant II** Continuation of CNA 1003 providing instruction with an emphasis on technical skills, professional relationships, and workplace ethics. Clinical hours are completed during CNA 1004. Graduates of the program are eligible to complete the Arkansas skills test to become a Certified Nursing Assistant (CNA). Graduates of the CNA program are prepared to work in long-term care, acute care, and home-health care settings. Prerequisite: Completion of CNA 1003 with a grade of "C" or better. (S)

Page 140   **Certificate of Proficiency in Certified Nursing Assistant (CNA)**
- **Correction** to earlier entry: Course numbers had been transposed
- Open to high school students only

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.

2024-2025

ASUMH

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.

Student Learning Outcomes for CP Certified Nursing Assistant (CNA) Program
1. Define Roles and responsibilities of nursing assistants as they pertain to ethics, communication, diversity, legal responsibilities, and abuse laws.
2. Demonstrate safety and infection control precautions that comply with clinical site policy and standards of care.
3. Properly perform essential nursing assistant clinical skills.

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

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Certified Nursing Assistant Content (7 credit hours)				
CNA	1007	Nursing Assistant – Available to Traditional Students (must earn a "C" or better)	7	___
		Courses below are available to High School Students Only		
CNA	1003	Nursing Assistant I – High School Students Only (must earn a "C" or better)	3	___
CNA	1004	Nursing Assistant II – High School Students Only (must earn a "C" or better)	4	___
		Program Total 7 Hours		

- **Update English Scores**

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
Art and Design	3	ART 1033
Art History	3	ART 2503
Biology	3	BIOL 1003
Biology	4	BIOL 1003 & BIOL 1001
Chemistry	3 (*Plus departmental validation of lab skills)	CHEM 1013 & CHEM 1011*
Computer Science A	3	CIS 1053 or CIS 1203
Computer Science Principles	3	CIS 1053 or CIS 1203
Macroeconomics	3	ECON 2313
Microeconomics	3	ECON 2323
English Language and Composition	3	ENG 1003
English Language and Composition	4	ENG 1003 & ENG 1013
English Literature and Composition	3	ENG 1003 or ENG 2013
German Language and Culture	3	GRM 2013
World History: Modern	3	HIST 1023
European History	3	HIST 2213
United States History	3	HIST 2763
United States History	4	HIST 2763 & HIST 2773
Statistics	3	MATH 2103

Page 182   **(ENG) ENGLISH**
- Add new ENG course offering

0011 **Composition I Support** (non-credit/pass-fail) Focuses on improving writing content, organization, grammar and sentence structure. 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 I in the same semester. Refer to English Composition Testing and Placement chart for placement scores. (F, S. SU)

Page 189 – 190 **(HUMN) HUMANITIES**
- Add new HUMN course offering

1411 **Honors Internship** Provides students with an opportunity to earn honors academic credit while applying academic knowledge and critical thinking skills to address work/life situations and challenges that may arise in a non-classroom environment and to explore how a work or service experiences in a field of interest contributes to the student's professional and intellectual development and informs future career choices or future commitment to community service. (D).