2025-2026

Catalog

Creating Opportunities.
Changing Lives.

Arkansas State University Mountain Home

2025 - 2026 Catalog

For updates to the 2025 - 2026 Catalog,
please check the ASU - Mountain Home Website:

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

To visit us, go to:

ASUMH.edu

1600 South College 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

Welcome to Arkansas State University-Mountain Home! As Chancellor, I am excited to extend a warm welcome to all of you joining our dynamic college.

At ASU-Mountain Home, we are focused on creating opportunities and changing lives. We offer a diverse range of degree programs tailored to meet your needs, whether you're interested in technical education, health sciences, or pursuing a transfer degree to continue your studies elsewhere.

Our faculty and staff are committed to your success, providing personalized attention and support every step of the way. With small class sizes and hands-on learning experiences, you'll have the opportunity to interact closely with instructors and classmates, fostering a collaborative and engaging learning environment.

In addition to our academic offerings, ASU-Mountain Home provides a variety of support services to help you thrive both inside and outside the classroom. From tutoring and academic advising to career counseling and student organizations, we're here to help you reach your goals and make the most of your college experience.

Thank you for choosing Arkansas State University-Mountain Home as your educational home. I look forward to seeing you grow and succeed as part of our vibrant learning community.

Sincerely,

Bentley Wallace, Ed.D.

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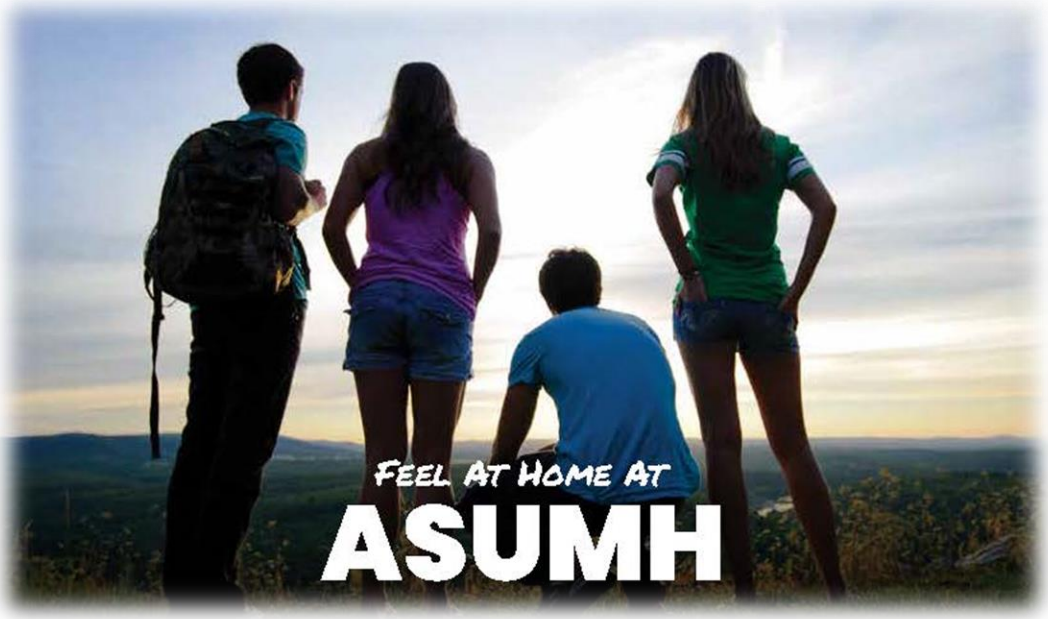
GENERAL INFORMATION



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
A-State Programs	(870) 508-6170
Bookstore	(870) 508-6114
Cashier	(870) 508-6125
Center for Workforce Education	(870) 508-6106
Community Education	(870) 508-6133
Financial Aid and Scholarships	(870) 508-6241
IT Help Desk	(870) 508-6223
Norma Wood Library	(870) 508-6112
Campus Police	(870) 508-6300
Testing Center	(870) 508-6209

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/Non-Discrimination 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 individuals with disabilities.

ASUMH is committed to offering all students, employees, applicants for employment, and other interested parties the rights and protections afforded 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)
- Marital Status
- Veteran Status

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

Brian Carlisle
Vice Chancellor of Students
Title IX Coordinator
(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 Coordinator 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

Arkansas State University Mountain Home CAMPUS MAP

1 Roller Hall
- Academic Affairs (3rd Floor)
- Admissions (3rd Floor)
- Career Pathways (1st Floor)
- Career Placement (3rd Floor)
- Cashier's Office (3rd Floor)
- Chancellor's Office (3rd Floor)
- Financial Aid (3rd Floor)
- Hurd Student Center & OwlCove (2nd Floor)
- Library (1st Floor)
- Registrar (3rd Floor)
- Student Services (3rd Floor)
- Testing/Computer Center (2nd Floor)

2 Dryer Hall
- Learning Commons (2nd Floor)
- McMullin Lecture Hall (2nd Floor)

3 Vada Sheid CDC
- Art Gallery (2nd Floor)
- Box Office (1st Floor)
- Campus Police (1st Floor)
- Community Education (1st Floor)
- Coulter Performing Arts Center (1st Floor)
- Development (1st Floor)
- Finance & Administration (2nd Floor)
- Human Resources (1st Floor)
- Institutional Advancement (1st Floor)
- McClure Convention Center (1st Floor)
- Payroll (1st Floor)
- Recruiting (1st Floor)
- Trout Room (1st Floor)

4 McClain Hall
- ASU-Jonesboro Office (1st Floor)
- GED Program (2nd Floor)

5 Integrity First Hall
- Dean of Business, Arts & Sciences (2nd Floor)
- Fitness Center (1st Floor)

6 Gotaas Hall
- Dean of Technology & Health Sciences (2nd Floor)

7 McCurley Maintenance Complex

8 R. L. Myers Technical Education Campus

9 Keller Green

10 Pattee Plaza

A–H Parking

2025 – 2026 ASUMH ACADEMIC CALENDAR
Fall 2025

ASUMH Faculty/Staff Convocation	August 11
Advising and Registration	August 12 – 15
Book Vouchers Available	August 12 – 15
Late Night Registration	August 14
Golden Age Registration	August 15
Last Day to Register for 1st 7 Week classes	August 18
Classes Begin (Full Term and 1st 7 Week classes)	August 18
Secondary Center Classes Begin at Technical Center	August 18
Late Registration/Schedule Changes	August 18 – 22
Fall Tuition/Fee Payment Due to Retain your current Fall Class Schedule (Full Term and 1st 7 Week Classes)	August 20
No Show Rosters Due (Full Term and 1st 7 Week classes) ***New Fall 2025***	Noon, August 26
Drop for Non-Payment	August 28
Last Day to Charge Books	August 29
Labor Day (No Classes)	September 1
Last Day of 100% Refund (Full Term and 1st 7 Week classes)	September 2
Census Date (11th Day Class Certification)	Noon, September 2
Last Day to Withdraw from 1st 7 Week Classes	September 22
Last Day of 1st 7 Week Classes	October 2
Mid-Term Grades Due for Full Term Classes	Noon, October 3
Grades and General Education Outcomes Due for 1st 7 Week classes	Noon, October 3
2nd 7 Week Classes Begin	October 6
Last Day to Register for 2nd 7 Week Classes	October 6
Fall Tuition/Fee Payment Due to Retain your current Fall Class Schedule (2nd 7 Week Classes)	October 6
No Show Rosters Due (Full Term and 2nd 7 Week classes)	Noon, October 10
Drop for Non-Payment	Noon, October 10
Last Day of 100% Refund (2nd 7 Week classes)	October 13
Registration Opens for Spring 2026 and Summer 2026	October 13
Last Day to Submit ***Intent to Graduate*** form for December Graduates	Tuesday, November 4
Student Feedback of Instruction	November 17 – 21
Last Day to Withdraw from Full Semester and 2nd 7 Week Classes	November 21
Fall Break/Thanksgiving Holiday	November 24 – 28
Last Day of Fall Classes including 2nd 7 Week Classes	December 1
Study Day	December 2
Final Examinations	December 3 – 9
Health Sciences Pinning Ceremony	December 10
Grades and General Education Outcomes Due for Fall Term and 2nd 7 Week Classes	Noon, December 10
Diploma Date	December 10
Campus Closed	December 23 – January 2, 2025

2025 – 2026 ASUMH ACADEMIC CALENDAR
Spring 2026

ASUMH Faculty/Staff Convocation	January 5
Advising and Registration	January 5 – 9
Book Vouchers Available	January 6
Late Night Registration	January 8
Golden Age Registration	January 9
Last Day to Register for 1st 7 Week Classes	January 12
Classes Begin (Full Term and 1st 7 Week Classes)	January 12
Secondary Center Classes Begin at Technical Center	January 12
Late Registration/Schedule Changes	January 13 – 16
Spring Tuition/Fee Payment Due to Retain your current Spring Class Schedule (Full Term and 1st 7 Week Classes)	January 14
Martin Luther King Jr.'s Birthday Observed (Holiday – No Classes)	January 19
Last Day to Use Book Voucher	January 23
No Show Rosters Due (Full Term and 1st 7 Week Classes)	Noon, January 21
11th Day Class Certification	Noon, January 27
Drop for Non-Payment	Noon, January 27
Last Day of 100% Refund (Full Term and 1st 7 Week Classes)	January 27
Last Day to Withdraw from 1st 7 Week Classes	February 16
Last Day of 1st 7 Week Classes	February 26
Grades and Student Learning Outcomes Due for 1st 7 Week Classes	Noon, February 27
Mid-Term Grades Due for Full Term Classes	February 27
2nd 7 Week Classes Begin	March 2
Last Day to Register for 2nd 7 Week Classes	March 2
Spring Tuition/Fee Payment Due to Retain your current Spring Class Schedule (2nd 7 Week Classes)	March 3
Last Day to Submit ***Intent to Graduate*** form for May Graduates	March 6
Last Day of 100% Refund (2nd 7 Week Classes)	March 9
No Show Rosters Due (2nd 7 Week Classes)	March 9
Registration Opens for Fall 2026	March 16
Spring Break (No Classes)	March 23 – 27
Last Day to Withdraw from Full Semester and 2nd 7 Week Classes	April 10
Student Feedback of Instruction	April 13 – 17
Last Day of Spring Classes including 2nd 7 Week Classes	April 27
Study Day	April 28
Final Examinations	April 29 – May 4
Grades and General Education Outcomes Due for Spring Term and 2nd 7 Week	Noon, May 7
Health Sciences Pinning	May 7
Diploma Date	May 11
Commencement	Monday, May 11 at 6:30 p.m.

2025 – 2026 ASUMH ACADEMIC CALENDAR
Summer I 2026

Registration for Summer I and Summer II	May 21 – 22
Memorial Day (Holiday – No Classes)	May 25
Classes Begin (including Extended Summer I Classes)	May 26
Last Day for Late Registration or for Changing from Credit to Audit	May 26
Summer I Tuition/Fee Payment Due	May 28
Last Day to Charge Books	May 28
Last Day of 100% Refund	June 1
No Show Rosters Due	Noon, June 1
5th Day Class Certification for Summer I Classes	Noon, June 1
Drop for Non-Payment	Noon, June 1
Last Day to Withdraw	June 18
Last Day of Summer I Classes	June 24
Final Examinations	June 24
Grades and Student Learning Outcomes Due for Summer I	Noon, June 25
Diploma Date	June 25

2025 – 2026 ASUMH ACADEMIC CALENDAR
Summer II 2026

Registration for Summer II	June 22 – June 26
Classes Begin (Continuation of Extended Summer I Classes)	July 1
Last Day for Late Registration or for Changing from Credit to Audit	July 1
Summer II Tuition/Fee Payment Due	July 2
July 4th Holiday (No Classes, Campus Closed - Saturday)	July 4
Last Day of 100% Refund	July 8
No Show Rosters Due	Noon, July 8
5th Day Class Certification for Summer II Classes	Noon, July 8
Drop for Non-Payment	Noon, July 8
Last Day to Withdraw	July 23
Last Day of Summer II and Extended Summer I Classes	July 30
Final Examinations	July 30
Grades and Student Learning Outcomes Due for Summer II	Noon, August 3
Diploma Date	August 3
Health Sciences Pinning	August 6

VISION, MISSION, AND PURPOSES

MISSION

The mission of ASUMH is to **L.E.A.D.** through educational opportunities.

L. – Lifelong Learning,
E. – Enhanced Quality of Life,
A. – Academic Accessibility, and
D. – Diverse Experiences

ASUMH is a public, open access, two-year campus of the Arkansas State University System that offers associate degrees and technical certificate programs that consist of general education courses, technical program courses, and customized training to meet the needs of local business and industry entities. The service area is comprised of Baxter and Marion Counties in North Central Arkansas.

VISION

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

PURPOSES

Imbedded in the mission statement are the ASUMH Institutional Purposes:

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

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

ACCESS AND ENGAGEMENT STATEMENT

At ASUMH, we celebrate the many different paths our students, faculty, and staff have traveled to get here. By bringing together individuals from a wide range of backgrounds and experiences, we foster a vibrant and dynamic campus community. Our goal is to offer meaningful opportunities for all students to grow academically and personally, while preparing them to thrive in an ever-changing world.

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 have now graced 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. In August of 2023, Dr. Bentley Wallace was named the third Chancellor of ASUMH.

The ASUMH Dr. Robert L. Myers Technical Education Campus, located at 4034 Highway 62 West (two miles west of the main campus), serves as a secondary center for area high school students and houses the Czeschin – Newth Workforce Development Center where many technical degrees are offered. The Myers Technical Education Campus opened for the fall semester in 2014 and is an approved site by the Arkansas Department of Career Education.

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
230 South LaSalle Street, Suite 7 – 500
Chicago, Illinois 60604-1411
1-312-263-0456
www.ncahigherlearningcommission.org

Commission on Accreditation of Allied Health Education Programs (CAAHEP)
9355 113th Street North #7709
Seminole, FL 33775
(727) 210-2350
www.caahep.org

American Board of Funeral Service Education
992 Mantua Pike, Suite 108
Woodbury Heights, NJ 08097
(816) 233-3747
www.abfse.org

ASUMH Memberships and Affiliations

American Association of Community Colleges

American Composites Manufacturers Association

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

Association of Chief Academic Officers (ACAO)

CISCO Networking Academy

Community College Humanities Association

CompTIA Academic Partner

Council of North Central Two-Year Colleges

Council for Resource Development

National Alliance of Concurrent Enrollment Partnerships (NACEP)

National Association of College and University Business Officials

National Coalition of Certification Centers

National Council for Marketing and Public Relations

National Council for Workforce Education

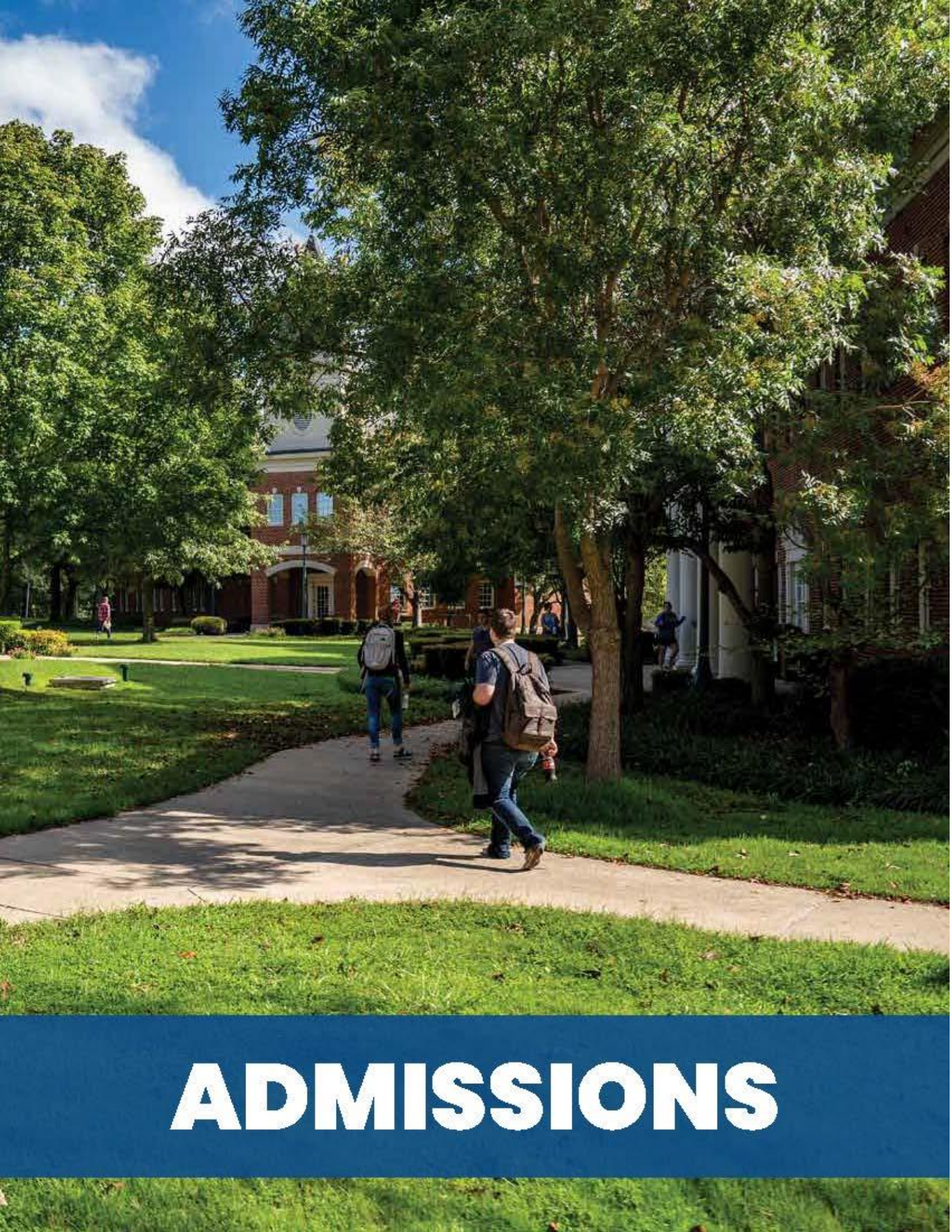
North Arkansas Two-Year College Consortium (NATYC)

Open Education Network Community

Southern Association of College and University Business Officers

Southern Association of Collegiate Registrars and Admissions Officers

American Welding Society



ADMISSIONS

ADMISSIONS

Admission Policy
Arkansas State University Mountain Home has an open-door admission policy. Completion of an admission application (www.asumh.edu/apply) is required of all students and full admission is granted to all students except for those needing special consideration (see "Special Consideration Policy"). Misrepresentation of facts on the admission application may result in conditional admission or denial.

Readmission Policy
Students who have not been enrolled at ASUMH for more than one year must reapply for Admission. If the student attended a different undergraduate institution after leaving ASUMH and they would like credit for those classes, they should submit an official college transcript by the end of their first semester of re-enrollment at ASUMH. Transcripts containing graduate-level coursework are not needed. Students who did not succeed academically during their previous enrollment at ASUMH should inquire about the Academic Clemency Policy.

Registration Policy
In order to register for classes at ASUMH, students must have placement test scores on file or an unofficial college transcript showing successful completion of ENG 1003 Composition I and MATH 1023 College Algebra, or their equivalents. A registration hold will be placed on the account until one of these documents is received. Students must have all required documents submitted to the Admissions Office by the end of their first semester. A list of required documents is in the "Required Documents" section.

Special Consideration Policy
An informational email will be sent to the prospective student, which will include a letter from the Special Considerations Committee and the supplement application. The additional requirements for Special Considerations include a supplemental application, a letter from the applicant describing the circumstances of the crime, police reports, and court documents. Letters of recommendation, documentation of completion of rehabilitation programs, 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. This process may delay admission, depending on the time required to receive all documentation. All information provided with additional documentation will be considered before a decision is made by the Special Consideration Committee. All decisions made by the Special Consideration Committee are final.

Transcript Policy
To be considered official, a transcript must:

1. Arrive in a sealed envelope directly from the institution, or

2. Arrive via an electronic delivery system (Triand, Speede, Clearinghouse, Parchment, etc.) -- emailed transcripts can be sent to admissions@asumh.edu.

Transcripts sent to ASUMH via fax, directly from the student, or transcripts which have already been opened will be considered unofficial and can be used as a placeholder for one semester. Official transcripts must be provided to the Admissions Office by the end of the student's first semester of enrollment.

Placement Score Policy
In accordance with Arkansas state law, test scores are required for placement in Math, English, and Reading. Placement scores can come from any of the following: ACT, SAT, and ACCUPLACER. Scores must be less than six years old and the highest placement scores will be used for placement purposes. Students with placement scores older than six years will be asked to take an Accuplacer placement exam, which can be done through the ASUMH Testing Center. For more information on placement scores, please see the "Testing and Placement" section of this catalog. (Pages 48 – 51)

DOCUMENTATION

Required Documents

By the end of a student's first semester, the student must have submitted the following documents to the Admissions Office:

1. In accordance with Arkansas statute, immunization records with proof of two MMR (measles, mumps, and rubella) vaccines are required for all students born after January 1, 1957, if a student is unable to provide immunization records, they should contact the ASUMH Admissions Office for alternative options.

2. First-Time Entering Freshman students (see "Student Categories for Enrollment") need to submit an official high school transcript or GED score; home-schooled students may submit a transcript which meets the requirements of the state where homeschooling was completed.

3. Transfer students (see "Student Categories for Enrollment") will need to submit an official college transcript from their most recent undergraduate institution.

    - The Transcript Evaluation Office will evaluate the official transcript from the most recent undergraduate institution and apply appropriate credits, based on the student's declared degree, to the student's ASUMH transcript. If the most recent transcript has transferable credit from previous institutions, an evaluation will be done for all transferable credits.

    - If a transfer student wants credit for courses taken at previous institutions that are not listed on their most recent college transcript, they are required to submit the official college transcript(s) containing those courses; however, some programs (Funeral Science, Paramedic, LPN/Paramedic to Registered Nursing and Traditional Registered Nursing) and certain courses may require official transcripts

    - Graduate-level transcripts and transcripts from vocational schools that are not accredited have no transferable credit coursework and are not required.

4. Transient/Temporary (see "Student Categories for Enrollment") students must submit a copy of their unofficial or official transcript from their current institution.

If required documents are not received by the end of the first semester, a hold will be placed on the student's account. This hold will prevent registration for the next semester and will not be lifted until all documents are received.

Special Consideration Required Documents

The additional requirements for Special Considerations include a supplemental application and a letter from the applicant, which will be sent to the student by email and mail immediately after the application is made. 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. This process may delay admission, depending on the time required to receive all documentation. All information provided with the additional documents will be considered before a decision is made by the Special Consideration Committee.

STUDENT CATEGORIES FOR ENROLLMENT

Concurrent Students
Students who have successfully completed their 8th grade year are eligible for concurrent courses. Once a high school student enrolls in college-level courses; they will be considered a Concurrent Student.

First-Time Entering Freshmen
Students attending the institution for the first time at the undergraduate level will be considered First-Time Entering Freshmen. This includes students enrolled in the fall term who attended college for the first time in the immediate prior summer term. It also includes students who entered college with credits earned before high school graduation.

Readmitted Students
Students who have taken courses at ASUMH previously, not through concurrent enrollment, and are coming back to continue their education are considered Readmitted Students.

Transfer Students
Students who have previously attempted post-secondary coursework at another higher education institution will be considered Transfer Students. Student status (Freshman or Sophomore) at ASUMH will be determined based on the number of college-level hours completed at previous institutions.

Temporary/Transient Students
Non-degree seeking students who enroll in classes at ASUMH and transfer the credits to their home institution the following semester are considered Temporary/Transient Students. Generally, this enrollment category will apply to summer terms.

Non-Degree Seeking Students
Students who are interested in taking courses for personal enrichment will be Non-Degree Seeking Students. Most Golden Age students (those over the age of 60) will fall into this category.

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) Students

CNA 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 date clinical begins, during the semester enrolled.

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. Signed 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/Funeral Directing Students

Candidates for the Associate of Applied Science (AAS) in Funeral Science degree or the Technical Certificate (TC) in Funeral Directing 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 Human Anatomy and Physiology II & Lab; Must have completed courses within the past five years.
    - 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

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. Submission of the online Funeral Science program application

Students who have been accepted in the AAS Funeral Science or the TC in Funeral Directing program are sent an acceptance packet.

Admission into the AAS in Funeral Science or the TC in Funeral Directing programs is not complete until all required forms have been completed and submitted to the Funeral Science Department.

Registered Nursing (Traditional) Students

Candidates for admission into the Associate of Applied Science in Registered Nursing Traditional program must meet the following 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. Admission to ASUMH (go to www.asumh.edu/apply)

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

3. Submit the online health sciences program application (https://www.cognitoforms.com/StudentSuccess1/ApplicationForHealthSciencesPrograms) and all the required supplemental materials by the posted due date found on the ASUMH website. (https://asumh.edu/lpntorn/)

4. Completion of the following prerequisite courses with a grade of "C" or better
   - BIOL 2004 Human Anatomy and Physiology I & Lab
   - ENG 1003 Composition I
   - MATH 1113 Applied Math
   - ORT 1031 First Year Experience for Health Science
   - PSY 2513 Introduction to Psychology
   - RN 2003 Fundamentals of Clinical Nursing/Lab

   ❖ *Conditional admission may be granted pending successful completion with a grade of "C" or better of prerequisite courses in progress during the application period.*

5. Successful completion of any remedial courses (Testing and Placement standards are available in the ASUMH Catalog)

6. Complete the HESI A2 Exam (minimum score of 75% recommended)
   Exam may be scheduled with the ASUMH Testing Center online at (https://asumh.edu/pages/main/337/testing-center)

7. A minimum cumulative GPA of 2.5

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.

Registered Nursing (LPN/Paramedic to RN) Students

Candidates for admission into the Associate of Applied Science in Registered Nursing LPN/Paramedic to RN program must meet the following 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. Admission to ASUMH (go to www.asumh.edu/apply)
2. Must be 18 years of age by the start date of the first semester admitted into the program
3. Submit the online health sciences program application (https://www.cognitoforms.com/StudentSuccess1/ApplicationForHealthSciencesPrograms) and all the required supplemental materials by the posted due date found on the ASUMH website. (https://asumh.edu/lpntorn/)
4. Completion of the following prerequisite courses with a grade of "C" or better
   - BIOL 2004 Human Anatomy and Physiology I & Lab
   - BIOL 2014 Human Anatomy and Physiology II & Lab
   - ENG 1003 Composition I
   - MATH 1113 Applied Math
   - PSY 2513 Introduction to Psychology

   ❖ *Conditional admission may be granted pending successful completion with a grade of "C" or better of prerequisite courses in progress during the application period.*
5. Proof of either LPN or EMT-P license and documentation of a minimum of four months of full-time employment as a licensed practical nurse or licensed paramedic
6. Complete the HESI Exam
   - LPNs take the HESI LPN-ADN Entrance Exam (minimum score of 750 recommended)
   - Paramedics take the HESI EMS-ADN Entrance Exam (minimum score of 650 recommended)

   Exam may be scheduled with the ASUMH Testing Center online at (https://asumh.edu/pages/main/337/testing-center)
7. A HESI Reading Comprehension score of 75% or an Accuplacer English score of 252 or higher or an ACT English score of 19 or higher or successful completion of CPT 0123 College Reading
8. A minimum cumulative GPA of 2.5

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. Information on specific deadlines may be found on the ASUMH website.

There is a competitive admission process based on:

1. Paramedic program application
2. HESI Admission Assessment (A2) Exam score – a minimum score of 70% recommended
3. Successful completion of any necessary remedial courses prior to application submission
4. Completion of all required prerequisite courses with a grade of “C” or higher
5. Prerequisite 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
6. A minimum cumulative GPA of 2.5
7. 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

Candidates for admission into the Technical Certificate in Practical Nursing must meet the following 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. Information on specific deadlines may be found on the ASUMH website.

1. Admission to ASUMH (go to www.asumh.edu/apply)

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

3. Submit the online health sciences program application (https://www.cognitoforms.com/StudentSuccess1/ApplicationForHealthSciencesPrograms) and all the required supplemental materials by the posted due date found on the ASUMH website. (https://asumh.edu/degrees-and-programs/health-sciences/degree/8/nursing-practical-nursing)

4. Completion of all remedial education courses (Testing and Placement standards are available in the ASUMH Catalog)

5. Complete the HESI A2 Exam (minimum score of 70% recommended)
   Exam may be scheduled with the ASUMH Testing Center online at (https://asumh.edu/pages/main/337/testing-center)
   The exam may be taken no more than twice per year and must be taken within one year of being admitted to a program.

6. Completion of the following prerequisite courses with a grade of "C" or better
   - BIOL 1024 Human Anatomy and Physiology for Healthcare Professions & Lab
     OR BOTH
   - BIOL 2004 Human Anatomy and Physiology I & Lab ***AND***
     BIOL 2014 Human Anatomy and Physiology II & Lab

   ❖ *Conditional admission may be granted pending successful completion with a grade of "C" or better of prerequisite courses in progress during the application period.*

7. Proof of Arkansas CNA licensure

Selection to the LPN program will be based on a combination of prerequisite 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.

Commercial Driver License (CDL) Students
Commercial Driver License (CDL) 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.)

Students are considered for the Commercial Driver License (CDL) program after completing and submitting the following information BEFORE the first day of class:

1. ASUMH Admission application
2. Must be at least 18 years of age
3. Must pass the Department of Transportation (DOT) physical
4. *Must have a clean drug screen
5. Must have a valid United States driver's license
6. Must have an original certified birth certificate with a official stamp
7. Must have an Arkansas Commerical Driver's License Permit prior to being registerd in CTD 1007

* Commercial Truck Driving students will be subject to random drug screenings throughout the duration of the course.

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. Documentation (required by Arkansas statute for students born after January 1, 1957) of two immunizations for measles, rubella, and mumps or a letter of exemption from the State of Arkansas

All students admitted under unconditional admission are not required to complete remedial courses.

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 will also be considered to unconditional admission. (See Transfer Student – Student Categories for Enrollment. (page 21)

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, or ACCUPLACER) for college-level classes.

2. Documentation (required by Arkansas statute for students born after January 1, 1957) of two immunizations for measles, rubella, and mumps or a letter of exemption from the State of Arkansas

3. 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.

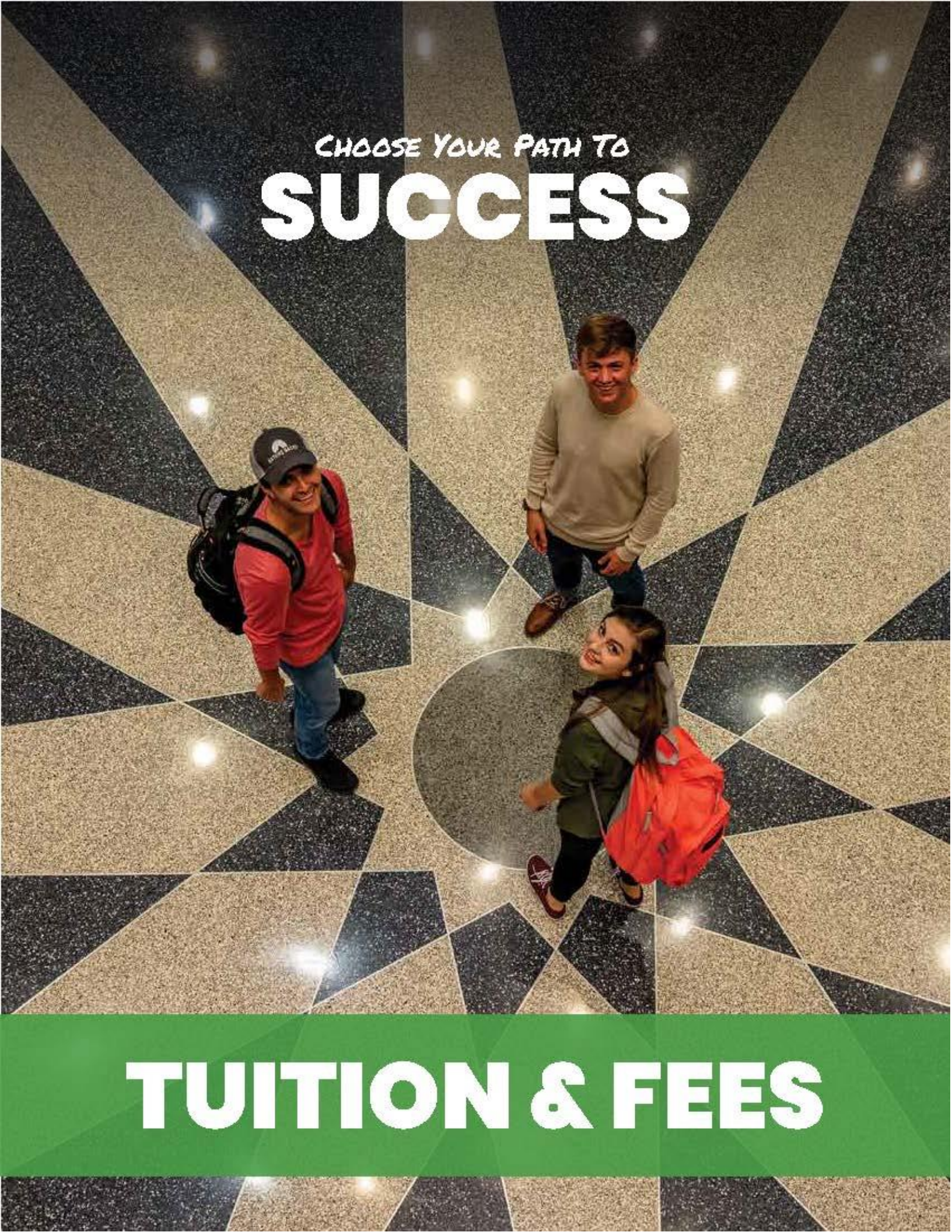
All students admitted under conditional admission must enroll in required remedial courses during their first 15 hours at ASUMH. During subsequent enrollment terms, students who were granted conditional admission will be subject to the college's academic probation and suspension policy. Students required to take two or more remedial courses or are placed on probation must also take ORT 1003 Student Success.

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 prerequisites. If the non-degree student plans to register for courses in English or math, the student must have ACT, SAT, or ACCUPLACER 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	$115.00
Out-of-state/ International per credit hour	176.00
Academic Excellence Fee per credit hour	5.00
Infrastructure Fee per credit hour	17.00
Campus Safety & Security Fee per credit hour	3.00

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)	30.00
Art Lab Fees (per course)	30.00
Automotive Lab Fee (per credit hour)	50.00
Automotive Program Tools Rental Fee (per credit hour)	30.00
Biology Lab Fee (per course)	30.00
Botany Lab Fee (per course)	30.00
CIS Lab Fees (per course)	25.00
Certified Nursing Assistant Fees (per course) (CNA 1007)	240.00
Chemistry Lab Fee (per course)	30.00
Commercial Truck Driving Fee (per credit hour) (CDL 1007)	250.00
EMT Program Fees (per course) (EMT 1014)	175.00
EMT Program Fees (per course) (EMT 1015)	175.00
Funeral Science National Board Exam	100.00
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)	30.00
Machining Lab Fee (per credit hour)	50.00
Marine Manufacturing Fee (per credit hour)	50.00
Online Fee (per credit hour) (Course Attributes: TRON, MLVE, MFLX)	30.00
Video-Assisted Course Fee (per credit hour) (Course Attribute: HYBR)	20.00
Paramedic Program Fee (per hour) (PAR 1124 & 2005)	106.00
Phlebotomy Program Fee (per course) (PHL 1007)	110.00
Physical Science Lab Fee (per course)	30.00
Placement Exam (ACCUPLACER Next Generation)	20.00
Practical Nursing Program Fee (per course) (LPN 1305, 2413 & 2612)	200.00
Prior Learning Application Fee	10.00
Prior Learning Processing Fee (per credit hour)	30.00
Registered Nursing Program Fees (per credit hour)	101.00
Returned Check Fee	25.00
TECH Lab Fee (per credit hour)	50.00
Welding Lab Fee (per credit hour)	75.00

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 A-State Programs Office regarding tuition rates for junior, senior, and graduate courses through the A-State campus.

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 who are 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. 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 payment purposes, a legal resident of Arkansas is one who has lived in Arkansas for six consecutive months prior to the date of application. Residency may be proven by an Arkansas driver's license or by official documentation of realty purchase, or 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 A-State 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 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 the ASUMH website under Students and Important Forms link.

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)

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/Firefighters

Children of police officers and firefighters 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 Academic Calendar on the ASUMH website.

Golden Age tuition waiver is applicable only to Arkansas residents.

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.

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

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/. Enter the ASUMH school code **042544** on the FAFSA to have the results sent to ASUMH. Students needing assistance with this application process should contact the Office of Scholarships and Financial Aid.

Once the results of a FAFSA are received by ASUMH, emails are sent to the student's ASUMH email account with further instructions. The email will direct students to their Student Self Service Banner portal and will indicate either an offer of aid is available online or a notification that there are unsatisfied requirements which must be completed before an offer can be made.

Unsatisfied Requirements

To see if there are any unsatisfied requirements, log into the Student Self Service Banner portal and select Financial Aid. The Home Tab lists both satisfied and unsatisfied requirements. Offers of aid are on the Award Offer Tab. If you have questions after reviewing the portal, contact the Office of Scholarships and Financial Aid. Once a requirement has been satisfied it may take several days before the portal is updated.

Be sure to Accept, Decline, or Modify (a.k.a. reduce and accept) your loan offers. After accepting a loan, review the Home Tab for any unsatisfied requirements.

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

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” is not successful completion.

Attempted hours are all hours taken at ASUMH, including withdrawal and transfer classes, regardless of the outcome of the course posted on the transcript. 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.

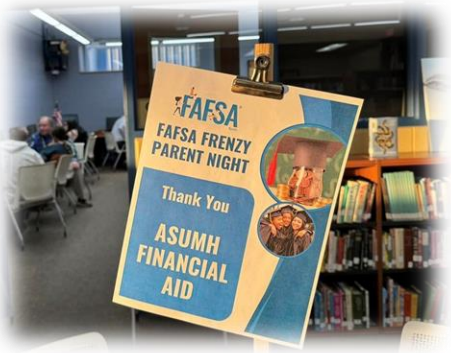
Arkansas State University – Mountain Home Satisfactory Academic Progress Policy (SAP)

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. Eligibility for future term award offers is dependent upon Satisfactory Academic Progress having been maintained throughout all previous 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 the student 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 published deadline.

Aid for Seeking Additional Emphasis under an Associate Degree or Technical Certificate
Students who 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 (SAP). If a student is meeting the Satisfactory Academic Progress Policy, aid will be paid for each repeat attempt of a course. Aid for repeating a course that has been successfully completed can be paid one additional time.

Remedial Coursework
Federal Title IV Financial Aid is available to students enrolled in remedial coursework, 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 some types of assistance for attendance at ASUMH.

The appeal should strive to demonstrate why a student has had difficulty maintaining the criteria outlined in the Satisfactory Academic Progress Policy. The explanation of the student's circumstances should not only include why the criteria were not met but should also include any relevant unforeseeable activity that may have had a negative impact on their academic success during the student's 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 and legible. Submissions by email are accepted.

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 within 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.

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.

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 (ADS)
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 the student who is a U.S. citizen and Arkansas resident and who

a. graduated from an Arkansas-accredited high school,
b. is a qualified home-school student, or
c. is a qualified GED recipient.

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 disqualify eligibility for a student when determining fall term eligibility.

Any ASUMH classes taken during the summer following high school graduation only count in the GPA considered for renewal.

EXAMPLE:
If a high school student graduates in May and then takes summer coursework with ASUMH, the grade, even if it is an "F", will not be factored in and used when determining fall term eligibility for the ADS. However, if the student fails coursework taken during the summer, the failure will be factored in and used when determining spring term eligibility for the ADS.

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 1160 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. Achieve a GED score of 660 or higher

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 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 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
ASUMH has additional scholarships funded through various sources. Each of these scholarships is administered based upon their individual eligibility criteria. To be considered for these scholarships, one must either be a currently enrolled student at college level and in good standing during the Spring semester or have submitted an application for admission by March 15 for the upcoming Fall semester.

Some scholarships may require an essay and/or letters of reference or recommendation. Any student meeting the basic criteria for a scholarship requiring additional steps will be contacted directly.

Some scholarships are based upon "student need". ASUMH determines "student need" from the completion of the Free Application of Federal Student Aid (FAFSA) found online at https://studentaid.gov/.

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://sams.adhe.edu/.

Arkansas Career Pathways (1st Floor Roller Hall – Inside the Norma Wood Library)
The Arkansas Career Pathways Initiative enables ASUMH to offer qualified students assistance with tuition, textbooks, childcare, transportation, laptops, and other benefits. Students should contact ASUMH's Career Pathways Office at 870-508-6601 for information.

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. Application is available at https://sams.adhe.edu/.

Arkansas Workforce Challenge
The Arkansas Workforce Challenge is offered by the State of Arkansas and provides educational assistance to Arkansas residents in pursuit of training in high-demand areas of healthcare, information technology, and industry. Classes are not limited to credit-bearing programs. Application is available at https://sams.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 Workforce Services Office or visit https://dws.arkansas.gov/ for more information.

Trade Adjustment Assistance (TAA)
This program is designed to provide training for qualified unemployed persons. Students should contact their local Workforce Services Office or visit https://dws.arkansas.gov/ for more information.

Workforce Innovation 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/.

Active-Duty Military, Veterans and Veterans' Dependents' 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 by calling 870-508-6278.

Veterans' 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 Veterans' 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 ASUMH VA Certifying Official. Additional paperwork is required every semester 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 and should speak with the command's personnel office to learn more.

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

Department of Defense (DoD) Tuition Assistance
Financial assistance is provided for voluntary off-duty education programs in support of a Soldier's professional and personal self-development goals.

Return of Unearned Department of Defense Tuition Assistance
Department of Defense (DoD) Tuition Assistance received by ASUMH for a student who withdraws from all coursework within a semester is subject to return of funds following schedule below:

NOTE: Withdrawals received after the end of business day will be considered a next day withdrawal.

Return Schedule – Department of Defense Tuition Assistance			
Percentage of return	**Fall/Spring Semesters**	**7-week/8-week/ Extended Summer Semesters**	**Summer I/Summer II Semesters**
100%	11th class day	5th class day	5th class day
80%	4th full week	2nd week	2nd week
60%	7th full week	3rd week	
40%	10th full week	5th week	3rd week
0%	After 10th full week	After 5th week	After 3rd week

ADDITIONAL EDUCATIONAL SERVICES

ADDITIONAL EDUCATIONAL SERVICES

A-State PROGRAMS AT ASUMH

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

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

Degrees Available Through A-State at ASUMH

Seated on ASUMH Campus

BSE	Early Childhood Education (K – 6) Middle – Level Education (Grades 4 – 8)

Dual Delivery Hybrid Programs

(Hybrid program delivery utilized and will include Zoom and Web-based courses.)

Bachelor	General Studies
BS	Business Administration with 10 options of study area (must have earned an Associate of Science in Business)
BS	Construction Management
BS	Digital Technology and Design
BS	Engineering Management Systems
BS	Strategic Communication
BA	Communication Studies
BA	Psychology

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, Criminal Justice, Health Professions, Machining, Marine Manufacturing, Mechatronics, and Welding.

Contact the Secondary Center Director at (870) 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. For more information contact (870) 508-6304.

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

ASUMH offers Community Education courses to enhance and support the joy of lifelong learning. These courses:

1. Are short-term personal enrichment classes or workshops
2. Begin recurrently throughout the semester
3. Are non-credit
4. Require no tests or grades
5. Have easy registration and low fees
6. Have 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 coursework.

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

Students required to take two or more remedial courses (any “zero level” course) must also take ORT 1003 Student Success. 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 asumhtesting.acuityscheduling.com or (870) 508-6209 to schedule an appointment for admissions testing.

Students pursuing an Associate of Arts or an Associate of Science degree will take either MATH 1023 College Algebra or MATH 1043 Quantitative Reasoning. Students pursuing an Associate of Applied Science (A.A.S.) degree will take MATH 1113 Applied Math. Academic Advisors will work with each student to help them choose the appropriate math course for the student’s field of study.

Refer to course descriptions, pages 159 – 212, and testing and placement instructions pages 48 – 51.

Mathematics

High School GPA placement within the last 10 Years		
GPA	**ASUMH Course Number and Name**	
Earned a "B" or higher in Algebra 2 within the last two years.	MATH 1023	College Algebra
3.0 or above	MATH 1043	Quantitative Reasoning
3.0 or above	MATH 1113	Applied Math

ACT Math		
Score	**ASUMH Course Number and Name**	
19 or above	MATH 1023	College Algebra
16 – 18	MATH 0143	Developmental Algebra II
0 – 15	MATH 0133	Developmental Algebra I
19 or above	MATH 1043	Quantitative Reasoning
0 – 18	MATH 0122	Quantitative Reasoning Support*
17 or above	MATH 1113	Applied Math
0 – 16	MATH 0032	Applied Math Support*

ACCUPLACER Arithmetic			
Classic (Retired) Score	**Next Generation**	**ASUMH Course Number and Name**	
75 or above	280 – 300	MATH 1113	Applied Math
74 or below	200 – 279	MATH 0031	Applied Math Support*

ACCUPLACER Elementary Algebra			
Classic Elementary Algebra (Retired) Score	**Next Generation Quantitative Reasoning Algebra & Statistics**	**ASUMH Course Number and Name**	
77 or above	255 – 300	MATH 1023	College Algebra
55 or above	230 – 254	MATH 0143	Developmental Algebra II
50 or below	200 – 229	MATH 0133	Developmental Algebra I
77 or above	255 – 300	MATH 1043	Quantitative Reasoning
76 or below	200 – 254	MATH 0122	Quantitative Reasoning Support*
55 or above	245 – 300	MATH 1113	Applied Math
54 or below	200 – 244	MATH 0032	Applied Math Support*

SAT Math		
Score	**ASUMH Course Number and Name**	
530 or above	MATH 1023	College Algebra
480 – 529	MATH 0143	Developmental Algebra II
0 – 479	MATH 0133	Developmental Algebra I
500 or above	MATH 1043	Quantitative Reasoning
0 – 499	MATH 0122	Quantitative Reasoning Support*
450 or above	MATH 1113	Applied Math
0 – 499	MATH 0032	Applied Math Support*

All support classes have a required co-requisite. The student is required to enroll in the support class and the co-requisite in the same semester.

English Composition

Students who score below a 19 on the English portion of the Enhanced ACT or a High School cumulative GPA below 3.00 must take either CPT 0103 College Writing before taking ENG 1003 Composition I or must take ENG 0013 Composition I Support as a co-requisite course to ENG 1003 Composition I.

See the table below for placement in the correct course.

High School GPA placement within the last 10 Years		
GPA	**ASUMH Course Number and Name**	
3.0 or above	ENG 1003	Composition I

ACT English		
Score	**ASUMH Course Number and Name**	
19 or above	ENG 1003	Composition I
14 – 18	ENG 0012	Composition I Support
1 – 13	CPT 0103	College Writing

ACCUPLACER English/Sentence Skills			
Classic (Retired) Score	**Next Generation Score**	**ASUMH Course Number and Name**	
83 or above	260 – 300	ENG 1003	Composition I
	237 – 259	ENG 0012	Composition I Support
1 to 82	200 – 236	CPT 0103	College Writing

SAT English – *Students must meet SAT English and SAT Reading scores*		
Score	**ASUMH Course Number and Name**	
500 or above	ENG 1003	Composition I
420 – 490	ENG 0012	Composition I Support
260 – 410	CPT 0103	College Writing

Reading

Students who score below 19 on the Reading section of the Enhanced ACT or a High School cumulative GPA below 3.00 must enroll in CPT 0123 College Reading.

ACT Reading		
Score	**ASUMH Course Number and Name**	
19 or above	EXEMPT	
1 – 18	CPT 0123	College Reading

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

SAT Reading – *Students must meet SAT English and SAT Reading scores*		
Score	**ASUMH Course Number and Name**	
500 or above	EXEMPT	
260 - 490	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 or college within the past ten years meet the basic computer skills requirement. For students who have been out of high school or college more than ten years, the academic advisor should confirm the student is able to do the following:

- Send emails with attachments
- Save and retrieve files to/from both the computer hard drive and an external drive such as a thumb/flash drive or a virtual drive (Dropbox, Google Drive, etc.)
- Understand what it means to upload and download files
- Type an assignment for submission via Blackboard or as an email attachment
- Organize saved files so they can be found and retrieved when needed

The ASUMH testing center offers a TekAssess computer placement exam at no cost. Advisors unable to confidently place the student based on conversations with the student should refer the student to the testing center. Students who disagree with the decision of the academic advisor may take the exam for placement purposes. The School of Business and Technology dean can waive the placement requirement if needed for special circumstances.

Students taking the TekAssess computer placement exam must enroll in the following college remedial course:

70% or above and minimum typing speed of 20 wpm Or graduated high school/college within the past ten years		EXEMPT
Less than 70% or typing speed of less than 20 wpm	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. No more than 50 percent of the credits for a credentialed program may be earned from prior learning assessment methods, up to 30 hours total.

Articulated Credit
ASUMH and 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. 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
Calculus I	MATH 2204	4	50
College Composition*	ENG 1003 (*CLEP Composition exams must include an essay)	3	52
College Composition*	ENG 1003 & ENG 1013 (*CLEP Composition exams must include an essay)	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 2513	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
Art and Design	3	ART 1033
Art History	3	ART 2503
Biology	3	BIOL 1003
Biology	4	BIOL 1003 & BIOL 1001
Chemistry	3	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

Advanced Placement Program (AP) Continued

Advanced Placement Exam	AP Test Score Required for Placement	ASUMH Credit
Calculus AB	3	MATH 2204
Calculus BC	3	MATH 2214
Music Theory	3	MUS 2503
Physics I: Algebra – Based	3	PHYS 2054
Physics II: Algebra – Based	3	PHYS 2064
United States Government and Politics	3	POSC 2103
Psychology	3	PSY 2513
Spanish Language and Culture	3	SPN 2013

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 that 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 the appropriate school to be considered for a custom course challenge exam.

A TekAssess Computer Essentials Challenge Exam (TekAssess) is available to students without enrolling in CIS 1053 Computer Essentials *or* CIS 1203 Introduction to Computers. ASUMH awards credit for CIS 1053 to students who score 70% or higher with a typing speed of 20 words per minute on the TekAssess. Credit is also awarded for CIS 1203 Introduction to Computers to students who score 70% or higher on the TekAssess. The TekAssess, which includes a testing fee, may be scheduled through the ASUMH Testing Center. See your advisor for more information.

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 the student's 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 the Student Profile page in Banner. Students who misrepresent facts on their application for admission will be dropped/withdrawn from the university and their admission canceled immediately.

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.

REMEDIAL COURSE ENROLLMENT

Remedial courses are designated as 0-level. Students enrolled in any two remedial courses must enroll in ORT 1003 Student Success. All remedial work must be completed in the student's first 15 hours at ASUMH.

COURSE PREREQUISITES

No student may enroll in a course before successfully completing the prerequisites to that course. Prerequisites 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

4. Computer technology transfer credit more than ten years old and being used to fulfill a general education requirement requires approval from the Dean of the School of the student's major

5. Computer technology transfer credit more than five years' old which applies to any ASUMH Computer Information Systems major requires approval from the Dean of the School of Business and Technology. The five-year limit also applies to courses taken from ASUMH

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. (Microsoft Power BI)

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 OR WITHDRAWING FROM THE UNIVERSITY

Students are strongly advised to meet with their instructor(s) and discuss their options before dropping or withdrawing from a course. A student withdrawing from the university must complete a Withdrawal Form. Forms may be submitted online (https://www.cognitoforms.com/StudentSuccess1/WithdrawalForm) or completed at the Office of 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 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 post-secondary 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 view their grades and request an official transcript by logging into the Banner Student Self Service link asumh.edu/banner.

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, the 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, the student must contact the instructor. The instructor must submit a Grade Change Report form to the Registrar’s 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.

STUDENT SUCCESS CENTER

The Student Success Center (SSC) is a team of trained staff who offer academic and professionalization services. The Onboarding Specialist assists students with completing their admission records and connecting with relevant support services. Student Success Coaches assist with mapping out degree plans and offer a variety of academic and self-management skill development. The SSC can also help with micro-credentialing and other career readiness needs like résumé writing and interview preparation. Contact a specialist at ssc@asumh.edu.

ASUMH TUTORING SERVICES

The Schliemann Tutoring Center located inside the Norma Wood Library on the first floor of Roller Hall offers in-person, as well as, virtual tutoring free of charge to students enrolled at ASUMH. Fill out the Tutoring Request Form to schedule a tutoring session.

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. Academic probation does not prevent a student from enrolling in the next semester.

A student who is on academic probation must enroll in ORT 1003 Student Success during their first semester on probation and earn a minimum grade of "C".

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 or has previously been on academic probation and does not achieve a minimum 2.0 semester cumulative GPA in the next or any succeeding semester will be academically suspended.

A student who is suspended academically 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, the student 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.

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.

Students who later submit an official transcript with a passing grade for a course not successfully completed at ASUMH:

1. Must follow the same Academic Clemency procedures.
2. The grade earned at ASUMH will remain on the student transcript; however, it will not count in the overall ASUMH GPA.

TRANSCRIPT POLICIES

Transcripts are issued at the request of the student or appropriate institutions and officials. Students may complete an online transcript request form (https://tsorder.studentclearinghouse.org/school/select), in person, at the Office of Admissions. Telephone requests for transcripts are not accepted – students will be directed to the online request form. Questions regarding transcript requests should be directed to transcript@asumh.edu.

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.

CATALOG YEAR

Determining Catalog Year
The catalog year used to determine graduation requirements is the one in effect at the time students are admitted to the curricula from which they plan to graduate, provided the catalog is not more than five years old (including the year in which students plan to graduate). Students may choose to graduate under the requirements listed in any subsequent catalog as long as it is not more than five years old and provided the courses are currently offered.

Can students use catalog requirements from more than one year?
Students cannot combine requirements from multiple catalogs for graduation purposes.

Can students change catalog years?
In some situations, changes can occur. The university recognizes that provisions must be made to prevent hardship to students already enrolled in programs if changes occur in specific or general program requirements. Students affected by changes in programs, policies, or regulations are therefore given the option of following those requirements that are in effect when the student was first enrolled in the program or those in effect until the completion of graduation requirements as long as the time span does not exceed five years, and the courses are currently offered.

How do students decide the most beneficial catalog year?
It is important for students to discuss their academic plans with their advisors. The advisor will help the student decide which year should be chosen as the student's "catalog year of record."

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 25 percent of course work at ASUMH.

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

3. Complete and submit to the Office of the Registrar, the Intent to Graduate.
   (Refer to ASUMH academic calendar for posted deadline due date. (Pages 8 – 10)

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 not be 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.

REQUIREMENTS FOR AN ASSOCIATE OF APPLIED SCIENCE IN REGISTERED NURSING DEGREE OR THE TECHNICAL CERTIFICATE IN PRACTICAL NURSING

Students are eligible for graduation from the Associate of Applied Science in Registered Nursing degree or the Technical Certificate in Practical Nursing when all the following criteria are met:

1. Completion of Intent to Graduate form.
2. Completion of all requirements set by the University.
3. Completion of all course and clinical work with a minimum of a "C" or higher.
4. A total of ten community service hours completed prior to the end of the final semester.
5. A student must have a 2.0 or higher GPA in *each* course in order to fulfill graduation requirements and an **overall 2.0 or higher GPA** inclusive of the prerequisite courses.
6. Students must clear all charges against their accounts before graduation.
7. It is the responsibility of the student to make certain all requirements for graduation have been met.

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 Office of the Registrar 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.

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

DEGREE PROGRAMS see pages 73 – 118

TECHNICAL CERTIFICATE PROGRAMS see pages 119 – 137

CERTIFICATES OF PROFICIENCY see pages 138 – 156

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.

CANVAS LMS

Canvas LMS is a learning management system used to deliver course content. With many tools and features, Canvas emulates an in-class setting within an online environment. Using many tools and features, Canvas creates an immersive classroom experience for students.

Canvas is a versatile platform supporting online and traditional seated classes at ASUMH. Students access Canvas through www.asumh.instructure.com using their unique username and password, facilitating seamless interaction with course materials and resources.

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 fully transferable Associate degrees, requiring 35 hours of general education courses, but it also has relevance in other degree programs. All Associate of Applied Science degrees and the Associate of General Studies degree at ASUMH require that at least 15 hours of the program be devoted to general education core courses. Technical Certificates require 6 hours of general education. Certificates of Proficiency do not require general education courses, as these are designed to be one-semester programs that prepare students for immediate entry into the workforce.

ASUMH provides a comprehensive general education core designed to equip students with essential skills and knowledge for success in both their professional and personal lives. Each program clearly outlines the general education student learning outcomes as well as the specific learning outcomes for the program. We strive to ensure that all students are exposed to foundational courses necessary for becoming well-rounded, educated individuals.

The General Education Outcomes:

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

1. Applications of Math and the Natural Sciences appropriate to degree or field of study.

2. Composition and Oral Communication.

3. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.

4. Utilization of technology appropriate to degree or field of study.

CO-CURRICULAR LEARNING AND OUTCOMES

ASUMH defines Co-Curricular Learning as structured learning opportunities that complement but are assessed separately from formal course curriculum.

The Co-Curricular Learning Outcomes:

After participating in the Co-Curricular program at ASUMH, students will have analyzed, evaluated, planned, and/or applied the following social concepts:

1. Sportsmanship and Teamwork
2. Volunteerism and Community Involvement
3. Social Justice and Political Activism
4. Job Internship, Apprenticeship, or Clinical Practices
5. Global Awareness and Cultural Understanding

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 prerequisite.

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 Business
  Associate of Science in Criminal Justice

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

- ASLAS Associate of Science in Liberal Arts & Sciences
  Associate of Science in Liberal Arts & Sciences in Cybersecurity
  (2 + 2 UCA Program)

- AAS Associate of Applied Science in Automotive Systems Repair
  Associate of Applied Science in Business Administration
  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 Marine Manufacturing
  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
  - ❖ LPN/Paramedic to RN
  - ❖ Traditional

  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. Students should 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.

Student Learning Outcomes for A.A. Program

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

1. Applications of Math and the Natural Sciences appropriate to degree or field of study.
2. Composition and Oral Communication.
3. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
4. Utilization of technology appropriate to degree or field of study.
5. Students will examine the principles of physical activity, and a proper diet as applied to maintaining a healthy and active lifestyle.

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 Students may substitute a higher-level mathematics course for which College Algebra is a prerequisite		
MATH	1043*	Quantitative Reasoning **Quantitative Reasoning is an alternative to College Algebra for some four-year degrees. Check with the receiving institution to see which math course is preferred.*	3	_____
Fine Arts/Humanities (6 credit hours)				
Three (3) credit hours (Select 1 course)				
ART	2503	Fine Arts – Visual		
MUS	2503	Fine Arts – Music		
THEA	2503	Fine Arts – Theatre	3	_____
Three (3) credit hours (Select 1 course)				
ENG	2003	World Literature to 1660		
ENG	2013	World Literature since 1660	3	_____
Social Science (12 credit hours)				
Three (3) credit hours (Select 1 course)				
HIST	1013	World Civilization to 1660		
HIST	1023	World Civilization since 1660	3	_____
Three (3) credit hours (Select 1 course)				
HIST	2763	The United States to 1876		
HIST	2773	The United States since 1876		
POSC	2103	United States Government	3	_____
Six (6) credit hours (Select 2 courses)				
ECON	2313	Principles of Macroeconomics		
ECON	2333	Economic Issues and Concepts		
GEOG	2613	Physical Geography		
GEOG	2703	World Geography	3	_____
PSY	2513	Introduction to Psychology		
HIST	2203	Western Culture to 1500		
HIST	2213	Western Culture since 1500		
SOC	2213	Principles of Sociology	3	_____
SOC	2223	Social Problems		
SOC	2233	Introduction to Cultural Anthropology		
POSC	2103	United States Government (If not selected above)		

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Life Science (4 credit hours)				
BIOL	1004	Biological Science & Lab (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.	4	_____
Physical Sciences (4 credit hours) (Select 1 course)				
CHEM	1064	Chemistry for Healthcare Professions and Lab **(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 This course also fulfilled by successfully completing these two course numbers: CHEM 1013 and CHEM 1011.		
GEOL	1004	Physical Geology & Lab 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 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	_____
ASUMH Institutional Requirements (10 credit hours)				
CIS	1053	Computer Essentials (must be taken during the first semester at ASUMH)	3	_____
ORT	1011**	*First Year Experience (must be taken during the first semester at ASUMH) **If previously completed, ORT 1003 Student Success will substitute for ORT 1011 First Year Experience.	1	_____
COMM	1203	Oral Communication	3	_____
Health/PE (May choose any combination of three (3) credit hours)				
HLT	2203	Basic Human Nutrition	3	
PE	1002	Concepts of Physical Activity	2	
PE	1001	Walking for Fitness	1	_____
PE	1011	Beginning Hiking	1	
PE	1111	Disc Golf	1	
PE	1611	Beginning Canoeing and Kayaking	1	_____
PE	1201	Beginning Weight Training I	1	
PE	1601	Tai Chi I	1	
PE	1701	Tae Kwon Do	1	_____
PE	1801	Self Defense	1	
PE	1851	Yoga I	1	
PE	1911	Aerobic Exercise I (Zumba)	1	

Directed Electives (15 credit hours) Must select from the 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**		
NOTE: BIOL 1024 Human Anatomy and Physiology for Healthcare Professions & Lab may be used as a 4-credit hour Directed Elective course. However, it will not fulfill the 4-credit hour Biological Science requirement in the Associate of Arts degree.			

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED

General Education Total 35 Hours
ASUMH Institutional Requirement Total 10 Hours
Directed Elective 15 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

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

1. Applications of Math and the Natural Sciences appropriate to degree or field of study.
2. Composition and Oral Communication.
3. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
4. Utilization of technology appropriate to degree or field of study.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 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	_____
ASUMH Institutional Requirement (3 credit hours)				
ORT	1003*	Student Success – must be taken within student's first 30 hours at ASUMH. *ORT 1011 First Year Experience will not substitute for ORT 1003 Student Success.	3	_____

Directed Electives (42 credit hours)

42 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
ASUMH Institutional Requirement Total 3 Hours
Directed Electives Total 42 Hours
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.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

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 (3 credit hours)				
MATH	1023	College Algebra (Substitutions not permitted)	3	_____
Science (8 credit hours)				
BIOL	1004	Biological Science & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.	4	_____
PHYS	1204	Physical Science & Lab This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.	4	_____
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 (12 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		
POSC	2103	United States Government	3	_____
SOC	2213	Principles of Sociology	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Business Core (21 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 prerequisites for students planning to complete an ASUJ business or accounting 4-year degree.

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 may be awarded to those students who have completed certified law enforcement training. See the criminal justice instructor for assistance.

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

Student Learning Outcomes for AS Criminal Justice Program

1. Students will develop a knowledge of the Criminal Justice System.
2. Students will demonstrate knowledge of theories associated with the causes of crime.
3. Students will develop an 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.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

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 This course also fulfilled by successfully completing these two course NUMBERS: BIOL 1003 and BIOL 1001.	4	_____
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 **OR** 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 This course also fulfilled by successfully completing these two course numbers: PHYS 2053 and PHYS 2051.	4	_____
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 must 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 This course is a prerequisite for *CRIM 4103 Criminal Justice Systems* for students planning to complete the A-state Bachelor of Arts in Criminology degree.	3	_____
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)				
CRJ	2023	Community Corrections	3	_____
CRJ	2033*	Juvenile Delinquency	3	_____
CRJ	2043*	Community Relations in Law Enforcement	3	_____
CRJ	2253*	Criminal Investigation	3	_____
SOC	2223	Social Problems	3	_____
SPN	1013*	Elementary Spanish I	3	_____
SPN	1023*	Elementary Spanish II	3	_____

Program Total 60 hours

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

**If previously completed, ORT 1003 Student Success will substitute for ORT 1011 First Year Experience.

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 (ASE) degree will be awarded to students after successfully completing a planned program of college courses. The college credits earned will be transferable toward a baccalaureate degree in teacher education. ASUMH has agreements with Arkansas State University and the University of Central Arkansas to offer seamless options for transfer to junior/senior-level courses required to ultimately obtain a bachelor's degree in teaching. While obtaining this two-year transfer degree, the student will be introduced to the teaching profession while maximizing credit hours taken. The ASE provides an easy transition from a two-year university to a four-year university. Completing the education program at ASUMH does not guarantee admission into a teacher education program. Since institutions have variations in required courses, students should work closely with the Education Director in order to complete specific courses needed to transfer seamlessly into the junior level at these colleges.

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

ASE Areas of Study:

- **Elementary Education K – 6**
- **Middle School Education 4 – 8**
- **Special Education K – 12**
- **Secondary Social Studies History**

There are numerous thought processes that should be considered while making the decision to enter the teaching profession. Some questions to consider are what level of interest in children and young people a student has; does the student have a curiosity and understanding of the development, interests, and complications of children or young people; and what are the student's personal beliefs in regard to the role school has in today's society. The National Council for the Accreditation of Teacher Education's philosophy states that each child, regardless of gender, race, creed, family background, exceptionality, or socioeconomic status, has a right to be taught by a qualified teacher who can help each child become all he or she can be. It is essential to have a strong belief in this philosophy. The Education, the Dean of Business, Arts and Sciences, and/or the Academic Affairs Office, have the authority and responsibility to dismiss a student from the teacher education program for unethical or unprofessional behavior.

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

Student Learning Outcomes for A.S.E. Program

1. Appropriately demonstrate and apply an understanding of the constructivist perspective that teachers are life-long learners, reflective practitioners themselves, and scholar researchers.
2. Display the attributes of effective teachers with the knowledge, skills, and dispositions to engage students with meaningful and authentic instruction in 21st century classrooms.
3. Observe various instructional methods in settings through clinical field experiences in public schools in the area.
4. Develop an awareness for the critical discussion of the challenges of the profession and relationship between school and society.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general education outcomes:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

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 (must earn a "C" or better) **OR**		
MATH	1043*	Quantitative Reasoning (must earn a "C" or better)	3	_____
		**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 This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.	4	_____
PHYS	1204	Physical Science & Lab This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.	4	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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	3	_____
POSC	2103	United States Government	3	_____
Education Requirements (28 credit hours)				
Education Core (12 credit hours)				
EDU	2033	Introduction to Education (must earn a "C" or better)	3	_____
EDU	2043	Exceptional Child (must earn a "C" or better)	3	_____
EDU	2803	Introduction to K-12 Educational Technology (must earn a "C" or better)	3	_____
HIST	2883	Arkansas History (must earn a "C" or better)	3	_____
K-6 Specialty Content (16 credit hours)				
EDU	2113	Child Growth and Learning (must earn a "C" or better)	3	_____
MATH	2113	Mathematics for Teachers I (must earn a "C" or better)	3	_____
MATH	2123	Mathematics for Teachers II (must earn a "C" or better)	3	_____
BIOL	1014	Introduction to Entomology **OR** This course also fulfilled by successfully completing these two course numbers: BIOL 1043 and BIOL 1041.		
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) This course also fulfilled by successfully completing these two course numbers: GEOL 1103 and GEOL 1101.	4	_____
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 (ASE) degree will be awarded to students after successfully completing a planned program of college courses. The college credits earned will be transferable toward a baccalaureate degree in teacher education. ASUMH has agreements with Arkansas State University and the University of Central Arkansas to offer seamless options for transfer to junior/senior-level courses required to ultimately obtain a bachelor's degree in teaching. While obtaining this two-year transfer degree, the student will be introduced to the teaching profession while maximizing credit hours taken. The ASE provides an easy transition from a two-year university to a four-year university. Completing the education program at ASUMH does not guarantee admission into a teacher education program. Since institutions have variations in required courses, students should work closely with the Education Director in order to complete specific courses needed to transfer seamlessly into the junior level at these colleges.

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

ASE Areas of Study:

- **Elementary Education K – 6**
- **Middle School Education 4 – 8**
- **Special Education K – 12**
- **Secondary Social Studies History**

ADVISOR NOTE: The Associate of Science in Education Middle Level Education Grade 4 – 8 has the ability to be certified in Secondary Education.

There are numerous thought processes that should be considered while making the decision to enter the teaching profession. Some questions to consider are what level of interest in children and young people a student has; does the student have a curiosity and understanding of the development, interests, and complications of children or young people; and what are the student's personal beliefs in regard to the role school has in today's society. The National Council for the Accreditation of Teacher Education's philosophy states that each child, regardless of gender, race, creed, family background, exceptionality, or socioeconomic status, has a right to be taught by a qualified teacher who can help each child become all he or she can be. It is essential to have a strong belief in this philosophy. The Education Director, the Dean of Business, Arts and Sciences, and/or the Academic Affairs Office, have the authority and responsibility to dismiss a student from the teacher education program for unethical or unprofessional behavior.

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

Student Learning Outcomes for A.S.E. Program

1. Appropriately demonstrate and apply an understanding of the constructivist perspective that teachers are life-long learners, reflective practitioners themselves, and scholar researchers.
2. Display the attributes of effective teachers with the knowledge, skills, and dispositions to engage students with meaningful and authentic instruction in 21st century classrooms.
3. Observe various instructional methods in settings through clinical field experiences in public schools in the area.
4. Develop an awareness for the critical discussion of the challenges of the profession and relationship between school and society.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general education outcomes:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

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 (must earn a "C" or better)		
MATH	1043*	Quantitative Reasoning (must earn a "C" or better)	3	_____
		**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 This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.	4	_____
PHYS	1204	Physical Science & Lab This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.	4	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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	3	_____
POSC	2103	United States Government	3	_____
Education Requirements (28 credit hours)				
Education Core (12 credit hours)				
EDU	2033	Introduction to Education (must earn a "C" or better)	3	_____
EDU	2043	Exceptional Child (must earn a "C" or better)	3	_____
EDU	2113	Child Growth & Learning (For UCA mid-level transfer only)	3	_____
EDU	2803	Introduction to K-12 Educational Technology (must earn a "C" or better) (Not required of UCA mid-level)	3	_____
HIST	2883	Arkansas History (must earn a "C" or better)	3	_____

Additional courses for Middle Level 4 – 8 Area of Study (15 – 16 credit hours)

All areas of study for Middle Level 4 – 8 must take:

NOTE: Students pursuing an ASE degree with an Emphasis in Middle Level Education must select from TWO of the four content blocks below and complete 15 – 16 credit hours depending on area of study. Students must take at least two courses from each of the two blocks chosen. 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. Students must earn a "C" or better in areas of study.

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

2. Middle Level Mathematics				
MATH	2113	Mathematics for Teachers I (must earn a "C" or better)	3	_____
MATH	2123	Mathematics for Teachers II (must earn a "C" or better)	3	_____
MATH	2194	Survey of Calculus (must earn a "C" or better)	4	_____
MATH	2204	Calculus I (must earn a "C" or better)	4	_____

Continues on next page

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
3.	**Middle Level Science**			
BIOL	1014	Introduction to Entomology (must earn a "C" or better) This course also fulfilled by successfully completing these two course numbers: BIOL 1043 and BIOL 1041.	4	_____
BIOL	2004	Human Anatomy and Physiology I & Lab (must earn a "C" or better) This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.	4	_____
CHEM	1014	General Chemistry I & Lab (must earn a "C" or better) This course also fulfilled by successfully completing these two course numbers: CHEM1013 and CHEM 1011.	4	_____
GEOL	1104	Earth Science & Lab (Required of UCA) (must earn a "C" or better) This course also fulfilled by successfully completing these two course numbers: GEOL 1103 and GEOL 1101.	4	_____

4.	**Middle Level Social Studies**			
ECON	2313	Principles of Macroeconomics (must earn a "C" or better) **OR**		
GEOG	1103	Introduction to Geography (must earn a "C" or better)	3	_____
HIST	1013	World Civilization to 1660 (must earn a "C" or better) **OR**		
HIST	1023	World Civilization since 1660 (must earn a "C" or better)	3	_____
HIST	2763	The United States to 1876 (must earn a "C" or better) **OR**		
HIST	2773	The United States since 1876 (must earn a "C" or better)	3	_____

Program Total 62 – 63 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 (ASE) degree will be awarded to students after successfully completing a planned program of college courses. The college credits earned will be transferable toward a baccalaureate degree in teacher education. ASUMH has agreements with Arkansas State University and the University of Central Arkansas to offer seamless options for transfer to junior/senior-level courses required to ultimately obtain a bachelor's degree in teaching. While obtaining this two-year transfer degree, the student will be introduced to the teaching profession while maximizing credit hours taken. The ASE provides an easy transition from a two-year university to a four-year university. Completing the education program at ASUMH does not guarantee admission into a teacher education program. Since institutions have variations in required courses, students should work closely with the Education Director in order to complete specific courses needed to transfer seamlessly into the junior level at these colleges.

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

ASE Areas of Study:

- **Elementary Education K – 6**
- **Middle School Education 4 – 8**
- **Special Education K – 12**
- **Secondary Social Studies History**

There are numerous thought processes that should be considered while making the decision to enter the teaching profession. Some questions to consider are what level of interest in children and young people a student has; does the student have a curiosity and understanding of the development, interests, and complications of children or young people; and what are the student's personal beliefs in regard to the role school has in today's society. The National Council for the Accreditation of Teacher Education's philosophy states that each child, regardless of gender, race, creed, family background, exceptionality, or socioeconomic status, has a right to be taught by a qualified teacher who can help each child become all he or she can be. It is essential to have a strong belief in this philosophy. The Education Director, the Dean of Business, Arts and Sciences, and/or the Academic Affairs Office, have the authority and responsibility to dismiss a student from the teacher education program for unethical or unprofessional behavior.

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

Student Learning Outcomes for A.S.E. Program

1. Appropriately demonstrate and apply an understanding of the constructivist perspective that teachers are life-long learners, reflective practitioners themselves, and scholar researchers.
2. Display the attributes of effective teachers with the knowledge, skills, and dispositions to engage students with meaningful and authentic instruction in 21st century classrooms.
3. Observe various instructional methods in settings through clinical field experiences in public schools in the area.
4. Develop an awareness for the critical discussion of the challenges of the profession and relationship between school and society.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general education outcomes:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

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 (must earn a "C" or better)	3	_____
Lab Sciences (8 credit hours)				
BIOL	1004	Biological Science & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.	4	_____
GEOL	1104	Earth Science & Lab This course also fulfilled by successfully completing these two course numbers: GEOL 1103 and GEOL 1101.	4	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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)				
POSC	2103	United States Government	3	_____
PSY	2513	Introduction to Psychology	3	_____
SOC	2213	Principles of Sociology	3	_____
Social Studies Education Core (25 credit hours)				
ECON	2313	Principles of Macroeconomics	3	_____
EDU	2033	Introduction to Education (must earn a "C" or better)	3	_____
EDU	2113	Child Growth and Learning (must earn a "C" or better)	3	_____
EDU	2803	Introduction to K-12 Educational Technology (must earn a "C" or better)	3	_____
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	_____
*PE	1xx1	*Physical Activity Elective	1	_____

Program Total 60 Hours

Met 2.70 GPA requirement: _____

***PE Physical Activity Elective Course List**

Offered on a Regular Basis:	**Also accepted, when offered:**	
PE 1001 Walking for Fitness	PE 1011 Beginning Hiking	PE 1701 Tae Kwon Do
PE 1201 Beginning Weight Training I	PE 1111 Disc Golf	PE 1801 Self Defense
PE 1911 Aerobic Exercise I (Zumba)	PE 1601 Tai Chi I	PE 1851 Yoga I
	PE 1611 Beginning Canoeing and Kayaking	

DEGREE PLAN
ASSOCIATE OF SCIENCE IN EDUCATION
SPECIAL EDUCATION
(K – 12)

Degree Code: 3540; CIP Code: 13.1203

The Associate of Science in Education (ASE) degree will be awarded to students after successfully completing a planned program of college courses. The college credits earned will be transferable toward a baccalaureate degree in teacher education. ASUMH has agreements with Arkansas State University and the University of Central Arkansas to offer seamless options for transfer to junior/senior-level courses required to ultimately obtain a bachelor's degree in teaching. While obtaining this two-year transfer degree, the student will be introduced to the teaching profession while maximizing credit hours taken. The ASE provides an easy transition from a two-year university to a four-year university. Completing the education program at ASUMH does not guarantee admission into a teacher education program. Since institutions have variations in required courses, students should work closely with the Education Director in order to complete specific courses needed to transfer seamlessly into the junior level at these colleges.

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

ASE Areas of Study:

- **Elementary Education K – 6**
- **Middle School Education 4 – 8**
- **Special Education K – 12**
- **Secondary Social Studies History**

There are numerous thought processes that should be considered while making the decision to enter the teaching profession. Some questions to consider are what level of interest in children and young people a student has; does the student have a curiosity and understanding of the development, interests, and complications of children or young people; and what are the student's personal beliefs in regard to the role school has in today's society. The National Council for the Accreditation of Teacher Education's philosophy states that each child, regardless of gender, race, creed, family background, exceptionality, or socioeconomic status, has a right to be taught by a qualified teacher who can help each child become all he or she can be. It is essential to have a strong belief in this philosophy. The Education, the Dean of Business, Arts and Sciences, and/or the Academic Affairs Office, have the authority and responsibility to dismiss a student from the teacher education program for unethical or unprofessional behavior.

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

Student Learning Outcomes for A.S.E. Program

1. Appropriately demonstrate and apply an understanding of the constructivist perspective that teachers are life-long learners, reflective practitioners themselves, and scholar researchers.
2. Display the attributes of effective teachers with the knowledge, skills, and dispositions to engage students with meaningful and authentic instruction in 21st century classrooms.
3. Observe various instructional methods in settings through clinical field experiences in public schools in the area.
4. Develop an awareness for the critical discussion of the challenges of the profession and relationship between school and society.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general education outcomes:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

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 (must earn a "C" or better) **OR**		
MATH	1043*	Quantitative Reasoning (must earn a "C" or better)	3	_____
		**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 This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.	4	_____
PHYS	1204	Physical Science & Lab This course also fulfilled by successfully completing these two course numbers: PHYS 1203 and PHYS 1201.	4	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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	3	_____
POSC	2103	United States Government	3	_____
Education Requirements (25 credit hours)				
Education Core (12 credit hours)				
EDU	2033	Introduction to Education (must earn a “C” or better)	3	_____
EDU	2043	Exceptional Child (must earn a “C” or better) (Not required of UCA mid-level)	3	_____
EDU	2803	Introduction to K-12 Educational Technology (must earn a “C” or better)	3	_____
HIST	2883	Arkansas History (must earn a “C” or better)	3	_____
K-6 Specialty Content (13 credit hours)				
EDU	2113	Child Growth and Learning (must earn a “C” or better)	3	_____
MATH	2113	Mathematics for Teachers I (must earn a “C” or better)	3	_____
MATH	2123	Mathematics for Teachers II (must earn a “C” or better)	3	_____
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.		
GEOG	2613	Physical Geography (must earn a “C” or better), **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) 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 LIBERAL ARTS AND SCIENCES
Degree Code: 1090; CIP Code: 24.0102

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

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

1. Applications of Math and the Natural Sciences appropriate to degree or field of study.
2. Composition and Oral Communication.
3. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
4. Utilization of technology appropriate to degree or field of study.
5. Application of critical thinking and problem-solving skills within various disciplines.

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 (Students may substitute a higher-level mathematics course for which College Algebra is a prerequisite.)	3	_____
		**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 course 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		
ECON	2323	Principles of Microeconomics		
GEOG	2613	Physical Geography		
GEOG	2703	World Geography	3	_____
HIST	1013	World Civilization to 1660		
HIST	1023	World Civilization since 1660		
PSY	2513	Introduction to Psychology	3	_____
SOC	2213	Principles of Sociology		
SOC	2233	Introduction to Cultural Anthropology		
SOC	2223	Social Problems		
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.) This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.	4	_____

Physical Sciences (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 **OR** 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	2034	University Physics I & Lab **OR**		
PHYS	2054	General Physics I & Lab This course also fulfilled by successfully completing these two course numbers: PHYS 2053 and PHYS 2051.	4	_____

Directed Electives (25 credit hours)
Courses taken to satisfy the General Education Core cannot 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 prefix from the table below:**

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

AGRI – Agriculture	CIS – Computer Information Systems *NOTE: CIS 1053 and CIS 1203 have the same ACTS code; cannot take both courses for ACTS Directed Elective credit*	GNEG 1003 Introduction to Engineering	ORT – Orientation	SPEC – Special Topics
ART – Art	COMM – Communication	HIST - History	PHIL – Philosophy	SWK – Social Work
BIOL – Biology	CRJ – Criminal Justice	HOSP - Hospitality	PE – Physical Education	MATH 2143 Business Calculus *NOTE: only non-ACTS MATH course which may be used as a Directed Elective*
BUS – Business	ECON – Economics	HLT – Health	PSY – Psychology	TECH 1044 Computer Aided Design (CAD)
CHEM – Chemistry	ENG - English	HUMN - Humanities	SOC – Sociology	TECH 1004 Introduction to Mechatronics

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED

General Education Total 35 Hours
Program Total 60 Hours

DEGREE PLAN
ASSOCIATE OF SCIENCE
IN LIBERAL ARTS AND SCIENCES
IN CYBERSECURITY
(2 + 2 UCA PROGRAM)

Degree Code: 1090; CIP Code: 24.0102

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

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

1. Applications of Math and the Natural Sciences appropriate to degree or field of study.
2. Composition and Oral Communication.
3. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
4. Utilization of technology appropriate to degree or field of study.
5. Application of critical thinking and problem-solving skills within various disciplines.

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)				
BUS	2563	Business Communications	3	_____
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	_____
Fine Arts/Humanities (6 credit hours) Students must choose at least one fine arts course 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 Sciences (9 credit hours)				
POSC	1003	Introduction to International Relations	3	_____
POSC	2103	United States Government	3	_____
Select 1 course below:				
ECON	2313	Principles of Macroeconomics		
ECON	2323	Principles of Microeconomics		
GEOG	2613	Physical Geography		
GEOG	2703	World Geography	3	_____
HIST	1013	World Civilization to 1660		
HIST	1023	World Civilization since 1660		
PSY	2513	Introduction to Psychology		
SOC	2213	Principles of Sociology		
SOC	2233	Introduction to Cultural Anthropology		
SOC	2223	Social Problems		

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.) This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.	4	_____
Physical Sciences (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 **OR** 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	2034	University Physics I & Lab **OR**		
PHYS	2054	General Physics I & Lab This course also fulfilled by successfully completing these two course numbers: PHYS 2053 and PHYS 2051.	4	_____

Cybersecurity (CIS) Directed Electives (25 credit hours)
25 credit hours Cybersecurity (CIS) Directed Electives requirement.

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CIS	1023	Programming Fundamentals/Logic	3	
CIS	1106	CISCO Network Academy I	6	
CIS	1206	CISCO Network Academy II	6	
CIS	1513	Object Oriented Programming	3	
CIS	2683	Computer Forensics	3	
CIS	2723	Cybersecurity Essentials	3	

General Education Total 35 Hours
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 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 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.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

6. Applications of Math and the Natural Sciences appropriate to degree or field of study.
7. Composition and Oral Communication.
8. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
9. Utilization of technology appropriate to degree or field of study.

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	_____
Automotive Systems Repair Core (44 credit hours)				
AUTO	1013	Introduction to Automotive Technology	3	_____
AUTO	1024	Brakes and Braking Systems	4	_____
AUTO	1034	Suspension and Steering	4	_____
AUTO	1104	Engine Performance I	4	_____
AUTO	1304	Electrical Systems I	4	_____
AUTO	1403	Automotive HVAC	3	_____
AUTO	2104	Engine Performance II	4	_____
AUTO	2244	Automotive Powertrains	4	_____
AUTO	2304	Electrical Systems II	4	_____
AUTO	2404	Engine Rebuild	4	_____
TECH	1012	Employment Strategies	2	_____
WELD	1204	Gas Metal Arc Welding	4	_____

Program Total 62 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 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 BUSINESS ADMINISTRATION

Degree Code: 0730 CIP Code: 52.0401

The program is designed for those students seeking a two-year program in business or office management. Through careful selection of electives, the Business Administration degree can be customized to meet the individual needs of each student.

Student Learning Outcomes for A.A.S. Business Administration Program

1. Students completing an Associate of Applied Science degree or technical certificate at ASUMH will have demonstrated employability (soft) skills.
2. Students will apply current, legal, ethical, social, financial, and economic environmental factors as they apply to business.
3. Students will demonstrate the use of spreadsheets, reports, letters, presentations, etc. in an effort to apply critical thinking in decision making.
4. Students will apply accounting and economic principles in decision making.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (18 credit hours)				
BUS COMM	2563 1203	Business Communications **OR** 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 BUS	2841 2861	Business Administration Internship **OR** Business Capstone Project	1	_____
BUS	2853	Business Leadership and Decision Making	3	_____
CIS	1003	Computerized Office Accounting	3	_____

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED

Directed Electives (Choose Any 15 credit hours)

Courses taken to satisfy general education and degree requirements cannot be used to fulfill the elective requirement. Choose 15 credit hours from any ACC, BUS, CIS, CTD, ECON, HSA, or OTS courses.

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 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 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 A.A.S. 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, and collaboration.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

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	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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	_____
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.)

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 CRIMINAL JUSTICE

Degree Code: 0390 CIP Code: 43.0103

The program is designed for graduates to pursue a career in criminal justice. Credit may be awarded to those students who have completed certified law enforcement training. See the criminal justice instructor for assistance.

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 A.A.S. Criminal Justice Program

1. Students will develop a knowledge of the Criminal Justice System.
2. Students will demonstrate knowledge of theories associated with the causes of crime.
3. Students will develop an 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.
5. Students will demonstrate a basic understanding of how to develop and collect latent fingerprints and process other physical evidence.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

6. Applications of Math and the Natural Sciences appropriate to degree or field of study.
7. Composition and Oral Communication.
8. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
9. Utilization of technology appropriate to degree or field of study.

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	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CRJ	2023	Community Corrections	3	_____
CRJ	2033	Juvenile Delinquency	3	_____
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	_____
SOC	2223	Social Problems	3	_____

Directed Electives (Choose Any 6 credit hours)
Courses taken to satisfy general education and degree requirements cannot be used to fulfill the elective requirements.
Choose 6 credit hours from any BIOL, BUS, CIS, CRJ, EMT, HUMN, PHYS, SWK course.

_____ _____

_____ _____

_____ _____

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 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 A.A.S. 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 responder, 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. Demonstrate critical thinking, complex problem solving, and collaboration.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

5. Applications of Math and the Natural Sciences appropriate to degree or field of study.
6. Composition and Oral Communication.
7. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
8. Utilization of technology appropriate to degree or field of study.

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 (12 credit hours)				
CIS	1023	Programming Fundamentals/Logic	3	_____
CIS	1103	Networking Concepts	3	_____
CIS	1513	Object-Oriented Programming	3	_____
CIS	2723	Cybersecurity Essentials	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 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 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 an 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 career skills by combining classroom learning with hands-on design applications while preparing a Professional portfolio in the field of Digital Design.
5. Develop learning strategies, which combine design thinking and aesthetics with software skills and technology to prepare for a career in an ever-changing field.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

6. Applications of Math and the Natural Sciences appropriate to degree or field of study.
7. Composition and Oral Communication.
8. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
9. Utilization of technology appropriate to degree or field of study.

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)				
BUS	1002	Financial Literacy	2	_____
BUS	2213	Employment Readiness	3	_____
BUS	2513	Fundamentals of Marketing	3	_____
BUS	2843	Project Management	3	_____
CIS/ART	1703	Introduction to Digital Media	3	_____
CIS/ART	1803	Introduction to Digital Photography/Photoshop	3	_____
CIS/ART	2313	Desktop Publishing	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
CIS/ART	2003	Topographic Illustration	3	_____
CIS/ART	2353	Design Layout	3	_____
CIS	2563	E-Commerce and Web Marketing	3	_____
CIS/ART	2623	Website Design	3	_____
CIS CIS/ART	2443 2663	Visual Frameworks **OR** Advanced Website Design	3	_____
CIS CIS	2601 2911	Graphic Internship **OR** CIS Capstone Project	1	_____

Directed Electives (Choose Any 9 credit hours)
Courses taken to satisfy general education and degree requirements cannot be used to fulfill the elective requirement. Choose 9 credit hours from any ART, BUS, or CIS course not used in the Design Core.

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 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	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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**

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 MARINE MANUFACTURING
Degree Code: 3136; CIP Code: 15.0617

The Associate of Applied Science in Marine Manufacturing is for students interested in boat manufacturing, trailer manufacturing, or other fiberglass composite constructions. The program integrates basic tools, welding, electrical, gel coat application, and open and closed molded lamination into the manufacture of boats and boat trailers. The skills taught in this program also apply to automotive and other industries.

Student Learning Outcomes for A.A.S. Marine Manufacturing Program

1. Students will be employable in an entry-level boat manufacturing position.
2. Students will apply basic chemistry of composite materials and reactions in the workplace.
3. Students will demonstrate the use of various industry-recognized tools and equipment.
4. Students will demonstrate all safety rules and procedures across the full scope of their field.
5. Students will demonstrate foundational gel coat, open molding, and closed molding skills.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

6. Applications of Math and the Natural Sciences appropriate to degree or field of study.
7. Composition and Oral Communication.
8. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
9. Utilization of technology appropriate to degree or field of study.

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	_____
Boat Manufacturing Core (42 credit hours)				
AUTO	1304	Electrical Systems I	4	_____
BOAT	1003	Introduction to Boat Manufacturing	3	_____
BOAT	1014	Basic Hand Tools/Safety	4	_____
BOAT	1024	Gel Coat Basics	4	_____
BOAT	1031	Masking	1	_____
BOAT	1104	Intermediate Gel Coat	4	_____
BOAT	1204	Introduction to Composite Materials	4	_____
BOAT	2014	Advanced Gel Coat	4	_____
BOAT	2314	Closed Molding Lamination	4	_____
BOAT	2324	Open Molding Lamination	4	_____
TECH	1012	Employment Strategies	2	_____
TECH	1044	Computer Aided Design (CAD)	4	_____

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 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 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 comprehend and communicate using standard technical and engineering terminology.
2. Conduct Standard tests, measurements, and experiments using appropriate instruments, settings, and tools where necessary.
3. Demonstrate basic computer skills, navigation, and software skills related to control systems.
4. Interpret schematic symbols, basic schematic diagrams, blueprints and other technical documents to properly assemble, adjust, align and test a power transmission assembly control system.
5. Demonstrate proficiency recognizing potential hazardous situations proper use of personal protective equipment (PPE), and appropriate Lockout/Tag-out/Block-out procedures.
6. Develop and demonstrate a basic level of proficiency using existing knowledge, documentation, observation and measurements aimed at generating an efficient process of troubleshooting and identifying the failure source within a control system.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

7. Applications of Math and the Natural Sciences appropriate to degree or field of study.
8. Composition and Oral Communication.
9. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
10. Utilization of technology appropriate to degree or field of study.

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

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 National Registry of EMTs for the Paramedic certificate examination and the Arkansas Department of Health, EMS Division for State licensure. Upon successfully passing the examination and obtaining State licensure the graduate will be eligible to function as a team member within the pre-hospital environment.

NOTE: Arkansas State Law requires Emergency Medical Technician (EMT) licensure prior to entry into the Paramedic program.

Student Learning Outcomes for Paramedic Technology Program

1. Demonstrate an advanced understanding of 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.
3. Demonstrate understanding of the anatomy and physiology of body systems.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

4. Applies the principles of math and science appropriate to the field of study.
5. Composition and Oral Communication.
6. Evaluate diverse perspectives and cultures.
7. Utilization of technology appropriate to degree or field of study.

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

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Prerequisites (7 credit hours)				
Biology (4 credit hours) *(All body systems must be covered.)*				
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 by successfully completing: BIOL 2004 Human Anatomy and Physiology I & Lab and BIOL 2014 Human Anatomy and Physiology II & Lab.	4	_____
HSA	2013	Medical Terminology	3	_____
General Education Requirements (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	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Paramedic Technology Requirements (40 credit hours)				
PAR	1023	Introduction to EMS and Ambulance Operations	3	_____
PAR	1033	Patient Assessment with Lab	3	_____
PAR	1124	Pharmacology and Medication Administration with Lab	4	_____
PAR	1215	Electrocardiogram Interpretation with Lab	5	_____
PAR	1122	Clinical Practicum I	2	_____
PAR	2004	Cardiovascular Emergency Care with Lab	4	_____
PAR	2005	Medical Emergencies with Lab	5	_____
PAR	2014	Trauma Emergencies with Lab	4	_____
PAR	2102	Clinical Practicum II	2	_____
PAR	2204	Paramedic Field Internship Capstone	4	_____
PAR	2222	Clinical Practicum III	2	_____
PAR	2412	Review of Clinical and Capstone	2	_____

Program Total 62 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 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. Demonstrate an understanding of application architecting, interface design theories, visual constructs and responsive frameworks.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

6. Applications of Math and the Natural Sciences appropriate to degree or field of study.
7. Composition and Oral Communication.
8. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
9. Utilization of technology appropriate to degree or field of study.

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 **OR**		
CIS	2463	Linux	3	_____
CIS	1503	Introduction to Operating Systems	3	_____
CIS	1513	Object Oriented Programming	3	_____
CIS	2723	Cybersecurity Essentials	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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	3	_____
CIS	2453	Database Creation/Interaction	3	_____
CIS	2553	.NET	3	_____
CIS	2903	Programming Internship **OR**		
CIS	2893	CIS Capstone Project	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 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
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 prerequisite general education courses must be completed with a grade of "C" or better. All general education prerequisites 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, which 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. Apply clinical judgment skills to deliver safe nursing care.
2. Implement a prescribed plan of care by utilizing knowledge of evidence-based practice.
3. Demonstrate professional nursing identity through guided reflection of nursing care.
4. Demonstrate effective therapeutic communication.
5. Evaluate advocacy skills for patients and family.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

6. Applies the principles of math and science appropriate to the field of study.
7. Composition and Oral Communication.
8. Evaluate diverse perspectives and cultures.
9. Utilization of technology appropriate to degree or field of study.

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 This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.	4	_____
BIOL	2014	Human Anatomy and Physiology II & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221.	4	_____
BIOL	2104	Microbiology & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 2103 and BIOL 2101.	4	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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	_____
HLT	2203	Basic Human Nutrition	3	_____
MATH	1113	Applied Math or higher-level mathematics course *NOTE: MATH 1023 College Algebra is the recommended mathematics course.*	3	_____
PSY	2513	Introduction to Psychology	3	_____

Nursing Requirements (30 credit hours)

RN	2012	Clinical I	2	_____
RN	2014	Introduction to RN Concepts	4	_____
RN	2022	Clinical II	2	_____
RN	2024	Health Illness Concepts I	4	_____
RN	2032	Clinical III	2	_____
RN	2034	Family Health Care Concepts	4	_____
RN	2042	Clinical IV	2	_____
RN	2044	Health Illness Concepts II	4	_____
RN	2052	Clinical V	2	_____
RN	2054	Complex Health Concepts	4	_____

General Education Total 30 Hours
Nursing Requirements Total 30 Hours
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 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 REGISTERED NURSING (TRADITIONAL)
Degree Code: 0710; CIP Code: 51.3801

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 prerequisite general education courses must be completed with a grade of "C" or better. All general education prerequisites 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, which 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. Apply clinical judgment skills to deliver safe nursing care.
2. Implement a prescribed plan of care by utilizing knowledge of evidence-based practice.
3. Demonstrate professional nursing identity through guided reflection of nursing care.
4. Demonstrate effective therapeutic communication.
5. Evaluate advocacy skills for patients and family.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

6. Applies the principles of math and science appropriate to the field of study.
7. Composition and Oral Communication.
8. Evaluate diverse perspectives and cultures.
9. Utilization of technology appropriate to degree or field of study.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (28 credit hours)				
BIOL	2004	Human Anatomy and Physiology I & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.	4	_____
BIOL	2014	Human Anatomy and Physiology II & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221.	4	_____
BIOL	2104	Microbiology & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 2103 and BIOL 2101.	4	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
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 higher-level mathematics course *NOTE: MATH 1023 College Algebra is the recommended mathematics course.*	3	_____
ORT	1031	First Year Experience for Health Science	1	_____
PSY	2513	Introduction to Psychology	3	_____
Nursing Requirements (33 credit hours)				
RN	2002	NCLEX Review	2	_____
RN	2003	Fundamentals of Clinical Nursing/Lab	3	_____
RN	2012	Clinical I	2	_____
RN	2013	Mental Health	3	_____
RN	2022	Clinical II	2	_____
RN	2023	Nursing Leadership and Management	3	_____
RN	2032	Clinical III	2	_____
RN	2034	Family Health Care Concepts	4	_____
RN	2042	Clinical IV	2	_____
RN	2052	Clinical V (Preceptorship)	2	_____
RN	2054	Complex Health Concepts	4	_____
RN	2064	Medical/Surgical Nursing	4	_____

General Education Total 28 Hours
Nursing Requirements Total 33 Hours
Program Total 61 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 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 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 A.A.S. Welding Program

1. Demonstrate safe and proper use of welding, cutting and grinding equipment.
2. 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.
3. Read and interpret fabrication blueprints to create layouts to specifications.
4. 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.
5. Identify the cause of various weld defects including slag inclusions, porosity, undercut and cracking.
6. Identify the different types of metal between steel, aluminum, copper, brass and stainless steel.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

7. Applications of Math and the Natural Sciences appropriate to degree or field of study.
8. Composition and Oral Communication.
9. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.
10. Utilization of technology appropriate to degree or field of study.

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	_____
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	_____

COURSE CODE	COURSE NAME	CREDIT HOURS	HOURS COMPLETED
	Select 20 credit hours from any WELD course		
WELD	_____	4	_____
WELD	_____	4	_____
WELD	_____	4	_____
WELD	_____	4	_____
WELD	_____	4	_____

Program Total 60 Hours

TECHNICAL CERTIFICATE PROGRAMS

- Automotive Systems Repair
- Education
- EMS
- Funeral Directing
- General Business
- General Studies
- Health Professions
- Information Systems Technology
- Machining Technology
- Marine Manufacturing
- Mechatronics
- Paramedic Technology
- Practical Nursing
- Pre-Nursing
- Professional Medical Coding
- 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.

2025-2026

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.

Student Learning Outcomes for TC 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 troubleshoot equipment and system.
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.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcomes:

6. Applications of Math and the Natural Sciences appropriate to degree or field of study.
7. Composition and Oral Communication.

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	1113	Applied Math or higher-level mathematics course	3	_____
Automotive Core (32 credit hours)				
AUTO	1013	Introduction to Automotive Technology	3	_____
AUTO	1024	Brakes and Braking Systems	4	_____
AUTO	1034	Suspension and Steering	4	_____
AUTO	1104	Engine Performance I	4	_____
AUTO	1304	Electrical Systems I	4	_____
AUTO	1403	Automotive HVAC	3	_____
AUTO	2104	Engine Performance II	4	_____
AUTO	2304	Electrical Systems II	4	_____
TECH	1012	Employment Strategies	2	_____

Program Total 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.

2025-2026

TECHNICAL CERTIFICATE PLAN
EDUCATION

Degree Code: 2945; CIP Code: 13.1206

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 2.70 GPA is required for graduation from the Technical Certificate in Education program.

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

NOTE: Students requiring two or more remedial classes and ORT 1003 Student Success will not be allowed to declare the Associate of Arts or an Associate of Science degree until ORT 1003 is completed with a minimum grade of "C". These students will be registered as Associate of General Studies students for the first semester and then moved to the appropriate degree after completing ORT 1003.

This Technical Certificate in Education will give the student the opportunity to earn a certificate while completing steps toward an Associate of Science degree.

Student Learning Outcomes for A.S.E. Program

1. Display the attributes of effective teachers with the knowledge, skills, and dispositions to engage students with meaningful and authentic instruction in 21st century classrooms.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general education outcomes:

2. Applications of Math and the Natural Sciences appropriate to degree or field of study.
3. Composition and Oral Communication.
4. Evaluation of diverse perspectives and cultures through Arts, Humanities, and Social Sciences.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education Requirements (16 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 (must earn a "C" or better) **OR**		
MATH	1043*	Quantitative Reasoning (must earn a "C" or better) (Students may substitute a higher-level mathematics course for which College Algebra is a prerequisite.)	3	_____
		**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.*		
Science (4 credit hours)				
BIOL	1004	Biological Science & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.	4	_____
Major Technical Discipline (15 credit hours) (Choose Any 15 credit hours)				
EDU	2113	Child Growth and Learning	3	_____
EDU	2803	Introduction to K-12 Educational Technology (must earn a "C" or better)	3	_____
HIST	1013	World Civilization to 1660 **OR**		
HIST	1023	World Civilization since 1660	3	_____
HIST	2883	Arkansas History	3	_____
MATH	2113	Mathematics for Teachers I (must earn a "C" or better)	3	_____
MATH	2123	Mathematics for Teachers II	3	_____
POSC	2103	United States Government	3	_____
PSY	2513	Introduction to Psychology	3	_____

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.

2025-2026

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.
3. Demonstrate basic understanding of the anatomy and physiology of body systems.

In addition to these program-specific outcomes, students completing the following general education outcomes will have demonstrated a proficiency in the following skills:

4. Applications of math and the natural sciences appropriate to the degree or field of study.
5. Composition and oral communication.
6. Evaluation of diverse perspectives and cultures through arts, humanities, and social sciences
7. Utilization of technology appropriate to the degree or field of study.

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	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 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.	4	_____
EMT	1014	Emergency Medical Technician I	4	_____
EMT	1015	Emergency Medical Technician II (EMT 1009 Emergency Medical Technician may be substituted for EMT 1014 EMT I and EMT 1015 EMT II).	5	_____
HSA	2013	Medical Terminology	3	_____

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.

2025-2026

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 and 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 proficiency in the following general outcomes:

9. Applications of Math and 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

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.

2025-2026

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.

Student Learning Outcomes for TC General Business Program

1. Students will apply current, legal, ethical, social, financial, and economic environmental factors as they relate to business.
2. Students will apply accounting and economic principles in decision making.

In addition to these program-specific outcomes, students will have demonstrated proficiency in the following general outcomes:

3. Applications of Math and Natural Sciences appropriate to degree or field of study.
4. Composition and Oral Communication.
5. Utilization of technology appropriate to degree or field of study.

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

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (12 credit hours)				
BUS / COMM	2563 / 1203	Business Communications **OR** 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 (19 credit hours)				
ACC	2003	Principles of Accounting I	3	_____
BUS	1013	Introduction to Business	3	_____
BUS	2203	Applied Business Ethics	3	_____

Directed Electives (Choose Any 9 credit hours)
Courses taken to satisfy general education and degree requirements cannot be used to fulfill the elective requirement. Choose 9 credit hours from any ACC, BUS, CIS, CTD, ECON, HSA, or OTS courses.

_____

_____

_____

_____

Program Total 30 Hours

The certificate program gives the student the opportunity.
to earn a certificate while completing steps toward an Associate degree.

2025-2026

TECHNICAL 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 Technical Certificate in General Studies program.

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

This program 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.

Student Learning Outcomes for TC General Studies Program

Students completing the general education core at ASUMH will have demonstrated proficiency in the following skills:

1. Applications of Math and Natural Sciences appropriate to degree or field of study.
2. Composition and Oral Communication.

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) (Select 1 course)				
MATH	1113	Applied Math **OR**		
MATH	1023	College Algebra **OR**		
MATH	1043	Quantitative Reasoning	3	_____
Fine Arts/Humanities (3 credit hours) (Select 1 course)				
ART	2503	Fine Arts – Visual		
MUS	2503	Fine Arts – Music		
THEA	2503	Fine Arts – Theatre		
ENG	2003	World Literature to 1660		
ENG	2013	World Literature since 1660	3	_____
Social Science (3 credit hours) (Select 1 course)				
ECON	2313	Principles of Macroeconomics		
GEOG	2613	Physical Geography		
GEOG	2703	World Geography	3	_____
PSY	2513	Introduction to Psychology		
SOC	2213	Principles of Sociology	3	_____
SOC	2233	Introduction to Cultural Anthropology		
Social Studies (3 credit hours) (Select 1 course)				
HIST	1013	World Civilization to 1660		
HIST	1023	World Civilization since 1660	3	_____
U.S. History/Government (3 credit hours) (Select 1 course)				
HIST	2763	The United States to 1876		
HIST	2773	The United States since 1876		
POSC	2103	United States Government	3	_____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Science (4 credit hours) (Select 1 course)				
BIOL	1004	Biological Science & Lab This course also fulfilled by successfully completing these two course numbers: BIOL 1003 and BIOL 1001.		
CHEM	1014	General Chemistry I & Lab This course also fulfilled by successfully completing these two course numbers: CHEM 1013 and CHEM 1011.		
PHYS	1204	Physical Science & Lab 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	_____
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 and BIOL 1001.		
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 completed by successfully completing these two course numbers: CHEM 1023 and 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 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.		
PHYS	2064	General Physics II & Lab This course also fulfilled by successfully completing these two course numbers: PHYS 2063 and PHYS 2061.		
PSY	2513	Introduction to Psychology		
SOC	2213	Principles of Sociology		
THEA	2503	Fine Arts – Theatre	3 – 4	_____

Program Total 31 – 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.

2025-2026

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.

Student Learning Outcomes for TC Health Professions Program

1. Demonstrate knowledge of the healthcare delivery system and terminology.
2. Demonstrate knowledge of infection control and safety.
3. Demonstrate understanding of basic concepts of communications, patient interaction, stress management, professional behavior, and legal implications of the medical work environment.

In addition to these program-specific outcomes, students completing the following general education outcomes will have demonstrated a proficiency in the following skills:

4. Applications of math and the natural sciences appropriate to the degree or field of study.
5. Composition and oral communication.
6. Utilization of technology appropriate to the degree or field of study.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (16 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	_____
ORT	1031	First Year Experience in Health Science	3	_____
PSY	2513	Introduction to Psychology	3	_____
Health Education Core (17 credit hours)				
Biology (4 credit hours) *(All body systems must be covered.)*				
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 by successfully completing: BIOL 2004 Human Anatomy and Physiology I & Lab and BIOL 2014 Human Anatomy and Physiology II & Lab.	4	_____
Health Topics (6 credit hours) (Select 2 courses)				
BIOL	1004	Biological Science & Lab	4	_____
EMT	1013	Emergency Medical Responder	3	_____
HSA	1003	Introduction to Health Professions	3	_____
HSA	1013	Medical Procedures	3	_____
HSA	2013	Medical Terminology	3	_____
HLT	2203	Basic Human Nutrition	3	_____
Area of Emphasis (7 credit hours) (Select 1 area)				
CNA	1007	Nursing Assistant	7	_____
PHL	1007	Phlebotomy	7	_____

Program Total 33 – 34 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.

2025-2026

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.

Student Learning Outcomes for TC Information Systems Technology Program

1. Develop a working knowledge of operating systems, computer hardware and software, mobile devices, security issues, and networking technologies.
2. Demonstrate critical thinking, complex problem solving, and collaboration.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcomes:

3. Applications of Math and the Natural Sciences appropriate to degree or field of study.
4. Composition and Oral Communication.

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 **OR**		
CIS	2463	Linux	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.

2025-2026

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.

Student Learning Outcomes for TC Machining Technology Program

1. Demonstrate ability to read and understand basic engineering drawings.
2. Demonstrate proficiency with precision measurement tools.
3. Exhibit ability to select, maintain, and utilize manual machining equipment.
4. Demonstrate proficiency setting tool and work offsets for various CNC operations.
5. Demonstrate understanding of g-code.
6. Exhibit competency in the setup and operation of CNC machines.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcomes:

7. Composition and Oral Communication.
8. Utilization of technology appropriate to degree or field of study.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (3 credit hours)				
CIS	1053	Computer Essentials	3	_____
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 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.

2025-2026

TECHNICAL CERTIFICATE PLAN
MARINE MANUFACTURING

Degree Code: 2136; CIP Code: 15.0617

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 Marine Manufacturing program.

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

The Technical Certificate in Marine Manufacturing is for students interested in boat manufacturing, trailer manufacturing, or other fiberglass composite constructions. The program integrates basic tools, welding, electrical, gel coat application, and open and closed molded lamination into the manufacture of boats and boat trailers. The skills taught in this program also apply to automotive and other industries.

Student Learning Outcomes for TC Marine Manufacturing Program

1. Students will be employable in an entry-level boat manufacturing position.
2. Students will apply basic chemistry of composite materials and reactions in the workplace.
3. Students will demonstrate the use of various industry-recognized tools and equipment.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcomes:

4. Applications of Math and the Natural Sciences appropriate to degree or field of study.
5. Composition and Oral Communication.

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	_____
Boat Manufacturing Core (30 credit hours)				
BOAT	1003	Introduction to Boat Manufacturing	3	_____
BOAT	1014	Basic Hand Tools/Safety	4	_____
BOAT	1024	Gel Coat Basics	4	_____
BOAT	1031	Masking	1	_____
BOAT	1104	Intermediate Gel Coat	4	_____
BOAT	1204	Introduction to Composite Materials	4	_____
BOAT	2324	Open Molding Lamination	4	_____
TECH	1012	Employment Strategies	2	_____
TECH	1044	Computer Aided Design (CAD)	4	_____

Program Total 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.

2025-2026

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.

Student Learning Outcomes for TC Mechatronics Program

1. Students will comprehend and communicate using standard technical and engineering terminology.
2. Conduct Standard tests, measurements, and experiments using appropriate instruments, settings, and tools where necessary.
3. Demonstrate basic computer skills, navigation, and software skills related to control systems.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcomes:

4. Applications of Math and the Natural Sciences appropriate to degree or field of study.
5. Composition and Oral Communication.
6. Utilization of technology appropriate to degree or field of study.

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	4	_____
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.

2025-2026

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 National Registry of EMTs for the Paramedic certificate examination and the Arkansas Department of Health, EMS Division for State licensure. Upon successfully passing the examination and obtaining State licensure the graduate will be eligible to function as a team member within the pre-hospital environment. Visit asumh.edu/ge_par for gainful employment information.

NOTE: Arkansas State Law requires Emergency Medical Technician (EMT) licensure prior to entry into the Paramedic program.

Student Learning Outcomes for Paramedic Technology Program

1. Demonstrate an advanced understanding of 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.
3. Demonstrate understanding of the anatomy and physiology of body systems.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Prerequisites (7 credit hours)				
Biology (4 credit hours) *(All body systems must be covered.)*				
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 by successfully completing: BIOL 2004 Human Anatomy and Physiology I & Lab and BIOL 2014 Human Anatomy and Physiology II & Lab.	4	_____
HSA	2013	Medical Terminology	3	_____
Paramedic Technology Core (40 credit hours)				
Fall Semester (17 credit hours)				
PAR	1023	Introduction to EMS and Ambulance Operations	3	_____
PAR	1033	Patient Assessment with Lab	3	_____
PAR	1124	Pharmacology and Medication Administration with Lab	4	_____
PAR	1215	Electrocardiogram Interpretation with Lab	5	_____
PAR	1122	Clinical Practicum I	2	_____
Spring Semester (15 credit hours)				
PAR	2004	Cardiovascular Emergency Care with Lab	4	_____
PAR	2005	Medical Emergencies with Lab	5	_____
PAR	2014	Trauma Emergencies with Lab	4	_____
PAR	2102	Clinical Practicum II	2	_____
Summer Semester (6 credit hours)				
PAR	2204	Paramedic Field Internship Capstone	4	_____
PAR	2412	Review of Clinical and Capstone	2	_____

Program Total 45 Hours

TECHNICAL CERTIFICATE PLAN
PRACTICAL NURSING

Degree Code: 4660; CIP Code: 51.3901

(Application deadlines May 15 and 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, which 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.

NOTE: Current Certified Nursing (CNA) certification is required for entry into the Technical Certificate in Practical Nursing program.

Student Learning Outcomes for TC Practical Nursing Program

1. Demonstrate quality, evidence-based, patient centered nursing care to diverse populations across the lifespan.
2. Demonstrate effective and professional communication skills.
3. Summarize the role of the PN within the interdisciplinary team.

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

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Prerequisites (5 credit hours)				
(All body systems must be covered.)				
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 by successfully completing: BIOL 2004 Human Anatomy and Physiology I & Lab and BIOL 2014 Human Anatomy and Physiology & Lab II.	4	_____
ORT	1031	First Year Experience for Health Science	1	_____
Practical Nursing Core (38 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	_____
LPN	2302	Mental Health Nursing	2	_____
LPN	2413	Med-Surg Nursing Concepts II	3	_____
LPN	2512	Med-Surg Nursing Concepts III	2	_____
LPN	2503	Maternity and Pediatrics II	3	_____
LPN	2713	Clinical II	3	_____
LPN	2812	Clinical III	2	_____
LPN	2612	Med-Surg Nursing Concepts IV	2	_____
LPN	2814	Clinical IV	4	_____
LPN	2902	Basic Nursing Management	2	_____
		Program Total *43 – 45 Hours		
*LPN	1112	*Nursing Support	2	_____

***Students who are accepted into the program needing additional study assistance will be required to take two additional credit 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.

2025-2026

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 prerequisite courses required to apply for entry into the Traditional Registered Nursing program.

1. Apply nutrition guidelines for use in planning and modifying diets for healthy individuals.
2. Demonstrate basic understanding of the anatomy and physiology of body systems.

Students completing the general education core at ASUMH will have demonstrated a proficiency in the following skills:

3. Applications of math and the natural sciences appropriate to the degree or field of study.
4. Composition and oral communication.
5. Evaluation of diverse perspectives and cultures through arts, humanities, and social sciences.
6. Utilization of technology appropriate to degree or field of study.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (16 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	3	_____
ORT	1031	First Year Experience for Health Science	1	_____
Pre Nursing Education Core (18 credit hours)				
BIOL	2004	Human Anatomy and Physiology & Lab I	4	_____
BIOL	2014	Human Anatomy and Physiology & Lab II	4	_____
BIOL	2104	Microbiology & Lab	4	_____
HLT	2203	Basic Human Nutrition	3	_____
RN	2003	Fundamentals of Clinical Nursing/Lab	3	_____

Program Total 34 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.

2025-2026

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.

Student Learning Outcomes for TC Professional Medical Coder Program

1. Be prepared to successfully complete the professional medical coder certification exam.
2. Pathophysiological principles, assessment findings, formulate field apply code sets related to coding of professional services.
3. Discuss the role of the government in the development and oversight of healthcare service reporting and payment.
4. Demonstrate an understanding of information about major insurance programs and federal healthcare legislation.
5. Define and understand key terms associated with billing, reimbursement, and legislative entities.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcomes:

6. Apply principles of math and sciences appropriate to the study of healthcare.
7. Demonstrate both oral and written communication skills.
8. Utilize technology appropriate to the study of health sciences.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
General Education (9 credit hours)				
CIS	1053	Computer Essentials **OR**		
CIS	1203	Introduction to Computers	3	_____
ENG	1003	Composition I (must earn a "C" or better)	3	_____
MATH	1113	Applied Math or higher-level mathematics course	3	_____
Medical Education Core (17 credit hours)				
Biology (4 credit hours) *(All body systems must be covered.)*				
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 by successfully completing: BIOL 2004 Human Anatomy and Physiology I & Lab and BIOL 2014 Human Anatomy and Physiology II & Lab.	4	_____
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 26 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.

2025-2026

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.

Student Learning Outcomes for TC Web Development Program

1. Demonstrate foundational programming/software skills of organization, logic, analytical thinking, and problem solving.
2. Develop learning strategies, which combine design thinking and aesthetics with software skills and technology to prepare for a career in an ever-changing field.
3. Demonstrate an understanding of application architecting, interface design theories, visual constructs and responsive frameworks.

In addition to these program-specific outcomes, students will have demonstrated a proficiency in the following general outcomes:

4. Applications of Math and the Natural Sciences appropriate to degree or field of study.
5. Composition and Oral Communication.

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/ART	1803	Introduction to Digital Photography/Photoshop	3	_____
CIS	1113	A+ Computer Technician I **OR**		
CIS	2563	E-Commerce and Web Marketing	3	_____
CIS	2433	Back End Programming	3	_____
CIS	2443	Visual Frameworks **OR**		
CIS/ART	2663	Advanced Web Design	3	_____
CIS	2453	Database Creation/Interaction	3	_____
CIS	2503	Microcomputer Business Applications	3	_____
CIS/ART	2623	Web Design	3	_____
		CIS Electives (9 credit hours) from any CIS course		
CIS		_____		_____
CIS		_____		_____
CIS		_____		_____
CIS		_____		_____
CIS		_____		_____

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.

2025-2026

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.

Student Learning Outcomes for TC Welding Program

1. Demonstrate safe and proper use of welding, cutting and grinding equipment.
2. 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.
3. Read and interpret fabrication blueprints to create layouts to specifications.
4. 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.
5. Identify the cause of various weld defects including slag inclusions, porosity, undercut and cracking.

Name: _____ Date: _____

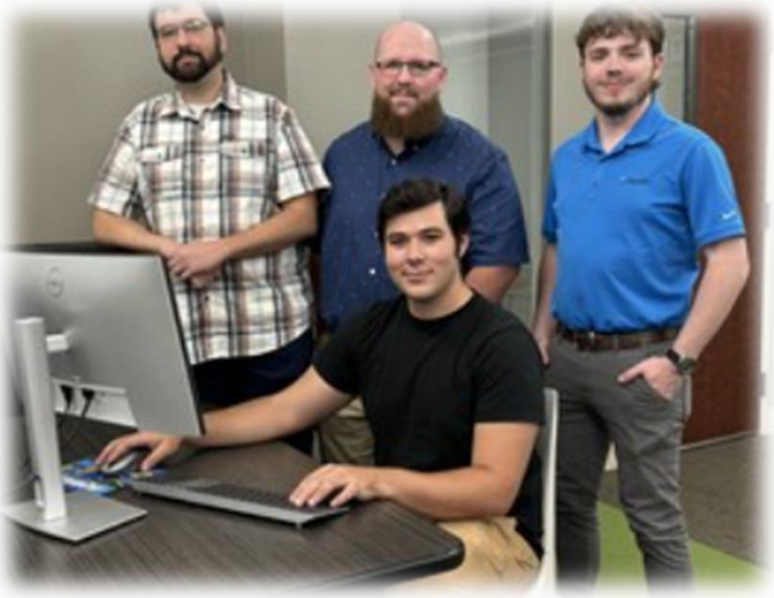
Advisor: _____ Student ID# _____

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	_____
Welding Core (24 credit hours)				
TECH	1012	Employment Strategies	2	_____
TECH	1032	Blueprints and Layouts	2	_____
WELD	1024	Shielded Metal Arc Welding (SMAW)	4	_____
WELD	1204	Gas Metal Arc Welding (MIG)	4	_____
WELD	1404	Gas Tungsten Welding (TIG)	4	_____
Directed Electives (Select 8 credit hours) Choose TECH 1044 or any WELD course not used in the Welding Core				
TECH	1044	Computer Aided Design (CAD)	4	_____
WELD	_____		4	_____
WELD	_____		4	_____

Program Total 30 Hours

CERTIFICATES OF PROFICIENCY

- A+ Computer Technician
- Automotive Systems Repair
- Certified Nursing Assistant (CNA)
- CISCO Networking
- Commercial Truck Driving
- Criminal Justice
- Emergency Medical Technician
- Graphic Design
- Health Professions
- Machining Technology
- Marine Manufacturing
- Mechatronics (Basic Manufacturing)
- Phlebotomy
- Production Welding
- 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.

2025-2026

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.

Student Learning Outcomes for CP A+ Computer Technician 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.

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.

2025-2026

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.

Student Learning Outcomes for CP Automotive Systems Repair Program

1. Students will express and implement all safety rules and procedures across the full scope of their field.
2. Students will service and repair installed systems.
3. Students will communicate in the proper technical terminology of the industry.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Automotive Systems Repair Content (15 credit hours)				
AUTO	1013	Introduction to Automotive Technology	3	_____
AUTO	1024	Brakes and Braking Systems	4	_____
AUTO	1104	Engine Performance I	4	_____
AUTO	1304	Electrical Systems I	4	_____

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.

2025-2026

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	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

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.

2025-2026

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.

Student Learning Outcomes for CP CISCO Networking Program

1. Be employable as an entry-level computer technician, support engineer, or network administrator.
2. Demonstrate critical thinking, complex problem solving, and collaboration.

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.

2025-2026

CERTIFICATE OF PROFICIENCY PLAN
COMMERCIAL TRUCK DRIVING

Degree Code: 0156; CIP Code: 49.0205

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 Commercial Truck Driving, 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 Commercial Truck Driving

1. Students will effectively communicate on topics related to commercial truck driving.
2. Students will demonstrate a safe working environment.
3. Students will be eligible to sit for the Commercial Driver Licensure test in the State of Arkansas.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Commercial Truck Driving Content (7 credit hours)				
CTD	1007	Commercial Truck Driving (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.

2025-2026

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.

Student Learning Outcomes for CP Criminal Justice Program

1. Students will develop a knowledge of the Criminal Justice System.
2. Students will demonstrate knowledge of theories associated with the causes of crime.
3. Students will develop an understanding of various approaches to addressing crime.

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

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Criminal Justice Content (12 credit hours)				
CRJ	1023	Introduction to Criminal Justice	3	_____
CRJ	1223	Police Organization and Administration	3	_____
CRJ	2233	Criminal Law I **OR**		
CRJ	2253	Criminal Investigation	3	_____
Directed Electives (Select 3 credit hours)				
Choose any CRJ or EMT course not used in the Criminal Justice Content				
CRJ/EMT		_____	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.

2025-2026

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.

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 Emergency Medical Technician Program

1. Demonstrate 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.

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 **AND**	4	_____
EMT	1015	Emergency Medical Technician II (must earn a "C" or better)	5	_____
		OR		
EMT	1009	Emergency Medical Technician (must earn a "C" or better)	9	_____

Program Total 9 Hours

NOTE: The Certificate of Proficiency in Emergency Medical Technician may be completed by successfully completing the combination of EMT 1014 and EMT 1015 or EMT 1009.

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.

2025-2026

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.

Student Learning Outcomes for CP Graphic Design Program

1. Demonstrate foundational design and communication skills including color theory, typography, compositional layout, information organization, creative thinking, and problem solving.
2. 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.
3. Develop 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
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.

2025-2026

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.

Student Learning Outcomes for CP Health Professions Program

1. Demonstrate knowledge of the healthcare delivery system and terminology.
2. Demonstrate basic understanding of the anatomy and physiology of body systems.
3. Demonstrate understanding of basic concepts of communications, patient interaction, stress management, professional behavior, and legal implications of the medical work environment.

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.

2025-2026

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.

Student Learning Outcomes for CP Machining Technology Program

1. Demonstrate ability to read and understand basic engineering drawings.
2. Demonstrate proficiency with precision measurement tools.
3. Exhibit ability to select, maintain, and utilize manual machining equipment.

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.

2025-2026

CERTIFICATE OF PROFICIENCY PLAN
MARINE MANUFACTURING
Degree Code: 1136; CIP Code: 15.0617

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.

Student Learning Outcomes for CP Marine Manufacturing Program

1. Students will apply basic chemistry of composite materials and reactions in the workplace.
2. Students will demonstrate 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
Boat Manufacturing Content (11 credit hours)				
BOAT	1003	Introduction to Boat Manufacturing	3	_____
BOAT	1014	Basic Hand Tools/Safety	4	_____
BOAT	1204	Introduction to Composite Materials	4	_____

Program Total 11 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.

2025-2026

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.

Student Learning Outcomes for CP Mechatronics (Basic Manufacturing) Program

1. Students will comprehend and communicate using standard technical and engineering terminology.
2. Conduct standard tests, measurements, and experiments using appropriate instruments, settings, and tools where necessary.
3. Demonstrate basic computer skills, navigation, and software skills related to control systems.

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.

2025-2026

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.

Student Learning Outcomes for CP Phlebotomy Program

1. Demonstrate knowledge of infection control and safety.
2. Demonstrate proper techniques to perform venipuncture and capillary puncture.

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.

2025-2026

CERTIFICATE OF PROFICIENCY PLAN
PRODUCTION WELDING
Degree Code: 4714; 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 Production 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.

This program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed for those wanting a career in boat manufacturing or other aluminum welding industries. This program fulfills the 144 hours of related technical instruction required for the ASUMH Department of Labor registered apprenticeship in welding.

Student Learning Outcomes for CP Production Welding Program

1. Demonstrate safe and proper use of welding, cutting, and grinding equipment.
2. 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.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Applied Technology Content (2 credit hours)				
TECH	1032	Blueprints and Layouts	2	_____
Welding Content (16 credit hours)				
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	_____
WELD	1404	Gas Tungsten Welding (TIG) (must earn a "C" or better)	4	_____
WELD	1434	Intermediate Gas Tungsten Welding (TIG) (must earn a "C" or better)	4	_____

Program Total 18 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.

2025-2026

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.

Student Learning Outcomes for CP Professional Medical Coder Program

1. Apply code sets related to coding of professional services.
2. Define and understand key terms associated with billing, reimbursement, and legislative entities.

Name: _____ Date: _____

Advisor: _____ Student ID# _____

COURSE CODE		COURSE NAME	CREDIT HOURS	HOURS COMPLETED
Professional Medical Coder Content (17 credit hours)				
Biology (4 credit hours) *(All body systems must be covered.)*				
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 by successfully completing: BIOL 2004 Human Anatomy and Physiology I & Lab and BIOL 2014 Human Anatomy and Physiology II & Lab.	4	_____
HSA	2013	Medical Terminology (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 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.

2025-2026

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.

Student Learning Outcomes for CP Programming/Mobile Development Program

1. Demonstrate foundational programming skills of organization, logic, analytical thinking, and problem solving.
2. Demonstrate 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
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.

2025-2026

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.

Student Learning Outcomes for CP Web Development Program

1. Demonstrate foundational programming/software skills of organization, logic, analytical thinking, and problem solving.
2. Develop learning strategies, which combine design thinking and aesthetics with software skills and technology to prepare for a career in an ever-changing field.
3. Demonstrate 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
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	2443	Visual Frameworks **OR** (must earn a "C" or better)		
CIS/ART	2663	Advanced Web Design (must earn a "C" or better)	3	_____
CIS	2563	E-Commerce/Web Marketing (must earn a "C" or better)	3	_____
CIS/ART	2623	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.

2025-2026

CERTIFICATE OF PROFICIENCY PLAN
WELDING

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.

Student Learning Outcomes for CP Welding Program

1. Demonstrate safe and proper use of welding, cutting and grinding equipment.
2. 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.
3. Identify the cause of various weld defects including slag inclusions, porosity, undercut and cracking.

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
Arkansas State University – Mountain Home	Mountain Home	AR
ASUMH Marketing and Communications Office	Mountain Home	AR
Arkansas Workforce Center	Mountain Home	AR
Brooks Jeffrey Marketing, Inc.	Mountain Home	AR
Carter & Sons Service Center	Mountain Home	AR
Donald W. Reynolds Library	Mountain Home	AR
First Baptist Church	Mountain Home	AR
Fulton County Hospital	Salem	AR
Into the Light Nonprofit Organization	Mountain Home	AR
Mountain Gear & Outfitters	Mountain Home	AR
Mountain Home Public Schools	Mountain Home	AR
Twin Lakes Literacy Council	Mountain Home	AR
Ultimate Auto Group	Mountain Home	AR
Viola Solid Rock Assembly Church	Viola	AR
White River Auto Repair	Gassville	AR

Funeral Science Clinical Sites

Location	City	State
Aaron Beasley Embalming Service	Fort Smith	AR
AR Central Mortuary Service	Little Rock	AR
Barker Funeral Home	Salem	MO
Clinkingbeard Funeral Home, Inc. – Ava	Ava	MO
Clinkingbeard Funeral Home, Inc. – Gainesville	Gainesville	MO
Clinton Funeral Service	Clinton	MO
Cox Funeral Home	Walnut Ridge	AR
Doty Family Funeral Service	Salem	MO
Greenlawn Funeral Home North	Springfield	MO
Heath Funeral Home	Paragould	AR
Kirby & Family Funeral & Cremation Service	Mountain Home	AR
Mathis Funeral Home	Dexter	MO
Roller Funeral Home	Mountain Home	AR
Roller – Christeson Funeral Home	Harrison	AR
Roller – McNutt	Conway	AR
Willis Funeral Home	Batesville	AR
Wortham Funeral Home	Highland	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
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
North Central Arkansas Medical Associates	Mountain Home	AR
Renal Ventures	Mountain Home	AR
Somerset Senior Living	Yellville	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
North Arkansas Regional Medical Center (NARMC)	Harrison	AR
St. Bernard's 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, SU) **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. Prerequisite: ACC 2003 with a grade of “C” or better. (S, SU) **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. (D)

(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- or 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. Prerequisite: 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- or 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. Prerequisite: 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. Prerequisite: 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.) Prerequisite: ART 1033 and ART 1043 or portfolio review. (F)

1063 **Painting I** Studies introductory color and composition for acrylic and watercolor painting with opportunities for the student to explore personal interests. (May be repeated for credit; however, no more than three hours may be applied toward a degree in a field other than art.) (D)

1073 **Painting II** Continues color and composition studies with a focus on oil painting. Prerequisite: 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 with 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. (D) [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. (D) [Same as CIS 2313]

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. Prerequisites: CIS 1803 or ART 1803, CIS 2003 or 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 examine 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 examine 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. Prerequisite: ART 2623 or CIS 2623 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)

1024 **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)

1034 **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. (S)

1104 **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. (D)

1304 **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)

1403 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. (S)

2104 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. Prerequisite: AUTO 1103. (S)

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. (D)

2244 Automotive Powertrains Examines the components involved in the powertrain system. All areas of the powertrain are covered, including manual and automatic transmissions, four and all-wheel-drive systems, differentials, and engines. Diagnostic and proper repair techniques will be covered as well as some history of these systems as they relate to development of further technology. (F)

2304 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. Prerequisite: AUTO 1303. (S)

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. (D)

2404 **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. Prerequisite: All other AUTO courses required for the program of study. (D)

(BIOL) BIOLOGY

1001 **Biological Science Lab** Accompanies BIOL 1003 Biological Science. Prerequisite 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. (F)

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 Professions. 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. (F, S, SU)

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 insects 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. (S)

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. Prerequisite: 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. Prerequisite: 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. Prerequisite: 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. Prerequisite: high school biology within the past five years or BIOL 1004 or BIOL 2201 & BIOL 2203 with a grade of "C" or better. (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. Prerequisites: 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. Prerequisites: BIOL 1004 and MATH 1023 or equivalents with a grade of "C" or better. (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. Prerequisite: High school biology within the past five years, BIOL 1004 or BIOL 1024 with a grade of "C" or better or the successful completion of the LPN degree. (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. Prerequisite: 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)

(BOAT) MARINE MANUFACTURING

1003 Introduction to Boat Manufacturing Introduces the basics of building a fiberglass boat, the different methods of boat building, the tools and equipment, and the composites used in boat manufacturing. A history of boat manufacturing and innovations in use today are discussed. Safety practices incorporating OSHA standards are emphasized. (F)

1014 Basic Hand Tools/Safety Introduces basic hand and power tools such as ratchets, wrenches, pliers, tape measurer, electric and pneumatic tools. Also includes how to use and maintain tools properly and safely. Emphasis on keeping a clean work area and the importance of safety for both the user and those around the use of tools. Safety practices incorporating OSHA standards are emphasized. (F)

1024 Gel Coat Basics Introduces gel coating, what it is and how to apply it in the workplace. Also includes how to handle, set up, and maintain gel coat equipment. Introduces the difference in poly flake and solid gel coat finishes. Safety practices incorporating OSHA standards are emphasized. (S)

1031 Masking Introduces the methods of masking molds. Presents the different types of masking (pin stripe tape, fill in tape, cover tape) and how they are applied. Safety practices incorporating OSHA standards are emphasized. (S)

1104 **Intermediate Gel Coat** Continues development of gel coat skills by introducing techniques used in spraying small part molds such as storage boxes, live well rings, and other small fiberglass components that go into manufacturing a boat. Presents the fundamentals of spraying gel coat and the spray patterns used in applying gel coat materials. Covers how to identify errors and imperfections and introduces techniques to properly repair. Increased emphasis is placed on quality of work and improved control of gel coat equipment. Safety practices incorporating OSHA standards are emphasized. Prerequisite: BOAT 1003. (F)

1204 **Introduction to Composite Materials** Presents the history of composite materials and defines the different types of composite materials used in boat manufacturing. Introduces tools and equipment used in working with composite materials. Describes Personal Protective Equipment (PPE) and its importance when handling raw materials. Advantages and disadvantages of various composite materials in different applications and industries are discussed. Safety practices incorporating OSHA standards are emphasized. (F)

2014 **Advanced Gel Coat** Practices gel coat skills presented in previous classes. Introduces different methods of spray, airless systems, and pressure pot systems. Hands on spraying of full boat molds and pulling tape is practiced. Safety practices incorporating OSHA standards are emphasized. Prerequisite: BOAT 1104. (S)

2314 **Closed Molding Lamination** Introduces hand laying and properly tucking fiberglass on a gel coated mold for resin infusion. Also includes how to properly apply bag to mold to infuse resin into fiberglass to build a quality part. Introduces different types of fluid pumps (Injection Machine and Resin Pumps). Safety practices incorporating OSHA standards are emphasized. Prerequisite: BOAT 1204; Prerequisite or Co-requisite: BOAT 1024. (S)

2324 **Open Molding Lamination** Introduces different methods of lamination such as hand lay, wet out, and chopping. Familiarizes the student with operating and maintaining chopping gun and wet out systems. Presents the fundamentals of chopping and spray patterns used in applying materials. Safety practices incorporating OSHA standards are emphasized. Prerequisite: BOAT 1204; Prerequisite or Co-requisite: BOAT 1024. (F)

(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. (F, 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. Prerequisite: ACT score in Math of 19. (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)

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.
Prerequisites: MATH 1023. (F, S) **ACTS: MATH 2103 or BUSI 2103** [Same as MATH 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. (D)

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. Prerequisite: ACC 2013. (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. Prerequisites: BUS 2423, BUS 1423, 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. Prerequisite: 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. Prerequisites: 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 Prerequisites or Co-requisites: ACC 1003 or ACC 2003, BUS 2513, and BUS 2833. Funeral Science Prerequisites 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. (S)

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. (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)

2861 Business Capstone Project The capstone prepares and develops students' skills for a technical work-stream leader role in their area of discipline within business and technology. Capstone projects will be inquiry and practice-centered and will draw upon areas of interest to the student and focus from the student's major. All capstones aim to bridge theory and practice and are aimed to have an impact on the professional life of students. Students are encouraged to apply and expend knowledge gained through the courses in their selected major as part of this process. An internship can be used to fulfill this course. (S)

2903 Fundamentals of International Business Introduces students to fundamental aspects of international business including international economics, finance, management, marketing, law, and accounting. It 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. Prerequisite: MATH 0093 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. Prerequisites: 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. Prerequisites: 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.) Prerequisite 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. Prerequisites: 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. Prerequisite: 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. Prerequisite or Co-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. Prerequisite: 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. Prerequisite: 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. Prerequisite 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. Prerequisite 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. (D)

1003 **Computerized Office Accounting** Studies the basic office accounting /record keeping skills of amortization, petty cash, payroll, timecards, accounts receivable, accounts payable, bank reconciliation, and inventory. Prerequisite: See "Testing and Placement" for Computer Concepts. (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. (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.* Prerequisite: See "Testing and Placement" for Computer Concepts. (F, S, SU) **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. Prerequisites 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.* Prerequisite: See "Testing and Placement" for Computer Concepts. (F, S) **ACTS: CPSI 1003**

1206 CISCO Network Academy II Prepares students for the CISCO Certified Network Associate (CCNA) certification exam. Describes the architecture, components, operations, and security to scale for large, complex networks. Students learn how to configure, troubleshoot and secure enterprise network devices including wide area network (WAN) technologies using advanced router and switch configurations. Prerequisite: CIS 1106 or consent of instructor. (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. Prerequisite: CIS 1113 or consent of instructor. 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. Prerequisite: CIS 1113. Co-requisite: CIS 1223. (S)

1403 Spreadsheet Applications Introduces electronic spreadsheet concepts and terminology using current applications software. Emphasis is on building worksheets, working with formulas, and preparing graphs and databases using good problem-solving skills. Prerequisite: CIS 1053 or CIS 1203 or CIS 2503 or consent of instructor. (S)

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. (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 with 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. Prerequisites: CIS 1803 or ART 1803, CIS 2003 or ART 2003. (S) [Same as ART 2353]

2413 Word Processing Introduces the uses and applications of word processing software in the production of documents for business and personal use. Prerequisite: 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. Prerequisite: See "Testing and Placement" for Computer Concepts. (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. (F)

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. (D)

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. Prerequisites: CIS 1033 and CIS 2673 or consent of 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). Prerequisite: 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. Prerequisite: ART 2623 or CIS 2623. (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. Prerequisite: 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. (S)

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. (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. (D)

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) **ACTS: CSEC 1303**

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. Prerequisite: 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. (S)

2893 **CIS Capstone Project** The capstone prepares and develops students' skills for a technical work-stream leader role in their area of discipline within business and technology. Capstone projects will be inquiry and practice-centered and will draw upon areas of interest to the student and focus from the student's major. All capstones aim to bridge theory and practice and are aimed to have an impact on the professional life of students. Students are encouraged to apply and expend knowledge gained through the courses in their selected major as part of this process. An internship can be used to fulfill this course. (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)

2911 **CIS Capstone Project** The capstone prepares and develops students' skills for a technical work-stream leader role in their area of discipline within business and technology. Capstone projects will be inquiry and practice-centered and will draw upon areas of interest to the student and focus from the student's major. All capstones aim to bridge theory and practice and are aimed to have an impact on the professional life of students. Students are encouraged to apply and expend knowledge gained through the courses in their selected major as part of this process. An internship can be used to fulfill this course. (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. Prerequisite: CIS 1103. Prerequisite or Co-requisite: CRJ 2243. (F)

(CNA) NURSING ASSISTANT

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)

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. Prerequisite: 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. Co-requisite: CNST 1013. (D)

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. Co-requisite: CNST 1003. (D)

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. Prerequisite: CNST 1003 or CNST 1013. Co-requisite: CNST 2013. (D)

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. Prerequisite: CNST 1003 or CNST 1013. Co-requisite: CNST 2003. (D)

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. Prerequisite: MATH 1103. (D)

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. (D)

(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. Prerequisite: 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. Prerequisite: COMM 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 1003 Student Success.

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)

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. (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. Prerequisite: POSC 1003. (F)

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)

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 principles 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. (D)

(CTD) COMMERCIAL TRUCK DRIVING

1007 Commercial Truck Driving Introduces motor operation, such as drive trains, brakes, fuel, exhaust, cooling, electrical, suspension, steering, and coupling; shift patterns, securing loads, close quarters maneuvering, over the road driving, laws, and regulations, logbooks, bill of ladings, and trip reports. Safety is emphasized throughout this course. The course consists of a combination of classroom, lab, and driving time. (F, S, Su)

(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. (30 clock hours of observation and directed assignments required). Gives students the opportunity to ascertain if the Education profession is an appropriate vocational choice. Prerequisite: 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. (10 clock hours of observation and directed assignments required in special education settings.) 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. Prerequisite: 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 overview of the technologies that can enhance teaching and learning. This course is designed to teach pre-service teachers in K-12 programs how to integrate educational technology into the classroom setting. (F, S)

(EMT) EMERGENCY MEDICAL TECHNICIAN

1009 Emergency Medical Technician Emergency Medical Technician will 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. This program follows current National Standards as set forth by the National Department of Transportation and the National EMS Education Guidelines. 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. This program will include both didactic and laboratory studies, 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. With the consent of the Program Director and Medical Director, students successfully completing all elements of the program will be allowed to sit for the National Board Exam and State Licensure at the Basic EMT Level for the State of Arkansas. (F, S)

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. Prerequisite: 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. A grade of “D” does not prevent a student from earning the Certificate of Proficiency in Emergency Medical Technician, as long as, a grade of “C” or better is earned in EMT 1015. (D)

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. Prerequisite: Successful completion of EMT 1014. This course must be successfully completed in immediate succession of taking EMT 1014. (D)

(ENG) ENGLISH

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)

0012 **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. Required for students who are enrolled in ENG 1003 Composition I with a placement score of 15, 16, 17 or 18 on the English section of the Enhanced ACT or comparable score on the ACCUPLACER Classic or ACCUPLACER Next Generation exam. (F, S, SU)

0013 **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. Required for students who are enrolled in ENG 1003 Composition I with a placement score of 15, 16, 17 or 18 on the English section of the Enhanced ACT or comparable score on the ACCUPLACER Classic or ACCUPLACER Next Generation exam. (F, S, SU)

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**

Prerequisites:

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.

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. Prerequisite: Keyboarding skills are required before enrolling in this class (see ENG 1003) and completion of ENG 1003 with a grade of "C" or better OR earning a "3" on the Advanced Placement English Lit/Composition exam. 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 who are earning a technical certificate in Machining, Automotive Systems Repair, Mechatronics, or Welding. Prerequisites: 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

NOTE: Only students admitted into the Associate of Applied Science in Funeral Science or the Technical Certificate in Funeral Directing programs are permitted to take FUS courses.

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 with practical work-based experience 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. (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 postmortem 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** 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. (D)

1013 Orientation to Funeral Service Introduces students to skills, topics and vocabulary used in funeral science. Unit topics include scientific and legal vocabulary, study skills, test-taking skills, job duties of death-care professionals, licensing requirements including the National Board Exam (NBE), and an introduction to future classes organized by their domain on the NBE. (S)

1023 Introduction to Anatomy for Funeral Science 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. (F)

1113 Pathology and Microbiology I: Theory Covers basic pathology principles including and 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. (S)

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 with 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. Prerequisite: FUS 1001. (Extended SU)

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)

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)

2023 Basics of 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 Associate of Applied Science in Funeral Science degree as stipulated by the American Board of Funeral Service Education. (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. Prerequisite: BIOL 1113. (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 overcome them safely and effectively. 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 reinforces classroom learning. Students must consult their advisor before enrolling in this course. Prerequisites: FUS 1003 and FUS 1012 (may be taken concurrently). (F)

2181 Practicum II 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 reinforces 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)

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 SU)

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 not be allowed as substitution for FUS 2253. (Extended SU)

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 landforms, 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**

(GNEG) GENERAL ENGINEERING

1003 **Introduction to Engineering** This introductory course for first year engineering students introduces them to the fields of engineering and many of the modeling and problem-solving techniques used by engineers. It also introduces the students to the engineering profession and some of the computer tools necessary for pursuing a degree in engineering. This course is designed for current and future transfer students. Prerequisite or co-requisite: MATH 1023 or higher. Co-requisite: students must be enrolled in the University of Arkansas' STEM Preparation Program. (D)

(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. Prerequisite: GRM 1013 or consent of 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. Prerequisite: GRM 1013 or GRM 1023 or two years of German in high school or consent of 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. Prerequisite: GRM 2013 or three years of German in high school or consent of 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 1223**

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 1223**

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)

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 food service 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. (D)

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. (D)

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)

1733 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 workplace safety standards. Introduces the student to the fundamentals of responsible alcohol service. (D)

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. (D)

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. (D)

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. (D)

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. (D)

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. (D)

2781 Hospitality Management 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. (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. Prerequisite: Admission into the Fran Coulter Honors Program or by petition to the Honors Committee. (F)

1311 Honors Seminar: Special Studies One-hour credit. Our specialized forums bring star faculty and top administrators state-wide together with honors students to discuss trending topics in a variety of subjects, from pandemics to economic crises. The courses are one to three hours and may be offered in intersession, in a semester-long format or in a block format. The course is part of the Honors Arkansas consortium. Students may be eligible to count the course for honors credit at other colleges, depending on the receiving college's policies. Students will interact with honors students in various honors programs around the state. Open to students in the Fran Coulter Honors Program. Students may take up to three different Honors Seminar: Special Studies courses while attending ASUMH. (D)

1312 Honors Seminar: Special Studies Two-hour credit. Our specialized forums bring star faculty and top administrators state-wide together with honors students to discuss trending topics in a variety of subjects, from pandemics to economic crises. The courses are one to three hours and may be offered in intersession, in a semester-long format or in a block format. The course is part of the Honors Arkansas consortium. Students may be eligible to count the course for honors credit at other colleges, depending on the receiving college's policies. Students will interact with honors students in various honors programs around the state. Open to students in the Fran Coulter Honors Program. Students may take up to three different Honors Seminar: Special Studies courses while attending ASUMH. (D)

1313 Honors Seminar: Special Studies Three-hour credit. Our specialized forums bring star faculty and top administrators state-wide together with honors students to discuss trending topics in a variety of subjects, from pandemics to economic crises. The courses are one to three hours and may be offered in intersession, in a semester-long format or in a block format. The course is part of the Honors Arkansas consortium. Students may be eligible to count the course for honors credit at other colleges, depending on the receiving college's policies. Students will interact with honors students in various honors programs around the state. Open to students in the Fran Coulter Honors Program. Students may take up to three different Honors Seminar: Special Studies courses while attending ASUMH. (D)

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).

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. Prerequisite: Admission into the Fran Coulter Honors Program or by petition to the Honors Committee. (S)

(HVAC) HEATING, VENTILATION and AIR CONDITIONING

1014 Principles of Air Conditioning and Refrigeration Introduces the student to the whole process of air conditioning and refrigeration. Presents the concepts behind diagnosing problems and troubleshooting. Safety, proper specialty tool usage and EPA Section 608 licensing requirements will be covered. The process of identifying tubing and pipe using a practical approach is presented. Introduces sizing and fitting tubing and pipe to different configurations using mechanical fittings. (D)

1024 Principles of Heating Develops a basic understanding of residential and commercial heating and cooling systems. Operation, maintenance and installation of gas, electric, oil and heat pump systems will be covered. The Psychometric Chart will be introduced. (D)

1034 Commercial Refrigeration Covers mechanical refrigeration systems emphasizing proper service techniques through analysis of the problem. Troubleshooting techniques, such as testing procedures, parts removal and installation, and special system components, are covered in depth. Covers commercial use equipment such as ice machines and cooler boxes service and repair. (D)

1104 Introduction to Air Distribution Systems Provides the student with the basic knowledge and skill to determine air flow requirements. Students will become familiar with air flow measurement tools and ductwork sizing to match system needs. Indoor air quality requirements and air balancing will be covered. (D)

1204 Residential HVAC Teaches the student to understand the mechanics of a residential air conditioner. Teaches how to service and repair air conditioner or heat pump, as well as the technician's role in maintaining HVAC systems. EPA Section 608 licensing will be covered in-depth and students given the opportunity to take the test. Introduces sizing and fitting tubing and pipe to different configurations. (D)

2004 HVAC Electrical Circuits Emphasizes understanding the basics of diagnosing air conditioning electrical problems. Teaches how to read schematics and apply that knowledge for troubleshooting and installation purposes. Schematic wiring diagrams found in air conditioning and refrigeration will be used to interpret, read, and draw schematics; schematics wiring diagrams used for troubleshooting techniques. Energy Management Systems will be introduced. (D)

2102 Tubing and Pipe Covers the process of identifying tubing and pipe using a practical approach. Introduction to sizing and fitting tubing and pipe to different configurations using mechanical fittings. (D)

2204 Commercial HVAC Introduces large tonnage air conditioning systems used in commercial structures and related components. Chilled water piping, pumps and cooling tower operation and maintenance will be covered. VAV systems and their control methods are introduced. EPA Section 608 Type III licensing requirements will be covered. Prerequisites: HVAC 1014 or instructor approval. (D)

2404 Residential/Commercial Load Calculation Focuses on understanding heat loss and gain, sensible and latent load, and how residential construction relates to the selection of properly sized HVAC equipment. Teaches how to perform a Manual J Load, both manually and with an ACCA approved Wrightsoft computer program. The Psychometric Chart will be emphasized. Prerequisites: HVAC 1014, HVAC 1024, HVAC 1104 and HVAC 1204 or instructor approval. (D)

2504 Advanced Troubleshooting in HVAC Teaches application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests. Prerequisites: HVAC 1014, HVAC 1024, HVAC 1104 and HVAC 1204, or instructor approval. (D)

(LPN) PRACTICAL NURSING

1112 Nursing Support Provides practical strategies to assist at risk students toward successful completion of the LPN program. Strategies may include studying for your learning style, time management and organization, communication skills, self-discipline, study skills, self-motivation, self-awareness and others (D)

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. (D)

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. (D)

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. (D)

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. (D)

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. (D)

2302 Mental Health Nursing Studies concepts of mental health disorders and treatment modalities. Introduces nursing care of individuals with specific mental health disorders. (D)

2413 Med-Surg Nursing Concepts II 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. Prerequisite: LPN 1402. (D)

2503 Maternity and Pediatrics II A continuation of Maternity and Pediatrics I. Prerequisite: LPN 1502 (D)

2512 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. Prerequisite: LPN 2413. (D)

2612 Med-Surg Nursing Concepts IV 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. Prerequisite: LPN 2512. (D)

2713 **Clinical II** Provides clinical experiences in medical-surgical units, pediatrics, mental health, maternal/newborn, and specialty areas of the hospital to include medication administration and intravenous therapy. Prerequisite: LPN 1713. (D)

2812 **Clinical III** Provides clinical experiences in medical-surgical units, pediatrics, mental health, and specialty areas of the hospital to include medication administration and intravenous therapy. Prerequisite: LPN 2713. (D)

2814 **Clinical IV** Continues acute care experiences in medical-surgical units, pediatrics, mental health, and maternal/newborn areas. Students complete a management and leadership preceptorship in long-term care facilities. Prerequisite: LPN 2812 (D)

2902 **Basic Nursing Management** Examines the leadership and management roles of the practical nurse in long-term care settings. Introduces disaster management. (D)

(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, blueprint 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 blueprint 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. Prerequisite 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, blueprint reading and right triangle trigonometry. Prerequisite 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 prerequisite 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. Prerequisite or Co-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. Prerequisite: MACH 2014 and TECH 1044. (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. (D)

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)

0032 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)

0083 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 0093 or MATH 0133 with a grade of “C” or better. (F, S)

0093 **Introduction to Algebra** 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 0083. The prerequisite scores are 0 – 16 ACT or equivalent. (F, S, SU)

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.) Prerequisite: MATH 0003 or required placement score. (D)

0122 **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. (F, S)

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. (F, S)

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.) Prerequisite: Required placement score. This course is a pass/fail course with passing equaling a "C" or better. (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.) Prerequisite: MATH 0133 or required placement score. This course is a pass/fail course with passing equaling a "C" or better. (F, S, SU)

0223 **Quantitative Reasoning and Physical Science Support** Provides mathematical support for students enrolled in Quantitative Reasoning and/or Physical Science. Co-requisites(s): MATH 1043 and/or PHYS 1204. The is a pass/fail course with a passing grade equaling a "C" or better. (F, S)

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). Prerequisite: Required placement score or a grade of "C" or better in MATH 0093 or a grade of "C" or better in MATH 0143 or grade of "B" or better in MATH 1043 or grade of "B" or better in High School Algebra II or Higher-Level High School Math within the last two years. (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). Prerequisite: Required placement score or a grade of "C" or better in MATH 0093 or a grade of "C" or better in MATH 0143 or grade of "B" or better in MATH 1043 or grade of "B" or better in High School Algebra II or Higher-Level High School Math within the last two years. (F, S, SU) **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) Prerequisite: 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. Prerequisite: A score of 19 on the Math section of the ACT or a grade of "C" or better in PHYS 1204. (F, S) **ACTS: MATH 1113**

1054 Precalculus Mathematics Examines trigonometric functions, analytical geometry, and a few selected topics from algebra. Prerequisite: 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). Prerequisites: 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. Prerequisite: ACT score of 17. (F, S)

2103 Introduction to Statistics Algebra based course covering probability, sampling, the presentation and interpretation of data, basic inference, analysis of variance, correlation and regression. Prerequisites: MATH 1023. (F, S) **ACTS: MATH 2103 or BUSI 2103.** [Same as BUS 2113]

2113 Mathematics for Teachers I Focuses on sets, logic, and numbers with emphasis on the axiomatic development of the real numbers. For education majors only. Prerequisite: MATH 1023 or MATH 1043 (not accepted for SPED K – 12 and Middle Level Education 4 – 8 Math/Science) 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. Prerequisite: 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.) Prerequisite: MATH 1023 or MATH 1054 with a grade of a "C" or better or 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.) Prerequisite: MATH 1023 or MATH 1054 with a grade of "C" or better, or a score of 23 or above on ACT. (S) **ACTS: MATH 2203**

2204 Calculus I Introduces functions, limits, derivatives, and integrals, and transcendental functions with applications. Prerequisite: 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. Prerequisite: MATH 2204 with a grade of "C" or better. (D) **ACTS: MATH 2505**

MECHATRONICS (see TECHNOLOGY pages 207 – 209)

MILITARY SCIENCE (MILS)

1001 Introduction to the Army Focuses on introduction to the Army and critical thinking. Introduces students to the Army and the Profession of Arms. Examines the Army Profession. Focuses on developing basic knowledge and comprehension of the Army Leadership Requirements Model and of the Officer Candidate School (OCS) program. Includes weekly lab and physical fitness training requirements. (F)

1011 Foundations of Leadership Introduces students to the personal challenges and competencies that are critical for effective leadership. Develop life skills such as critical thinking, time management, goal setting, and communication. Learn the basics of the communications process and the importance for leaders to develop these skills to effectively communicate. Begin learning the basics of squad level tactics and employment of military equipment. Includes weekly lab and fitness training requirements. (S)

2002 Leadership and Ethics Adds depth to the student's knowledge of the different leadership styles. Students will analyze famous leaders and conduct a self-assessment of their own leadership style. Discuss values, ethics, and how to apply both to different situations that may be encountered as a leader. Learn the steps of the Army Troop Leading Procedures and how to apply them during decision-making processes. Includes weekly lab and physical fitness training requirements. (F)

2012 Army Doctrine and Decision-Making Students will understand and demonstrate Soldier competencies as they relate to Army doctrine. Army Values, Teamwork, and Warrior Ethos, and their relationship to the philosophy of military service are also stressed. The ability to lead and follow is also covered through team building tactical exercises at squad level. Includes weekly lab and physical training requirements. (S)

(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 non-traditional 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)

1021 **First Year Experience for Funeral Science** 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. (D)

1031 **First Year Experience in Health Science** 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 topic 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. (F)

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. Prerequisites BIOL 1024, HSA 2013, OTS 2003, all prerequisites must be completed with a "C" or higher). (S)

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. (F)

(PAR) PARAMEDIC

1023 Introduction to EMS and Ambulance Operations The EMS system, roles and responsibilities of the paramedic, well-being of the paramedic, illness and injury prevention, community health and awareness, medical/legal aspects, ethics, life span development, therapeutic communications, people skills and teamwork. Ambulance operations, crime scene awareness, medical incident command, rescue operations awareness, and hazardous materials incidents. This includes NIMS 100, 200, 700 and AWR-160 WMD/Terrorism. Prerequisite: Unconditional admission to Paramedic Technology Program. (S)

1033 Patient Assessment with Lab
This course will cover the history taking, techniques of physical exam, clinical decision making, assessment-based management, communications, and documentation of patients in the pre-hospital environment. Public health and awareness education will also be included. In addition, airway Anatomy and Physiology, techniques and management of airway care, and advanced airway techniques will be discussed, demonstrated, and evaluated. (S)

1124 Pharmacology and Medication Administration with Lab
This course will thoroughly explore fluids and electrolytes, acid and base balance, lab values, blood and components, blood typing, disorders of dehydration, IV solutions, IV skills, and drug calculations. In addition, pharmacology background, pharmacodynamics, pharmacokinetics, nervous system – drug interface, drugs by classification, and administration will be covered. (S)

1215 Electrocardiogram Interpretation with Lab
The general and gross anatomy of the circulatory system, electrical pathophysiology and relationship to the ECG, analyzation of the ECG strips, dysrhythmias of the atria and ventricles, dysrhythmias of conduction, and the multi-lead ECG will be discussed, practiced and utilized during this portion of the program. (S)

1122 Clinical Practicum I
Skill opportunities in the hospital areas of the laboratory/phlebotomy, emergency department, and operating room will be available to further improve student proficiency. (S)

2004 Cardiovascular Emergency Care with Lab
The assessment of the cardiac patient, acute coronary syndrome, congestive heart failure, cardiogenic shock, and cardiac arrest management in the pre-hospital environment will be the focus of this course. Pre and post incident care will also be included for improvement of community health. Additionally, the American Heart Association Advanced Cardiac Life Support course is included. (SU)

2005 Medical Emergencies with Lab Pre-hospital medical emergencies explored in this course include respiratory emergencies, neurological emergencies and pharmacology, endocrine emergencies and pharmacology, allergies/anaphylaxis emergencies and pharmacology, GI emergencies, “pain relieving” pharmacology, environmental emergencies, community health education, infectious and communicable diseases, behavioral emergencies, psychiatric emergencies, and OB/GYN emergencies. Additionally, the American Heart Association Pediatric Advanced Life Support and the American Academy of Pediatrics Pediatric Education for the Pre-Hospital Professional will be covered. (F)

2014 Trauma Emergencies with Lab The pre-hospital trauma patients, mechanism of injury, pathophysiology of shock, soft tissue injuries, head, face, spinal, thoracic, abdominal injuries, and musculoskeletal injuries will be practiced and discussed throughout this course. In additional, multiple system trauma patients and injury prevention will be covered. The National Association of EMT’s Pre-Hospital Trauma Life Support – Advanced Provider course will be included. (F)

2104 Clinical Practicum II Clinical opportunities providing experience and patient contacts in specialty areas of the hospital, emergency department, ICU/CCU, Cardiac Cath Lab, labor and delivery, pediatrics, psychiatric, and/or other areas as needed for appropriate patients. In addition, this will include time with the medical director in the emergency department. (SU)

2204 Paramedic Field Internship Capstone
This is a culmination course for experiences with area paramedic providers under the direct supervision of a paramedic preceptor. (F)

2412 Review of Clinical and Capstone This course will include audit and review of the responses during the capstone portion, as well as review of all material in the program, preparing for the final program evaluations and national certification exams. (F)

2224 Clinical Practicum III Clinical opportunities providing experience and patient contacts in specialty areas of the hospital, emergency department, ICU/CCU, Cardiac Cath Lab, labor and delivery, pediatrics, psychiatric, and/or other areas as needed for appropriate patients. In addition, this will include time with the medical director in the emergency department. (F)

(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 prerequisite. 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

1001 Walking for Fitness Introduces students to cardiorespiratory exercise as it relates to lifelong health, wellness and a quality life. Students will be required to participate in a fitness walking program based on their current fitness level. (F, S)

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. Prerequisite: 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. Prerequisites: 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. Prerequisites: 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)

1801 **Self Defense** Introduces basic self-defense techniques, awareness and avoidance practices, and overall knowledge related to personal safety. (F, S)

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** Continues Yoga I. Prerequisite: PE 1851. (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)** Continues Aerobic Exercise I. Prerequisite: PE 1911. (D)

(PHYS) PHYSICS

0002 **Physical Science Support** Provides support in science and mathematics for students enrolled in PHYS 1204 Physical Science & Lab. Co-requisite: Students must be concurrently enrolled in PHYS 1204. This course is a pass/fail course with passing equaling a "C" or better. Prerequisite: MATH 0093 with a grade of PASS or an ACT score of 17 – 20. (F, S)

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. Prerequisite: MATH 1023 with a grade of "C" or better. (D)

1201 **Physical Science Lab** Accompanies PHYS 1203 Physical Science. Prerequisite or Co-requisite: PHYS 1203 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.) Prerequisite: MATH 0143 with a passing grade or ACT Mathematics score of 19 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. Prerequisite: MATH 0143 with a passing grade or ACT Mathematics score of 19 or above. (F, S) **ACTS: PHSC 1004**

2034 **University Physics I & Lab** Introduction to the principles of mechanics, wave motion, temperature and heat, with calculus. Lecture three hours per week, lab two hours per week. Prerequisite or co-requisite: MATH 2204. (D) **ACTS: PHYS 2034**

2044 **University Physics II & Lab** Continuation of PHYS 2034. Topics covered include electricity, magnetism, light and geometric optics. Lecture three hours per week, lab two hours per week. Prerequisite: PHYS 2034. Prerequisite or co-requisite: MATH 2214. (D) **ACTS: PHYS 2044**

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 Algebra and trigonometry-based physics course. Topics include mechanics in one and two dimensions, fluids, thermodynamics, and mechanical waves and sound. Prerequisite: MATH 1023 with a grade of "C" or better. (D)

2054 General Physics I & Lab Algebra and trigonometry-based physics course. Topics include mechanics in one and two dimensions, fluids, thermodynamics and mechanical waves and sound. Lecture three hours per week, lab two hours per week. Prerequisite: 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 Continuation of PHYS 2054. Algebra and trigonometry-based physics course. Topics include electricity, magnetism, light and optics and modern physics. Prerequisite: 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. Prerequisite: 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. Prerequisite: PSY 2513. (D)

2813 Introduction to Abnormal Psychology Reviews the many facets of abnormal behavior, including causation, therapy, and prevention. Prerequisite: PSY 2513. (F, S)

(RN) REGISTERED NURSING

1112 Nursing Success Provides practical strategies to assist at risk students toward successful completion of the RN program. Strategies may include studying for your learning style, time management and organization, communication skills, self-discipline, study skills, self-motivation, self-awareness and others. (D)

2002 **NCLEX Review** Emphasis on soft skill preparation and the HESI Compass review curriculum. Prepares students for creation of resume and interview. A comprehensive review to prepare students to take the NCLEX exam will also be included. (D)

2003 **Fundamentals of Clinical Nursing/Lab** This course introduces the student to skills necessary for care of the patient including, but not limited to vital signs, physical assessment, aseptic technique, basic pharmacology, medication administration, wound care, and elimination. Concepts included will be holism, evidence-based practice, cultural competency, care across the life span, health promotion, patient safety, and scope of practice. Prerequisite: Unconditional admission to the Registered Nursing program. (S, SU)

2012 **Clinical I** This course introduces exemplars to review health assessment and nursing skills for the student, which are applied to clinical experiences in the hospital, simulation, and specialty areas in the field of nursing that require clinical competencies to be met. Prerequisite: Unconditional admission to the Registered Nursing program. (D)

2013 **Mental Health** Studies concepts of mental health disorders and treatment modalities. Introduces nursing care of individuals with specific mental health disorders. (D)

2014 **Introduction to RN Concepts** The concept-based instruction assists students in exploring the fundamental core concepts of nursing such as, but not limited to clinical judgment (nursing process), functional ability, ethics, education, informatics, collaboration, care coordination, safety, and professionalism. (D)

2022 **Clinical II** The course builds upon and expands conceptual knowledge learned in the previous courses to enable the learner to develop approaches for assessment, planning, and evaluating nursing care for individuals. Clinical reasoning and judgment are emphasized to assist the learner in integrating and applying knowledge to improve health outcomes. Application of the concepts learned in the course occurs within the context of the clinical practicum. (D)

2023 **Nursing Leadership and Management** Studies include exploring the fundamental core concepts of nursing such as, but not limited to clinical judgement, functional ability, ethics, education, informatics, collaboration, care coordination, management and professionalism. (D)

2024 **Health Illness Concepts I** The course builds on previously acquired knowledge of core concepts of nursing as applied to mental health. Students will focus on current trends in mental health, therapeutic relationships, nursing knowledge of psychiatric concepts and diagnosis, mental status and behavior assessments, health promotion and managing care for the psychiatric client. Pharmacological with complementary and alternative treatment will be incorporated into the learning experiences. (D)

2032 **Clinical III** The course builds upon and expands conceptual knowledge learned in the previous courses that enable the learner to develop strategies for assessment, planning, managing, and evaluating nursing care for individuals across the life span such as newborns, mothers and families with common health care needs. Clinical reasoning and judgment is emphasized to assist the learner in integrating and applying knowledge to improve health outcomes while meeting spiritual and cultural needs. Application of the concepts learned in the course occurs within the context of the clinical practicum. (D)

2034 **Family Health Care Concepts** This course builds upon previously acquired knowledge and expands student knowledge of core concepts that explores the application of the nursing process to address health issues of women, children and developing families. Pharmacological treatment will be incorporated into the learning experience. (D)

2042 **Clinical IV** The course builds upon and expands conceptual knowledge learned in the previous courses that enable the learner to develop strategies for assessment, planning, managing, and evaluating nursing care for individuals with complex health needs in the ICU, Cardiac step-down unit, Emergency Department, and other hospital units. Clinical reasoning and judgment is emphasized to assist the learner in integrating and applying knowledge to improve health outcomes while meeting spiritual and cultural needs. Application of the concepts learned in the course occurs within the context of the clinical practicum. (D)

2044 **Health Illness Concepts II** The course builds upon and expands conceptual knowledge in the previous courses that enable the learner to develop approaches to planning, managing and evaluating care with emphasis in adult and children perfusion, gas exchange, acid-base balance, tissue integrity, and elimination. Pharmacological treatment will be incorporated into the learning experience. (D)

2052 **Clinical V** The course builds upon and expands conceptual knowledge learned in the previous courses that enable the learner to develop strategies for assessment, planning, managing, and evaluating nursing care for individuals with complex health needs. Provides clinical opportunities through a preceptorship to care for patients with complex health needs. Incorporates pathophysiology, pharmacotherapeutics, monitoring and interventions required in management of patients in acute and unstable conditions. Integrates standards of nursing practice in delivery of care to patients and their support systems. Clinical reasoning and judgment is emphasized to assist the learner in integrating and applying knowledge to improve health outcomes while meeting spiritual and cultural needs. Application of the concepts learned in the course occurs within the context of the clinical practicum. (D)

2054 **Complex Health Concepts** This course builds upon and expands conceptual knowledge learned in the previous courses that enable the learner to apply evidence-based principles of nursing care for the client with complex needs. This course integrates standards of nursing practice for patients and their support systems. Emphasis includes intracranial regulation, thermogenesis, disaster management, and thermoregulation. Pharmacological treatment will be incorporated into the learning experience. (D)

2064 **Medical/Surgical Nursing** Emphasis on nursing care of adult medical, surgical and oncology patients. Includes disease processes, diagnostic tests, and introduces cultural considerations. Includes pharmacology by systems. (D)

(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, collective behavior, and institutions. Helps the student understand how social forces affect our lives. (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 178)

(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. Prerequisite: 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. Prerequisite: SPN 1023 with a grade of "C" or better or consent of instructor. (F) **ACTS: SPAN 2013**

2023 Intermediate Spanish II Continues SPN 2013. Prerequisite: 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. (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. Prerequisite 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. Prerequisite: TECH 1504. (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. Prerequisite: 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. Prerequisite: 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. Prerequisite: TECH 1404. (F)

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. Prerequisite: 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. (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. Prerequisite: TECH 2314. (S)

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. Prerequisite: TECH 2314. (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. Prerequisite: 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. Prerequisite: 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). Prerequisite: WELD 1134. (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. Prerequisite: WELD 1024. (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. Prerequisite: WELD 1204. (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). Prerequisites: WELD 1234. (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. Prerequisite: WELD 1404. (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). Prerequisite: WELD 1434. (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. Prerequisite: WELD 1604. (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. (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. Prerequisite: WELD 1134. (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. Prerequisites: WELD 2104, WELD 2114. (D)

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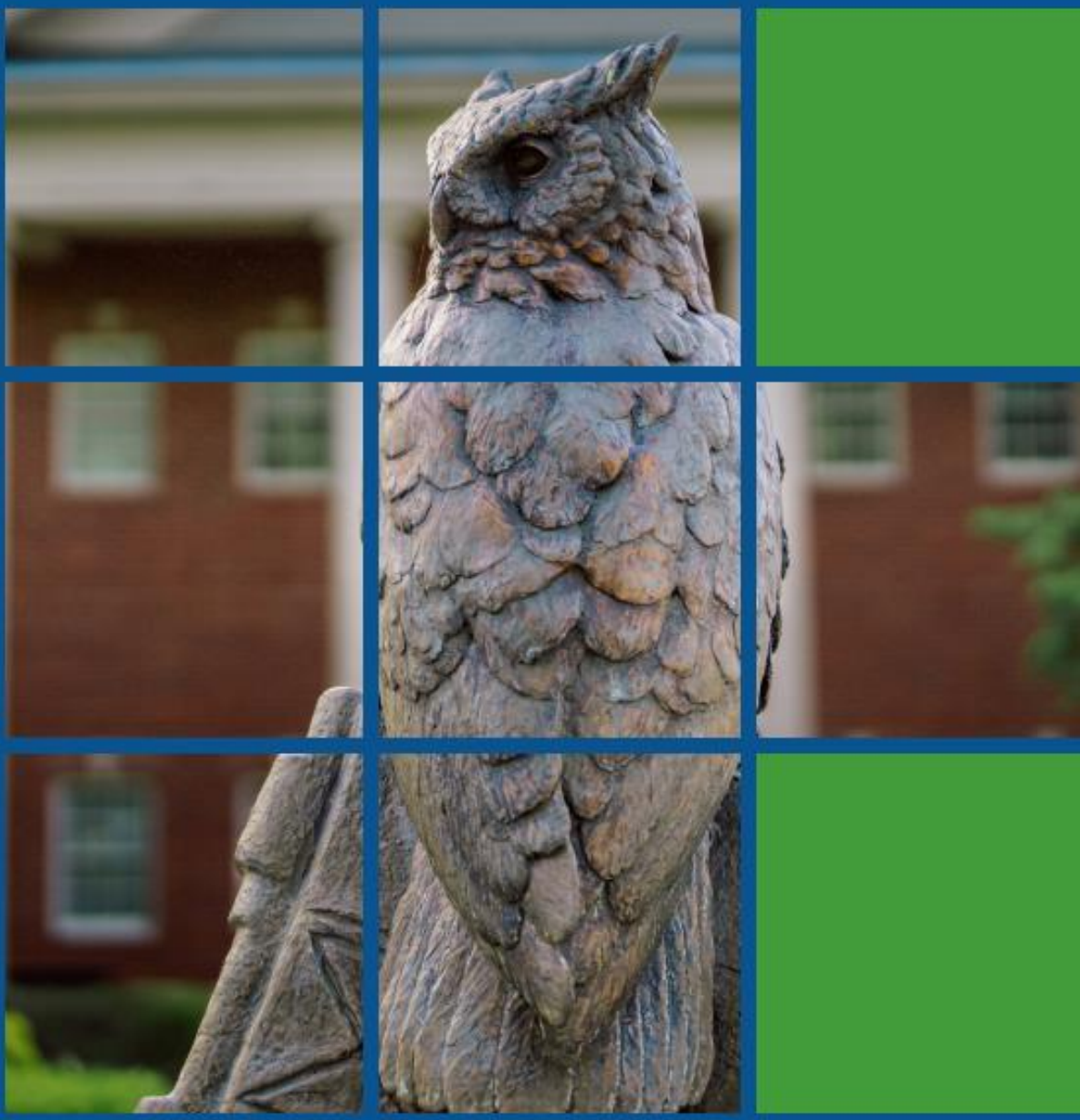

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