

# 2024-2025 Connors State College Catalog



*Founded in 1908, with campuses in Muskogee and Warner, Connors State College is governed by the Oklahoma A & M Board of Regents with the mission of building futures one at a time as we promote excellence in our community and the global society.*

WWW.CONNORSSTATE.EDU

MAIN CAMPUS 700 COLLEGE ROAD | WARNER OK 74469 | (918) 463-2931

THREE RIVERS PORT CAMPUS 2501 N 41ST ST E | MUSKOGEE OK 74403 | (918) 684-5471

## PRESIDENT'S WELCOME



### Welcome to Connors!

Connors State College has a rich history of providing residents in eastern Oklahoma with opportunities for higher education. Established in 1908 with an initial enrollment of just 17 students, the institution has evolved into a comprehensive, multi-campus, two-year college, welcoming over 2,500 students annually. Whether you're aiming for an associate degree or planning to transfer to a four-year institution, Connors State College can bridge the gap.

Connors offers a solid foundation for nearly any degree program, providing two years of essential coursework that seamlessly transfers. Whether you prefer a traditional college experience or a more flexible approach to earning your degree, our two campuses cater to both preferences. The Warner Campus serves as the central hub, hosting traditional students, athletics, and agricultural programs. On the other hand, the Three Rivers Port Campus in Muskogee is perfect for commuting students and is renowned for housing exceptional Nursing and Allied Health programs, among the best in Oklahoma.

At Connors State College, our dedicated faculty and staff are committed to helping you reach your educational goals. Alumni consistently share that their time at Connors significantly impacted their lives, providing valuable lessons that propelled them to achieve greater success.

As a proud product of this institution, I wholeheartedly endorse these sentiments. Thank you for considering Connors State College, and "Go Cowboys!"

A handwritten signature in black ink, appearing to read 'R. S. Ramming', with a stylized flourish at the end.

Dr. Ronald S. Ramming  
President  
Connors State College

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# GOVERNANCE

Oklahoma State Regents for Higher Education	
Allison D. Garrett, Chancellor	Edmond, OK
Jack Sherry, Chair	Holdenville, OK
Dennis Casey, Vice Chair	Morrison, OK
Steven W. Taylor, Secretary	McAlester, OK
Courtney Warmington, Assistant Secretary	Edmond, OK
P. Mitchell Adwon	Tulsa, OK
Jeffrey W. Hickman	Fairview, OK
Dustin J. Hilliary	Lawton, OK
Ann Holloway	Ardmore, OK
Michael C. Turpen	Oklahoma City, OK
Oklahoma Agricultural & Mechanical Colleges Board of Regents	
Joe D. Hall, Chair	Elk City, OK
Jimmy Harrel, Vice Chair	Leedey, OK
Jason Ramsey, CEO	Edmond, OK
Billy G. Taylor	Muskogee, OK
Blayne Arthur	Stillwater, OK
Cary Baetz	Nichols Hills, OK
Rick Davis	Guthrie, OK
Rick Walker	Lawton, OK
Trudy Milner, DO	Tulsa, OK
Connors State College Administration	
Dr. Ron Ramming	President
Chris McBeath	Vice President for Academic Affairs
Mike Lewis	Vice President for Fiscal Services
Dr. Krystal Lane	Associate Vice President of External Affairs and Grants
Jake Lawson	Dean of Students

## Accreditations and Affiliations

### Accredited by

The Higher Learning Commission (HLC)  
 Oklahoma State Regents for Higher Education (OSRHE)  
 Oklahoma State Accrediting Agency  
 Accreditation Commission for Education in Nursing (ACEN)

### Approved by

Oklahoma Board of Nursing (OBN)

### Member of

The Higher Learning Commission  
 230 South LaSalle Street Ste. 7-500  
 Chicago, IL 60604-1413

### Affiliated with

American Association of Community Colleges  
 Muskogee Educational Consortium  
 National Council for Community Relations  
 National Junior College Athletic Association  
 National League of Nursing  
 Oklahoma Association of Collegiate Registrars and Admissions Officers  
 Oklahoma Association of Community Colleges  
 Oklahoma Distance Learning Association  
 Oklahoma Global Education Consortium  
 Oklahoma Financial Aid Group

# GENERAL INFORMATION

## Academic Calendar

### Summer 2024 (6/3/2024 – 7/25/2024)

Enrollment	March – June
Classes Begin	June 3
Last Day to Add / Drop	June 6
Juneteenth (No Classes)	June 19
Independence Day (No Classes, Campus Closed)	July 4
Last Day to Withdrawal	July 11
Total Withdrawal Deadline	July 18 (4 PM)
Term Ends	July 25
Final Grades Deadline	July 30 (4 PM)

### Fall 2024 (8/19/2024 – 12/13/2024)

Enrollment	March – August
Faculty Return	August 15
Classes Begin	August 19
Last Day to Add / Drop 1 <sup>st</sup> 8-Week Course	August 23
Last Day to Add / Drop 16-Week Course	August 30
Labor Day (No Classes, Campus Closed)	September 2
Last Day to Withdrawal 1 <sup>st</sup> 8-Week Course	September 27
Midterm Grades Available	October 8
Fall Break (No Classes)	October 10-11
Last Day to Add/ Drop 2 <sup>nd</sup> 8-Week Course	October 18
Last Day to Withdrawal 16-Week Course	November 8
Last Day to Withdrawal 2 <sup>nd</sup> 8-Week Course	November 22
Thanksgiving Break (No Classes, Campus Closed)	November 25-29
Last Day to Submit Application for Degree Candidacy ( <a href="https://connorsstate-3267.app451.sites.451.io/">https://connorsstate-3267.app451.sites.451.io/</a> )	December 6
Total Withdrawal Deadline ( <a href="https://forms.office.com/r/gUKV85J3bi">https://forms.office.com/r/gUKV85J3bi</a> )	December 6 (4 PM)
Finals Week (The Vice President for Academic Affairs must approve any departure from the published Finals Schedule.)	December 9-13
Final Grades Deadline	December 17 (4PM)
Winter Intersession Begins	January 6
Last Day to Add / Drop Winter Intersession	January 8
Winter Intersession Ends	January 10

### Spring 2025 (1/13/2025-5/9/2025)

Enrollment	October – January
Faculty Return	January 9
Classes Begin	January 13
Last Day to Add / Drop 1 <sup>st</sup> 8-Week Course	January 17
Martin Luther King, Jr. Day (No Classes, Campus Closed)	January 20
Last Day to Add / Drop 16-Week Course	January 24
Last Day to Withdrawal 1 <sup>st</sup> 8-Week Course	February 21
Midterm Grades Available	March 4
Last Day to Add/ Drop 2 <sup>nd</sup> 8-Week Course	March 14
Spring Break (No Classes, Campus Closed)	March 17-21
Last Day to Withdrawal 16-Week Course	April 11
Last Day to Submit Application for Degree Candidacy ( <a href="https://connorsstate-3267.app451.sites.451.io/">https://connorsstate-3267.app451.sites.451.io/</a> )	April 11
Last Day to Withdrawal 2 <sup>nd</sup> 8-Week Course	April 25
Total Withdrawal Deadline ( <a href="https://forms.office.com/r/gUKV85J3bi">https://forms.office.com/r/gUKV85J3bi</a> )	May 2 (4 PM)
Finals Week (The Vice President for Academic Affairs must approve any departure from the published Finals Schedule.)	May 5-9
Commencement Ceremony	May 9
Final Grades Deadline	May 13 (4 PM)

## Finals Schedule

Any Class Scheduled During the Hour		Test Day During Finals Week	Testing Period	Any Class Scheduled During the Hour		Test Day During Finals Week	Testing Period
8 AM	MWF	Wednesday	8:00 – 9:50 AM	8 AM	TR	Thursday	8:00 – 9:50 AM
9 AM	MWF	Monday	9:00 – 10:50 AM	9:30 AM	TR	Tuesday	9:00 – 10:50 AM
10 AM	MWF	Wednesday	10:00 – 11:50 AM	10:00 AM	TR	Thursday	10:00 – 11:50 AM
11 AM	MWF	Monday	11:00 – 12:50 PM	11:00 AM	TR	Tuesday	11:00 – 12:50 PM
12 PM	MWF	Wednesday	12:00 – 1:50 PM	12:30 PM	TR	Thursday	12:00 – 1:50 PM
1 PM	MWF	Monday	1:00 – 2:50 PM	1:00 PM	TR	Tuesday	1:00 – 2:50 PM
2 PM	MWF	Wednesday	2:00 – 3:50 PM	2:00 PM	TR	Thursday	2:00 – 3:50 PM
3 PM	MWF	Monday	3:00 – 4:50 PM	3:30 PM	TR	Tuesday	3:00 – 4:50 PM
8 AM	MW	Wednesday	8:00 – 9:50 AM	<i>Classes meeting once per week and 8-Week courses will have their final during the last date the class is scheduled to meet.</i>			
9 AM	MW	Monday	9:00 – 10:50 AM				
10 AM	MW	Wednesday	10:00 – 11:50 AM				
11 AM	MW	Monday	11:00 – 12:50 PM	The Vice President for Academic Affairs must approve any departure from the published final schedule: <a href="#">Final Exam Deviation Request</a>			
12 PM	MW	Wednesday	12:00 – 1:50 PM				
1 PM	MW	Monday	1:00 – 2:50 PM				
2 PM	MW	Wednesday	2:00 – 3:50 PM				
3 PM	MW	Monday	3:00 – 4:50 PM				

The Finals Deviation Request process is a tool intended to accommodate extraordinary situations that significantly hinder a student's ability to fulfill their academic responsibilities during final examinations. **Please note that travel alone is not a reason for Finals Deviation Requests.** Barring extenuating circumstances, these requests should be submitted prior to Finals Week. This policy aims for fairness and consistency, reserving the deviation process for unforeseen, uncontrollable circumstances.

## Notice to Students

### Snapshot Directory

Forms and applications can be processed more quickly if addressed properly. Address all mail to:

Connors State College  
700 College Road  
Warner, OK 74469

Warner Campus phone Number: 918-463-2931

Muskogee Campus phone Number: 918-687-6747

Connors State College website: [www.connorsstate.edu](http://www.connorsstate.edu)

Visit our website: [www.connorsstate.edu](http://www.connorsstate.edu) for more information about the College, enrollment, classes, financial aid, etc.

- **Recruitment:** phone: 918-463-6271; email: [cscrecruit@connorsstate.edu](mailto:cscrecruit@connorsstate.edu); Website: <https://connorsstate.edu/recruit/>
- **Student Success Coaches:** phone: 918-463-2931; email: [cscadvising@connorsstate.edu](mailto:cscadvising@connorsstate.edu); Website: <https://connorsstate.edu/rars>
- **Housing:** phone: 918-463-6245; website: <https://connorsstate.edu/campuslife/housing/>
- **Financial Aid:** phone: 918-463-6220; email: [cscfinaid@connorsstate.edu](mailto:cscfinaid@connorsstate.edu); website: <https://connorsstate.edu/finaid>
- Veterans Affairs: phone: 918-463-2931; [cscadvising@connorsstate.edu](mailto:cscadvising@connorsstate.edu); Website: <https://connorsstate.edu/rars>
- **Scholarships:** phone: 918-463-6220; email: [cscfinaid@connorsstate.edu](mailto:cscfinaid@connorsstate.edu); website: <https://connorsstate.edu/finaid>
- **Business Office:** phone: 918-463-6290
- **Americans with Disabilities Act and Section 504:** phone: 918-684-6215; email: [jody.butler@connorsstate.edu](mailto:jody.butler@connorsstate.edu)

- **Academic Division Chairs**

Division	Chair	Email	Subjects
Agriculture	Ms. Debby Golden	<a href="mailto:goldend@connorsstate.edu">goldend@connorsstate.edu</a>	AGCM, AGEC, AGED, AGEN, AGEQ, AGLE, AGRI, AGRM, AGRO, ANSI, FDSC, HORT, and NREM
Business	Ms. Rhonda Wilson	<a href="mailto:rhonda.wilson@connorsstate.edu">rhonda.wilson@connorsstate.edu</a>	BUSN and COMS
Communication and Fine Arts	Dr. Lori Palmer	<a href="mailto:lori.palmer@connorsstate.edu">lori.palmer@connorsstate.edu</a>	CHER, EDUC, ENGL, PHED, HUMN, SPAN, and SPCH
Math and Science	Dr. Lynett Rock	<a href="mailto:lynett.rock@connorsstate.edu">lynett.rock@connorsstate.edu</a>	BIOL, CHEM, ENGR, GPS, GEOL, HLTH, MATH, PHYS, and STAT
Nursing and Allied Health	Dr. Diana Mashburn	<a href="mailto:diana.mashburn@connorsstate.edu">diana.mashburn@connorsstate.edu</a>	FCSE, NURS, OTAT, and PTAT
Social Science	Mr. Andrew Gaber	<a href="mailto:agaber@connorsstate.edu">agaber@connorsstate.edu</a>	CHDV, CJPS, GEOG, HIST, POLS, PSYC, RELI, and SOCI

### **Weather and Emergency Notifications**

Weather in Oklahoma can be unpredictable. Connors State endeavors to maintain campus accessibility by ensuring it remains clear of ice, snow, and other potential obstacles. Nonetheless, there may arise situations where weather conditions, road safety, or other factors necessitate transitioning to virtual operations or even temporary closures for the safety and well-being of our students, faculty, staff, and visitors. This resource aims to provide clarity regarding the terminology used when announcing virtual campus operations, closures, or class cancellations. The following definitions will help you understand the language used to announce schedule changes and what you can expect for each.

**Campus Closure:** All campus operations are closed other than those deemed essential to the protection of life and property. Campus closure includes the following actions:

- Cancellation of all classes scheduled at Connors State during the period of closing.
- Cancellation of all meetings and events scheduled on the Warner and Muskogee campuses.
- Closing of all Connors State administrative offices except for those offices necessary to maintain the safety and security of the facility.
- Administrative leave granted for staff not reporting to work because of closing in accordance with the Faculty and Staff handbooks.

**Classes Cancelled; Campus Open:** All Connors State academic classes are canceled, but the Muskogee and Warner campuses remain open. Class cancellation includes the following actions:

- Cancellation of all classes scheduled at Connors State during the period of closing.
- Administrative offices open during regular hours unless specifically stated otherwise.
- Cancellation of classes does not excuse any staff member from work.
- Campus events and meetings held at the discretion of the organizer and will proceed as scheduled unless canceled by the organizer.

**Delayed Opening:** All Connors State operations are closed for a designated period of time other than those operations deemed essential to the protection of life and property.

- The length of delay is based on conditions that are expected to improve or become less hazardous after a certain amount of time.

**Virtual Campus:** All physical campus offices are closed other than those deemed essential to the protection of life and property, and other campus services are available online. Virtual campus operations include the following actions:

- Faculty have the choice to move classes scheduled at Connors State online or to cancel the class session. Students should monitor their email and Canvas for communication from their instructor.
- All meetings and events scheduled on the Warner or Muskogee campuses are moved online or canceled at the meeting organizer's discretion.
- Connors State's administrative offices move to virtual services except for those offices necessary to maintain the safety and security of the facility.
- Staff should check in with their supervisor for directions regarding remote work and potential administrative leave.



If the need arises, faculty, staff, and students will be notified via the Connors Alert System which enables Connors State to efficiently send a text and/or email alert. All are encouraged to login to their C-Key and update this information regularly. In the case of inclement weather or other adverse conditions, the following media will be contacted prior to 6:30 a.m. the day of the cancellation or postponement. No announcement will be made if classes are not cancelled. Media sources involved in the process have been informed of this procedure. The media sources are:

<https://www.connorsstate.edu>

KTUL Channel 8

KOTV Channel 6

KJRH Channel 2

KVOO 98.5 FM

KHITS 106.9 FM

KTFX 101.7 FM

<https://www.facebook.com/connorsstate>

<https://x.com/connorsstate>

Whether inclement weather or other conditions exist on or around the Connors State campuses, the assumption of risk is a decision each individual must make even if Connors State College remains open. Students, faculty, staff and visitors are responsible for their own safety and should use their best judgment about traveling to or from campus.

- Students should communicate with their instructor as soon as possible if they decide not to attend class due to inclement weather or other hazardous conditions.
- Faculty are encouraged to accommodate students who are unable to attend class due to inclement weather or other conditions. Students may be unable to reach campus due to unsafe driving conditions outside the Tulsa area.
- Staff have the responsibility to communicate with their supervisor if they deem conditions too unsafe to attempt to report for their shift.

### **Computing Services**

CSC computing and electronic communication facilities and services are intended for instructional, educational, research and administrative purposes. Their use is governed by all applicable College policies, including sexual harassment, patents and copyrights, student, and employee disciplinary policies as well as by applicable federal, state, and local laws.

Persons using CSC computing and electronic communication facilities and services bear the primary responsibility for the material that they choose to access, send, or display. CSC cannot protect individuals against the existence or receipt of material that may offend them. Persons who make use of CSC computing and electronic communications facilities and services are warned they may unwillingly come across, or be recipients of, material that they may find offensive.

Persons using CSC computing and electronic communications facilities and services are expected to demonstrate good taste and sensitivity to others in their communications. It is a violation of college and CIS policy to use electronic mail to libel, harass or threaten others. It is also a violation of College and CIS policy to access and view materials in a manner that would create the existence of a sexually hostile working and/or educational environment.

The use of CSC computing and electronic communications facilities and service is a privilege that may be revoked for inappropriate conduct. Persons who violate applicable federal, state or college policies will be asked to cease those activities and are also subject to suspension/revocation of such privileges and/or college disciplinary action.

CSC makes no warranties of any kind, whether expressed or implied, for the service it is providing. CSC will not be responsible for any damage suffered through the use of CSC computing and electronic communications facilities and services, including, but not limited to, loss of data resulting from delays, non-deliveries, misdeliveries, or service interruptions caused by its own negligence or by user errors or omissions. Use of any information obtained via the Internet is at the user's own risk. CSC specifically denies any responsibility for the accuracy or quality of information obtained through its computing and electronic communications and facilities.

When computer labs are full there will be a two-hour limit on computer use. CSC is not responsible for data loss.

## **The College**

### **Location**

Connors State College has two campus locations. The main campus is in Warner, a rural, agricultural community located at the junction of United States Highway 64 and Interstate 40 in Eastern Oklahoma.

The branch campus location is located 18 miles northeast of Warner in Muskogee, a port city of 38,000 that serves as a regional market on the McClellan-Kerr Arkansas River navigation system. The Muskogee Three Rivers Port campus is located at 2501 North 41st Street East.

### **History**

Connors State School of Agriculture came into existence in 1908. The State Board of Agriculture was the school's governing board, and the school was named after the Board's first chairman, John P. Connors. Classes were first held in downtown Warner in 1909. In 1911, the present Classroom Building was constructed, and the school moved to its present location, one mile west of Warner. Connors State Agricultural College became a fully accredited junior college in 1927. The State Board of Agriculture governed Connors until 1944. That year the Legislature created the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges. This Board then became the governing Board of Connors State Agricultural College. In 1967, the Oklahoma Legislature changed Connors' name to Connors State College of Agriculture and Applied Science. The College's name was changed again by the Oklahoma Legislature in 2002 to Connors State College.

In 1977, Connors began regularly offering off-campus, extension courses in Muskogee at various public-school locations. In 1985, classes were moved downtown to the Holly Building at 4th and Broadway. In 1986, Connors purchased the Holly Building, renovating it in 1989. In 1988, Muskogee became a branch campus offering resident college credit courses and programs. Connors received title to the C.N. Haskell Building located at 2nd and Court Streets in downtown Muskogee in 1992. In 1993, the downtown Muskogee campus was moved from the Holly Building to the Haskell Building.

In 1994, Connors acquired 42 acres of land in the northeastern section of Muskogee for the construction of a classroom/science facility. The Three Rivers Port Campus opened for classes in 1996.

In 1993, Connors also received title to a 1,316-acre ranch site located five miles south of the Warner campus. The South Ranch contains farmland, wetlands, and wildlife habitat.

### **Mission and Function**

Connors State College is committed to building futures one at a time as we cultivate excellence in our community and the global society. We accomplish our mission by exemplifying the functions of a two-year or community college in Oklahoma as defined by the Oklahoma State Regents for Higher Education (OSRHE). These functions include:

- Participate in programs of economic and community development independently or in cooperation with public and private entities.
- Provide general education for all students.
- Provide micro-credentials, certificates, and degrees to prepare individuals to enter the labor market.
- Responsibility for institutional and applied research in those areas related closely to their programs of study and effectiveness of operation.
- Responsibility for public service in the geographic regions in which they are located.
- Provide formal and informal programs designed to serve Oklahomans with continuing education and professional enhancement opportunities.
- Provide developmental education for students who lack required high school academic requirements for college admission or competency in the basic academic skills areas.
- Perform other special programmatic activities as authorized by the State Regents.

- Provide one- and two-year programs of technical and occupational education to prepare individuals to enter the labor market.

### **Vision Statement**

Empowering individuals through accessible education, Connors State College envisions a future where our community and global society thrive, driven by excellence. As a beacon of educational opportunity, we aspire to be a catalyst for economic and community development, providing diverse pathways through general education, micro-credentials, certificates, and degrees. Committed to public service and lifelong learning, we envision a dynamic and inclusive environment where every student's potential is unlocked, preparing them for success in the ever-evolving global workforce.

### **Connors State College Development Foundation**

The Connors Development Foundation, Inc. strives to provide exceptional support for today's students through better facilities, programs, and student opportunities. As a non-profit organization created solely to support and further the mission of Connors State College, the purpose of the Connors Development Foundation, Inc., is to raise, manage and disburse contributions for the benefit of Connors State College. The Foundation is recognized by the Internal Revenue Service as a 501(c)(3) nonprofit organization. Gifts are accepted that establish endowments, fund capital improvements and scholarships donated in the forms of cash, legacies, insurance policies, gifts-in-kind, capital gifts, securities, gift annuities and real estate. Additionally, we organize employee, alumni, endowment, and capital campaigns to build and develop resources for Connors State College, allowing the college to continue building futures one at a time.

### **Connors State College Alumni & Friends Association**

The Connors Alumni & Friends Association was established to promote, aid, develop, and advance prosperity and welfare of Connors State College. The Association sponsors the Connors Alumni & Friends Hall of Fame. Former students, faculty, staff, and friends of the College gather for a reunion and induction banquet annually on the fourth Friday of April each year. The Association also awards Alumni Scholarships to selected students who are the children or grandchildren of former Connors' students.

### **Facilities**

Connors State College features a variety of facilities spread across its Warner and Muskogee campuses, providing students with cutting-edge resources for learning and personal development. Renovated spaces like the A.D. Stone Student Union and Carl Westbrook Library Learning Center in Warner, as well as the modern Nursing and Allied Health Building in Muskogee, cater to academic, agricultural, athletic, and residential needs. Student support services are available in the Garner Science Building in Muskogee and Gatlin Hall in Warner. Noteworthy facilities such as the Beef Testing Center, Dr. Stuart Woods Shooting Sports Complex, and the expansive Harding Ranch/Research Station enhance the educational environment, offering hands-on experiences and enriching the overall college journey for students pursuing diverse fields of study.

### **Equal Opportunity**

Connors State College, in compliance with Title VI and Title VII of the Civil Rights Acts of 1964, Title IX of the Education Amendments of 1972, Section 503 of the Rehabilitation Act of 1973, Section 402 of the Readjustment Assistance Act of 1974, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a veteran in any of its policies, practices or procedures. This includes but is not limited to admissions, employment, financial aid, and educational services.

### **Harassment**

Connors State College recognizes its obligation to provide a learning and work environment based on mutual respect regardless of age, race, color, religion, sex, sexual orientation, genetic information, gender identity or expression, national origin, disability, protected veteran status, or other protected categories. All students, staff and faculty must take and satisfactorily complete one time the "Not Anymore" sexual assault and harassment training online. Students who fail to complete the training will not be allowed to enroll for the subsequent semester. Employees or students found guilty of such harassment will be subject to disciplinary action.

The following personnel have been designated to handle inquiries regarding these policies. Person(s) listed are employed by Connors and can be found on campus at 700 College Road, Warner, OK 74469. Please refer to the phone numbers listed for each contact.

*Mr. Jake Lawson, Dean of Students      918-463-6351*

## **Educational Rights and Privacy**

### **American with Disabilities Act**

The federal law (Section 504) reads as follows: “No otherwise qualified handicapped individual in the U.S. shall solely by reason of his/her handicap be excluded in participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving federal assistance.” Not every student with a disability needs consideration beyond what may be granted any other students in class. The faculty, staff, and administration at Connors State College will adhere to the policies as set in the Americans with Disabilities Act (ADA) and are committed to making reasonable accommodations for all with disabilities who are qualified to be in an Associate degree program. Connor’s learning platform for online course delivery (Canvas) also meets accessibility standards.

### **Family Educational Privacy Rights Act**

The Family Educational Rights and Privacy Act of 1974, also known as the Buckley Amendment, helps protect the privacy of student education records. The Act provides for the right to inspect and review education records, the right to seek to amend those records, and the right to limit disclosure of information from the records. The intent of the legislation is to protect the rights of students and to ensure the privacy and accuracy of education records. The Act applies to all institutions that are recipients of federal aid administered by the Secretary of Education. At the elementary and secondary school level, FERPA gives parents the right to access education records. When a student reaches 18 years of age or is attending an institution of post-secondary education, FERPA rights transfer from parent to student. Therefore, at the postsecondary level, parents have no inherent rights to inspect their student’s education records. For purposes of compliance with FERPA, Connors State College considers all students independent. Institutional policy relating to FERPA can be viewed on the Connors State College [website](#). Students may consent to release their education records to parents, legal guardians, or other individuals by completing the [appropriate form](#) in the Office of the Registrar. Such consent should be given in an uncoercive environment.

### **Filing a Student Complaint**

A student complaint may involve a CSC employee (faculty, staff, or student-employee) or other students. Students with a complaint involving an employee should first seek to resolve the issue with the employee. If the matter cannot be resolved with the employee, the grievance can be forwarded to the employee’s supervisor. If the supervisor has responded, but the student disagrees with the response, this form is to be used to submit a formal complaint. This form is reviewed by the Dean of Students. If the student disagrees with the response from the Dean of Students, the grievance can be forwarded to the Office of the President for the institution’s final response. If the student pursues the grievance through this process and still perceives the concerns have not been adequately addressed, the student may file a complaint against a higher education institution in Oklahoma with the Oklahoma State Regents for Higher Education (OSRHE). [Click here to access the OSRHE's Student Complaints page](#). Student complaints relating to consumer protection laws offered under the terms and conditions of the State Authorization Reciprocity Agreement (SARA), can be filed through SARA’s portal. [Click here to access SARA’s Student Complaints page](#).

### **Catalog Disclaimer**

The Oklahoma State Board of Regents for Higher Education and the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges reserve the right to restrict or limit the enrollment of any program and to make changes in the provisions (organization, fees, program offerings, curricula, courses, requirements, etc.) of this catalog when such action is deemed to be in the best interest of the student or College. The provisions of this publication do not represent, in any way, a contract between a student, prospective or otherwise, and the Boards or the College and should

not be regarded as such. If any significant changes are made in the provisions listed in this catalog, the students, appropriate agencies, and personnel will be notified.

## ADMISSIONS/ENROLLMENT

### Admission Policies

Any individual who has completed all the following is eligible for admission to the Associate in Arts, Associate in Science, Associate in Applied Science, and Certificate programs:

- Is a graduate of a high school accredited by the appropriate regional association or by an appropriate accrediting agency of his/her own state or has achieved a high school equivalency certificate based on the General Education Development tests (GED);
- Has participated in the American College Testing (ACT) program or a similar acceptable battery of tests.

### Application for Admission

New students will fill out and submit the online application for admission. The application is found on [www.connorsstate.edu](http://www.connorsstate.edu) by clicking "Apply Now". After the application is successfully submitted, necessary documents submitted and reviewed, the new student ID and PIN will be emailed to the address indicated on the application. Students will need these to activate their C-Key in order to have access to Self-Service Banner (SSB). SSB is used to access class schedules and grades, pay bills, view/accept/decline financial aid, order transcripts, and more. Students are encouraged to apply for admission well in advance of the semester they plan to attend to ensure they have plenty of time to complete the admissions process.

#### Admission Requirements for All Applicants

All new students and students who have not attended Connors during the past semester (Fall/Spring) must complete an Application for Admission for the term in which they plan to attend. The following additional information is also needed:

- An official high school transcript with date of graduation or last date of attendance or a copy of GED scores and/or certificates.
- Official transcript from all institutions attended as a student. (see Submission of Academic Credentials policy)

#### Submission of Academic Credentials

Students must submit an official transcript from all institutions attended. Transcripts must be official, affixed with the issuing school's seal or signature, and should be mailed directly from the school. **Connors State College does not accept transcripts issued to the student, mailed by the student, or faxed.** Students may enroll for the first semester without all official documents on file; however, they will not be allowed to enroll for a second term until all required documents are on file in the Registrar's Office. Failure to list all previously attended colleges, or the submission of false information is grounds for denial of admission or immediate suspension.

All credentials submitted become the property of Connors State College and a part of the student's academic record. They will not be returned or released. Students wishing to obtain such documents must contact the original issuing institution. Returning students who have had no enrollment activity at Connors State College for a period of five years or more will be required to resubmit academic records from previous institutions attended.

Students transferring with less than a 2.0 GPA may be admitted on Academic Probation. Students suspended from other institutions may be admitted to Connors State College provided they sign an Academic Contract and enroll with the guidance of a Student Success Coach. Admission for these students will be on a probationary basis. Retention standards (See Academic Standards policy on Academic Probation) must be maintained, or the student will be placed on Academic Suspension and may not apply to be reinstated until one regular semester (fall or spring) has elapsed.

## Enrollment

Once they have received their acceptance letter, students are encouraged to schedule an appointment with our Student Success Coaches at <https://connorsstate.edu/rars>. By offering a blend of academic and personal support, Student Success Coaches not only provide guidance on course selection, but they contribute significantly to students' growth, success, and readiness for the ever-evolving demands of the future by helping students explore different goals and career pathways.

## Adult Admission

Applicants who are 21 years or older or who are on active military duty may be admitted upon completion of an assessment of academic skills. Applicants who have not graduated high school but whose high school class has graduated are eligible for admission will be subject to the Entry-Level Course Placement and Supplemental Instruction policy.

## Non-Degree Seeking Students

Non-degree seeking students are permitted to enroll in up to nine (9) college credit hours without submitting academic credentials. Proficiency assessments may be required before enrollment in college level courses. After completion of the nine-hour limit, students are required to submit official credentials and meet the formal admission criteria as outlined in the Admission Requirements section.

## Opportunity Admission

Applicants who have not yet graduated from high school and whose ACT or SAT score is at the 99<sup>th</sup> percentile (Oklahoma norms) may be eligible for admission. These applicants are reviewed on a case-by-case basis by the Vice President for Academic Affairs.

## Home Study or Unaccredited High School

Students who have been home schooled or are graduates of a private, parochial, or other non-public high school, which is not accredited by a recognized accrediting agency, must satisfy the high school requirements set forth by the Oklahoma State Regents for Higher Education, as certified by the school or parent for home study.

Any individual who is a graduate of a private, parochial, or other non-public high school not accredited by a recognized accrediting agency is eligible for admission as follows.

- The student must have participated in the American College Testing (ACT) or Scholastic Aptitude Test (SAT) program and achieved the requisite composite score, as defined in the admission policy.
- The student's high school class of his or her peers must have graduated.
- The student must satisfy the high school curricular requirements for the institution to which he/she is applying, as certified by the school. If the student is home-schooled, the parent must certify. ACT or SAT Test Scores ACT or SAT test scores are required except for students who are active military duty or 21 and older.

## International Students

Students from countries outside the United States who have completed their secondary education or its equivalent and are eligible for admission to colleges and universities in the United State are defined as International Students.

International students are required to meet academic performance standards equivalent to Oklahoma residents and non-residents for admission to Connors State College. In addition, students for whom English is a second language are required to present evidence of English proficiency prior to admission, either as first-time students or by transfer from another college.

Prospective International students must correspond directly with the College by writing to the Registrar's Office, Warner Campus. The College will not accept applications for admission or supporting documents from agents/agencies or third parties acting on behalf of the students. International students will be assessed a \$15.00 fee upon enrollment at Connors State College.

The following items must be correctly submitted prior to students' acceptance:

- An Application for Admission
- Evidence of English proficiency is required for applicants for whom English is a second language.
- Proof of completion of the high school core requirements at an English-speaking high school or graduation from an English-speaking high school.  
Official transcripts of secondary and/or college-preparatory schools. Official transcripts from all other colleges must be sent directly from the Registrar of those institutions to the Registrar at Connors State College, Warner Campus. Official transcripts from college or universities outside of the United States must have an international transcript evaluation report. Students must submit official transcripts from all international colleges or universities attended to one of the college approved agencies. Once evaluated, the agency you choose must forward their evaluation report directly to the Registrar at Connors State College. We only accept evaluation reports from these agencies:
  - Foreign Credentials Services of America E-mail: [info@fcsa.biz](mailto:info@fcsa.biz); [www.fcsa.biz](http://www.fcsa.biz)
  - Educational Credential Evaluators, Inc. E-mail: [eval@ece.org](mailto:eval@ece.org) [www.ece.org](http://www.ece.org)
  - Global Credential Evaluators, Inc. E-mail: [gce@gceus.com](mailto:gce@gceus.com); [www.gceus.com](http://www.gceus.com) or [www.gcevaluators.com](http://www.gcevaluators.com)
  - World Education Services E-mail: [info@wes.org](mailto:info@wes.org); [www.wes.org](http://www.wes.org)
- Notarized Letter of Financial Guarantee for a minimum of one year. (Affidavit of Support)
- Evidence of accident and health insurance.
- Immigration and naturalization documents

First time students for whom English is a second language are required to show proof of English proficiency by:

- **Standardized Testing** – Students must score 500 or higher on the paper-based Test of English as a Foreign Language exam (TOEFL) or 173 or higher for the computer-based test; or
- **Intensive English Program** – Students must score 460 or higher on the paper based TOEFL or 140 on the computer-based test administered at a special testing or an international testing center and successfully complete a minimum of 12 weeks of study at an International Education Program approved by the Oklahoma State Regents for Higher Education. At least two-thirds of the 12 weeks must be advanced level instruction; or
- **High School Performance** – Students must successfully complete the high school core requirements in an English-speaking high school or graduate from an English-speaking high school and demonstrate academic competency; or
- **Institutional Discretion** – In extraordinary and deserving cases, the college president or designee may admit a student who fails to meet the above requirements. The applicant must demonstrate English proficiency prior to admission.

## Concurrent Enrollment

### Admission Policies

High school seniors and juniors from accredited high schools and non-accredited private or non-public high schools may concurrently enroll provided:

- Student meets composite ACT/SAT and/or GPA requirements:
  - Juniors and Seniors – ACT of 19 or GPA of 3.0
- Are enrolled in less than full-time in high school as attested by their high school principal or counselor.
- Are eligible to satisfy graduation requirements from high school no later than the spring of senior year, as attested by the high school principal or counselor.
- Submit signatures of approval on their Concurrent Enrollment documentation from their high school principal or counselor, parent or legal guardian, and themselves.
- Provide current official high school transcript for each semester of concurrent enrollment.
- Provide official transcripts from any other college or university attended as a concurrent high school student.

## **Course Load**

Concurrently enrolled students may not enroll in a combined number of high school and college courses per semester that exceed a full-time college load of 19 semester credit hours. For the purposes of calculating a workload, one high school credit course is equivalent to one three credit hour semester college course.

Students who are eligible under this policy may enroll in a maximum of nine (9) college credit hours during a summer session following the end of their junior year of high school, without being concurrently enrolled in high school classes during the summer term.

## **Curricular Requirements**

Students may enroll only in those curricular areas where they have demonstrated competency and have met the curricular requirements for admission. Students can only take classes in areas where their ACT/SAT subscores or GPA meet or exceed the approved scores. Concurrently enrolled students are not allowed to enroll in any zero-level supplemental instruction courses to establish competency in any subject areas.

## **Academic Retention Standards**

A high school student concurrently enrolled in college courses may continue concurrent enrollment in subsequent semesters if he or she achieves a college cumulative grade-point average of 2.0 or above on a 4.0 scale. Students that do not meet this standard will not be allowed to continue Concurrent Enrollment. If a student feels as though there were extenuating circumstances, they may submit an appeal for immediate reinstatement to the Registrar. These appeals reviewed on a case-by-case basis.

## **The Collegiate Experience**

Connors State College is committed to providing our concurrently enrolled students with collegiate experiences. The collegiate experience is evidenced by the rigor of the course, the qualifications of the personnel delivering the course, and the student's readiness for college. The college experience is present in the following two environments:

- High school students enrolled in a course on a college or university campus with collegiate students including online delivery off-campus.
- High school students enrolled in an off-campus college or university course, which does not include collegiate students, and offered under the parameters prescribed within the off campus concurrent enrollment requirements.

While Connors State College is committed to providing Concurrent Enrollment students with collegiate experiences, there is an expectation that the participants are college students. This expectation includes that they will check their Connors State College email daily, attend Connors State College classes when scheduled, and submit their assignments in accordance with the established deadlines. Additionally, Concurrent Enrollment students are protected under the Family Educational Privacy Rights Act just like their college peers.

## **Early College High School**

The Early College High School program is designed with the intent of providing the opportunity to earn a credential beyond high school to traditionally underserved student populations. In partnership with our secondary education colleagues, Early College High School students will earn an associate degree while they are earning their high school diploma. These students are held to the same expectations as our Concurrent Enrollment students which includes that they will check their Connors State College email daily, attend Connors State College classes when scheduled, and submit their assignments in accordance with the established deadlines. If there are any questions regarding the Early College High School, you may contact the [Office of Academic Affairs](#).



## Programs with Special Admissions Requirements

### Associate Degree Nursing Program

#### *Nursing Program Admission*

Students interested in the Nursing Program are admitted to the college on the same basis as other students. However, admission to the college does not ensure admission into the nursing program. Students are accepted into the nursing program based on a point system.

Applicants must meet the following criteria:

- Admission to Connors State College
- GPA of 2.5 in required general education courses.
- A “C” or better in general education courses and recommended courses
- Successfully passed Admission Exam with a 59% or better in Reading, 50% or better in Math, and 50% or better in Science prior to application deadline. Admission Exam can only be taken twice per application period.

Applicants who meet the above criteria will be assigned points in the following areas:

- Admission Exam score
- Degree requirements completed with a grade of “C” or better.
- Recommended courses completed with a grade of “C” or better.
- Required nursing program curriculum course GPA.
- College-level degrees in other areas.

Applications are accepted for the fall entry from November 1st to March 1st and for the spring entry from April 15th to October 1st of each year. Those who meet the criteria and have not been selected will be placed on an alternate list. Consideration will be given as openings arise.

The general education and required science courses along with the recommended electives facilitate progression in the program. Completion of these courses is recommended prior to admission into the program; however, completion is not required.

Successful completion of the nursing program requires a “C” in all courses related to the Associate of Applied Science Degree in Nursing.

Nursing students are responsible for uniforms and other accessories, transportation to the clinical facilities, testing and liability insurance needs, and enrollment fees.

#### *Physical And Mental Qualifications*

The following minimal physical and mental qualifications are necessary to be considered for admission into and progression through the Connors State College Nursing Program:

- The ability to lift weights of up to 35% of recommended body weight independently.
- The ability to move around the clients’ rooms and in work areas to administer various procedures.

#### *Career Ladder Program*

The Career Ladder Program for Nursing at Connors State College is especially designed to provide mobility for the Licensed Practical Nurse and the Licensed Paramedic. Only those individuals who are licensed in the State of Oklahoma are eligible for admission to the program. Applicants must complete the required courses, HESI, LPN-ADN Mobility Exam (if licensed greater than one year), Admission Exam and NURS 2223 30 Transitions to Professional Nursing, prior to entrance into the program. Qualified students wishing to pursue the Career Ladder Program should make an appointment to speak with a nursing advisor. Students will be admitted to the program based on space available. Applications are accepted for the fall entry from November 1st to March 1st and for the spring entry from April 15th to October 1st of each year. Applications

are also accepted for the summer entry to the career ladder program from November 1st to March 1st which allows students the option of completing the nursing program in 12 months assuming all other graduation requirements are met.

### ***Eligibility to Sit for the Boards***

The Connors State College Nursing Program is approved by the Oklahoma Board of Nursing. Graduates of this state-approved program are eligible to apply to write the National Council Licensure Examination (NCLEX) for registered or practical nurses. Applicants for Oklahoma licensure must meet all state and federal requirements to hold an Oklahoma license to practice nursing. In addition to completing a state approved nursing education program that meets educational requirements and successfully passing the licensure examination, requirements include submission of an application for licensure, a criminal history records search, and evidence of citizenship or qualified alien status. [59 O.S. §567.5 & 567.6]. To be granted a license, an applicant must have the legal right to be in the United States (United States Code Chapter 8, Section 1621). In addition, Oklahoma law only allows a license to be issued to U. S. citizens, U. S. nationals, and legal permanent resident aliens. Other qualified aliens may be issued a temporary license that is valid until the expiration of their visa status, or if there is no expiration date, for one year. Applicants who are qualified aliens must present, in person, valid documentary evidence of:

1. A valid, unexpired immigrant or nonimmigrant visa status for admission into the United States.
2. A pending or approved application for asylum in the United States.
3. Admission into the United States in refugee status.
4. A pending or approved application for temporary protected status in the United States.
5. Approved deferred action status; or
6. A pending application for adjustment of status to legal permanent resident status or conditional resident status.

The Board has the authority to deny a license, recognition, or certificate; issue a license, recognition, or certificate with conditions and/or an administrative penalty; or to issue and otherwise discipline a license, recognition, or certificate to an individual with a history of criminal background, disciplinary action on any professional or occupational license or certification, or judicial declaration of mental incompetence [59 O.S. §567.8]. These cases are considered on an individual basis at the time application for licensure is made. Potential applicants to state-approved education programs, with a criminal history, may obtain a determination of eligibility for licensure or certification from the Oklahoma Board of Nursing for a fee. The determination of eligibility for licensure petition can be accessed at <http://nursing.ok.gov/initialdeterm.pdf>.

## **Occupational Therapy Assistant Program**

### ***Occupational Therapy Assistant Program Admission Criteria***

The occupational therapy assistant (OTA) program is a cooperative program between Connors State College (CSC) and Indian Capital Technology Center (ICTC). The faculty and staff are glad you have chosen CSC/ICTC for your journey in the exploration of occupational therapy as your chosen career. CSC/ICTC offers an OTA curriculum based on an adult learning model with a focus outcome for our OTA students to emerge from the program with an understanding of entry-level evidence-based practice and its application within the community in traditional and non- traditional settings. The goal of this cooperative program is to develop professional skills, knowledge, attitude, and behavior consistent with the occupational therapy assistant educational standards set forth by the Accreditation Council for Occupational Therapy Education (ACOTE). You can find the admission criteria to the Occupational Therapy Program at <https://www.ictech.edu/apps/pages/ota>.

Connors State College will conduct transcript reviews for approval of all course work. Applicants must be accepted for admission by Connors State College. Approved admission to CSC, however, does not guarantee admission to the Occupational Therapy Assistant program at ICTC.

Applicants meeting the admission criteria will be scored according to the "Priority Point System" and ranked according to the number of points earned. Highest ranking applicants will then be selected for interviews. ICTC will determine the number of applicants interviewed. A minimum score of 10 on the interview is required for admission.

Following interviews, each applicant's interview points will be added to their "Priority Points". Selection for admission will be based on the applicant's total score (Priority Points plus Interview score). Applicants will be notified of admission status by letter.

If selected for admission, continued enrollment is contingent upon a satisfactory background and sex offender registry check, drug screening, and subsequent clinical placement. Students may be subject to initial admission, random, and upon suspicion drug and alcohol screens as outlined in ICTC policy. Classes begin in August. **Attendance at orientation session is required.**

### ***Accreditation***

The occupational therapy assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929, ACOTE's telephone number c/o AOTA is (301) 652-6611 and the web address is [www.acoteonline.org](http://www.acoteonline.org).

## **Physical Therapist Assistant Program**

### ***Physical Therapist Assistant Program Admission Criteria***

Admission criteria for this program include:

- Completed application to the PTA Program
- Minimum college GPA 2.5 (cumulative)
- Documentation of minimum of 16 total hours observation with a PT or PTA at 2 separate clinical facilities
- Completion of the following with a "C" or higher:
  - ENG 1113 English Comp I
  - ENG 1213 English Comp II
  - HIST 1483 or HIST 1493 US History
  - POLS 1113 American Federal Government
  - PSYC 1113 General Psychology
  - College-level Mathematics
  - SPCH 1113, Intro to Oral Communication, or COMS 1133, Fundamentals of Computer Usage
  - BIOL 2104 Human Anatomy
  - BIOL 2114 Human Physiology
  - NURS 1003 Medical Terminology

Completion of all courses will be required for the degree and must be completed prior to beginning technical courses. Connors State College will conduct transcript reviews for approval of all course work. Applicants must be accepted for admission by Connors State College. Approved admission to CSC does not guarantee admission to the Physical Therapist Assistant Program.

Applicants meeting the admission criteria will be scored according to the "Priority Points System" and ranked within each priority area according to the number of points earned. Highest ranking applicants will then be selected for interviews. ICTC will determine the number of applicants interviewed. A minimum score of 10 on the interview is required for admission.

Applicants will be notified by admission status by letter. If selected for admission, continued enrollment is contingent upon a satisfactory background and sex offender registry check, drug screen, and subsequent clinical placement. Students may be subject to drug and alcohol screens as outlined in ICTC policy at the time of admission, randomly throughout the program, and upon suspicion of drug or alcohol abuse. PTA technical classes begin in January. Attendance at orientation session by admitted students is required.

To work as a physical therapist assistant, graduates must take and pass a national licensure examination, which is required in all 50 states.

Connors State College – Indian Capital Technology Center Physical Therapist Assistant Program is accredited by the Commission on Accreditation in Physical Therapy Education CAPTE 3030 Potomac Ave., Suite 100 Alexandria, VA 22305-3085 (phone: 703-706-3245; email: [accreditation@apta.org](mailto:accreditation@apta.org) website: Commission on Accreditation in Physical Therapy Education ([www.capteonline.org](http://www.capteonline.org))). If needing to contact the program/institution directly, please call 918-913-3928 or email Meghan Teitz, [meghan.teitz@ictech.edu](mailto:meghan.teitz@ictech.edu) or Diana Mashburn, [diana.mashburn@connorsstate.edu](mailto:diana.mashburn@connorsstate.edu).

## Non-Academic Criteria for Admissions

Connors State College may take into account non-academic criteria in admitting students including:

- Whether an applicant has been expelled, suspended, denied admission, or denied readmission by any other educational institution.
- Whether an applicant has been convicted of a felony or convicted of any lesser crime involving moral turpitude.
- Whether an applicant's conduct has been such that if, at the time of conduct in question, the applicant had been a student at the institution to which application is made, the course of conduct would have been grounds for expulsion, suspension, dismissal, or denial of readmission.

Students suspended from other institutions for academic reasons may be admitted to Connors State College on Academic Probation. Other conditions may apply such as course/credit hour limitations and/or being required to report to a Student Success Coach on a regular basis to monitor progress. Admission of students who are currently under disciplinary sanctions at other institutions or meet any of the other conditions outlined above must first be approved through the Dean of Students. The College reserves the right to deny admission or readmission to any student based upon prior conduct and/or based upon prior illegal activity.

## Auditing a Course

A student who does not wish to receive credit in a course may enroll as an auditor, provided space is available. A student who enrolls as an auditor must verify that he or she will not petition to receive credit for the audited course by any method other than that described below under "Audit to Credit." Instructor discretion will determine the auditor's level of class participation, such as taking exams or turning in assignments. Audited courses do not count in the determination of full-time student status and do not apply toward Veterans Affairs benefits. The request to audit a course is requested at the time of enrollment of the course with the advisor and Admissions Office. Initial enrollment in a course as an auditor may be completed only between the first and the tenth-class day (inclusive) of a 16-week semester and proportionate periods for shorter sessions. Audited courses appear on a student's official transcript with an indication that the course was an audit enrollment. An "AU" appears where the grade would normally appear. The "AU" does not contribute to a student's GPA, and no credit hours are earned for the course. Audit enrollments follow the same resident and non-resident tuition and fee policies as credit enrollments. Late enrollment fees are waived for audit enrollments. Any individual 65 years or older may audit a class College Academic Regulations at no charge. The auditor/student is responsible for book(s) and fees associated with auditing a course.

## Assessment

### Entry-Level Course Placement and Supplemental Instruction

Certain disciplines, most notably English, mathematics, and science, build on requisite knowledge, and college courses in those disciplines assume a student knowledge base gained in high school or other previous experiences. It is, therefore, imperative that students who are not college ready participate in supplemental instruction. **Students needing supplemental instruction should complete all necessary corequisite courses within the first 24 attempted hours of college coursework.** At Connors State College, we use multiple measures to place students into their entry level courses.

ENGLISH PLACEMENT				
	<i>(Meet one column)</i>			DIAGNOSTIC PLACEMENT**
COURSE ENROLLMENT	HIGH SCHOOL TRANSCRIPT	ACT/SAT	HIGH SCHOOL EQUIVALENCY	
College Level	Unweighted GPA $\geq$ 3.0 AND 4 years of English AND Graduated within the last 7 years	ACT English: 19+ OR SAT ERW: 330+	Equivalency test taken within the last 7 years AND GED: 165+ OR HiSet: 45+ Total Score With 15+ English Subscore	Accuplacer Writing: 256+
ENGL 1113 with ENGL 0121* Fundamentals of English Lab	Unweighted GPA $\leq$ 2.99 AND Graduated within the last 7 years OR Graduation date over 7 years old	Any scores below those posted above.	Any other score OR Equivalency test older than 7 years	Any scores below those posted above.
READING PLACEMENT				
	<i>(Meet one column)</i>			DIAGNOSTIC PLACEMENT**
COURSE ENROLLMENT	HIGH SCHOOL TRANSCRIPT	ACT/SAT	HIGH SCHOOL EQUIVALENCY	
College Level	Unweighted GPA $\geq$ 3.0 AND 4 years of English AND Graduated within the last 7 years	ACT Reading: 19+ OR SAT ERW: 330+	Equivalency test taken within the last 7 years AND GED: 165+ OR HiSet: 45+ Total Score With 15+ Reading Subscore	Accuplacer Reading: 256+
ENGL 1113 with ENGL 0221* Fundamentals of College Reading Lab	Unweighted GPA $\leq$ 2.99 AND Graduated within the last 7 years OR Graduation date over 7 years old	Any scores below those posted above.	Any other score OR Equivalency test older than 7 years	Any scores below those posted above.
MATHEMATICS PLACEMENT				
	<i>(Meet one column)</i>			DIAGNOSTIC PLACEMENT**
COURSE ENROLLMENT	HIGH SCHOOL TRANSCRIPT	ACT/SAT	HIGH SCHOOL EQUIVALENCY	
College Level	Unweighted GPA: 3.0+ AND 3 years of Math with Algebra II AND Graduated within the last 7 years	ACT Math: 19+ OR SAT ERW: 510+	Equivalency test taken within the last 7 years AND GED: 165+ OR HiSet: 45+ with 15+ Mathematics Subscore	Accuplacer QAS: 257+ OR Accuplacer AAF: 237+
MATH 1513 with MATH 0511* Pre-Calculus Algebra with Lab OR MATH 1473 with MATH 0471* Applied Math with Lab OR MATH 1523 with MATH 0521* Modeling & Functions with Lab OR STAT 2013 with STAT 0111* Elementary Statistics with Lab	Unweighted GPA $\leq$ 2.59 AND Graduated within the last 7 years OR Graduation date over 7 years old	Any scores below those posted above.	Any other score OR Equivalency test older than 7 years	Any scores below those posted above.
*Per the Connors State College policy, students who place into supplemental instruction coursework must register for that coursework each semester until successfully completed.				
** Students should be placed at the highest level possible. Diagnostic Placement Testing should only be used if a student does not agree with the placement from the other three options and would like to try to test into a higher level.				

As for science classes, if a student places into corequisite(s), they will need to have successfully completed the corequisite(s), register for the corequisite(s) and science in the same term, or have an approved [Request to Defer or Opt Out of Supplemental Instruction Courses](#) on file.

### General Education Outcomes Assessment

Connors State College strives to continuously improve academic outcomes for our students. To assist in this process, faculty conducts assessment of General Education Outcomes in written communication, quantitative analysis, critical thinking, and information literacy (see General Education Learning Goals for more information). Assessment will be completed through various forms of classroom assignments and/or evaluations.

## Program Outcomes Assessment

In addition to assessment of the general education outcomes, academic programs also conduct assessment of student learning outcomes specific to the program of study. These assessments are designed to assist program faculty in evaluation of the program and improving learning outcomes in the program. Assessment will be completed through various forms of classroom assignments and/or evaluations.

## Institutional Assessment

Connors State College seeks to continuously improve all aspects of the student experience. Student services periodically conduct surveys and focus groups to assess student experiences. Students may be asked to participate in assessment activities periodically to provide feedback about the student experience at Connors State College.

## Residency Status

Regulations governing the residency status of students are based on the policies of the Oklahoma State Regents for Higher Education in accordance with 70 O.S. § 3218.2 and apply to all public colleges and universities in the State System. Determination of residence status for the purposes of attendance at an institution in the Oklahoma State System of Higher Education is based primarily on the issue of domiciliary intent. You can find more information about residency status in Chapter 3.18 in the Oklahoma State Regents for Higher Education's [Policy and Procedures Handbook](#).

**Non-residents of Oklahoma are required to pay out-of-state tuition and fees.**

**Initial Classification.** A student's initial residence status is determined during the admissions process when you apply to Connors State College.

**Residence Reclassification.** If you are a current Connors State student classified as a non-resident and wish to be considered for in-state status, you must petition for a reclassification of your residence status through the Office of the Registrar. A [Petition for Oklahoma Residency form](#) must be submitted along with any additional supporting documentation to the Office of the Registrar. You will be notified in writing of the decision following the final review.

Deadlines for submitting petitions to be considered for reclassification in a given semester is one month prior to the term in which the petition is being requested. Oklahoma residence status (and associated in-state tuition) is not granted on a retroactive basis. If you are receiving federal financial aid, please seek advice from the Office of Financial Aid on how a residency reclassification may affect your aid.

## GENERAL FINANCIAL INFORMATION

### Tuition and Fees

Student fees are subject to change as set forth by the Oklahoma State Regents for Higher Education. Fees may vary from those represented at the date this catalog is published. A more detailed tuition and fee schedule can be found on our Connors State website at <https://connorsstate.edu/bo/>. **All charges are per credit hour unless otherwise noted.**

Tuition and Mandatory Fees	
Fee	Amount
Resident (In-state) Tuition	100.00
Activity Fee (Not charged for off-campus courses)	17.25
Student Union Fee (Not charged for off-campus courses)	13.00
Student Senate Fee (Not charged for off-campus courses)	2.00
Cultural and Recreation Fee (Not charged for off-campus courses)	2.75
Technology Services Fee	14.00
Assessment Fee	3.00
Student Records Fee	1.00
Extension Fee (Charged on off-campus courses only)	35.00
<b>Total Resident Tuition &amp; Fees per credit hour</b>	<b>153.00</b>

Non-Resident Fee	160.76
<b>Total Non-Resident Tuition &amp; Fees</b>	<b>313.76</b>
<b>Mandatory Semester Fees</b>	
Student ID Card Validation Fee	10.00
Wellness & Fitness Fee	10.00
Publications Fee	5.00
Student Success Incentive Fee	3.00
Classroom Facility Maintenance Fee (Per course fee)	35.00

## Payment of Tuition and Fees

Payment or payment arrangements should be completed on or before the first day of class of each semester. Payments may be made in person with cash, check or money order. Each semester all rental charges, tuition and fees will be subtracted from the student's first available funds. An unpaid account balance after financial aid is applied may restrict enrollment in future semesters and/or sessions and may hold the release of an official transcript. All unpaid accounts sent to collection will be assessed collection agency fees in addition to unpaid tuition, fees and charges.

## Refund Policy

During the "Drop/Add" period (the first two weeks of each fall and spring semester; the first week of the summer semester), a full refund is given for any reduction in the number of semester hours taken. Refunds are paid first to Financial Aid or Scholarship apart from non-refundable application fees. Once the Drop/Add period is over, all charges become final, and no refunds will be given. Students are fully responsible for paying all tuition and fees due at the end of Drop/Add. Withdrawing from classes after the end of the Drop/Add period does NOT entitle a student to any refund. Non-attendance does not constitute dropping a class or withdrawal from the college. **No refunds will be granted for non-attendance.** Drops and withdrawals must be finalized through the Office of the Registrar.

NOTE: Special regulations apply to refund of Title IV program funds. Details are available from the Office of Financial Aid. See Financial Aid section of catalog for more information.

## Residence Hall Information

### Residential Requirements

Single students, less than 21 years of age, with a permanent address more than 50 miles from the Connors State College campus and who are full-time student are required to live on campus in a resident hall. Exceptions to this policy include students over 21, married students, students with children, veterans, and international students. Exceptions require a release from the Student Housing Appeal Committee through the Office of the Dean of Students.

The reason for this requirement is that living on campus provides opportunities for the many experiences which complement an academic career. In the resident and dining hall students meet new friends and enjoy a wide variety of social, recreational, and cultural activities. Residential and dining services strive to provide students with opportunities and programs to assist with their adjustment to the academic demands of college life.

### Residence Hall Plans

Student Housing Application Fees	
Fee	Amount
Family Housing Application Fee	125.00
Single Student Housing Application Fee	55.00
Resident Hall Meal Plans	
Meal Plans	Cost per Semester
175 Block Meals	1466.00
200 Block Meals	1587.00
50 Block Gap Plan (Purchased in addition to a block meal plan)	419.00
Commuter 30 Meals	168.00

Student Housing Plans	
Room Plans	Cost per Semester
<b>Miller's Crossing</b>	
Four-Plex Units (Fall & Spring Semesters)	2254.00
Honors Housing (See Honors Housing policy)	2654.00
Four-Plex Units (Summer Term)	1156.00
<b>McClarren Hall</b>	
Single Occupancy (Fall & Spring Semesters)	1605.00
Double Occupancy (Fall & Spring Semesters)	1287.00
<b>Family Housing</b>	
Two Bedroom Apartments (Fall & Spring Semesters)	3550.00
Two Bedroom Apartments (Summer Term)	1783.00

### Residence Hall Reservations and Assignments

Residence hall housing applications are online and found through the Connors website under the Student Life tab: [Housing Application](#)

The Office of Residential Life will confirm resident hall reservations when the following items have been received:

- Application for Admission to Connors State College.
- Housing Application with application fee.
- Housing Contract signed by applicant.

All students who live in the quads in Miller's Crossing or in McClarren Hall must have a Resident's Hall meal plan in addition to their room rental in order to live in residential housing. Priority for available housing is given to students currently residing in Connors State College housing. All other housing assignments are determined on a first come, first served basis.

The last day to claim specific room assignments and to check into Miller's Crossing at the beginning of each academic semester is the first day of classes unless special arrangements are made with the Coordinator of Campus Life. All reservations will be cancelled after 5:00 p.m. on the first day of classes. **Application fee is non-refundable.**

Potential students convicted of a felony or expelled from an institution must provide additional information and official documentation explaining the final disposition of the proceedings as requested by the Dean of Students before being approved for housing. The final decision regarding admission rests with the Vice President of Academic Affairs. Students may be admitted to attend school but not allowed to live in student housing.

All students in residential housing are responsible for making satisfactory payment arrangements in order to reside in housing at Connors State College. Nine weeks into the semester all housing students that have not made satisfactory payment arrangements will be contacted by the Office of the Bursar and be given an eviction notice unless approved arrangements can be made.

### Student Vaccination Requirements

First-time students living on campus must provide evidence of having been immunized against measles, mumps, and rubella, (two shots), and against Hepatitis B, Meningococcal Disease (Meningitis). If you have any questions regarding immunizations, please contact Campus Life at 918-463-6245.

### Honors Housing

Students who meet the following criteria are eligible to live in the two-bedroom apartments in "A Building" in Miller's Crossing for an increased fee:

- Students must be classified as sophomores.
- Students must have a cumulative GPA of a minimum of 2.5.



- Students cannot have any student conduct violation. Minor infractions may be approved through the Dean or Assistant Dean of Students in some instances.

Students who fail to maintain a 2.5 GPA or are found to have violated student conduct policy will forfeit their right to live in Honors Housing and will forfeit their Honors Housing rental fee. Only a limited number of apartments are available for Honors Housing each semester.

### **Family Housing**

Housing is available to full-time students who are married, have dependent children or who are 21 years or older. Priority is given to students with dependent children. A \$125 housing application fee is required to reserve family housing. For additional information, contact the Coordinator of Campus Life, Miller's Crossing Housing Complex, Connors State College, 700 College Road, Warner, OK 74469 (918) 463-2931 ext. 6296.

### **Move-Out Notice / Refunds**

An Intent to Vacate form must be filled out and given to the Housing office 24 hours prior to move out. Verbal move-out notice shall not be sufficient. Residents are required to meet with the lessor's representative for move-out inspection, using the check-in/check-out inventory and condition forms. Any potential student housing and board refunds will be calculated and pro-rated according to the date of check-out.

## **FINANCIAL AID**

Financial aid in the form of grants, scholarships, loans, and part-time employment from federal, state, institutional and private sources are available to assist students with their educational expenses. Awards from these programs may be combined. Financial need, available funds, student classification and academic performance determine the types and amounts of aid awarded.

- **Grants**-funding source that does not need to be repaid. Eligibility is based on financial need and determined by federal or state guidelines.
- **Scholarships**- funding source that does not need to be repaid. Eligibility is based on financial need and determined by Scholarship Organization guidelines.
- **Federal Work Study**- is a program that provides wages for part-time work on campus funded by a federal grant.
- **Loans** – borrowed money that must be repaid with interest. Students and/or parents are required to sign a promissory note when accepting an educational loan.
- **College Work**- Part-time work on campus funded by Connors State College.

You must meet certain requirements to qualify for federal student aid (grants, work-study, and loans).

### **Student Eligibility-- FAFSA Requirements**

Eligibility for federal student aid is based on financial need and on several other factors. To receive aid from the major student aid programs, you must:

- Demonstrate financial need, except for certain loan programs.
- Have a high school diploma or a General Education Development (GED) Certificate, or
- complete a high school education in a home school setting that is treated as such under state law.
- Be a U.S. citizen or eligible noncitizen.
- Have a valid Social Security Number.
- Maintain satisfactory academic progress once in school.
- Be enrolled or accepted for enrollment as a regular student working toward a degree or
- certificate in an eligible program.
- Certify that you are not in default on a federal student loan and do not owe money on a federal
- student grant.
- Certify that you will use the federal student aid only for educational purposes.

## Financial Need

Financial need is the difference between cost and ability to pay. Demonstrated financial need formalizes this concept as the difference between a college's cost of attendance (COA) and the Student Aid Index (SAI).

The U.S. Department of Education has the following major student financial aid (SFA) programs at Connors State College (CSC):

- Federal Pell Grants
- Federal Supplemental Educational Opportunity Grants (FSEOG)
- Federal Work-Study (FWS)
- Federal Stafford Loans
- Federal PLUS Loans

Undergraduate degree seeking students may receive all types of financial aid, here at Connors State, if eligible.

Aid from most of the major programs is awarded on the basis of financial need (except for unsubsidized Stafford and PLUS loans).

The Student Aid Index (SAI) is an eligibility index number that a college's or career school's financial aid office uses to determine how much federal student aid the student would receive if the student attended the school. This number results from the information that the student provides on their FAFSA® form. The Federal Student Aid Estimator estimates the SAI.

The SAI determines your eligibility for Grants and other types of financial aid. Even if a student does not qualify for a grant, they may still be eligible for other types of financial aid to assist with educational expenses.

Classification as full-time, three-quarter time, half-time and less than half-time student is based on the following:

Fall or Spring Semester	Credit Hours
Full-time	12 or more
Three-Quarter Time	9-11
Half-time	6-8
Less than Half-time	5 or less

Summer Term	Credit Hours
Full-time	12 or more
Three-Quarter Time	9-11
Half-time	6-8
Less than Half-time	5 or less

## Federal Aid Programs

- **Federal PELL Grants**-- Federal Pell Grants usually are awarded only to undergraduate students who display exceptional financial need and have not earned a bachelor's, graduate, or professional degree. (In some cases, however, a student enrolled in a postbaccalaureate teacher certification program might receive a Federal Pell Grant.) You may be eligible to receive a Federal Pell Grant if you are confined or incarcerated and enrolled in an approved Prison Education Program or are subject to an involuntary civil commitment upon completion of a period of incarceration for a forcible or nonforcible sexual offense.
- **Federal Supplemental Education Opportunity Grant (FSEOG)** – Federal Supplemental Education Opportunity Grant (FSEOG) is a grant for undergraduate students with exceptional financial need. To get an FSEOG, you must fill out the Free Application for Federal Student Aid (FAFSA®) form so your college can determine how much financial need you have. The financial aid office will award FSEOGs to students that have the most financial need. The FSEOG does not need to be repaid, except under certain circumstances.
- **Federal Work/Study Program (FWS)** – A federal student aid program that provides part-time employment while the student is enrolled in school to help pay his or her education expenses. The student must seek out and apply for work-study jobs at his or her school. The student will be paid directly for the hours he or she works and the amount he or she earns cannot exceed the total amount awarded by the school for the award year. The availability of work-study jobs varies by school.

- **Federal Direct Loan Program. Federal Direct Student Loans** – The U.S. Department of Education’s federal student loan program is the William D. Ford Federal Direct Loan (Direct Loan) Program. Under this program, the U.S. Department of Education is your lender. There are multiple types of Direct Loans available:
  - [Direct Subsidized Loans](#) are loans made to eligible undergraduate students who demonstrate financial need to help cover the costs of higher education at a college or career school.
  - Direct Unsubsidized Loans are loans made to eligible undergraduate students, but eligibility is not based on financial need.
  - [Direct PLUS Loans](#) are loans made to parents of dependent undergraduate students to help pay for education expenses not covered by other financial aid. Eligibility is not based on financial need, but a credit check is required. Borrowers who have an adverse credit history must meet additional requirements to qualify.

## Oklahoma Aid Programs

- **Oklahoma Tuition Aid Grants (OTAG)** – Each institution will be allocated a % of total funding based on the previous year's actual expenditures. Students must be Pell eligible, an Oklahoma resident, and have unmet financial need. Students with continuous enrollment are given priority. 2 Year Colleges can award between \$200- \$1,500 depending on funding availability. Institutions may set their own deadline based on funding availability.
- **Oklahoma’s Promise (OKPromise)** – Oklahoma’s Promise (Oklahoma Higher Learning Access Program) provides awards equivalent to all tuition expenses for students who complete the program’s high school requirements and meet the eligibility requirements in college. The award may be used at Oklahoma accredited public colleges. Students enrolled in the eighth, ninth and tenth grade, whose parents’ federal adjusted gross income (AGI) does not exceed \$55,000, may enroll in the program. Once enrolled, the student must complete a specified 17-unit high school core curriculum, achieve a minimum 2.50 cumulative GPA in both the required core curriculum and for all high school coursework, attend school regularly, and refrain from substance abuse and criminal/delinquent acts. The income of the student’s parent(s) must also not exceed \$100,000 AGI while the student is enrolled in postsecondary education.

**Each year Oklahoma’s Promise students are required to complete a Free Application for Federal Student Aid (FAFSA) which will be used to determine whether the income exceeds \$100,000 AGI.** If the student is independent for federal financial aid purposes, the \$100,000 AGI limit applies to the student’s income, not the parents. For any year that the income exceeds \$100,000, the student will not be eligible to receive the program benefit that year. Any year that the student does not receive the award because their income exceeds the income limit will count toward the student’s five–year period of scholarship eligibility.

## Vocational Rehabilitation Assistance

The Oklahoma Rehabilitation Commission offers assistance for tuition and other related expenses to students with certain identified disabilities. Application for assistance should be made directly to the nearest Vocational Rehabilitation Office. The Office of the Dean of Students can assist in locating the correct Vocational Rehabilitation Office.

## Tribal Aid Programs

- **Bureau of Indian Affairs Grants** – The United States Government, through the Bureau of Indian Affairs, provides annual scholarship to Native American students to enable them to attend institutions of higher learning. In order to qualify for an award, the student must show a tribal membership card or CDIB card to his/her home agency; be a high school graduate or GED graduate and be accepted for admission by the college of choice; prove need of financial aid through the FAFSA application program; and go through an interview with the home agency showing potential success for completing a college degree program. Native American Students planning to attend Connors State College must complete the following:
  - Free Application for Federal Student Aid (FAFSA)
  - Application for admissions to Connors State College
  - Application for tribe grant from appropriate agency.

## Apply for Financial Aid

To apply for federal financial aid, students must:

- Complete and submit the Free Application for Federal Student Aid (FAFSA)
- Online at <https://studentaid.gov/h/apply-for-aid/fafsa>
- Respond to any request for additional information from the Financial Aid Office at CSC.
- Complete all requirements for admission to Connors State College (See Getting Started- Admissions section).
- Complete other applications or forms that may be required.
- Observe all due dates.

Awards are made until funds are exhausted. Once financial aid is obtained, future eligibility is determined by the student's Satisfactory Academic Progress (SAP) toward a degree. Guidelines for continued eligibility are included on the financial aid website and are also available in the Financial Aid Office.

Applications for Scholarships may be obtained online at <https://connorsstate.edu/scholarships/>. Questions can be directed to the Office of Financial Aid Office at Connors State College (918-463-6310).

## Financial Aid Satisfactory Academic Progress Policy

Federal regulations (CFR 668.34) require that a student maintain satisfactory academic progress in the plan of study being pursued, according to the standards and practices of the institution in which they are enrolled in order to receive aid under the Higher Education Act. These programs at Connors State College include the Federal Pell Grant, Federal Supplemental Education Opportunity Grant, Federal Work Study, Direct Stafford Loans, (subsidized and unsubsidized) Federal PLUS Loan, and Oklahoma Tuition Aid Grant and Oklahoma's Promise. Connors State College must use both a qualitative standard (GPA) and a quantitative standard (time-based/pace). The following policies apply to all students attending Connors State College, whether the student has or will receive financial aid at Connors State.

## Minimum Requirements for Satisfactory Academic Progress (SAP)

### Qualitative Progress Requirement (GPA)

A student's cumulative Grade Point Average (GPA) will be evaluated at the end of each semester. In order to be considered making satisfactory progress, a student's cumulative GPA must be 2.0 or above on a 4.0 scale.

### Quantitative Progress Requirement (Pace)

At the end of each semester, a student must have satisfactorily completed at least two-thirds, or 67%, of all attempted hours, including transfer credits. Attempted credit hours are those courses for which any grade appears on the student's transcript, including transfer credits, supplemental instruction courses, withdrawn courses, and repeated courses.

In order to determine a student's pace, all hours successfully completed are divided by all hours attempted, including all transfer credits, supplemental instruction courses, and withdrawn courses.

Grades of F, W, AW, U, and I are considered hours attempted but not completed successfully for satisfactory academic progress.

### Maximum Time Frame

The maximum timeframe for which an undergraduate student may receive financial aid may not exceed 150% of the published length of their academic program, measured in credit hours, whether or not the student received any federal aid during this timeframe.

For example, if the published length of a program of study is 60 hours, the maximum number of hours the student may attempt cannot not exceed 90\* hours. This includes all transfer hours and prior learning credits that apply toward the student's current degree.

When it becomes mathematically impossible for a student to complete their degree in the maximum time frame due to an extremely low pace and/or GPA, the student will lose eligibility for further federal student aid at that time.

For the length of your program, please refer to the Degree Plans in the Connors State Course Catalog. \*60 credit hours x 150% = 90 credit hours

### **Supplemental Instruction Courses**

Supplemental Instruction courses are eligible for financial aid and will count toward a student's attempted hours for the purpose of determining a student's Pace. Grades of U and I are considered hours attempted, but not successfully completed and will affect the student's pace calculation.

### **Incomplete Grades**

For Financial Aid, incomplete grades are considered hours attempted but not completed successfully, until the "I" is removed and changed to a valid letter grade.

### **Repeated Courses**

Students may receive financial aid for repeating a course one (1) time. When a course is repeated, the grade given at the end of the repeated course becomes the official grade. Both grades will remain on the permanent record, but the second grade is used to compute the GPA in the calculation of a student's Satisfactory Academic Progress status. Each repetition will count towards the attempted hours; however, only the course(s) being counted in the GPA calculation will be counted in completed hours for SAP.

### **Transfer Credits**

Transfer credit hours are subject to Satisfactory Academic Progress measurements. All courses from all previous schools are used in the calculation of a student's grade point average. Transfer courses that are accepted toward a student's degree at CSC will be counted as attempted hours.

### **Withdrawn Courses**

Courses that a student withdraws from after the 100% refund, or drop/add period, are considered hours attempted toward a student's pace and maximum time frame.

### **Changes in Major or Degree**

When a student changes major or degrees, the 150% maximum time frame still applies to all credit hours earned at Connors State College that count toward the new degree, as well as all transfer credits accepted. A student is only eligible to receive financial aid for the completion of three (3) degrees or certificates at Connors State College.

## **Consequences of Failure to Meet Satisfactory Academic Progress Requirements**

### **Financial Aid Warning**

The first semester a student fails to maintain satisfactory academic progress (SAP) by the end of a semester, the student automatically receives a Financial Aid Warning semester. A student in Warning status is still eligible to receive financial aid but is notified via email that their progress must meet the minimum requirements the following semester or the student will be placed on Financial Aid Suspension.

### **Financial Aid Suspension**

After the Warning semester, if a student is still not meeting the minimum requirements for SAP, the student will be placed on Financial Aid Suspension. Students on Financial Aid Suspension are not eligible to receive any federal financial aid, including the Federal Pell Grant, Federal Direct Stafford Loan (both subsidized and unsubsidized), Federal PLUS Loan, Federal Supplemental Education Opportunity Grant (SEOG), Federal Work Study, Oklahoma Tuition Aid Grant (OTAG), and Oklahoma's Promise.

## **Appeal Process**

A student who has had his/her financial aid suspended after a Warning period because he/she is not meeting the requirements of this policy has the right to appeal.

A student may appeal the suspension of financial aid due to exceptional circumstances. Exceptional circumstances may include but are not limited to illness, death of an immediate family member, or traumatic events in the student's life. The student must provide supporting documentation to demonstrate the circumstance for not meeting the requirements of this policy.

Outcome of the Appeal can be:

1. Aid continues to be terminated.
2. The aid may be reinstated as determined by the Financial Aid Appeals Committee. The Financial Aid Appeals Committee makes the final determination.

Students who wish to appeal should follow the steps and deadlines below.

### **Appeal Steps**

Students who wish to appeal the termination of financial aid must complete the following steps:

1. Submit the Financial Aid Suspension Appeal Form and letter of request to the Financial Aid Office, which will be submitted to the Financial Aid Appeals committee.
2. Provide all required or requested documents, such as an updated Degree check provided by the academic advisor.
3. Provide supporting documentation with the appeal form, such as grade changes, medical documentation, or other materials supportive of the appeal.
4. The Appeal form and all documents should be received at Connors State College Financial Aid Office.

### **Appeal Deadline**

File your Appeal as early as possible but no later than one week prior to the start date of classes each semester. Allow up to 14 days to process your appeal once received by the Connors State College Financial Aid.

### **Notification of Appeal Determination**

Students are notified in writing through the CSC student e-mail if their appeal for reinstatement of financial aid is approved or denied.

If a student's appeal is approved, he/she will be placed on Financial Aid Probation if SAP can be regained in 1 semester. While on Probation, the student may receive financial aid for one semester. In order to be eligible for aid for subsequent semesters, the student must meet the terms of the appeal. For all Probation students this includes:

- Successfully completing all the courses attempted during the semester with no withdrawals from classes or a final grade of "F", "I", or "W" to increase their cumulative completion rate to meet standards.
- Increase cumulative GPA to 1.7 for Freshman/2.0 for Sophomore or higher after the Probation semester.
- Additional requirements may be listed on the appeal approval notice.

### **Financial Aid Academic Plan**

Students who appeal and are approved but who will not be able to regain SAP in one term can be placed on a Financial Aid Academic Plan. The student will be required to meet specific criteria on the FA academic plan to assist them in regaining SAP and Title IV, HEA eligibility over a specified period of time. Students will need to renew the plan after each successful semester until SAP is regained.

The FA Academic Plan is developed by the financial aid office to assist the student in regaining their Title IV, HEA eligibility by regaining SAP. The student's approval email/letter will explain all requirements that must be met during his/her probationary or academic plan period to continue to receive financial aid.

This policy was created and is maintained to be in compliance with Federal regulation 34CFR 668.34

### **Re-establishing Eligibility**

If a student's financial aid appeal is denied, the student may re-establish eligibility for financial aid by successfully meeting the minimum standards for satisfactory academic progress. This can include taking classes at Connors State College or transferring hours from another institution.

### **Refund Policy for Financial Aid**

The Higher Education Amendments of 1998 changed the formula for calculating the amount of aid a student and school may retain when the student totally withdraws from all classes. Students who withdraw from all classes prior to completing more than 60% of an enrollment term will have their eligibility for aid recalculated based on the percent of the term completed. For example, a student who withdraws completing only 30% of the term will have "earned" only 30% of any Title IV aid received. The school and/or the student must return the remaining 70%. The Office of Financial Aid encourages you to read the Return of Title IV Funds Policy carefully. You may read a copy from the Financial Aid website at [www.connorsstate.edu](http://www.connorsstate.edu) or obtain a copy in the Office of Financial Aid. If you are thinking about withdrawing from all classes PRIOR to completing 60% of the semester, you should contact the Office of Financial Aid to see how your withdrawal will affect your financial aid repayment. If you stop attending your classes and fail to withdraw, you may be required to repay up to 50% of your financial aid awards for the semester. You will also automatically be placed on Financial Aid Suspension, thus making you ineligible to receive any federal aid in subsequent semesters, or until satisfactory progress has been re-established.

### **Veterans Administration Educational Benefits**

Connors State College is an approved institution for students to receive education benefits by the Oklahoma Department of Veterans Affairs – State Approving Agency (ODVA SAA). Information and assistance are available for VA beneficiaries who plan to attend college using VA education benefits. VA students must contact the Veterans' School Certifying Official (SCO) on our Muskogee Campus 918-684-5415, for information on veterans' benefits and for enrollment at Connors State College. All class schedules must have prior approval to receive educational benefits.

To determine eligibility, students should contact the Department of Veterans' Affairs, toll free at 1-888-442-4551 or visit the VA Regional Office at Okmulgee 29 and Main, Muskogee, Oklahoma. Students can contact the VA Education Call Center at 888-GIBILL-1 (888- 442-4551). Call between 7 a.m. - 6 p.m. Central Time, Monday-Friday, or contact the VA through the Ask VA website.

According to Senate Bill 138.B (38 U.S. Code § 3679(c)), to be eligible for in-state status as provided for in subsection A of SB138 and to maintain eligibility, the student shall:

- 1.) Satisfy admission and retention standards as determined by the Oklahoma State Regents for Higher Education for an institution within the Oklahoma State System for Higher Education; and
- 2.) Have secured admission to and enrolls full-time or part-time in a program of study at an institution within the Oklahoma State System for Higher Education.

Additional information can be found on the VA's website: <https://www.va.gov/> VA students using benefits must request to have their enrollment certified to the VA. GI Bill ® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.

## **SCHOLARSHIPS AND WAIVERS**

### **Tuition Waivers**

State System higher education institutions are authorized to waive the tuition for the following:

**Prisoners of War, Missing in Action, and Dependents**—Any former prisoner of war or person's mission in action, and their dependents may, if otherwise qualified, enroll at CSC without paying tuition. Dependents are not eligible if federal funds are provided to pay tuition. The duration of the tuition waivers is five years, or the completion of a bachelor's degree, whichever occurs first.

**Dependents of Peace Officers and Fire Fighters**—No tuition shall be charged to the dependents of Oklahoma peace officers or fire fighters that have given their lives in the line of duty. These waivers are limited to a five-year period from the date of the first waiver. A dependent cease to be eligible for benefits on his/her 24th birthday.

**Independent Living Act**—No tuition shall be charged to individuals who have been in the custody of the DHS for at least nine months between the ages of 16 and 18.

## Scholarships

Connors State College awards a variety of scholarships. Regents' Scholarship eligibility is based on one or more of the following criteria: ACT scores, GPA (grade point average), GED scores, financial need, leadership activities, area of interest, etc.

A variety of additional scholarships are offered through the Connors State College Development Foundation and various private sources. The entity making the award determines the requirements for these scholarships. Geographic location, religious or other affiliations, physical impairments, major course of study, special abilities, etc., may be considered.

Applications received prior to March 1 are given priority consideration. Applications received after the indicated deadline will be given consideration based on availability of funds. Funds not claimed during the fall semester may be awarded for the spring semester. Funds are limited so please apply early.

Scholarships include, but are not limited to, the following:

- ACT and ACT Enhanced Scholarships
- President's Leadership Class
- Regents' Tuition Waiver (application due March 1<sup>st</sup>)
- Regents' Academic Scholar's Program
- Regents' Departmental Scholarships – Contest Winners
- Regents' Special Area Scholarships – Contest Winners
- CSC Foundation Scholarships (applications due March 1st)
- Oklahoma National Guard – must apply through your unit.

Contact the Financial Aid Office at (918) 463-6310 or the Foundations Office at (918) 463-6343 for detailed scholarship information and application forms.

## STUDENT SERVICES

### Counseling Services

Behavioral and mental health counseling services are provided to students through partnerships with the Health and Wellness Center and Green Country Behavioral Health Services. Contact the Office of Campus Life at (918) 463-6387 for help in scheduling an appointment with a licensed counselor.

### Guided Pathways

Connors State College received a Title III Native American-Serving Nontribal Institutions (NASNTI) grant to provide increased support for academic advising, career preparation, and mental health counseling for students. The project includes the development of a Guided Pathways and Career Services Center to provide resources to help students navigate their educational and career journeys effectively.



## English's Writing Assistance

Writing assistance is provided by English faculty members. Found at <https://connorsstate.edu/comfa/writing-assistance/>, this service is available on Warner and Muskogee campuses as well as via Zoom in order to help facilitate all CSC students from all disciplines.

You can schedule a 15-minute writing assistance session with an English faculty member to get help with

- specific questions regarding a writing assignment
- understanding the actual ins and outs of writing
- any stage of the drafting process (research, topic creation, formatting, etc.)

To help us make the most out of the visit, please bring with you a hard copy of both the assignment prompt and the writing sample.

We recognize that writing is a skill that can be difficult to master and want to encourage our students to utilize this tool to further develop their writing skills. We are passionate about writing and truly enjoy helping others develop skills that will help them as they continue their academic journey and professional careers.

## Library Learning Center

The Westbrook Library Learning Center comprises services at the Warner Campus Library, which includes a Zoom classroom and the LLC Auditorium, and the Muskogee CSC Library. Both locations have copier/printers, monitors to review and practice presentations, computers with Microsoft, Respondus, and other software, plus laptops for checkout. Search tools include Primo, which searches for most library articles, books, and DVDs at once; subject specific databases are available as well. Services include interlibrary loan, one-on-one consultations, remote chat services, access to OK-Share borrowing, test proctoring, and assistance with citation style. Both locations have books, magazines, newspapers, DVDs, and comfy places to study.

## Tutor.com

Accessible through your Canvas portal, Tutor.com is a valuable resource offering free 24/7 tutoring. Whether you're tackling challenging assignments or seeking assistance with complex subjects, Tutor.com connects you with qualified tutors who can provide personalized support. This convenient and accessible service is designed to complement your learning experience, ensuring that help is available whenever you need it. Take advantage of this invaluable tool to enhance your understanding, boost your confidence, and achieve academic success on your terms. Tutor.com is here to support your learning journey around the clock, making academic assistance a seamless and accessible part of your educational experience.

## Technical Support Services

The IT Helpdesk delivers a wide range of technical support to all Connors State College students, faculty, and staff. You can email them at [cscit@connorsstate.edu](mailto:cscit@connorsstate.edu) or call them at (405)744-4357.

## Student Support Services

Connors State College strives to surround its students with services they need to be successful. One of the programs on campus that helps to meet this goal is Student Support Services. SSS is a federally funded grant program that can assist qualified students with the free tutoring and transferring assistance that they need to succeed. The program not only serves as a tutoring and transferring center, but also provides students with personal counseling, academic advisement, social and cultural events and financial planning. They have offices and provide services on both the Warner and Muskogee campuses.

## Services for Students with Disabilities

At Connors State College, we are dedicated to fostering an inclusive and supportive environment. If you require special accommodation due to a qualified disability, we are here to assist you. Please reach out to Jody Butler, our ADA Coordinator, at 918-463-6215 or [jody.butler@connorsstate.edu](mailto:jody.butler@connorsstate.edu).

To facilitate this process, kindly provide documentation of medical, educational, or psychological conditions that necessitate special accommodations. While you may also inform your faculty of your disability and requested accommodation, faculty members will be prepared to provide assistance once they are contacted by the ADA Coordinator.

We encourage you to notify the ADA Coordinator beforehand the semester to complete the verification process. Your success is our priority, and we are committed to ensuring you have the support you need to excel in your academic journey.

## Student Mail and E-Mail

Students are responsible for maintaining a current local mailing address and a current e-mail address with the Office of the Registrar. Because many official CSC communications are sent to the student at their local mailing address and their CSC email address, **students are responsible for regularly checking their U.S. mail and CSC e-mail**. CSC departments reserve the right to send correspondence through either means of communications from professors and student success coaches, communications regarding enrollment and communications regarding student conduct.

## Parking and Parking Permits

A parking permit is required on any vehicle the student uses to park at any Connors' campus location. A vehicle license tag number is required to obtain a parking permit. Parking permits are valid for a year and must be renewed every August. Parking permits are available from the Bursar's Offices at the Muskogee and Warner campuses. Students must park their vehicles in designated parking areas outlined in the information attached to their permit. Students may receive parking tickets for failure to park in designated areas or not obtaining a valid parking permit. Parking tickets may be paid for at the Bursar's Offices.

## Student Identification Cards

Required identification cards are used for positive identification in the cafeteria, bookstore, library, and printing as well as free or reduced admission to college sponsored functions. Identification cards are available during fall and spring general registration periods at the Warner and Muskogee campuses. Replacement identification cards may be purchased at the Bursar's Offices at the Warner and Muskogee campuses.

## Bookstore

The Bookstore has locations on both the Warner and Muskogee campuses. Besides new and used textbooks, supplies and drawing equipment, the Bookstore sells clothing, backpacks and novelties. Here is the Bookstore's refund policy:

### All Returns

- All returns require original receipt.
- Returned items must be in the same condition as when purchased.
- A photo ID is required for all returns, exchanges, and buybacks. (Buybacks require student ID).
- Refund must be to the tender used in the original transaction (except personal check).
- For personal checks, once a minimum of 15 days have passed since the original transaction date, a cash refund can be processed.
- Digital access codes are only refundable for 14 days. Must have original receipt to process the refund.

### Textbook Return Policy

- For purchases /rentals made before the first day of class, the last day for returns coincides with the last day to drop/add classes.

- For purchases/rentals made on or after the first day of class, returns must be made within 3 days of purchase.
- Textbooks purchased or rented during the last week of classes or during final exams are not returnable.
- New books must be free from any markings.
- Shrink-wrapped course materials must be unopened.
- Codes must not be exposed.
- Textbook returns policy applies to printed books, eBooks, and other course materials.

### **Textbook Buyback Policy**

- Students may sell books to either CSC bookstore. The bookstores buy back books depending upon the current and anticipated need.
- Buyback prices can vary, depending upon current and anticipated need.
- The bookstores pay cash for books.
- We do not buy loose-leaf books unless they are unopened and sealed.

### **Textbook Rental Return Policy**

- Rental textbooks must be returned on the due date.
- In the event that the textbook is late please contact the bookstore for further information.

## **Wellness Facilities**

The Fitness Center offers the latest in the state-of-the-art exercise equipment. Classes for students, faculty, staff, and community members are offered and may be taken for personal enjoyment and in some cases, for a nominal fee. The Fitness Center is located in the Melvin Self Field House at the Warner Campus.

# **ACADEMIC STANDARDS AND REGULATIONS**

## **Counsel and Guidance**

Connors State College wants every student to achieve success. To help retain motivated students and identify those who may need additional support, the College has adopted academic standards based on criteria established by the Oklahoma State Regents for Higher Education. Students are encouraged to meet with their Student Success Coach multiple times throughout the semester. Student Success Coaches are available to assist students with career planning, enrollment, and transfer guidance.

Additional advisement services are available through the Student Support Services program.

## **Faculty Credentials**

The Office of Academic Affairs is dedicated to ensuring that all members of its faculty uphold the recommendations established by The Higher Learning Commission (HLC) and Oklahoma State Regents for Higher Education (OSRHE). Connors State College's policy adheres to the HLC recommendations while abiding by the policy of the OSRHE.

## **General Education Learning Goals**

1. COMMUNICATION
  - a. Communicate effectively through writing skills.
    - i. Demonstrate comprehension of complex ideas and concepts in written text.
    - ii. Produce well organized and clearly formatted written expression of complex ideas and arguments.
    - iii. Apply proper writing mechanics including grammar and spelling in written work.
  - b. Communicate effectively through oral communication skills.
    - i. Demonstrate the ability to adapt to different audiences.
    - ii. Demonstrate the ability to organize communication.
    - iii. Demonstrate the ability to present ideas effectively.
    - iv. Demonstrate effective listening skills.

- v. Demonstrate the ability to communicate in a professional manner.
2. TECHNOLOGY AND INFORMATION LITERACY
    - a. Demonstrate the ability to communicate effectively using various applications (i.e., email).
    - b. Demonstrate the ability to create, edit, and revise documents.
    - c. Demonstrate the ability to troubleshoot to solve basic computer issues.
    - d. Demonstrate the ability to integrate various applications into a multi-application product.
    - e. Demonstrate the ability to access the internet to conduct scholarly research.
    - f. Demonstrate the ability to locate, evaluate, and appropriately use information.
  3. SOCIAL RESPONSIBILITY AND CULTURAL, GLOBAL AWARENESS
    - a. Demonstrate ethics and social responsibility.
      - i. Demonstrate ethics and social responsibility through citizenship.
      - ii. Demonstrate ethics and social responsibility through global awareness.
      - iii. Demonstrate ethics and social responsibility through educational integrity.
      - iv. Demonstrate ethics and social responsibility through moral responsibility.
    - b. Demonstrate cultural awareness.
      - i. Demonstrate a knowledge of the aspects of other cultures that are specific to each class or subject.
      - ii. Demonstrate a knowledge of the contributions made by other cultures to each specific field of study.
      - iii. demonstrate participation in activities that expose them to other cultures.
  4. PROBLEM SOLVING/CRITICAL THINKING SKILLS
    - a. Demonstrate the ability to apply theoretical knowledge to appropriately solve a problem as evidenced by performance in a scenario.
    - b. Demonstrate critical thinking skills through analyzing, evaluating, and interpreting written word.
    - c. Demonstrate the ability to explore alternative perspectives and their implication and draw well-rounded conclusion.

## Academic Courseload

A course load is the number of credit hours students may enroll in during a semester. Students in good academic standing can enroll in a maximum of nineteen (19) credit hours in the fall or spring semesters without prior approval of the Vice-President for Academic Affairs. In the summer semester, students may enroll in a maximum number of ten (10) credit hours without approval. The Academic Course Overload Request is found at <https://connorsstate.edu/aar/aar-csf/>.

## Class Attendance Policy and Administrative Withdrawals

Students are expected to attend class regularly and participate fully in the activities of each class. Regular class attendance is important to success in college and is the responsibility of the student. The instructor is responsible for setting and communicating to the students the attendance requirements for each class.

A record of the student's attendance may be kept. All absences are considered unexcused unless indicated otherwise by the Dean of Students or the instructor. Students who are required to participate in official college activities necessitating absences from class must meet with their instructors *prior* to the events and arrange to make up all work missed during the absence.

Faculty may administratively withdraw a student from a class for nonattendance or for failure to submit academic work after the drop/add period until the published final date to withdraw from a single class, typically the end of the 12th week in a 16th week semester. AWs will be used for students who do not attend class or submit work in class for a substantial timeframe. This timeframe is defined as equivalent to 2 weeks of class time for a 16-week course. Any student who is assigned an AW will be responsible for any tuition and fees associated with the class.

## Transcripts

Students can request official transcripts to be delivered via mail or electronically via our [website](#). Students with transcript holds (such as holds due to outstanding financial obligations to the college, transcripts, etc.) will not be granted an official transcript until the hold has been cleared with the appropriate college officials. Students requesting to receive an official transcript in person must bring a photo ID. Copies of transcripts from other institutions cannot be furnished.

The Office of the Registrar does not generate unofficial transcripts; however, currently enrolled students may print an unofficial copy of their transcript by logging into SSB (Self-Service Banner) on the website.

## Explanation of Course Numbering System

All courses are identified by numbers composed of four digits. The first digit indicates the class year in which the subject is ordinarily taken, although enrollment is not exclusive as to student classification; the second and third digits identify the course within the field; and the last digit indicates the number of semester credit hours the course carries. For example, a course numbered 1123 should be interpreted as a freshman, or beginning, level course carrying three hours of credit. A course number beginning with zero indicates that the course does not carry college credit. A course number ending in zero indicates that the course carries variable credit.

## Explanation of Credits and Grades

A semester credit hour is equivalent to (a) sixteen 50-minute class sessions (including examinations) conducted under the guidance of a qualified instructor plus 32 hours of preparation time, or (b) sixteen 3-hour laboratory sessions, or (c) sixteen 2-hour laboratory sessions plus 16 hours of preparation time. These same equivalencies apply to outreach courses, short courses, and other learning formats for which academic credit is awarded.

The types of grading entries and definitions are dictated by the Oklahoma State Regents for Higher Education and can be found in their Policy and Procedures Handbook (Chapter 3.12.2). The quality of student performance in all classes is as indicated as follows:

Grade	Status	Credit	Grade Point Value
A	Excellent	Yes	4 points
B	Good	Yes	3 points
C	Average	Yes	2 points
D	Poor	Yes	1 point
F	Failing	0 hours	0 points
AW	Administrative Withdrawal	No	Not computed
W	Withdrawal	No	Not computed
I	Incomplete	No	Not computed
P	Pass	Yes	Not computed
NP	No Pass	No	Not computed
S	Satisfactory	No	Not computed
U	Unsatisfactory	No	Not computed
AU	Audit	No	Not computed

All courses in which a student has a recorded grade will be counted in the calculation of the grade-point average for retention purposes, excluding any courses repeated or reprieved, and excluding supplemental instruction courses and physical education activity courses. These calculations are made five times per year, to coincide with the conclusion of the fall and spring semesters, and the May, August, and summer terms. Grades submitted after these calculations are carried forward to the next calculation.

## Incomplete Policy

An "I" is given to students who satisfactorily complete the majority required work in a course (usually 75%) but were prevented from completing the remaining course work due to extenuating circumstances. The "I" grade is not given at midterm.

The conditions for removal of an "I" grade are indicated on the appropriate forms provided by the instructor. The maximum time allowed for students to remove an "I" is one semester. The Vice-President for Academic Affairs may authorize the adjustment of this time period under extraordinary circumstances.

It is the students' responsibility to satisfy the requirements stipulated by the instructor at the time the "I" is assigned. It is the responsibility of the instructor to initiate action to have the "I" grade replaced by the students' final earned grade. If an "I" grade is not changed by the instructor to a credit-bearing grade or an "F" within the specified time, the grade of "I" will permanently remain and not contribute to the student's GPA.

## Calculating Grade Point Average

Calculating your GPA on a 4.0 scale is a straightforward process that provides a numerical representation of your academic performance. Follow these simple steps to determine your GPA accurately.

1. **Gather Your Grades:** Collect your grades for each class. In a traditional 4.0 grading scale, grades are usually represented as follows:
  - A = 4.0
  - B = 3.0
  - C = 2.0
  - D = 1.0
  - F = 0.0
2. **Assign Grade Points:** Assign the corresponding grade points to each of your grades. For example, if you received an A in a class, assign 4.0 as the grade points.
3. **Calculate Total Grade Points:** For each class, multiply the grade points by the credit hours of the course. For instance, if you got a B (3.0) in a 3-credit course, your total grade points for that class would be 9.0 (3.0 x 3).
4. **Sum Total Grade Points:** Add up all the total grade points from each class.
5. **Determine Total Credit Hours:** Sum the total credit hours of all your classes.
6. **Calculate GPA:** Divide the total grade points by the total credit hours to get your GPA. The formula is:

$$GPA = \frac{\text{Total Grade Points}}{\text{Total Credit Hours}}$$

## Honor Rolls

Full-time Students (12 or more semester credit hours in a regular semester or six or more in a summer session) who complete at least 12 enrolled hours (or six in a summer session) with a semester (not cumulative) grade-point average of 4.00 (i.e., all "A's") are placed on the President's Honor Roll. The grade of "P," "S" or "W" or grades earned through correspondence may not be included in meeting the minimum enrollment required or grade-point average required for an honor roll. Students who have completed their courses under the same requirements as outlined above, with a grade-point average of 3.50 or higher and no grade below "C," are placed on the Vice President's Honor Roll.

## Classification of Students

Classification is determined by the criteria below:

**Freshman:** 30 or fewer attempted credit hours

**Sophomore:** 31 or more attempted credit hours

## Repeated Course Policy

A student shall have the prerogative to repeat courses. All attempts shall be recorded on the transcript with the earned grade for each listed in the semester earned. The Explanation of Grades section of the transcript will note that only the highest grade earned is used in the calculation of the GPA. If the most recent repeated course was graded as pass-fail, then the pass-fail grade is used and none of the previous letter grades apply. Students receiving financial aid are strongly encouraged to consult with that office prior to retaking the course(s).

## Academic Reprieve Policy

Academic reprieve is a provision allowing a student who has experienced extraordinary circumstances to disregard up to two semesters in the calculation of his or her GPA. A student may request an academic reprieve provided they are consistent with these guidelines:

1. Prior to requesting academic reprieve, the student must have earned a GPA of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses;
2. The request may be for one semester or term of enrollment or two consecutive semesters or terms of enrollments. If the reprieve is awarded, all grades and hours are included during the semester(s) for which a reprieve has been requested. If the student's request is for two consecutive semesters, the institution may choose to reprieve only one semester;
3. The student must petition for consideration of academic reprieve according to Connors State policy; and
4. All courses remain on the student's transcript, but are not calculated in the student's GPA. Course work with a passing grade included in a reprieved semester may be used to demonstrate competency in the subject matter. However, the course work may not be used to fulfill credit hour requirements.

Students wishing to pursue an Academic Reprieve may e-mail the Office of the Registrar at [cscregistrar@connorsstate.edu](mailto:cscregistrar@connorsstate.edu) to begin that process.

## Academic Renewal Policy

Academic renewal is a provision allowing a student who has had academic trouble in the past and who has been out of higher education for a number of years to recover without penalty and have a fresh start. Under academic renewal, course work taken prior to a date specified by the institution is not counted in the student's GPA. A student may request academic renewal from State System institutions with academic renewal policies consistent with these guidelines:

1. At least three years must have elapsed between the last semester being renewed and the renewal request or shorter time period as approved by the Vice President of Academic Affairs;
2. Prior to requesting academic renewal, the student must have earned a GPA of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses;
3. The request will be for all courses completed before the date specified in the request for renewal;
4. The student must petition for consideration of academic renewal according to Connors State policy; and
5. All courses remain on the student's transcript, but are not calculated in the student's GPA. Neither the content nor credit hours of renewed course work may be used to fulfill any degree or graduation requirements.

Students wishing to pursue an Academic Reprieve may e-mail the Office of the Registrar at [cscregistrar@connorsstate.edu](mailto:cscregistrar@connorsstate.edu) to begin that process.

## Grade Appeals Policy

A student may appeal a grade given by an instructor in cases in which he or she believes the final grade awarded is clearly erroneous, assigned in an arbitrary manner or inconsistent with the announced grading policy. The student grade appeal process must be initiated within six months from the time the student receives his/her contested grade.

The procedure to follow is:

1. Instructor—Student contacts the instructor. If consensus is not reached, the appeal moves to Division Chair level.
2. Division Chair—Student prepares a written appeal and submits it to the appropriate Division Chair. The student can find the appeal request at <https://connorsstate.edu/aar/aar-csf/>. If the Division Chair is the student's instructor, the appeal is presented to the Vice-President for Academic Affairs. If consensus is not reached, the appeal moves to the Grade Appeals Committee.
3. Grade Appeals Committee—The Grade Appeal Committee is appointed by Vice-President for Academic Affairs. The Vice President for Academic Affairs (or designee) chairs the Grade Appeals Committee. Committee members selected will not be from the academic division involved. At a Grade Appeals Committee meeting the following events will occur:
  - The student states in writing (and in person if the student requests) the reason for the appeal.
  - The instructor provides evidence indicating how the grade was assigned.
  - The committee evaluates the evidence, provides reasons for their decision and prepares a report. Written notice of the decision is sent within ten working days to the student, the instructor, the instructor's division chair and the Vice President for Academic Affairs.
  - Student has five (5) working days to file a written appeal of the Committee's findings to the Vice President for Academic Affairs.
4. Vice President for Academic Affairs – The Vice President for Academic Affairs will consider appeals in the event new evidence surfaces or other unusual circumstances. The decision of the Vice President for Academic Affairs will be rendered within thirty (30) days of receipt of the complaint shall conclude the procedure of a grade appeal.

## Academic Appeals Policy

Academic Appeals provide an avenue for students with extenuating circumstances to have their situation evaluated on a case-by-case basis to determine if a late drop or withdrawal after the semester is warranted. These cases are reviewed by the Office of the Vice President for Academic Affairs or designee. Verifiable extenuating circumstances must be demonstrated for permission to be granted. Verifiable extenuating circumstances must be reasons out of your control, such as illness or accidental injury. **Poor performance in class is not an extenuating circumstance.** Students may seek an academic appeal within 5 years of the term in question. Students seeking an Academic Appeal can reach out to the Office of the Registrar at [cscregistrar@connorsstate.edu](mailto:cscregistrar@connorsstate.edu) to begin the process.

## Academic Integrity

Connors State College values integrity and expects students to meet the highest ethical standards in their academic pursuits. Connors State College faculty and staff share this responsibility. We work to ensure an honest academic environment and to provide a process for fair resolutions of alleged violations of academic integrity. Violations of academic integrity are viewed very seriously. Any form of academic dishonesty is subject to disciplinary actions by the college.

The absence of academic integrity is described as cheating, often defined as “the deceptions of others about one’s work.” Such acts may include but are not limited to the following list compiled by the Oklahoma State Regents for Higher Educations Advisory Council:

- Submitting work as one’s own whether written by another human or machine or allowing another to submit one’s work as though it were theirs.
- Several people completing an assignment and turning in multiple copies all represented either implicitly or explicitly as individual work.
- Failing to contribute an equal share in group assignments or projects while claiming equal credit for the work.
- Using a textbook, notes, or technology tools during an examination without the permission of the instructor.



- Receiving or giving unauthorized help on assignment(s) or examinations(s);
- Stealing a problem solution or assessment answers from an instructor, a student or other sources.
- Tampering with experimental data to obtain “desired” results or creating results for experiments not done.
- Creating results for observations or interviews that were not done.
- Obtaining an unfair advantage by gaining or providing access to examination materials
- Tampering with or destroying the work of others.
- Submitting substantial portions of the same academic work for credit or honors more than once without permission of the present professor.
- Lying about these or other academic matters.
- Accessing computer systems or files without authorization.
- Plagiarizing (Plagiarism is generally defined as the use in one’s writing of specific words, phrases, and/or ideas of another without giving proper credit).
- Self-plagiarism is generally defined as a type of plagiarism in which the writer republished a work in its entirety or reuses portions of previously written text while authoring a new work.
- Falsifying college records, forms, or other documents.
- Submitting work that has been created or thoroughly edited by a generative Artificial Intelligence program such as but not limited to ChatGPT, Bing AI, or Bard.

Any violation of academic integrity by a student that is detected by a college staff member shall be reported by the staff member to the appropriate instructor or college administrator. Should an instructor determine that a student violation of academic integrity has occurred, the following actions shall be taken:

1. The instructor may record a zero for the exam, quiz, or assignment in question, require the student to redo the assignment, assign a failing grade in the class, or recommend other appropriate actions.
2. The instructor shall report the incident and action taken to the Vice President for Academic Affairs by completing the Academic Integrity Report.
3. If the student denies the allegation, he or she may file an appeal with the Vice President for Academic Affairs at the end of the semester within six months from the time the final grade was submitted. Any further actions(s) taken will follow the guidelines set in the Academic Grade Appeal process outlined in the Student Handbook.

Student Conduct Code Violation complaint will be submitted to the Dean of Students if the incident is an extreme violation, or if there are repeated instances of violations on file.

## **Student Status**

Students who are enrolled in 12 or more semester credit hours (six or more for the summer session) are classified as "full-time" students. Students who are enrolled but not meeting the definition of full-time students are classified as "part-time." Undergraduate students are classified as "half-time" if they are enrolled in six hours in a regular semester (or three hours in a summer session).

## **Priority Enrollment**

Registration windows are staggered with students with more credit hours opening first. Enrollment is based on a first come, first served basis. Students are allowed and encouraged to enroll well before the beginning of a given term (fall, spring, summer). Students can self-register via Self-Service on Banner provided that they do not have any registration holds. Students are encouraged to meet with their Student Success Coach prior to registering for classes.

Students whose initial enrollment for the term occurs on or after the first day of the term will be charged a late enrollment fee. A student is permitted to add classes after initial enrollment without a late enrollment fee during the first two weeks of a 16-week semester or through the fourth day of an eight-week summer session or during proportionate periods for

block or short courses. Students enrolling late are responsible for any class work missed. See the Office of the Bursar for more information.

## Changing Schedules

### Add/Drop Period

Students can add or drop classes to their class schedule throughout the add/drop period for the course. The 10th class day of a 16-week course or the 4th class day of an eight-week summer session, or the proportionate period for block or short courses is the last day a course may be added or dropped. The deadlines to add and drop classes are also published on the website and are listed in the course syllabus. A course dropped *prior* to the add/drop deadline will not be recorded on the transcript, thus the student will not be charged for the course.

### Waitlist Procedures

If a desired class is full, placing yourself on the waitlist allows you the opportunity to potentially join the class if a spot becomes available. Keep a close eye on your Connors State email notifications, as the system will alert you if a seat opens. It's crucial to act promptly as the notification will require you to act within 24 hours. If you receive an offer to enroll, follow the provided instructions promptly to secure your spot.

### Withdrawing Courses

Withdrawals occur after the drop/add period but before the end of the twelfth week of a regular 16- week term or the sixth week of a summer or eight-week and will be transcribed with a grade of "W." There is no refund for courses withdrawn after the Add/Drop period. Enrollment changes, such as dropping or withdrawing courses, are the responsibility of the student. Students are encouraged to meet with a Student Success Coach and key stakeholders i.e. Office of Financial Aid and, if international, the Office of the Registrar, prior to withdrawing from a course. Failure to attend classes or nonpayment of tuition and fees does not constitute dropping/withdrawing a course.

## Withdrawal from College

Total Withdrawal from the college means that you are withdrawing from all your courses and are no longer enrolled for the current semester. This may occur until the final day of classes before Finals Week. Students can find the Total Withdrawal form under Common Student Forms on the website.

## Leave of Absence for Active Military Duty

Connors State College is committed to the academic success of the men and women serving in the United States Armed Forces. As an institution, Connors understands there may be times when duty calls and students are required to engage in extensive training or full deployment. If possible, instructors will work diligently with students and devise a plan that will allow for course completion. If this is not an option, students may submit Military Leave of Absence (MLOA)/Withdrawal Request and provide a copy of his or her orders for deployment in order to be withdrawn for the course(s) without penalty. The form can be found under Common Student Forms on the website.

Members of the of the United States Armed Forces that have been forced to place their education on hold due to service-related obligations are eligible to return as students if they left the College in "good standing". Connors will assist students called to duty for Service members for readmission that:

1. Allows Service members and reservists to be readmitted to a program if they are temporarily unable to attend class or have to suspend their studies due to service requirements;
2. Follows the regulation released by ED (34 C.F. R. 668.8) regarding readmissions requirements for returning Service members seeking readmission to a program that was interrupted due to a Military service obligation, and apply those provisions to Service members that are temporarily unable to attend classes for less than 30 days within a semester or similar enrollment period due to a Military service obligation when such absence results in a withdrawal under institution policies. While on leave, VA benefits will be terminated. The beneficiary may be in debt to the VA.

## Cumulative Grade Point Average Requirement

A student must maintain a 2.0 cumulative retention GPA for the duration of his/her college experience, with the exception of freshmen on academic probation.

### Academic Notice

Freshman students, 30 or fewer attempted hours, with a GPA of 1.7 to less than 2.0 will be placed on academic notice. Students on Academic Notice are encouraged to work with their Student Success Coach to evaluate their academic courseload and extracurricular activities.

### Academic Probation

A student will automatically be placed on academic probation if the student's cumulative retention GPA is below 1.7 with 0 through 30 credit hours attempted or below 2.0 with greater than 30 credit hours attempted.

### Academic Suspension

Any student who was on academic probation the previous semester and who fails to raise his/her cumulative GPA to the required retention level or to achieve a 2.0 GPA the next semester in regularly graded coursework, excluding activity or performance courses, will be suspended from the College. Students may not be reinstated until one regular semester (Fall or Spring) has elapsed.

### Academic Suspension Appeal

Academically suspended students will not be allowed to reenter the institution until one regular semester (Fall or Spring) has elapsed or an academic suspension appeal is granted. Students who have been placed on academic suspension for the first time may petition for reinstatement based on documented evidence of extraordinary personal circumstances that may have contributed to their academic deficiencies. The suspension appeal procedure is as follows:

1. Student emails [cscregistrar@connorsstate.edu](mailto:cscregistrar@connorsstate.edu) requesting to begin the process.
2. Student petitions the Vice President for Academic Affairs in writing detailing the circumstances that contributed to their academic deficiency.
3. The Vice President for Academic Affairs may call a meeting of the Academic Appeals Committee.
4. The student either appears before the Committee and states the reasons for his/her request for appeal or chooses to just submit the written appeal. After the student's appeal, the Committee will make one of the following decisions:
  - i. Appeal denied – suspension upheld
  - ii. Appeal granted – conditional probation enrollment granted
  - iii. Appeal granted – no conditions
5. If, in the student's opinion, the decision of the Committee is not satisfactory, he or she may appeal to the Vice President for Academic Affairs and then to the President.

Students are readmitted on probationary status and can be readmitted only once. *Should a reinstated student be suspended a second time from Connors State College, he or she cannot return to the College until such time as he or she has demonstrated, by attending another institution, the ability to succeed academically by raising his/ her cumulative GPA to the retention standards.*

### Reinstatement of Suspended Students from Other Institutions

Students suspended from other Oklahoma State System institutions may request admission to Connors State. Students will be admitted under the same conditions as set forth under the Academic Suspension policies for Connors State College students.

## Transfer of Credits

Undergraduate and graduate semester credit hours earned at another college may be applied toward a degree or certificate program at CSC. The credit must have been earned in courses offered at a college or university that has been fully accredited within the Association of the Council on Postsecondary Accreditation. The Office of the Registrar will make the determination of acceptance of any course to be accepted for transfer to CSC. Credit will be evaluated from each individual college transcript.

### Transfer Articulation Agreements

An articulation agreement in higher education is a formal partnership between two educational institutions that streamlines the transfer process for students by specifying how credits earned at the community college will be recognized by the university, ensuring a smooth transition. These agreements facilitate a seamless pathway for students to pursue higher education, promoting accessibility and continuity in their academic journey. Connors State's Articulation Agreements are posted at <https://connorsstate.edu/transfer-articulation-agreements/>.

### Oklahoma State-wide Course Equivalency Project (CEP)

The Course Equivalency Project (CEP) is a postsecondary education resource service that provides course equivalency information to facilitate student transfer within the Oklahoma System of Higher Education. Its database contains faculty-generated course equivalency information for hundreds of courses offered at public institutions in Oklahoma. Connors State College proudly participates in the CEP and encourages students to use the [CEP Database](#) when looking at the transfer of credits.

### Transfer Equivalency Evaluation

The Office of the Registrar will evaluate transfer courses for equivalency and determine how each course will apply toward the Connors State College degree. If a transfer course has not been approved for equivalency previously, it is necessary to begin the petition process with a Course Equivalency Request form found under Common Student Forms on the website.

Upon receipt, the Office of the Registrar forward will the request to the Curriculum Equivalency Oversight Committee who will review the petition content and the course syllabus/description for equivalency to the corresponding Connors State course. Once a determination is made by Connors State, the student will be notified. Courses that have no Connors State equivalent will still transfer to the College and often can be applied toward a degree. The course may substitute for required courses or transfer as elective credit.

### Course Substitutions

If a transfer course has not been approved for equivalency, it is necessary to begin the petition process with a Course Substitution Request to see if the course could still count for a degree requirement. The Course Substitution Request form is found under Common Student Forms on the website.

Upon receipt, the Office of the Registrar forward will the request to the Course Substitution Committee who will review the petition content and the course syllabus/description. Once a determination is made by Connors State, the student will be notified. Courses not approved for a course substitute will still transfer to the College and often can be applied toward a degree as elective credit.

### Credit by Prior Learning Assessments

Through Prior Learning Assessment (PLA), you can earn credit toward your degree by documenting the knowledge you have gained outside of a traditional college classroom. These requests are evaluated by our Office of Academic Affairs on a case-by-case basis, so please keep checking your Connors State email for regular updates. If it is determined that PLA credit is to be awarded, students are charged \$10 per PLA credit hour awarded to their Bursar account. Here are examples of assessments that have been awarded credit at Connors State:

- College-Level Examination Program (CLEP)

- Advanced Placement Program (AP)
- Completion of Child Development Associate (CDA)
- Completion of the National Registry Exam and have an EMT Certificate
- Completion of the National Registry Exam and have a Paramedic Certificate
- Certification by the Counsel of Law Enforcement and Education Training (CLEET)
- Veteran with 2 years of active duty that can be verified by a DD-214

The Prior Learning Assessment Request can be found under Common Student Forms on the website.

## Degree Check

Students are encouraged to request a degree check upon completion of 30 credit hours. A degree check is crucial for students as it provides a comprehensive assessment of their academic progress, ensuring they meet graduation requirements. It helps identify completed and outstanding courses, ensuring students stay on track to earn their degree within the desired timeframe. By conducting a degree check, students can address any discrepancies, plan their remaining coursework efficiently, and avoid unnecessary delays in graduation. It serves as a proactive tool, empowering students to take control of their educational journey and make informed decisions, ultimately contributing to the successful and timely attainment of their academic goals. The Degree Check Request is under Common Student Form on the website.

## Reverse Transfer Degree Completion

Students are encouraged to complete their associate degree, even if they have transferred to another institution of higher education. Connors State College accepts credit through reverse transfer in order to facilitate the student's completion of a degree program at Connors State College after the student has transferred to another college or university. Students who have previously attended Connors State College and meet Connors State College's resident credit requirements will be eligible for reverse transfer credit to facilitate degree completion. Through reverse transfer, students may transfer back qualifying courses to Connors State College in order to complete the degree requirements after the student is no longer attending Connors State College. The transfer of courses from another institution is subject to Connors State College's Transfer of Credits policy and Connors State College's academic program requirements. For more information about reverse transfer and applying for a degree, contact the Registrar's Office at [cscregistrar@connorsstate.edu](mailto:cscregistrar@connorsstate.edu).

## Graduation

### Graduation Requirements

#### *GPA for Graduation*

A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or repleved and excluding supplemental instruction and physical education activity courses.

#### *Continuous Enrollment*

Students must meet the degree requirements set forth in the Connors State College catalog current at the time of a student's initial enrollment. These requirements remain in effect if a student remains continuously enrolled (excluding summers) until graduation. **If a student does not remain continuously enrolled, the degree requirements in effect at the time of readmission will apply.**

If degree requirements change while a student is continuously enrolled, the student may elect to meet the new requirements. However, the old and the new requirements may not be combined. The Admissions Office must be notified the semester prior to graduation.

If the student is unable to meet degree requirements because of changes and/or omissions in academic requirements or class offerings made by Connors State College, it is the student's responsibility to arrange approval by the Registrar and the Vice-President for Academic Affairs for an exception.

## Requirements for Honor Degrees

Students are eligible to graduate with academic honors if they complete their graduation requirements and achieve the following cumulative grade point averages:

4.00 – 3.95	Summa Cum Laude
3.94 – 3.80	Magna Cum Laude
3.79 – 3.65	Cum Laude

## Second Associate Degree

A student who receives an associate degree from Connors State College may use all applicable courses toward a second associate degree. A minimum of 15 semester credit hours of additional work, including all requirements of the second associate degree, is required. An additional associate degree may not be earned in the same major or degree as the first degree.

## Application for Degree Candidacy

All degree candidates must submit an Application for Degree Candidacy before or during their final semester to be eligible for graduation. The Application for Degree Candidacy can be found on the [connorsstate.edu](http://connorsstate.edu) homepage by clicking “Apply Here”. The deadlines for the Application for Degree Candidacy are posted on the website and are published in course syllabi. Students who will complete all degree requirements during the Fall Semester or Summer Term should complete the Application for that term and are encouraged to attend the Commencement Ceremony held each May. Students who have filed a graduation application and need to modify their expected graduation term or have any questions, can reach out to the Office of the Registrar at [cscregistrar@connorsstate.edu](mailto:cscregistrar@connorsstate.edu).

## Presence at the Commencement Ceremony

The Commencement Ceremony is a significant academic event marking the formal graduation of students. Held every May, it includes the conferral of degrees, speeches, and the symbolic turning of tassels on graduation caps. It lets us celebrate students' achievements and marks their transition to the next phase of life. While not required, the College encourages all candidates for degrees to be present at the Commencement exercises.

# ACADEMIC PROGRAMS

## General Information

### Standards of Education for Completion of the Associate of Arts (AA) and Associate of Science Degrees (AS)

The minimum requirements for the AA or the AS degree at Connors State College shall include the following:

- Achieve a GPA of 2.0 as a minimum on all course work attempted (a minimum of 60 hours) excluding any courses repeated or rerieved as detailed in the State Regents' Grading policy and excluding physical education activity courses.
- The completion, as a portion of the overall 60 semester-credit-hours, of a basic general education core, or a minimum of 37 semester-credit-hours, which shall include the following:
  - English Composition – 6 hours
  - U.S. History and U.S. Government – 6 hours  
(Fulfilled by a U.S. History and a U.S. Government course. Each of these courses should be general in nature. Specialized courses do not satisfy the intent of the general education.)
  - Science – 6 hours  
(One course must be a laboratory science)
  - Humanities – 6 hours  
(Chosen from non-performance courses.)
  - Mathematics – 3 hours

- At least one course from the following areas: Psychology, social sciences, foreign languages, fine arts (art, music, drama) – 3 hours
- Additional liberal arts and sciences courses as needed to meet the minimum total of 37 credit hours required in this policy.
- The remaining minimum of 23 semester-credit-hours of academic work shall be applicable to the student's major objective including any prerequisite courses necessary for the anticipated upper-division program.
- Demonstrate successful completion of a course in one of the following areas at the high school or college level: computing systems, networking, programming, computer applications, desktop publishing, web design or cybersecurity.
- A minimum of 15 credit hours of coursework applied toward the associate degree shall be taken from the awarding institution.

### **Standards of Education for Completion of the Associate Degree in Programs of Technical-Occupational Education (AAS)**

The minimum requirements for the AAS degree at Connors State College shall include the following:

- Achieve a GPA of 2.0 as a minimum on all course work attempted (a minimum of 60 hours) excluding any courses repeated or rerieved as detailed in the State Regents' Grading policy and excluding physical education activity courses.
- The completion, as a portion of the overall 60 semester-credit-hours, of a basic general education core, or a minimum of 18 semester-credit-hours, which shall include the following:
  - Communication – 6 hours  
This must include two courses from one or more of the following three areas:
    - (1) a college-level communications course in general, applied technical writing or
    - (2) a course in English grammar and composition or
    - (3) a college-level oral communication course
  - U.S. History and U.S. Government – 6 hours  
(Fulfilled by a U.S. History and a U.S. Government course. Each of these courses should be general in nature. Specialized courses do not satisfy the intent of the general education.)
  - General Education Electives – 6 hours
- The completion of a minimum of 27 hours in a technical-occupational specialty.
- The completion of support and related courses if needed to total a minimum of 60 hours.
- A minimum of 15 credit hours of coursework applied toward the associate degree shall be taken from the awarding institution.

# DIVISION OF BUSINESS

## Applied Technology

ASSOCIATES OF SCIENCE  
Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS 18 HOURS (Minimum) Check catalog listings for prerequisites																																								
Area	Hours	To be selected from:																																						
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II																																						
American History	3	HIST 1483 American History Survey to 1865, <i>or</i> HIST 1493 American History Survey since 1865																																						
U.S. Government	3	POLS 1113 American Federal Government																																						
General Education Elective	6	Any course designated (H), (S), (N), (A), and/or (L). Consult an academic advisor for options.																																						
PROGRAM REQUIREMENTS 42 HOURS (Minimum) Check catalog course listings for prerequisites																																								
<p>The AAS Applied Technology prepares students for employment or career advancement through an individualized program of study that combines general education with a technical specialty. Students can apply the knowledge, skills, and competencies obtained through previous career tech or college coursework in a technical discipline toward the AAS Applied Technology degree. Student should consult with the Office of the Registrar to discuss and confirm their Technical Block Credit.</p>																																								
Technical-Occupational Specialty	9-42	Technical Block Credit. <i>Consult with the Office of the Registrar to ensure qualification.</i>																																						
Support and Related Courses	0-33	<p>Additional specialized credit hours can be taken from the following CSC course disciplines to complete the 42-hour requirement:</p> <table style="width: 100%; border: none;"> <tr><td>ACGM</td><td>GEOG</td></tr> <tr><td>AGEC</td><td>GEOL</td></tr> <tr><td>AGEN</td><td>HLTH</td></tr> <tr><td>AGLE</td><td>HIST</td></tr> <tr><td>AGRI</td><td>HORT</td></tr> <tr><td>AGRM</td><td>HUMN</td></tr> <tr><td>AGRO</td><td>MATH</td></tr> <tr><td>ANSI</td><td>NREM</td></tr> <tr><td>BIOL</td><td>NURS</td></tr> <tr><td>BUSN</td><td>OTAT</td></tr> <tr><td>CHEM</td><td>PHYS</td></tr> <tr><td>CHER</td><td>POLS</td></tr> <tr><td>COMS</td><td>PSYC</td></tr> <tr><td>CJPS</td><td>PTAT</td></tr> <tr><td>EDUC</td><td>RADT</td></tr> <tr><td>ENGL</td><td>SOCI</td></tr> <tr><td>ENGR</td><td>SPAN</td></tr> <tr><td>FCSE</td><td>SPCH</td></tr> <tr><td>GPS</td><td>STAT</td></tr> </table> <p><i>Consult with an academic advisor for options.</i></p>	ACGM	GEOG	AGEC	GEOL	AGEN	HLTH	AGLE	HIST	AGRI	HORT	AGRM	HUMN	AGRO	MATH	ANSI	NREM	BIOL	NURS	BUSN	OTAT	CHEM	PHYS	CHER	POLS	COMS	PSYC	CJPS	PTAT	EDUC	RADT	ENGL	SOCI	ENGR	SPAN	FCSE	SPCH	GPS	STAT
ACGM	GEOG																																							
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FCSE	SPCH																																							
GPS	STAT																																							
<b>Total Hours: 60</b>																																								



# APPLIED TECHNOLOGY

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate with an Associate of Applied Science in Applied Technology. Students seeking Applied Technology have already obtained knowledge, skills, and competencies obtained through previous career tech or college course work. Please contact the Registrar for additional questions about Prior Learning Assessments and refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student’s educational goals.

First Semester				Second Semester			
			Hours				Hours
ENGL	1113	English Composition I	3	ENGL	1213	English Composition II	3
HIST	1483	American Hist Survey to 1877, <b>OR</b>	3	POLS	1113	American Federal Government	3
HIST	1493	American History Survey since 1877				General Education Elective	3
		General Education Elective	3			Support and Related Courses	6
		Support and Related Courses	6				
		Credit Hours:	15			Credit Hours	15
<b>MINIMUM CREDIT HOURS:</b>							<b>60</b>

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar’s office is the official and final authority for all program, degree, and graduation requirements. *It is strongly recommended for students to enroll in a minimum of 15 hours each semester.*

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF AGRICULTURE

## Agriculture

ASSOCIATES OF SCIENCE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 37 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any course designated (A) <i>See course descriptions for designations and consult with an advisor for options.</i>
Science	3-4	BIOL 1114 General Biology <i>or</i> Any course designated (N) <i>See course descriptions for designations.</i>
Science with Lab	4-5	CHEM 1315 General Chemistry <i>or</i> Any course designated (N, L) <i>See course descriptions for designations.</i>
Humanities	6	AGRI 2423 An Analysis of American Agri. HORT 2653 Beginning Floral Design <i>or</i> Any course designated (H) <i>See course descriptions for designations.</i>
Social and Behavioral Science	3	AGEC 1113 Intro to Ag Economics AGLE 2303 Agriculture Leaders in Society <i>or</i> Any course designated (S) <i>See course descriptions for designations.</i>
General Education Electives	6	SPCH 1113 Intro to Oral Communication, AGRI 2113, Microcomp.in Agriculture, and/or Course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 23 HOURS (Minimum) Check Catalog listings for prerequisites. Courses counted towards General Education Requirements cannot be counted for Program Requirements		
College Orientation	1	AGRI 1111 Agriculture Orientation <i>or</i> AGRI 2041 Career Dev. in Agriculture
CORE COURSES: (20-22 Hours)		
Guided Electives	15-22	Agricultural Communications Agricultural Economics Agricultural Engineering Agricultural Equine Technology Agricultural Leadership Development Agriculture Agriculture Education Agriculture Ranch Management Agronomy Animal Science Biological Science Chemistry Computer Information Systems Criminal Justice Food Science Horticulture Mathematics Natural Resource Management Physics Statistics
Electives	0-7	Any college-level course; consult with your student success coach for options
Maximum 3 hours allowed for Special Topics (ST) courses towards a degree. Physical Education activity courses do not count toward graduation.		
<b>Total Hours: 60</b>		

# AGRICULTURE

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate in 2 years with an Associate of Science in Agriculture and potentially transfer to a university. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester			Hours	Second Semester			Hours
ENGL	1113	English Composition I	3	ENGL	1213	English Composition II	3
MATH	1513	PreCalculus Algebra, OR Any course designated (A)	3	HIST	1483	American Hist Survey to 1877, <b>OR</b>	3
AGRI	1111	Agriculture Orientation	1	HIST	1493	American History Survey since 1877	
BIOL	1114	General Biology, OR Any course designated (N)	3-4	CHEM	1315	General Chemistry I, OR Any course designated (N, L)	4-5
POLS	1113	American Federal Government	3	HORT	2653	Beginning Floral Design, OR Any course designated (H)	3
AGRI	2113	Microcomputers in Agriculture, Any General Education Elective	3	SPCH	1113	Intro to Oral Comm., OR Any General Education Elective	3
			Credit Hours: 16-17				Credit Hours: 16-17
Third Semester			Hours	Fourth Semester			Hours
AGEC	1113	Intro to Ag. Econ., OR Any course designated (S)	3	Guided Elective, Consult your success coach for options			16
AGRI	2423	Analysis of American Agri., OR Any course designated (H)	3				
		Guided Elective, Consult your success coach for options	6				
			Credit Hours: 15				Credit Hours: 16
						<b>MINIMUM CREDIT HOURS:</b>	<b>60</b>

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. *It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.*

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF BUSINESS

## Business Administration

ASSOCIATES OF SCIENCE  
Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS 37 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any course designated (A) <i>See course descriptions for designations and consult with an advisor for options.</i>
Science	3-4	Any course designated (N) <i>See course descriptions for designations.</i>
Science with Lab	4-5	Any course designated (N, L) <i>See course descriptions for designations.</i>
Humanities	6	Any course designated (H) <i>See course descriptions for designations.</i>
Computer Literacy	3	COMS 1133 Fund. of Computer Usage
General Education Elective	6	SPCH 1113, Intro. to Oral Comm. and/or Course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 23 HOURS (Minimum) Check Catalog listings for prerequisites. Courses counted towards General Education Requirements cannot be counted for Program Requirements		
College Orientation	1-3	EDUC 1111 College Orientation <i>or</i> EDUC 1113 Strategies for Success
CORE COURSES: (20-22 Hours)		
Guided Electives	10-22	Agriculture Economics Business Computer Information Systems Mathematics Statistics
Electives	0-10	Any college-level course as determined by your academic advisor.
Maximum 3 hours allowed for Special Topics (ST) courses towards a degree. Physical Education activity courses do not count toward graduation.		
<b>Total Hours: 60</b>		

# BUSINESS ADMINISTRATION

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate in 2 years with an Associate of Science in Business Administration and potentially transfer to a university. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester				Hours	Second Semester				Hours
ENGL	1113	English Composition I		3	ENGL	1213	English Composition II		3
MATH	1523	Modeling and Functions, <b>OR</b> <i>Any course designated (A)</i>		3	POLS	1113	American Federal Government		3
EDUC	1113	Strategies for Success, <b>OR</b>		1-3	GPS	1103	General Physical Science, <b>OR</b> <i>Any course designated (N)</i>		3-4
EDUC	1111	College Orientation			BUSN	2213	Microeconomics, <b>OR</b> <i>Any Guided Elective</i>		3
BUSN	2113	Macroeconomics, <b>OR</b> <i>Any Guided Elective</i>		3	PSYC	1113	Intro to Psychology, <b>OR</b> <i>Any General Education Elective</i>		3
COMS	1133	Fund. of Computer Usage		3					Credit Hours: 15-16
				Credit Hours: 13-15					
Third Semester				Hours	Fourth Semester				Hours
BIOL	1114	General Biology, <b>OR</b> <i>Any course designated (N, L)</i> <i>Any course designated (H)</i>		4-5	HIST	1483	American Hist Survey to 1877, <b>OR</b>		3
BUSN	2543	Financial Accounting, <b>OR</b> <i>Any Guided Elective</i>		3	HIST	1493	American History Survey since 1877 <i>Any course designated (H)</i>		3
BUSN	2143	Principles of Management, <b>OR</b> <i>Any Guided Elective</i>		3	BUSN	2643	Managerial Accounting, <b>OR</b> <i>Any Guided Elective</i>		3
SPCH	1113	Intro to Oral Comm., <b>OR</b> <i>Any General Education Elective</i>		3	BUSN	2713	Principles of Marketing, <b>OR</b> <i>Any Guided Elective</i>		3
				Credit Hours: 16-17	BUSN	2133	Business Law, <b>OR</b> <i>Any Guided Elective</i>		3
									Credit Hours 15
<b>MINIMUM CREDIT HOURS:</b>									<b>60</b>

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. ***It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.***

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF SOCIAL STUDIES

## Child Development

ASSOCIATES OF SCIENCE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 37 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	MATH 1493 Mathematical Structures MATH 2113 Modeling: Geometry & Measure. <i>or</i> Any course designated (A) <i>See course descriptions for designations.,</i>
Sciences	8	BIOL 1114 General Biology GPS 1103 General Physical Science GPS 1101 General Physical Science Lab
Humanities	6	Any course designated (H) <i>See course descriptions for designations.</i>
General Education Elective	8	SPCH 1113 Intro to Oral Communication, COMS 1133 Fund. of Computer Usage, and/or Course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 23 HOURS (Minimum) Check Catalog listings for prerequisites. Courses counted towards General Education Requirements cannot be counted for Program Requirements		
College Orientation	1-3	EDUC 1111 College Orientation <i>or</i> EDUC 1113 Strategies for Success
CORE COURSES: (20-22 Hours)		
Child Development	15	CHDV 1113 Professional Preparation* CHDV 1323 Health & Safety of Young Children * CHDV 2523 Child Growth and Development CHDV 2533 Guidance of the Young Child CHDV 2563 Child & Family in Society CHDV 2583 Supervisor Management  <i>*Credit for Prior Learning Assessment may be awarded if CDA certification was obtained prior to enrollment in CHDV 1113 and 1323.</i>
Guided Electives	5-7	CHDV 2223 Creative Exp. for Young Child. CHDV 2233 Math, Science, & Social Studies CHDV 2243 Language & Literacy Development CHDV 2300 Special Topics CHDV 2400 Internship in Child Development CHDV 2553 Program Planning CHDV 2573 Children with Special Needs CHDV 2593 Infant/Toddler Problems CHDV 2623 Marriage and Family Development CHDV 2633 Infancy and Early Development CHDV 2653 Parenting CJPS 1143 Intro to Juvenile Justice & Delinquency SOCI 2323 Social Problems SOCI 2523 Social Psychology
Maximum 3 hours allowed for Special Topics (ST) courses towards a degree. Physical Education activity courses do not count toward graduation.		
<b>Total Hours: 60</b>		

# CHILD DEVELOPMENT

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate in 2 years with an Associate of Arts in Child Development and potentially transfer to a university. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester				Hours	Second Semester				Hours
ENGL	1113	English Composition I		3	ENGL	1213	English Composition II		3
EDUC	1111	College Orientation, <b>OR</b>		1-3	MATH	2113	Modeling: Geo. & Measure., <b>OR</b>		3
EDUC	1113	Strategies for Success					<i>any course designated (A)</i>		
COMS	1133	Fund. Of Computer Usage, <b>OR</b>		3	HIST	1483	American Hist. Survey to 1877, <b>OR</b>		3
		<i>Any General Education Elective</i>			HIST	1493	American Hist. Survey since 1877		
CHDV	2523	Child Growth & Development		3	CHDV	1113	Professional Preparation		3
CHDV	2563	Child & Family in Society		3	CHDV	2583	Supervisor Management, <b>OR</b>		3
					CHDV	1323	Health & Safety of Young Child		
				Credit Hours: 13-15					Credit Hours: 15
Third Semester				Hours	Fourth Semester				Hours
BIOL	1114	General Biology		4	GPS	1103	General Physical Science		3
		Any course designated (H)		3	GPS	1101	General Physical Science Lab		1
POLS	1113	American Federal Government		3			Any course designated (H)		3
SPCH	1113	Intro to Oral Comm, <b>OR</b>		3	SOCI	1113	Principles of Sociology, <b>OR</b>		3
		<i>Any General Education Elective</i>					<i>Any General Education Elective</i>		
CHDV	2533	Guidance of Young Children		3	CHDV	2223	Creative Exp. of Young Child, <b>OR</b>		3
							<i>Any other Guided Elective</i>		
				Credit Hours: 16	CHDV	2573	Children with Special Needs, <b>OR</b>		3
							<i>Any other Guided Elective</i>		
									Credit Hours 16
<b>MINIMUM CREDIT HOURS:</b>									<b>60</b>

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. *It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.*

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or rerieved and excluding remedial courses and physical education activity courses.

# DIVISION OF COMMUNICATION AND FINE ARTS

## Multidisciplinary Studies

ASSOCIATES OF ARTS  
Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS 37 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any course designated (A) <i>See course descriptions for designations and consult with an advisor for options.</i>
Science	3-4	Any course designated (N) <i>See course descriptions for designations.</i>
Science with Lab	4-5	Any course designated (N, L) <i>See course descriptions for designations.</i>
Humanities	6	Any course designated (H) <i>See course descriptions for designations.</i>
General Education Elective	9	SPCH 1113 Intro to Oral Communication, COMS 1133 Fund. of Computer Usage, and/or Course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 23 HOURS (Minimum) Check Catalog listings for prerequisites. Courses counted towards General Education Requirements cannot be counted for Program Requirements		
College Orientation	1-3	EDUC 1111 College Orientation <i>or</i> EDUC 1113 Strategies for Success
CORE COURSES: (20-22 Hours)		
Guided Electives	20-22	Any college-level course as determined by your academic advisor.
Maximum 3 hours allowed for Special Topics (ST) courses towards a degree. Physical Education activity courses do not count toward graduation.		
<b>Total Hours: 60</b>		



# MULTIDISCIPLINARY STUDIES

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate in 2 years with an Associate of Arts in Multidisciplinary Studies and potentially transfer to a university. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester				Hours	Second Semester				Hours	
ENGL	1113	English Composition I		3	ENGL	1213	English Composition II		3	
MATH	1523	Modeling and Functions, <b>OR</b> <i>Any course designated (A)</i>		3	HIST	1483	American Hist Survey to 1877, <b>OR</b>		3	
EDUC	1111	College Orientation, OR		1-3	HIST	1493	American History Survey since 1877			
EDUC	1111	Strategies for Success			BIOL	1114	General Biology, OR		4-5	
POLS	1113	American Federal Government		3			<i>Any course designated (N, L)</i>			
COMS	1133	Fund. Of Computer Usage, OR <i>Any General Education Elective</i>		3			<i>Any course designated (H)</i>		3	
				Credit Hours:	13-15					
Third Semester				Hours	Fourth Semester				Hours	
GPS	1103	General Physical Science, <b>OR</b> <i>Any course designated (N)</i>		3-4	Guided Electives,				14-16	
PSYC	1113	Intro to Psychology, <b>OR</b> <i>Any General Education Elective</i>		3	<i>Consult with your Success Coach for options</i>					
		<i>Any course designated (H)</i>		3						
		Guided Electives, <i>Consult with your Success Coach for options</i>		6						
				Credit Hours:	15-16					Credit Hours
										14-16
										<b>MINIMUM CREDIT HOURS: 60</b>

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. ***It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.***

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF MATHEMATICS AND SCIENCES

## Multidisciplinary Studies in S.T.E.M.

ASSOCIATES OF SCIENCE  
Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS 37 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	MATH 1513 PreCalculus Algebra <i>or</i> MATH 1523 Modeling and Functions
Science	3-4	Any course designated (N) <i>See course descriptions for designations.</i>
Science with Lab	4-5	Any course designated (N, L) <i>See course descriptions for designations.</i>
Humanities	6	Any course designated (H) <i>See course descriptions for designations.</i>
General Education Elective	9	PSYC 1113 Intro to Psychology, SPCH 1113 Intro to Oral Communication, COMS 1133 Fund. of Computer Usage, and/or Course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 23 HOURS (Minimum) Check Catalog listings for prerequisites. Courses counted towards General Education Requirements cannot be counted for Program Requirements		
College Orientation	1-3	EDUC 1111 College Orientation <i>or</i> EDUC 1113 Strategies for Success
CORE COURSES: (20-22 Hours)		
Guided Electives	10-22	Biology Chemistry Computer Information Systems Engineering Mathematics Physics, and/or Any course designated (L), (A), (N), or (N, L). <i>See course descriptions for designations.</i>
Electives	0-10	Any college-level course as determined by your academic advisor.
Maximum 3 hours allowed for Special Topics (ST) courses towards a degree. Physical Education activity courses do not count toward graduation.		
<b>Total Hours: 60</b>		

# MULTIDISCIPLINARY STUDIES IN S.T.E.M.

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate in 2 years with an Associate of Science in Multidisciplinary Studies in S.T.E.M. and potentially transfer to a university. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester			Hours	Second Semester			Hours
ENGL	1113	English Composition I	3	ENGL	1213	English Composition II	3
MATH	1513	PreCalculus Algebra, <b>OR</b> <i>Any course designated (A)</i>	3	HIST	1483	American Hist Survey to 1877, <b>OR</b>	3
EDUC	1111	College Orientation, <b>OR</b>	1-3	HIST	1493	American History Survey since 1877	
EDUC	1111	Strategies for Success		MATH	1613	Trigonometry, <b>OR</b> <i>Any Guided Elective</i>	3
POLS	1113	American Federal Government	3			<i>Any course designated (H)</i>	3
CHEM	1315	General Chemistry I, <b>OR</b> <i>Any course designated (N, L)</i>	4-5	CHEM	1515	General Chemistry II, <b>OR</b> <i>Any Guided Elective</i>	3-5
			Credit Hours: 14-16				Credit Hours: 15-17
Third Semester			Hours	Fourth Semester			Hours
MATH	2214	Calculus I, <b>OR</b> <i>Any Guided Elective</i>	4	MATH	2234	Calculus II, <b>OR</b> <i>Any Guided Elective</i>	4
PHYS	1114	General Physics I, <b>OR</b> <i>Any course designated (N)</i>	3-4	PHYS	1214	General Physics II, <b>OR</b> <i>Any Guided Elective</i>	4
COMS	1133	Fund. Of Computer Usage, <b>OR</b> <i>Any General Education Elective</i>	3	PSYC	1113	Intro to Psychology, <b>OR</b> <i>Any General Education Elective</i>	3
		<i>Any course designated (H)</i>	3	SPCH	1113	Intro to Oral Comm, <b>OR</b> <i>Any General Education Elective</i>	3
		Guided Electives	0-2				
		<i>Consult with your Success Coach for options</i>					
			Credit Hours: 13-16				Credit Hours 14
							<b>MINIMUM CREDIT HOURS: 60</b>

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. *It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.*

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF NURSING AND ALLIED HEALTH

## Nursing

ASSOCIATES OF APPLIED SCIENCE

*Requirements for Academic Year 2024-2025*

<b>GENERAL EDUCATION REQUIREMENTS</b>		
<b>30 HOURS</b>		
<b>(*Check Catalog listings for prerequisites.)</b>		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I* ENGL 1213 English Composition II*
American History	3	HIST 1483 U.S. History to 1877 <i>or</i> HIST 1493 U.S. History since 1877
US Government	3	POLS 1113 American Federal Government
Science	8	<b><i>Please select one Biology track:</i></b> BIOL 1314 Anatomy & Physiology I* BIOL 1324 Anatomy & Physiology II* <b>OR</b> BIOL 2104 Human Anatomy* BIOL 2114 Human Physiology* <b><i>You cannot mix and match.</i></b>
Science	4	BIOL 2124, General Microbiology*
Behavioral Science	3	PSYC 1113 Introduction to Psychology
Nutrition	3	FCSE 1213 Introduction to Nutrition
<b>PROGRAM REQUIREMENTS TRADITIONAL NURSING PROGRAM</b>		
<b>42 HOURS</b>		
<b>(**Course requires acceptance into the Connors State College Nursing Program to register.)</b>		
Foundations in Nursing	7	NURS 1117**
Foundations in Nursing Clinical	3	NURS 1143**
Maternal and Pediatric Nursing	7	NURS 1227**
Maternal and Pediatric Nursing Clinical Psychiatric and Medical-Surgical Nursing Psychiatric and	3	NURS 1223**
Medical-Surgical Nursing Clinical Critical Care	7	NURS 2137**
Nursing and Leadership Development	3	NURS 2133**
Critical Care Nursing and Leadership Development Clinical	7	NURS 2247**
Trends and Issues in Nursing	3	NURS 2243**
	2	NURS 2252**
<b>PROGRAM REQUIREMENTS CAREER LADDER NURSING PROGRAM</b>		
<b>28 HOURS</b>		
<b>(**Course requires acceptance into the Connors State College Nursing Program to register.)</b>		
Transitions to Professional Nursing	3	NURS 2223**
Mathematics for Nurses	3	NURS 1133**
Psychiatric and Medical-Surgical Nursing Psychiatric and Medical-Surgical Nursing Clinical Critical Care	7	NURS 2137**
Nursing and Leadership Development	3	NURS 2133**
Critical Care Nursing and Leadership Development Clinical	7	NURS 2247**
Trends and Issues in Nursing	3	NURS 2243**
	2	NURS 2252**
<b>GUIDED ELECTIVES</b>		
<b>(Recommended; not required)</b>		
Success in Nursing Education	2	NURS 1002
Medical Terminology	3	NURS 1003
Lab and Diagnostics	2	NURS 1112**
Study of Diseases and Disorders	3	NURS 1113**
Pharmacology	2	NURS 1232**
Physical Education activity courses do not count towards graduation. A maximum of 6 credit hours allowed for Special Topics (ST) courses can be applied toward a degree		
<b>Total Hours: 72</b>		
<b>NOTE:</b> Students who wish to transfer to an RN to BSN program after graduating from the Connors State College Nursing Program will also need to refer to the curriculum requirements for the Associate in Science (AS) in Pre-Nursing.		

# NURSING

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate with an Associate of Applied Science in Nursing, complete the Connors State College Nursing Program, and sit for the National Council Licensure Examination (NCLEX). Nursing is a competitive entry program, so please review [www.connorsstate.edu/nursing](http://www.connorsstate.edu/nursing) for more information. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester				Hours	Second Semester				Hours		
ENGL	1113	English Composition I		3	ENGL	1213	English Composition II		3		
BIOL	1314	Anatomy & Physiology I		4	BIOL	1324	Anatomy & Physiology II		4		
HIST	1483	American Hist Survey to 1877, <b>OR</b>		3	BIOL	2124	General Microbiology		4		
HIST	1493	American History Survey since 1877			FCSE	1213	Intro to Nutrition		3		
POLS	1113	American Federal Government		3							
PSYC	1113	Intro to Psychology		3							
				Credit Hours:	16					Credit Hours:	14
First Semester - Nursing				Hours	Second Semester- Nursing				Hours		
NURS	1117	Foundations in Nursing		7	NURS	1227	Maternal and Pediatric Nursing		7		
NURS	1143	Foundations in Nursing Clinical		3	NURS	1223	Matern. & Ped. Nursing Clinical		3		
				Credit Hours:	10					Credit Hours:	10
Third Semester- Nursing				Hours	Fourth Semester- Nursing				Hours		
NURS	2137	Psych and Med-Surg Nursing		7	NURS	2247	Critical Care Nursing & Lead Dev		7		
NURS	2113	Psych & Med-Surg Nurs Clinical		3	NURS	2243	Critical Care & Lead Dev Clinical		3		
				Credit Hours:	10	NURS	2252	Trends and Issues in Nursing		2	
										Credit Hours	12
										<b>MINIMUM CREDIT HOURS:</b>	<b>72</b>

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. *It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.*

**Nursing Retention Standards:** To be considered for admission to the program, students will have to maintain a minimum grade point average of 2.5 in required general education and support courses. A student cannot be considered as a candidate for selection with a "D" in any required courses on transcripts for current application period. Successful completion of the nursing program requires a "C" in all courses related to the Associate in Applied Science in Nursing degree.

# DIVISION OF NURSING AND ALLIED HEALTH

## Occupational Therapy Assistant

ASSOCIATES OF SCIENCE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 26 HOURS (Minimum) Check Catalog listings for prerequisites.		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <b>or</b> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any course designated (A) <i>See course descriptions for designations and consult with an advisor for options.</i>
Science	8	<b>Please select one Biology track:</b> BIOL 1314 Anatomy & Physiology I BIOL 1324 Anatomy & Physiology II <b>OR</b> BIOL 2104 Human Anatomy BIOL 2114 Human Physiology <b>You cannot mix and match.</b>
Behavioral Science	3	PSYC 1113 Introduction to Psychology
PROGRAM REQUIREMENTS 41 HOURS (Minimum) (**Course requires acceptance into the Occupational Therapy Assistant program to register.)		
Technical Occupational Support 6 Hours		
Medical Terminology	3	NURS 1003 Medical Terminology
Psychology	3	PSYC 2313 Developmental Psychology <b>or</b> <i>any 2000-level PSYC course</i>
Technical Occupational Specialty (ICTC) 23 Hours		
Introduction to OT w/lab	2	OTAT 1012**
Disease Pathology	2	OTAT 2212**
Fieldwork IA	1	OTAT 2021**
Kinesiology for OTA w/lab Physical Dysfunction & Treatment	2	OTAT 1022**
Therapeutic Activities w/lab	2	OTAT 2112**
Health Care Systems & OT Management	2	OTAT 2102**
Fieldwork IB	1	OTAT 2002**
Pediatric Care in OT w/lab	3	OTAT 2121**
Therapeutic Media	1	OTAT 2133**
Psychosocial Dysfunction & Treatment Elder Care in OT	2	OTAT 1101**
	3	OTAT 2152**
		OTAT 2143**
Technical Occupational Related Courses 12 Hours		
Fieldwork IIA	6	OTAT 2206**
Fieldwork IIB	6	OTAT 2216**
<p>A felony conviction may affect a graduate's ability to take the NBCOT certification examination or attain state licensure. The National Board for Certification in Occupational Therapy (NBCOT) offers an "early determination" review to individuals with a felony background who are considering entering an educational program. For further information call (301) 990-7979 or visit their website at <a href="http://www.nbcot.org">www.nbcot.org</a>.</p>		
<b>Total Hours: 67</b>		

# OCCUPATIONAL THERAPY ASSISTANT

## Semester Plan of Study

This plan shows one possible grouping of courses that would allow students to graduate with an Associate of Applied Science in Occupational Therapy Assistant (OTA), complete the CSC-ICTC Occupational Therapy Assistant program, and sit for the National Board for Certification in Occupational Therapy (NBCOT) certification exam. The OTA program is a competitive entry program with classes beginning every August. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester			Hours
ENGL	1113	English Composition I	3
MATH	1513	PreCalculus Algebra, <b>OR</b> Any course designated (A)	3
BIOL	1314	Anatomy & Physiology I	4
PSYC	1113	Intro to Psychology	3
POLS	1113	American Federal Government	3
Credit Hours:			16
First Semester - OTA			Hours
OTAT	1012	Intro to Occup Therapy w/ Lab	2
OTAT	1022	Kinesiology for OTA	2
OTAT	2021	Fieldwork 1-A	1
OTAT	2102	Therapeutic Activities w/ Lab	2
OTAT	2112	Phys Dysfnctn & Trtmnt w/ Lab	2
OTAT	2152	Psychosocial Dysfunction/Trtmn	2
OTAT	2212	Disease Pathology	1
Credit Hours:			12
Third Semester - OTA			Hours
OTAT	2216	Fieldwork II-B	6
Credit Hours:			6

Second Semester			Hours
ENGL	1213	English Composition II	3
BIOL	1324	Anatomy & Physiology II	4
HIST	1483	American Hist Survey to 1877, <b>OR</b>	3
HIST	1493	American History Survey since 1877	
NURS	1003	Medical Terminology	3
PSYC	2313	Developmental Psychology, <b>OR</b> Any 2000-level PSYC course	3
Credit Hours:			16
Second Semester - OTA			Hours
OTAT	1101	Therapeutic Media	1
OTAT	2002	Hlthcare Sys & Occup Ther Mgmt	2
OTAT	2121	Fieldwork I-B	1
OTAT	2133	Pediatric Care in Occup Therapy	3
OTAT	2143	Elder Care	3
OTAT	2206	Fieldwork II-A	6
Credit Hours:			16

**MINIMUM CREDIT HOURS: 67**

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements.

**Occupational Therapy Retention Standards:** In order to apply for the Occupational Therapy Assistant program, a student must have a C or better in all prerequisite courses and a cumulative 2.5 GPA. For graduation, a retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF NURSING AND ALLIED HEALTH

## Physical Therapist Assistant

ASSOCIATES OF SCIENCE  
Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS 29 HOURS (Minimum) Check Catalog listings for prerequisites.		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
Communication	3	SPCH 1113 Intro to Oral Communication <i>or</i> COMS 1133 Fundamentals of Computer Usage
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any course designated (A) <i>See course descriptions for designations and consult with an advisor for options.</i>
Science	8	<b><i>Please select one Biology track:</i></b> BIOL 1314 Anatomy & Physiology I BIOL 1324 Anatomy & Physiology II <b>OR</b> BIOL 2104 Human Anatomy BIOL 2114 Human Physiology <b><i>You cannot mix and match.</i></b>
Behavioral Science	3	PSYC 1113 Introduction to Psychology
PROGRAM REQUIREMENTS 38 HOURS (Minimum) (**Course requires acceptance into the Physical Therapist Assistant program to register.)		
<b>Technical Occupational Support 3 Hours</b>		
Medical Terminology	3	NURS 1003 Medical Terminology
<b>Technical Occupational Specialty (ICTC) 35 Hours</b>		
Introduction to Physical Therapy	1	PTAT 1011**
Kinesiology for Physical Therapist Assistants	2	PTAT 1012**
Pathophysiology for Physical Therapist Assistants	2	PTAT 1122**
Basic Patient Care Skills	3	PTAT 1203**
Therapeutic Exercise I	3	PTAT 1033**
Physical Agents	3	PTAT 1023**
Clinical Procedures	2	PTAT 1232**
Therapeutic Exercise II	3	PTAT 2033**
Clinical Practice I	3	PTAT 1213**
Neurology and Rehabilitation for Physical Therapist Assistants	3	PTAT 2043**
Orthopedic Management for Physical Therapist Assistants	1	PTAT 2011**
Clinical Practice II	4	PTAT 2124**
Professional Issues Clinical	1	PTAT 2121**
Practice III	4	PTAT 2134**
CSC-ICTC PTA Program at Connors State College – Indian Capital Technology Center is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, VA 22305-3085; Phone: (703) 706-3245; email: <a href="mailto:accreditation@apta.org">accreditation@apta.org</a> ; website: <a href="http://www.capteonline.org">http://www.capteonline.org</a> . If needing to contact the program/institution directly, please call (918) 913-3928.		
<b>Total Hours: 67</b>		



# PHYSICAL THERAPIST ASSISTANT

## Semester Plan of Study

This plan shows one possible grouping of courses that would allow students to graduate with an Associate of Applied Science in Physical Therapist Assistant (PTA), complete the CSC-ICTC Physical Therapist Assistant program, and sit for the Commission on Accreditation in Physical Therapy Education (CAPTE) certification exam. The PTA program is a competitive entry program with classes beginning every January. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester			Hours
ENGL	1113	English Composition I	3
MATH	1513	PreCalculus Algebra, OR Any course designated (A)	3
BIOL	1314	Anatomy & Physiology I	4
POLS	1113	American Federal Government	3
SPCH	1113	Intro to Oral Comm., <b>OR</b>	3
COMS	1133	Fund. of Computer Usage	
Credit Hours:			16

First Semester - PTA			Hours
PTAT	1011	Intro to Physical Therapy	1
PTAT	1012	Kinesiology for PTA	2
PTAT	1122	Pathophysiology for PTA	2
PTAT	1203	Basic Patient Care Skills	3
PTAT	1033	Therapeutic Exercise I	3
PTAT	1023	Physical Agents	3
Credit Hours:			14

Third Semester - PTA			Hours
PTAT	2043	Neurology & Rehab for PTA	3
PTAT	2011	Orthopedic Mgt for PTA	1
PTAT	2124	Clinical Practice II	4
PTAT	2121	Professional Issues	1
PTAT	2134	Clinical Practice III	4
Credit Hours:			13

Second Semester			Hours
ENGL	1213	English Composition II	3
BIOL	1324	Anatomy & Physiology II	4
PSYC	1113	Introduction to Psychology	3
HIST	1483	American Hist Survey to 1877, <b>OR</b>	3
HIST	1493	American History Survey since 1877	
NURS	1003	Medical Terminology	3
Credit Hours:			16

Second Semester - PTA			Hours
PTAT	1232	Clinical Procedures	2
PTAT	2033	Therapeutic Exercise II	3
PTAT	1213	Clinical Practice I	3
Credit Hours:			8

**MINIMUM CREDIT HOURS: 67**

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements.

**Occupational Therapy Retention Standards:** In order to apply for the Physical Therapist Assistant program, a student must have a C or better in all prerequisite courses and a cumulative 2.5 GPA. For graduation, a retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or rerieved and excluding remedial courses and physical education activity courses.

# DIVISION OF COMMUNICATION AND FINE ARTS

## Pre-Education

ASSOCIATES OF SCIENCE

*Requirements for Academic Year 2024-2025*

<b>GENERAL EDUCATION REQUIREMENTS</b> <b>37 HOURS (Minimum)</b> Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any course designated (A) <i>See course descriptions for designations and consult with an advisor for options.</i>
Science	3-4	BIOL 1114 General Biology <i>or</i> Any course designated (N) <i>See course descriptions for designations.</i>
Science with Lab	4-5	GPS 1103 General Physical Science <i>and</i> GPS 1101 General Physical Science Lab, <i>or</i> Any course designated (N, L) <i>See course descriptions for designations.</i>
Humanities	6	Any course designated (H) <i>See course descriptions for designations.</i>
General Education Elective	9	PSYC 1113 Intro to Psychology, SPCH 1113 Intro to Oral Communication, COMS 1133 Fund. of Computer Usage, <i>and/or</i> Course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
<b>PROGRAM REQUIREMENTS</b> <b>23 HOURS (Minimum)</b> Check Catalog listings for prerequisites. Courses counted towards General Education Requirements cannot be counted for Program Requirements		
College Orientation	1-3	EDUC 1111 College Orientation <i>or</i> EDUC 1113 Strategies for Success
<b>CORE COURSES:</b> <b>(20-22 Hours)</b>  <i>Connors State has education articulation agreements with several universities for Early Childhood, Elementary Education, and Special Education. As each agreement is unique, you are strongly encouraged to consult your advisor for the required courses for the university and program to which you plan to transfer.</i>		
Guided Electives	10-22	Cherokee Geography Geology History Humanities Health Mathematics Physical Education Spanish Statistics
Electives	0-10	Any college-level course as determined by your academic advisor.
Maximum 3 hours allowed for Special Topics (ST) courses towards a degree. Physical Education activity courses do not count toward graduation.		
<b>Total Hours: 60</b>		

# PRE-EDUCATION

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate in 2 years with an Associate of Arts in Pre-Elementary Education and potentially transfer to a university. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester				Hours	Second Semester				Hours
ENGL	1113	English Composition I		3	ENGL	1213	English Composition II		3
MATH	1473	Applied Mathematics, <b>OR</b> <i>Any course designated (A)</i>		3	MATH	2113	Modeling: Geo. & Measure., <b>OR</b> <i>Any Guided Elective</i>		3
EDUC	1111	College Orientation, <b>OR</b>		1-3	SPCH	1113	Intro to Oral Com., <b>OR</b> <i>Any General Education Elective</i>		3
EDUC	1113	Strategies for Success			BIOL	1114	General Biology, <b>OR</b> <i>Any course designated (N, L)</i>		4-5
PSYC	1113	Intro to Psychology, <b>OR</b> <i>Any General Education Elective</i>		3	HLTH	1113	Personal Health, <b>OR</b> <i>Any Guided Elective</i>		3
COMS	1133	Fund. Of Computer Usage, <b>OR</b> <i>Any General Education Elective</i>		3					Credit Hours: 16-17
				Credit Hours: 13-15					Credit Hours: 16
Third Semester				Hours	Fourth Semester				Hours
MATH	1493	Mathematical Structures, <b>OR</b> <i>Any Guided Elective</i>		3	MATH	XXXX	Any course designated (A), <b>OR</b> <i>Any Guided Elective</i>		3
POLS	1113	American Federal Government		3	GEOL	1114	General Geology, <b>OR</b> <i>Any Guided Elective</i>		4
GPS	1103	General Physical Science, <b>OR</b> <i>Any course designated (N)</i>		3-4	GEOG	2243	Intro to Geography, <b>OR</b> <i>Any Guided Elective</i>		3
ENGL	2413	World Literature I, <b>OR</b> <i>Any course designated (H)</i>		3			Any course designated (H)		3
SPAN	1113	Elementary Spanish, <b>OR</b> <i>Any Guided Elective</i>		3	HIST	1483	American Hist Survey to 1877, <b>OR</b>		3
				Credit Hours: 15-16	HIST	1493	American History Survey since 1877		
				Credit Hours: 15-16					Credit Hours: 16
<b>MINIMUM CREDIT HOURS: 60</b>									

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. *It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.*

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF NURSING AND ALLIED HEALTH

## Pre-Nursing

ASSOCIATES OF SCIENCE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 38 HOURS (Minimum) Check Catalog listings for prerequisites.		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	STAT 2013 Elementary Statistics <i>or</i> Any course designated (A) <i>See course descriptions for designations and consult with an advisor for options.</i>
Science	8	<b><i>Please select one Biology track:</i></b> BIOL 1314 Anatomy & Physiology I* BIOL 1324 Anatomy & Physiology II* <b>OR</b> BIOL 2104 Human Anatomy* BIOL 2114 Human Physiology* <b><i>You cannot mix and match.</i></b>
Humanities	6	Any course designated (H) <i>See course descriptions for designations.</i>
Behavioral and Social Science	3	PSYC 1113 Introduction to Psychology
General Education Elective	6	SPCH 1113 Intro to Oral Communication, COMS 1133 Fund. of Computer Usage, and/or Course(s) from the following designations: (A), (N), (N, L), (H), or Foreign Language
PROGRAM REQUIREMENTS 22 HOURS (Minimum) <b>(**Course requires acceptance into the Connors State College Nursing Program to register.)</b>		
College Orientation	1-3	EDUC 1111 College Orientation <i>or</i> EDUC 1113 Strategies for Success
Microbiology	4	BIOL 2124 General Microbiology*
Chemistry	5	CHEM 1315 General Chemistry I*
Nutrition	3	FCSE 1213 Introduction to Nutrition
Guided Electives	7-9	BIOL 1114 General Biology* MATH 1473 Applied Mathematics* MATH 1513 PreCalculus Algebra* MATH 1523 Modeling and Functions* NURS 1002 Success in Nursing Education NURS 1003 Medical Terminology NURS 1112 Lab and Diagnostics** NURS 1113 Study of Diseases and Disorders** NURS 1232 Pharmacology** PSYC 2313 Developmental Psychology* SOC 1113 Principles of Sociology STAT 2013 Elementary Statistics*
<p>Courses used in Program Requirements cannot be used for General Education Requirements and vice versa (i.e., courses may only be counted once.) Physical Education activity courses do not count towards graduation. A maximum of 6 credit hours allowed for Special Topics (ST) courses can be applied toward a degree.</p>		
<b>Total Hours: 60</b>		
<p><b>NOTE:</b> This degree is intended for students who wish to transfer to a BSN program after graduating. Students interested in the Connors State College Nursing Program will also need to refer to the curriculum requirements for the Associate in Applied Science (AAS) in Nursing.</p>		

# PRE-NURSING

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate in 2 years with an Associate of Science in Pre-Nursing and potentially transfer to a traditional Bachelor of Science in Nursing or other Allied Health program. You are encouraged to explore which program to which you plan to apply. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester			Hours	Second Semester			Hours
ENGL	1113	English Composition I	3	ENGL	1213	English Composition II	3
STAT	2013	Elementary Statistics, <b>OR</b> Any course designated (A)	3	BIOL	1324	Anatomy & Physiology II	4
EDUC	1111	College Orientation, <b>OR</b>	1-3	POLS	1113	American Federal Government	3
EDUC	1113	Strategies for Success		PSYC	1113	Intro to Psychology	3
BIOL	1314	Anatomy & Physiology I	4			Any course designated (H)	3
COMS	1133	Fund. of Computer Usage, <b>OR</b> Any General Education Elective	3				
			Credit Hours: 14-16				Credit Hours: 16
Third Semester			Hours	Fourth Semester			Hours
BIOL	2124	General Microbiology	4	CHEM	1315	General Chemistry I	5
HIST	1483	American Hist Survey to 1877, <b>OR</b>	3			Guided Electives,	7-9
HIST	1493	American History Survey since 1877				<i>Consult with your Success Coach for options</i>	
SPCH	1113	Intro to Oral Comm., <b>OR</b> Any General Education Elective	3				
FCSE	1213	Intro to Nutrition	3				
		Any course designated (H)	3				
			Credit Hours: 16				Credit Hours 12-14
							<b>MINIMUM CREDIT HOURS: 60</b>

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. *It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.*

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF SOCIAL SCIENCES

## Social Science

ASSOCIATES OF SCIENCE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 37 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any course designated (A) <i>See course descriptions for designations and consult with an advisor for options</i>
Science	3-4	Any course designated (N) <i>See course descriptions for designations.</i>
Science with Lab	4-5	Any course designated (N, L) <i>See course descriptions for designations.</i>
Humanities	6	Any course designated (H) <i>See course descriptions for designations.</i>
General Education Electives	7-9	SPCH 1113 Intro to Oral Communication, COMS 1133 Fund. of Computer Usage, and/or Course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 23 HOURS (Minimum) Check Catalog listings for prerequisites. Courses counted towards General Education Requirements cannot be counted for Program Requirements		
College Orientation	1-3	EDUC 1111 College Orientation <i>or</i> EDUC 1113 Strategies for Success
CORE COURSES: (20-22 Hours)		
Guided Electives	10-22	Child Development Criminal Justice Geography History Political Science Psychology Sociology
Electives	0-10	Any college-level course as determined by your academic advisor.
Maximum 3 hours allowed for Special Topics (ST) courses towards a degree. Physical Education activity courses do not count toward graduation.		
<b>Total Hours: 60</b>		

# SOCIAL SCIENCE

## Semester Plan of Study

This plan shows one possible grouping of courses in Fall and Spring semesters that would allow students to graduate in 2 years with an Associate of Arts in Social Science and potentially transfer to a university. Please refer to a degree plan in the course catalog for official requirements to graduate. Students are encouraged to consult with Connors State College Student Success Coaches each semester to verify that courses selected each semester fulfill the degree plan and satisfy the student's educational goals.

First Semester			Hours	Second Semester			Hours		
ENGL	1113	English Composition I	3	ENGL	1213	English Composition II	3		
MATH	1473	Applied Mathematics, <b>OR</b> Any course designated (A)	3	POLS	1113	American Federal Government Any course designated (H)	3		
EDUC	1111	College Orientation	1-3	SPCH	1113	Intro. to Oral Comm., <b>OR</b> Any General Education Elective	3		
EDUC	1113	Strategies for Success		BIOL	1114	General Biology, <b>OR</b> Any course designated (N, L)	4-5		
COMS	1133	Fund. Of Comm. Usage, <b>OR</b> Any General Education Elective	3						
SOCI	1113	Principles of Sociology, <b>OR</b> Any General Education Elective	3						
			Credit Hours:	13-15				Credit Hours:	16-17
Third Semester			Hours	Fourth Semester			Hours		
			Any course designated (H)	3	HIST	1483	American Hist Survey to 1877, <b>OR</b>	3	
GPS	1103	General Physical Science, <b>OR</b> Any course designated (N)	3-4	HIST	1493	American History Survey since 1877			
			Guided Electives,	9	Guided Electives,			13	
			<i>Consult with your Success Coach for options</i>			<i>Consult with your Success Coach for options</i>			
			Credit Hours:	15-16				Credit Hours	16
							<b>MINIMUM CREDIT HOURS:</b>	<b>60</b>	

**Graduation Requirements:** Students are responsible for adhering to all policies, procedures, and regulations of Connors State College, including the responsibility for meeting all graduation requirements and for checking their degree check for accuracy. Student Success Coaches and faculty members may not substitute, waive or exempt students from any established requirement or academic standard. While these advisors make every effort to provide accurate and current information, all advising information regarding coursework, academic progress, and graduation is considered unofficial. The Connors State Registrar's office is the official and final authority for all program, degree, and graduation requirements. *It is strongly recommended for students to enroll in a minimum of 15 hours each semester, and students should obtain a graduation check upon the completion of 30 credit hours.*

**Minimum Hours for Graduation:** Each degree program requires a specific minimum number of semester credit hours for graduation, as indicated in the college catalog. No student shall be permitted to graduate having completed fewer total hours than the requirement specified for that degree.

**Grade-Point Average for Graduation:** A retention/graduation grade point average of 2.00 or higher is required for all courses in which a student has a recorded grade, excluding any courses repeated or reprieved and excluding remedial courses and physical education activity courses.

# DIVISION OF AGRICULTURE

## Agricultural Equine Technology

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF SCIENCE IN AGRICULTURE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS		
10 HOURS (Minimum)		
Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
General Education Electives	10	AGRI 1111 Agriculture Orientation AGRI 2041 Career Development in Agriculture AGRI 2113 Microcomputers in Agriculture ENGL 1113 English Composition I ENGL 1213 English Composition II HIST 1483 American History Survey to 1877 HIST 1493 American History Survey since 1877 and/or any course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS		
20 HOURS (Minimum)		
Check Catalog listings for prerequisites.		
Agricultural Equine Technology	5	AGEQ 1225 Basic Care and Training
Guided Electives	15	AGEQ 1113 Skeletal Equine Anatomy & Tech AGEQ 1123 Internal Equine Anatomy & Tech AGEQ 1235 Advanced Care and Training AGEQ 2123 Equine Advertising and Marketing AGEQ 2133 Equine Breeding and Management AGEQ 2225 Specialized Equine Training AGEQ 2235 Advanced Performance Training AGEQ 2300 Special Topics in AGEQ AGEQ 2412 Rodeo Sports & Equine Performance AGEQ 2422 Adv. Rodeo Sports & Equine Performance
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 30</b>		



# DIVISION OF AGRICULTURE

## Agriculture Business Management

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF SCIENCE IN AGRICULTURE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 6 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
Computer Literacy	3	AGRI 2113 Microcomputers in Agriculture COMS 1133 Fundamentals of Computer Usage
PROGRAM REQUIREMENTS 10 HOURS (Minimum) Check Catalog listings for prerequisites.		
College Orientation	1-2	AGRI 1111 Agriculture Orientation AGRI 2041 Career Development in Agriculture
Business	6	AGEC 1113 Agriculture Economics BUSN 1113 Business Principles BUSN 2113 Macroeconomics BUSN 2133 Business Law BUSN 2143 Principles of Marketing BUSN 2213 Microeconomics BUSN 2423 Desktop Publishing BUSN 2543 Financial Accounting BUSN 2643 Managerial Accounting BUSN 2713 Principles of Marketing
Guided Electives	6-7	Agriculture Communication Agriculture Economics Agriculture Education Agriculture Engineering Agricultural Equine Technology Agriculture Leadership Development Agriculture Ranch Management Agronomy Animal Science Biological Sciences Business Computer Information Systems Chemistry Criminal Justice Food Science Horticulture Mathematics Natural Resource Ecology and Management Physics Statistics
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		

# DIVISION OF AGRICULTURE

## Agriculture

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF SCIENCE IN AGRICULTURE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 6 HOURS (Minimum) <small>Check Catalog listings for prerequisites</small>		
Area	Hours	To be selected from:
General Education Electives	3	AGRI 2113 Microcomputers in Agriculture ENGL 1113 English Composition I ENGL 1213 English Composition II HIST 1483 American History Survey to 1877 HIST 1493 American History Survey since 1877 and/or any course(s) from the following designations: (A), (N), (N, L), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 10 HOURS (Minimum) <small>Check Catalog listings for prerequisites.</small>		
College Orientation	1-2	AGRI 1111 Agriculture Orientation AGRI 2041 Career Development in Agriculture
Guided Electives	11-12	Agriculture Communication Agriculture Economics Agriculture Engineering Agriculture Equine Technology Agriculture Leadership Development Agriculture Ranch Management Agronomy Animal Science Food Science Horticulture Natural Resource Ecology and Management
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		

# DIVISION OF COMMUNICATION AND FINE ARTS

## Athletic Coaching in Secondary Education

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF ARTS IN PRE-EDUCATION

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS		
6 HOURS (Minimum)		
Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	3	ENGL 1113 English Composition I
General Education Elective	3	ENGL 1213 English Composition II HIST 1483 American History Survey to 1877 HIST 1493 American History Survey since 1877 Any course designated (A)
PROGRAM REQUIREMENTS		
11 HOURS (Minimum)		
Check Catalog listings for prerequisites.		
Health	9	HLTH 1123 First Aid/Responding to Emergencies HLTH 2383 Care & Prevention of Athletic Injuries HLTH 1113 Personal Health
Physical Education	2	Choose one of the following: PHED 2142 Theory of Coaching Baseball PHED 2152 Theory of Coaching Basketball PHED 2162 Theory of Coaching Cheerleading
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		

# DIVISION OF NURSING AND ALLIED HEALTH

## Certified Nursing Assistant

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF APPLIED SCIENCE IN NURSING  
*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS		
9 HOURS (Minimum)		
Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
U.S. Government	3	POLS 1113 American Federal Government
PROGRAM REQUIREMENTS		
21 HOURS (Minimum)		
Check Catalog listings for prerequisites.		
Biology	8	<i>Please select one Biology track:</i> BIOL 1314 Anatomy & Physiology I* BIOL 1324 Anatomy & Physiology II* <b>OR</b> BIOL 2104 Human Anatomy* BIOL 2114 Human Physiology* <i>You cannot mix and match</i>
Support Courses	6	FCSE 1213 Introduction to Nutrition PSYC 1113 Introduction to Psychology
Nursing	7	NURS 1117 Foundations of Nursing
<p><i>To be awarded this certificate, students must be in the Connors State College Nursing Program and achieve a C or better in all Program Requirements.</i>                      Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation.</p>		
<b>Total Hours: 30</b>		

# DIVISION OF SOCIAL SCIENCES

## Child Advocacy

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF ARTS IN SOCIAL SCIENCE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS		
3 HOURS (Minimum)		
Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
Sociology	3	SOCI 1113 Principles of Sociology
PROGRAM REQUIREMENTS		
13 HOURS (Minimum)		
Check Catalog listings for prerequisites.		
College Orientation	1-3	EDUC 1111 College Orientation EDUC 1113 Strategies for Success
Guided Electives	10-12	CHDV 1113 Professional Preparation CHDV 1323 Health and Safety of Young Children CHDV 2300 Special Topics in Child Development CHDV 2400 Internship in Child Development CJPS 1143 Introduction to Juvenile Justice SOCI 2323 Social Problems SOCI 2523 Social Psychology
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		

# DIVISION OF SOCIAL SCIENCES

## Child Development

EMBEDDED CERTIFICATE OF ACHIEVEMENT WITHIN ASSOCIATE OF ARTS IN CHILD DEVELOPMENT

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 3 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
General Education Elective	3	COMS 1133 Fundamentals of Computer Usage ENGL 1213 English Composition II SPCH 1113 Introduction to Oral Communication, or Any course designated (A), (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 15 HOURS (Minimum) Check Catalog listings for prerequisites.		
Child Development	6	CHDV 1113 Professional Preparation* CHDV 1323 Health & Safety of Young Children*
Guided Electives	9	CHDV 2223 Creative Experiences for Young Children CHDV 2233 Math, Science, and Social Studies CHDV 2243 Language & Literacy Development CHDV 2553 Program Planning CHDV 2573 Children with Special Needs CHDV 2593 Infant/Toddler Programs CHDV 2623 Marriage and Family Development CHDV 2633 Infancy and Early Development CHDV 2653 Parenting CHDV 2300 Special Topics in Child Development CHDV 2400 Internship in Child Development
<p><i>*Prior Learning Assessment credit can be awarded if CDA certification was obtained prior to enrollment for CHDV 1113 and 1323.</i></p> <p>Maximum of 3 hours allowed for Special Topics courses towards degree. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.</p>		
<b>Total Hours: 18</b>		

# DIVISION OF SOCIAL SCIENCES

## Child Development

EMBEDDED CERTIFICATE OF MASTERY WITHIN ASSOCIATE OF ARTS IN CHILD DEVELOPMENT  
*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 3 HOURS (Minimum) <i>Check Catalog listings for prerequisites</i>		
Area	Hours	To be selected from:
English	3	ENGL 1113 English Composition I
PROGRAM REQUIREMENTS 15 HOURS (Minimum) <i>Check Catalog listings for prerequisites.</i>		
Child Development	6	CHDV 1113 Professional Preparation* CHDV 1323 Health & Safety of Young Children*
Guided Electives	9	CHDV 2523 Child Growth and Development CHDV 2533 Guidance of Young Children CHDV 2563 Child and Family in Society CHDV 2583 Supervisor Management
*Prior Learning Assessment credit can be awarded if CDA certification was obtained prior to enrollment for CHDV 1113 and 1323. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 18</b>		

# DIVISION OF BUSINESS

## Computer Science

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS		
3 HOURS (Minimum)		
Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
Computer Literacy	3	COMS 1133 Fundamentals of Computer Usage
PROGRAM REQUIREMENTS		
13 HOURS (Minimum)		
Check Catalog listings for prerequisites.		
College Orientation	1-3	EDUC 1111 College Orientation EDUC 1113 Strategies for Success
Guided Electives	10-12	Computer Information Systems
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		



# DIVISION OF SOCIAL SCIENCES

## Corrections

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF ARTS IN SOCIAL SCIENCE  
*Requirements for Academic Year 2024-2025*

<b>GENERAL EDUCATION REQUIREMENTS</b> <b>3 HOURS (Minimum)</b> <small>Check Catalog listings for prerequisites</small>		
<b>Area</b>	<b>Hours</b>	<b>To be selected from:</b>
Sociology	3	SOCL 1113 Principles of Sociology
<b>PROGRAM REQUIREMENTS</b> <b>13 HOURS (Minimum)</b> <small>Check Catalog listings for prerequisites.</small>		
College Orientation	1-3	EDUC 1111 College Orientation EDUC 1113 Strategies for Success
Guided Electives	10-12	CJPS 1103 Introduction to Corrections CJPS 1303 Introduction to Criminal Justice CJPS 1143 Introduction to Juvenile Justice CJPS 2090 Internship in Criminal Justice CJPS 2300 Special Topics in Criminal Justice
<small>Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation.            Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.</small>		
<b>Total Hours: 16</b>		

# DIVISION OF AGRICULTURE

## Horticulture

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF SCIENCE IN AGRICULTURE

*Requirements for Academic Year 2024-2025*

<b>HORTICULTURE REQUIREMENTS</b> <b>6 HOURS (Minimum)</b> Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
Horticulture	6	HORT 1013 Principles of Horticulture HORT 2123 Environmental Issues in Horticulture HORT 2300 Special Topics in Horticulture HORT 2403 Introduction to Turf Grass Management HORT 2412 Horticulture Gowning Systems HORT 2513 Herbaceous Plant Materials HORT 2613 Woody Plant Materials HORT 2653 Beginning Floral Design NREM 1014 Introduction to Natural History
<b>PROGRAM REQUIREMENTS</b> <b>10 HOURS (Minimum)</b> Check Catalog listings for prerequisites.		
Guided Electives	6-7	Agriculture Communication Agriculture Economics Agriculture Education Agriculture Engineering Agriculture Equine Technology Agriculture Leadership Development Agriculture Ranch Management Agronomy Animal Science Biological Sciences Business Computer Information Systems Chemistry Education Food Science Horticulture Mathematics Natural Resource Ecology and Management Statistics
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		

# DIVISION OF NURSING AND ALLIED HEALTH

## Licensed Practical Nursing

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF APPLIED SCIENCE IN NURSING

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS		
10 HOURS (Minimum)		
Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
Biology	4	BIOL 1324 Anatomy & Physiology II BIOL 2104 Human Anatomy BIOL 2114 Human Physiology
General Education Electives	6	FCSE 1213 Introduction to Nutrition PSYC 1113 Introduction to Psychology
PROGRAM REQUIREMENTS		
20 HOURS (Minimum)		
Check Catalog listings for prerequisites.		
Nursing	20	NURS 1117 Foundations of Nursing NURS 1133 Mathematics for Nursing NURS 1227 Maternal and Pediatric Nursing NURS 1223 Maternal and Pediatric Nursing Clinical
<p style="text-align: center; margin: 0;"><i>To be awarded this certificate, students must be in the Connors State College Nursing Program and achieve a C or better in all Requirements.</i></p> <p style="text-align: center; margin: 0;">Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation.</p>		
<b>Total Hours: 30</b>		

# DIVISION OF SOCIAL SCIENCES

## Mental Health

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF ARTS IN SOCIAL SCIENCE

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS		
3 HOURS (Minimum)		
Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
Psychology	3	PSYC 1113 Introduction to Psychology
PROGRAM REQUIREMENTS		
13 HOURS (Minimum)		
Check Catalog listings for prerequisites.		
College Orientation	1-3	EDUC 1111 College Orientation EDUC 1113 Strategies for Success
Guided Electives	10-12	CJPS 1143 Introduction to Juvenile Justice PSYC 2113 Psychology of Adjustment PSYC 2183 Introduction to Counseling in Psychology PSYC 2300 Special Topics in Psychology PSYC 2313 Developmental Psychology PSYC 2400 Internship in Psychology
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		

# DIVISION OF MATHEMATICS AND SCIENCE

## Personal Health

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF SCIENCE IN MULTIDISCIPLINARY STUDIES IN S.T.E.M.

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 6 HOURS (Minimum) <small>Check Catalog listings for prerequisites</small>		
Area	Hours	To be selected from:
General Education Elective	6	AGRI 2113 Microcomputers in Agriculture, or COMS 1133 Fundamentals of Computer Usage, and Any course(s) designated (H), (S), or Foreign Language
PROGRAM REQUIREMENTS 10 HOURS (Minimum) <small>Check Catalog listings for prerequisites.</small>		
College Orientation	1-3	AGRI 1111 Agriculture Orientation EDUC 1111 College Orientation EDUC 1113 Strategies for Success
Guided Electives	7-9	HLTH 1113 Personal Health HLTH 1123 First Aid/Responding to Emergencies HLTH 2313 Health of a School Child HLTH 2353 Community Health HLTH 2383 Care & Prevention of Athletic Injuries PHED 2142 Theory of Coaching Baseball PHED 2152 Theory of Coaching Basketball PHED 2162 Theory of Coaching Cheerleading PHED 2223 Legal Aspects of Sports PHED 2562 Sports Officiating
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		

# DIVISION OF NURSING AND ALLIED HEALTH

## Pre-Nursing

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF APPLIED SCIENCE IN NURSING

*Requirements for Academic Year 2024-2025*

GENERAL EDUCATION REQUIREMENTS 12 HOURS (Minimum) Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
English	6	ENGL 1113 English Composition I ENGL 1213 English Composition II
U.S. Government	3	POLS 1113 American Federal Government
American History	3	HIST 1483 American History Survey to 1877 HIST 1493 American History Survey since 1877
PROGRAM REQUIREMENTS 18 HOURS (Minimum) Check Catalog listings for prerequisites.		
Nutrition	3	FCSE 1213 Introduction to Nutrition
Behavioral and Social Science	3	PSYC 1113 Introduction to Psychology
Biological Science	8	<b>Choose one biology track:</b> BIOL 1314, Anatomy & Physiology I*, <i>and</i> BIOL 1314, Anatomy & Physiology II* <b>OR</b> BIOL 2104, Human Anatomy*, <i>and</i> BIOL 2114, Human Physiology* <b>You cannot mix and match.</b>
Microbiology	4	BIOL 2124 General Microbiology
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 30</b>		

# DIVISION OF BUSINESS

## Small Business Management

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION

*Requirements for Academic Year 2024-2025*

<b>GENERAL EDUCATION REQUIREMENTS</b> <b>3 HOURS (Minimum)</b> <small>Check Catalog listings for prerequisites</small>		
<b>Area</b>	<b>Hours</b>	<b>To be selected from:</b>
Computer Literacy	3	COMS 1133 Fundamentals of Computer Usage
<b>PROGRAM REQUIREMENTS</b> <b>13 HOURS (Minimum)</b> <small>Check Catalog listings for prerequisites.</small>		
College Orientation	1-3	EDUC 1111 College Orientation EDUC 1113 Strategies for Success
Business	6	BUSN 1113 Business Principles BUSN 2113 Macroeconomics BUSN 2133 Business Law BUSN 2143 Principles of Management BUSN 2213 Microeconomics BUSN 2543 Financial Accounting BUSN 2643 Managerial Accounting BUSN 2713 Principles of Marketing
Guided Electives	4-6	AGRI 2010 Agriculture Internship AGEC 1113 Agriculture Economics STAT 2013 Elementary Statistics, or any course(s) in Business Computer Information Systems Mathematics
<small>Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.</small>		
<b>Total Hours: 16</b>		

# DIVISION OF AGRICULTURE

## Specialized Agriculture Production

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF SCIENCE IN AGRICULTURE

*Requirements for Academic Year 2024-2025*

<b>SPECIALIZED AGRICULTURE REQUIREMENTS</b> <b>6 HOURS (Minimum)</b> Check Catalog listings for prerequisites		
Area	Hours	To be selected from:
Agriculture Internship	3-6	AGRI 2010
Agriculture Special Topics	3	AGRI 2300 Special Topics in Agriculture AGCM 2300 Special Topics in Ag Communication AGECE 2300 Special Topics in Agriculture Economics AGED 2300 Special Topics in Agriculture Education AGEN 2300 Special Topics in Agriculture Engineering AGEQ 2300 Special Topics in Agri Equine Technology AGLE 2300 Special Topics in Agri Leadership Dev AGRO 2300 Special Topics in Agronomy ANSI 2300 Special Topics in Animal Science HORT 2300 Special Topics in Horticulture NREM 2300 Special Topics in Nat Resource Eco & Mgt FDSC 2300 Special Topics in Food Science
<b>PROGRAM REQUIREMENTS</b> <b>7 HOURS (Minimum)</b> Check Catalog listings for prerequisites.		
Guided Electives	7-10	Agriculture Communication Agriculture Economics Agriculture Education Agriculture Engineering Agriculture Equine Technology Agriculture Leadership Development Agriculture Ranch Management Agronomy Animal Science Biological Sciences Business Computer Information Systems Chemistry Education Food Science Horticulture Mathematics Natural Resource Ecology and Management Statistics
Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation. Students are encouraged to consult with their student success coach to determine the courses that best fit their educational goals.		
<b>Total Hours: 16</b>		



# COURSE DESCRIPTIONS

All course descriptions are arranged in alphabetical order by course or program prefix, then by numerical order within the prefix. Included in the description is the course prefix and number, name of course, number of credit hours, brief overview of course content, any required course prerequisites, the semester the course is offered and general education codes, if warranted.

## COURSE NUMBERING

Each course carries a four-digit number. The first digit indicates the class year in which the course is usually taken; the second and third digits identify the course within the subject field; and the last digit indicates the number of credit hours the course carries. A course number beginning with "0" indicates that the course does not carry credit hours applicable to a degree. A course number ending with "0" indicates that it is a variable hour course and you will work with a student success coach and the instructor to determine the number of credit hours for the course.

## GENERAL EDUCATION CODES

These code letters identify courses used to fulfill general education requirements:

**(H)** = Humanities

**(L)** = Scientific Investigation

**(N)** = Natural Science

**(S)** = Social Science

**(A)** = Analytical & Quantitative Thought

**(D)** = Diversity, Humanities, Social Science

## TERM CODES

The following codes listed after each course description indicate when the course will normally be offered.

**(FA)** = Fall semester

**(SP)** = Spring semester

**(SU)** = Summer semester

Courses are not guaranteed to be offered every term. Students are encouraged to consult the class schedule posted online and work with their Student Success Coach to determine their best path.

## AGRICULTURE COMMUNICATIONS (AGCM)

### AGCM 2113 – Introduction to Agricultural Communications

This course focuses on the fundamentals of agricultural news writing and other communication methods. Students will learn about careers in and the role of the media in agriculture and related fields. **Prerequisite:** ENGL 1113

## AGRICULTURE ECONOMICS (AGEQ)

### AGEC 1011 – Agricultural Economics and Agribusiness Experience

Developing connections between the student's major curriculum, career goals specific to agricultural economics or agribusiness, and networking with other students, faculty and alumni.

### AGEC 1113 – Introduction to Agriculture Economics

**(S)** Economic theory of production, marketing, and consumption of agricultural products and natural resources. The role and structure of agricultural sciences and natural resources within the American economy. Policies to achieve efficiency and welfare goals in agriculture.

### AGEC 2303 – Food Marketing to a Diverse Population

**(D)** Food and beverage demand and preferences of socially and ethnically constructed groups in American Society. Real life issues of marketing to a diverse population, including Native, Asian, African and Hispanic Americans, and low-income populations.

### AGEC 2313 – Case Studies in Agricultural Trade and Development

Real world issues in international trade and development of agricultural and food products. Development of an understanding of issues facing policymakers, producers, consumers, and other groups in examining the costs and benefits of various trade and development programs.

**Prerequisites:** BUSN 2113 or BUSN 2213 or BUSN 2713.

## AGRICULTURE EDUCATION (AGED)

### AGED 2011 – Topics and Issues in Agricultural Education

An exploration into the world of teaching secondary agricultural education with a focus on the role and purpose of the comprehensive agricultural education program. Observation of teachers in an experiential manner by actively interviewing agricultural education teachers, school principals, and appropriate state staff; assisting with FFA activities; and observing students' SAE opportunities. **(SP)**

## AGRICULTURE ENGINEERING (AGEN)

### AGEN 1413 – Introduction to Engineering in Agriculture

Application of the physical and engineering sciences to agricultural problems. Energy; energy conversion; thermal, electrical, mechanical and fluid systems; equipment calibration; environmental control of agriculture buildings and irrigation system requirements.

## AGEN 2313 – Surveying

A study of the equipment and practices used in Surveying for small areas. Common practices of plane surveying: differential, profile, and topographic leveling; field notes, accuracy and precision, error and error control and land measurement. This course is cross listed with AGRI 2313.

## AGRICULTURE EQUINE TECHNOLOGY (AGEQ)

### AGEQ 1113 – Skeletal Equine Anatomy and Technology

The course is a survey of the structure of the horse. The student is required to learn all bones, muscles, and tendons in the anatomy and physiology of the horse. This course also includes basic health indications and first aid treatments. **(FA)**

### AGEQ 1123 – Internal Equine Anatomy and Technology

Course includes the study of the respiratory, circulatory, digestive, urinary, and nervous systems. Additional topics include basic genetics and a practical study of feeds, nutrition, and ration balancing. **(SP)**

### AGEQ 1132 – Equine Evaluation

The study of equine selection procedures as a form to function process. Incorporates the application of oral reasons.

### AGEQ 1225 – Basic Care and Training

This course has two sections. Section 1, Western Equitation, develops student's basic riding skills and prepares them for colt training in AGEQ 1235, Advanced Care and Training, course. Section 2, students care for, gentle, and train an unbroken horse. **(FA) Prerequisite: instructor consent.**

### AGEQ 1235 – Advanced Care and Training

This class is divided into two sections. In each section students will be assigned a green-break colt to advance beyond the objectives of AGEQ 1225, Basic Care and Training course. **(SP) Prerequisites: AGEQ 1225 and instructor consent.**

### AGEQ 1401 – Equine Behavior and Handling

Equine management techniques – understanding equine behavior and anatomy. Basic equine handling, management principles, hoof care, dental care, first aid and wound care. Introduction to behavior and training of the horse, techniques of safe handling based on the principles of equine behavior. This course is cross listed with ANSI 1401.

### AGEQ 2123 – Equine Advertising and Marketing

This course is designed to study and understand the skills and knowledge needed to advertise and sell horses. It includes the study of different methods of sale and advertising media layout. **(FA)**

### AGEQ 2133 – Equine Breeding and Management

A course designed to review the reproductive systems of the horse. Includes field trips to various breeders to study breeding methods. **(SP)**

### AGEQ 2142 – Equine Halter and Performance Evaluation

Students will be given the opportunity to apply the basic techniques of Equine Evaluation as it pertains to actual judging experience. It includes evaluation of conformation and performance, and expression of oral reasons.

### AGEQ 2225 – Specialized Equine Training

This course is divided into two sections. Section 1, English Equitation, introduces students to beginning English equitation. Proper body, hand, and leg placement and control are stressed. In Section 2, the student is required to advance a horse beyond the objectives of AGEQ 1235, Advanced Care and Training. Upon selection of the approach that best meets the students' interests, students will advance a horse from a "pleasure" or a "working performance" approach, both disciplines advancing toward a "more finished" horse. **(FA) Prerequisites: AGEQ 1235 and instructor consent.**

### AGEQ 2235 – Advanced Performance Training

Students will be assigned a green-break horse to advance beyond the objectives met in AGEQ 1225 and AGEQ 1235. **(SP) Prerequisites: AGEQ 1225, AGEQ 1235, and AGEQ 2225 or instructor consent.**

### AGEQ 2245 – Equine Externship

Students will be placed under the guidance of a prominent horseman in the industry who specializes in the students' main area of interest. At the end of the externship, the student will return to the campus for a seminar and analysis. Externship may be assigned during summer between freshman and sophomore years. **Prerequisite: instructor consent.**

### AGEQ 2250 – Individual Practicum

Designed to meet the needs of individual students who are not participating in the Externship Program. The student will green-break a horse and continue with it through advanced training under minimal supervision. **Prerequisite: instructor consent.**

### **AGEQ 2300 – Special Topics in Equine Technology**

The study and/or analysis of a selected topic in Equine Technology. Individual and/or group study. May be repeated with a different topic.

**Prerequisite: instructor consent.**

### **AGEQ 2401 – Hoof Care Basics**

Identify correct anatomy, proper steps and skills to trim front and hind feet for the performance horse. **(FA)**

### **AGEQ 2411 – Agriculture Construction Braiding**

Proper tying techniques for halter and leads. Platt braids 3, 4, 5, 6, 7, and 8. Industry application of braids. **(SP)**

### **AGEQ 2412 – Rodeo Sports and Equine Performance**

Overall event horsemanship; Proper conditioning and health for specific competitive rodeo events; Safety and daily nutrition needs; Travel techniques for equine. **(FA)**

### **AGEQ 2421 – Introduction to Leatherworking**

Beginning repair of strap goods; Basic skills in preparation, cutting out, casing, setting up and completion of simple leather project. **(FA)**

### **AGEQ 2422 – Advanced Rodeo Sports and Equine Performance**

Advanced horsemanship skills; Training techniques; Horse health management; Multiple event training; Daily nutrition management skills and training; Stall maintenance and safety. Event horsemanship skills. **(SP)**

## **AGRICULTURE LEADERSHIP DEVELOPMENT (AGLE)**

### **AGLE 1511 – Introduction to Leadership in Agricultural Sciences and Natural Resources**

Introduction to the concept of leadership as a field of study. Emphasis placed on the application of acquired knowledge to practical problems. **(FA)**

### **AGLE 2303 – Agricultural Leaders in Society**

**(S)** Analysis of agricultural leaders and societal impacts. Theories of authentic leadership and values-based leadership. Organizational, community, and workforce changes including diversity.

### **AGLE 2403 – Agricultural Leaders in Society**

**(D, S)** The study of a leadership as it relates to a multicultural society. Cultural changes in the agricultural workplace and future impact on the industry. Personal barriers to fulfilling leadership roles in the agricultural sciences and natural resources. Skills related to managing teams in a diverse workplace specifically related to differences in gender, race, and ethnicity.

## **AGRICULTURE (AGRI)**

### **AGRI 1111 – Agriculture Orientation**

Required of all agriculture students. Methods of study, advertisement, organization of curriculum, and discussion of requirements and job opportunities in the various fields of agriculture. **(FA)**

### **AGRI 2003 – Agriculture in the Environment**

A study of contemporary issues related to agriculture and the environment including conservation of natural resources, water quality, use of fertilizer and chemicals, intensive animal production, animal well-being, land utilization, and use of genetically engineered plants and animals.

### **AGRI 2010 – Agriculture Internship**

An educational experience for the student to receive a working knowledge of on ranch activities and management practices. The student will be placed at a progressive cattle ranch under the guidance of the ranch manager. At the conclusion of the internship, the student will give a summative presentation of the experience. **Prerequisites: instructor consent.**

### **AGRI 2013 – Elementary Statistics for Agriculture**

**(A)** An introductory course in the theory and methods of statistics. Descriptive measures, elementary probability, samplings, estimation, hypothesis testing, correlation, and regression. **(SP)**

### **AGRI 2041 – Career Development in Agriculture**

Develop personal goals in agriculture through identification of personal values, skills building, exploring professional opportunities, and networking. **(FA) Prerequisite: sophomore standing.**

### **AGRI 1111 – Career Exploration in Agricultural Sciences and Natural Resources**

Application of the career planning cycle and detailed exploration of career opportunities in the agricultural industry and natural resources field.

### **AGRI 2113 – Microcomputer Techniques in Agriculture**

An introduction to the operation and capabilities of microcomputers in agricultural applications. Course content will include the development of basic internet skills in addition to word processing spreadsheet design and application, data management, and graphics/presentation development. Meets the computer literacy requirement for the two-year degree and for most four-year degree plans.

### **AGRI 2300 – Special Topics in Agriculture**

The study and/or analysis of a selected topic in Agriculture. Individual and/or group study. May be repeated with a different topic. **Prerequisite: instructor consent.**

### **AGRI 2303 – Agriculture Ecology and Natural Resources**

Introduction into general agriculture practices and their short term and long-term effect on the local to global environment. Emphasis on relationships between agriculture systems including livestock and plant production and includes effects on water and soil quality. Topics include organic systems, native and introduced species and invaders, cause and effect of agriculture practices, carbon imprint, species diversity and long-term management and maintenance practices and uses.

### **AGRI 2423 – An Analysis of American Agriculture**

**(H)** Overview of American Agriculture and its development from the Revolutionary period to the present and an analysis of Agriculture in the development of the nation; including ethical issues and cultural value to historic and contemporary agriculture; cultural and environmental responses and application of technology in the industry. Includes topics on Ecology, Conservation, farm programs and farm movements. Evolution of agriculture from 1800 through the 20th century including mechanization, motorization, refrigeration, and specialization.

## **AGRICULTURE RANCH MANAGEMENT (AGRM)**

### **AGRM 1002 – Ranch Operations and Maintenance**

An introduction to the operating techniques and current methods of constructing fences, corral design, show and sale facility design, planting for grazing systems, and farm fences, corral design, show and sale facility design, planning for grazing systems, and farm equipment maintenance. **(SP)**

### **AGRM 1112 – Show and Sale Cattle Preparation**

A hands-on introduction to the topics of daily care, feeding, grooming, and exhibition of cattle. The students will gain practical knowledge and experience current trends and new techniques in preparation and presentation of show cattle. **(FA)**

### **AGRM 2012 – Ranch Records and Registrations**

A study of the basic records needed for beef cattle management and registrations for purebred cattle. This course will look in depth at methods of record keeping and herd reporting for many breeds of registered cattle. **(SP)**

### **AGRM 2103 – Animal Health and Applied Reproduction**

This course is designed to gain an understanding and hands on experience of the current methods of vaccinations, castration, dehorning, animal identification, artificial insemination, pregnancy detection, and embryo transfer in cattle. Students will obtain certification for Bovine Artificial Insemination and Palpation. **(FA)**

### **AGRM 2112 – Advanced Show and Sale Cattle Preparation**

A lab-based course covering the topics of daily care, health management, hoof trimming, clipping, and exhibition. The students will gain the advanced skills needed to be successful in the presentation of show and sale cattle. **(SP) Prerequisite: AGRM 2112.**

## **AGRONOMY (AGRO)**

### **AGRO 1113 – Land, Life, and the Environment**

**(N)** Provides information about soils at local, regional, national, and global scales as well as basic soil properties and how they are influenced by human activity. Discussion topics include soil's importance to world food security and human health, agricultural production, environmental quality, and sustainable ecosystems. Students will gain practical knowledge of sustainable soil management in support of the production and ecological regulator functions of the soils.

### **AGRO 1213 – Introduction to Plant and Soil Systems**

Introduction to the concepts of plant and soil systems including cropland, rangeland, and pastureland. A systems approach to the importance of plant and soil resources to the producer, consumer, and citizen; modern management and production practices; maintenance of natural resources.

### **AGRO 2013 – Applied Plant Science**

Application of agronomic principles to the management, improvement, and use of plants. Structure and growth of crop plants relating to management strategies and adaptation to varying abiotic and biotic factors. Hands-on identification of crops, weeds, and seed quality factors, application of tools and techniques. **Prerequisite: AGRO 1213, BIOL 1404, or HORT 1013.**

### **AGRO 2124 – Fundamentals of Soil Science**

**(N)** Introduction to soil physical, chemical and biological properties and processes necessary in formulating land use decisions related to agricultural, engineering and environmental concerns. Soil formation, classification and conservation. Analysis/evaluation of soils in field and laboratory settings.

## ANIMAL SCIENCE (ANSI)

### ANSI 1124 – Introduction to the Animal Sciences

Students are introduced to the production, marketing, and distribution of meat, milk, eggs, and other animal products. Also includes the study of commodity specialization, world need, and distribution of farm animals.

### ANSI 1401 – Equine Behavior and Handling

Equine management techniques – understanding equine behavior and anatomy. Basic equine handling, management principles, hoof care, dental care, first aid and wound care. Introduction to behavior and training of the horse, techniques of safe handling based on the principles of equine behavior. This course is cross listed with AGEQ 1401.

### ANSI 2122 – Live Animal Evaluation

Using tools for selection, including performance records, pedigree information, and visual appraisal in the evaluation of cattle, swine, sheep, horses, and poultry. **(FA)**

### ANSI 2123 – Livestock Feeding

Nutrients and their functions, nutrient requirements of the various classes of livestock; composition and classification of feed stuffs and ration formulation. **(SP)** Not required of Animal Science Majors.

### ANSI 2233 – The Meat We Eat

Overview of all animal, poultry, and fish protein sources used for human consumption, but focusing on red meat. Examination of each phase of production, inspection, safety, grading, processing, preparation, and current issues of the industries. Development of an understanding of the importance of meat in the diet and part of global agriculture. This course is cross listed with FDSC 2233.

### ANSI 2253 – Meat Animal and Carcass Evaluation

Evaluation of carcasses and wholesale cuts of beef, pork, and lamb. Factors influencing grades, yields, and values in cattle, swine, and sheep. This course is crosslisted with FDSC 2253. **(SP) Prerequisite: ANSI 1023 and ANSI 1021.**

### ANSI 2402 – Purebred Sales and Promotions

Students study the organization and management of livestock sales. Students also learn advertising, photography, ad copy layout, animal selection, catalog, and animal preparation. This course also includes clerking, sales budget, receipt of payments, and transferring of registration papers. Class will conduct performance tested bull sale. **(FA)**

## BIOLOGY (BIOL)

### BIOL 1113 – Introduction to Environmental Science

**(N)** Scientific study of interaction among organisms, including humankind, with each other and their physical environment including sustainable resource management and the impacts of human populations and activities. **Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

### BIOL 1114 – General Biology

**(N, L)** Introductory major's biology course with lab. This course includes an overview of fundamental biological concepts including metabolism, homeostasis, heredity, evolution, and ecology at the cellular and organismal levels. It provides the foundation for other advanced courses in the biological sciences. **Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

### BIOL 1123 – Evolution and Diversity

**(N)** An introduction to the origins of living organisms and the mechanisms of evolution that gave rise to the current diversity of species. Includes coverage of the origins and characteristics of major groups in the three domains of living organisms. **Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

### BIOL 1131 – Investigative Laboratory

**(L)** A practical introduction to scientific inquiry, including hypothesis development, experimental design, data collection, data analysis, and interpretation. **Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

### BIOL 1314 – Anatomy and Physiology I

**(N, L)** Anatomy is the study of the structure of the body and physiology is the study of the function of the body. This course introduces the student to the human body, chemistry, cells, and tissues and emphasizes the integration of the integumentary, skeletal, nervous, and endocrine body systems. This course is designed for students in Allied Health or Nursing programs. See advisor and degree plan for program and transfer information. **Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

### BIOL 1324 – Anatomy and Physiology II

**(N, L)** Anatomy is the study of the structure of the body and physiology is the study of the function of the body. This course introduces the student to the human body and emphasizes the integration of the muscular, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive

body systems. This course is designed for students in Allied Health or Nursing programs. See advisor and degree plan for program and transfer information. **Prerequisite: C or better in BIOL 1314.**

### **BIOL 1404 – General Botany**

**(N, L)** A study of the structure and function of plants. Students are introduced to classification, evolution, cell biology, genetics, tissues, organs, and plant physiology. **(FA) Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

### **BIOL 1604 – General Zoology**

**(N, L)** A study of the structure, function, and classification of animals. Study includes a summary of the major taxonomic levels from Protozoa through Chordate in both lecture and lab. Theories of organic evolution as well as animal anatomy, physiology, and behavior will be covered. **(SP) Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

### **BIOL 2104 – Human Anatomy**

**(N, L)** A study of the structure of the cells, tissues, organs, and organ systems of the human body. The laboratory activities will include those that consider both human and animal physiology. **Prerequisite: C or better in BIOL 1114 or equivalent biological laboratory course.**

### **BIOL 2114 – Human Physiology**

**(N, L)** A study of the function of the cells, tissues, organs, and organ systems of the human body. The laboratory activities will include those that consider both human and animal physiology. **Prerequisite: C or better in BIOL 1114 or equivalent biological laboratory course.**

### **BIOL 2124 – General Microbiology**

**(N, L)** A survey of viruses, bacteria, algae, fungi, and protozoa with the emphasis on morphology, methods, metabolism, genetics, life histories, and control. **Prerequisite: C or better in BIOL 1114 or equivalent biological laboratory course.**

### **BIOL 2300 – Special Studies in Biology**

The study and/or analysis of a selected topic in biology. Individual and/or group study. May be repeated with a different topic. **Prerequisite: instructor consent.**

### **BIOL 2313 – Human Ecology**

**(N)** The examination of the social aspects of humans in a human-centered ecological system. Discussion of population, human culture versus nature, institutions for environmental control and other appropriate topics will be covered. **Prerequisite: C or better in BIOL 1114 or equivalent biological laboratory course.**

### **BIOL 2403 – General Entomology**

**(N, L)** A general study of the biology and taxonomy of insects and closely related animals. Topics include anatomy, physiology, reproduction, metamorphosis, classification, and control of insects as well as the medical, agricultural, and economic impact of insects on the quality of human life. Lab will include identification and labeling of insects in an insect collection. **Prerequisite: C or better in BIOL 1114 or equivalent biological laboratory course.**

## **BUSINESS (BUSN)**

### **BUSN 1113 – Business Principles**

Designed to acquaint the student with the modern business world. It compasses business organization, records, financial organization risks, personnel, marketing, business association, business and its public.

### **BUSN 2103 – Business Communication**

This course covers communications by and for management, effective human relations, and the role of the written word. An introduction of principles, problems, and procedures of writing business messages. **Prerequisites: ENGL 1113 and COMS 1133.**

### **BUSN 2113 – Macroeconomics**

**(S)** The functioning and current problems of the aggregate economy: determination and analysis of national income, employment, inflation and stabilization; money and banking, monetary and fiscal policy; and aspects of international interdependence.

### **BUSN 2133 – Business Law**

Course covers principles of business law and their application as they affect the average businessperson. Includes law and its administration, contract, principal and agents, negotiable instruments, principal and surety, insurer and insured.

### **BUSN 2143 – Principles of Management**

A study of the major approaches and techniques of management. Studies organizing, planning, staffing, directing and controlling an organization. Also includes authority, responsibility, delegation, and assignment of activities to personnel.

### **BUSN 2153 – Human Relations**

A study of physiological, psychological, and social factors which affect human behavior. Personality traits, employer-employee relations, leadership qualities, and business ethics are emphasized.

### **BUSN 2203 – Principles of Advertising**

A study of the various advertising media affecting society today and its evaluation

### **BUSN 2213 – Microeconomics**

**(S)** Goals, incentives, and allocation of resources resulting from economic behavior with applications and illustrations from current issues: operation of markets for goods, services and factors of production; the behavior of firms and industries in different types of competition and income distribution.

### **BUSN 2300 – Special Topics in Business Administration**

The study and/or analysis of a selected topic in business. Individual and/or group study. May be repeated with a different topic. **Prerequisite:** *instructor consent.*

### **BUSN 2400 – Internship in Business Administration**

One to five hours credit for supervised internship in the field of business administration. **Prerequisite:** *division chair consent.*

### **BUSN 2423 – Desktop Publishing**

This course includes the production of documents commonly used in business and industry. Students will learn the production of business cards, letterheads, newsletters, calendars, pamphlets, and basic web page design. **Prerequisite:** *COMS 1133.*

### **BUSN 2543 – Financial Accounting**

Analyzes financial accounting, theory of debits and credits, financial statements, use of journals, sole proprietorships, and corporation.

### **BUSN 2643 – Managerial Accounting**

Includes managerial accounting, a study of managerial concepts and statements through differential analysis, budgeting, manufacturing accounting, profit reporting for management analysis. **Prerequisite:** *BUSN 2543.*

### **BUSN 2713 – Principles of Marketing**

Includes a survey of the field of distribution. Assesses the various corporate operations, chain stores and jobbers for effectiveness and profitability.

## **CHEMISTRY (CHEM)**

### **CHEM 1315 – General Chemistry I**

**(N, L)** This is a beginning college course in the fundamental principles of chemistry. **Prerequisite:** *College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.*

### **CHEM 1515 – General Chemistry II**

**(N, L)** This is a continuation of CHEM 1315 – General Chemistry I, with emphasis on chemical principles and introductory topics from organic chemistry and biochemistry **Prerequisites:** *C or better in CHEM 1315 with a C or better in MATH 1473 or 1513.*

### **CHEM 2013 – Survey of Organic Chemistry**

**(N)** . This course includes an overview of aliphatic and aromatic chemistry. Emphasis is placed on functional group nomenclature, properties, preparation, and reactivity. This course is not intended to substitute for a 3000 level Organic Chemistry course but is designed to enhance the success of the student in future chemistry courses. **Corequisite:** *C or better in CHEM 1515.*

### **CHEM 2300 – Special Topics in Chemistry**

**(N)** The study and/or analysis of a selected topic in chemistry. Individual and/or group study. The course number may be repeated with a different topic. **Prerequisites:** *instructor consent.*

## **CHEROKEE (CHER)**

### **CHER 1113 – Elementary Cherokee I**

Development of listening, pronunciation, speaking skills, and socio- linguistics/culture of the Cherokees.

### **CHER 1123 – Elementary Cherokee II**

Continuation of listening, pronunciation, speaking skills, and socio-linguistics/culture of the Cherokees. **Prerequisite:** *CHER 1113.*

## **CHILD DEVELOPMENT (CHVD)**

### **CHVD 1113 – Professional Preparation I**

An overview of all aspects of teaching young children, including child development, behavior and guidance, working with families, planning and implementing learning activities, professionalism and program management. This course also provides an overview of the early childhood profession and its multiple historical, philosophical, and social foundations as they relate to current thought and practice. **(SP) Prerequisite:** *CHDV 2523.*

### **CHVD 1323 – Health and Safety of Young Children**

A course specifically designed to develop an understanding of the principles and practices for the health and safety of young children in group setting. Also includes the application of these principles and practices with young children in group care and the teaching of the practices to children. **(SP)**

### **CHVD 2223 – Creative Experiences for Young Children**

This course is designed to provide an understanding of the principles and practices for the development of skills and techniques for working with children in creative arts which include art, music, and drama. **(SP)**

### **CHVD 2233 – Math, Science, and Social Studies**

A study of the use and value of appropriate materials in the teaching of mathematics, science, and social studies to young children. **(SP)**

### **CHVD 2243 – Language and Literacy Development**

This course focuses on language development in young children and appropriate experiences in the language arts that promote literacy. **(SU)**

### **CHVD 2300 – Special Topics in Child Development**

The study and/or analysis of a selected topic in child development. Individual and/or group study. May be repeated with a different topic.

**Prerequisite: instructor consent.**

### **CHVD 2400 – Internship in Child Development**

One to five hours credit for supervised internship in the field of child development. **Prerequisite: division chair consent.**

### **CHVD 2433 – Professional Development**

This field-based experience course will allow students to apply and demonstrate their knowledge of early care practice. This course will enhance student learning and ensure they are capable of functioning as competent members of an educational or childcare team. A professional Portfolio will be developed using NAEYC standards. Course is to be taken during the semester of graduation. Course also includes supervised observations.

### **CHVD 2440 – Child Development Externship**

A lab practicum designed for those wishing to enter the field of early childhood education. **Prerequisite: instructor consent.**

### **CHVD 2523 – Child Growth and Development**

This course will identify patterns of the physical, intellectual and emotional/psycho-social development of children from conception through middle childhood. The course will recognize the major theories of human development as they apply to children.

### **CHVD 2533 – Guidance of Young Children**

This course presents the theoretical basis for the use of positive, constructive child guidance and discipline techniques in programs serving children. A general understanding of behavior patterns of children, methods of guidance and directing children's behavior, and activities for positive growth and development are included. **(FA)**

### **CHVD 2553 – Program Planning**

This course is designed to apply the principles and techniques associated with curriculum content including room arrangements and scheduling activities for young children in a group setting. It includes guidelines for selection of materials, equipment, and methods of improvising activities with children. **(FA)**

### **CHVD 2563 – Child and Family in Society**

A laboratory course to enable students to develop and demonstrate an understanding of the family in various cultural settings including the place of the child in the family as well as environmental factors. The development of referral methods for parents with special needs and participation in parent education activities.

### **CHVD 2573 – Children with Special Needs**

The course focuses on children with special abilities and implementing practical strategies for inclusion. Recognition of a child's potential through the development of methods for working with individuals and families is emphasized. **(FA)**

### **CHVD 2583 – Supervisor Management**

The course focuses on how to effectively manage childcare programs. Relevant and current issues in the field are addressed. Licensing requirements, managing staff, and ethical professional issues are studied. How to implement developmentally appropriate practices and how to create a positive and safe learning environment are included.

### **CHVD 2593 – Infant and Toddler Programs**

This course covers the dynamics of infant and toddler development as related to group situations, curriculum decisions and program planning. Use of the ITERS rating scale and observation will be included.

### **CHVD 2623 – Marriage and Family Development**

Building relationships, dating, engagement, and marriage in present day society. **(SP)**



## CHVD 2633 – Infancy and Early Development

Study of prenatal development with emphasis on prenatal care, developmental stages, and behavior to age five. (SU)

## CHVD 2653 – Parenting

This course explores parenting philosophies, styles and techniques as well as decisions, responsibilities and issues related to parent-child relationships. (SP)

## COMPUTER INFORMATION SYSTEMS (COMS)

### COMS 1003 – Computers 101

This is an introductory computer course, designed specifically for those students with little or no computer experience. COMS 1003 will provide students with an orientation to terminology, keyboarding techniques, hardware, software, and Internet skills. Students will also receive a basic introduction to the following applications: Word Processing, Spreadsheets, Presentation, and file management. This course will not substitute for COMS 1133 or other computer literacy requirements but is designed to prepare students for successful completion of the program required courses.

### COMS 1013 – HTML and CSS

This course presents the introduction of Hypertext Markup Language (HTML) and Cascading Style Sheets (CSS) which are presented with the introductory principles of website design. Projects will include the creation of a variety of different types of web pages and websites, advocating accessibility and efficiency principles and techniques. **Prerequisite: COMS 1133.**

### COMS 1133 – Fundamentals of Computer Usage

An introductory course providing an orientation to terminology, techniques, hardware, software, ethics and Internet skills. Students will learn to utilize the following applications: word-processing, spreadsheet, database, presentation, and file management systems.

### COMS 1203 – Introduction to Computer Programming

This course serves as an introduction to structured programming techniques and development practices. Concepts covered include principles of problem solving, debugging, sequence, selection, iteration, arrays, I/O, use of algorithms, flow charts, hierarchy charts, common language structures, and pseudocode. Topics will be applied using an appropriate programming language. **Prerequisite: COMS 1133.**

### COMS 1413 – Microcomputer Operating Systems

This is a support-oriented course providing students with information and hands-on classroom experience in dealing with operating system issues inherent to PC hardware and software installation, upgrade configuration, maintenance, and trouble shooting in a user-based computing environment. **Prerequisite: COMS 1133.**

### COMS 1483 – Introduction to UNIX (LINUX)

This course serves as an introduction to the UNIX operating system. Concepts covered include basic UNIX commands, compilers, editors, text processors, the UNIX file structure system organization, and basic system administration. **Prerequisite: COMS 1133 or division chair consent.**

### COMS 1503 – Programming in BASIC

An introductory course in procedural programming taught in the BASIC language. Students will learn to develop logic for problem solving (basic control structures), as well as write, execute, and test programs. This course will include input/output, conditional statements, loops, subroutines, sequential file processing, single and multi-dimensional arrays and searching and sorting as well as other fundamental programming techniques.

**Prerequisite: College-level placement in MATH or successful completion of MATH 0471, 0511, or 0521.**

### COMS 1533 – Spreadsheet Analysis

A course designed to teach the fundamentals of computer spreadsheets. An electronic spreadsheet is a table of rows and columns used to record transactions and manipulate numeric and text data. Hands-on experience is emphasized, using current spreadsheet software. **Prerequisite: COMS 1133.**

### COMS 1543 – Database Management

A course designed to teach database management techniques; a method designed to consolidate independent files into one integrated whole, so that the same data is accessible to many different users within the same organization.

### COMS 1793 – Mobile Development- iOS

This course provides hands-on introduction to designing, developing, debugging, and testing mobile applications using Objective C and targeting iPhone mobile devices. Among the topics to be covered: using Core Graphics and Core Animation to customize UI components, using the iPhone's built-in accelerometers, and integrating your application with other iPhone applications and services. **Prerequisite: COMS 1133 or division chair consent.**

### COMS 1823 – COBOL I

Fundamentals of the COBOL programming language, using hands-on, problem-solving techniques, including the development of programming principles using structured methods. Also includes the structured methods approach to the development of programming principles.

## COMS 2023 – A+ I

This course presents a balanced approach preparing individuals to support both new technologies and software, while also covering the work reality of system support technicians. Concepts covered include mobile devices, networking, hardware, virtualization, and cloud computing, plus network/hardware troubleshooting. This course provides thorough preparation for the content on the new CompTIA A+ Core 1 Certification exam.

**Prerequisite:** *COMS 1133 or division chair consent.*

## COMS 2033 – JavaScript

This course serves as a continuation of COMS 2323, Introduction to Java.. Concepts covered include understanding how JavaScript language is used to create dynamic content for Web pages through the use variables, functions, objects, and events along with data types, and operators.

**Prerequisite:** *COMS 1133 or division chair consent.*

## COMS 2143 – A+ II

This course prepares students to support both new technologies and software, while also covering the work reality of system support technicians. Concepts covered include installation/maintenance of operating systems, security, software trouble shooting, and operational procedures. This course provides thorough preparation for the content on the new CompTIA A+ Core 2 Certification.

**Prerequisite:** *COMS 1133 or division chair consent.*

## COMS 2163 – Windows Operating Systems

This course serves as an introduction to the basic architecture and functions of an operating system. Concepts covered include an exploration of the integration of computer hardware and software, plus examination of basic design and functionality of the Windows and Linux operating systems. **Prerequisite:** *COMS 1133 or division chair consent.*

## COMS 2213 – Network Fundamentals

This course is an introduction in the network curriculum providing the basis of computer networking fundamentals. Concepts covered include network addressing, network services of connectivity, networking in the enterprise, network infrastructure exploration, switching in an enterprise network, routing with a distance vector protocol and/or a link-state protocol, filtering traffic using access control lists, plus communication protocols and standards. **Prerequisite:** *COMS 1133 or division chair consent.*

## COMS 2233 – Network Operating Systems I

The students will utilize a Microsoft Windows based operating system to create and to manage a local area network. Topics to be covered include creating and administering user and group accounts, managing network resources and administering permissions for files and folders, setting up and administering the printing environment, using the auditing functions, backing up and restoring files and folders. This course is designed to prepare students for the Microsoft Certified Professional examination. **Prerequisites:** *COMS 1413 and COMS 2213.*

## COMS 2243 – Network Operating Systems II

The students will utilize a Novell based operating system to create and to manage a local area network. Topics to be covered include creating and administering user and group accounts, managing network resources and administering permissions for files and folders, setting up and administering the printing environment, using the auditing functions, backing up and restoring files and folders. The course is designed to prepare students for the Certified Novell Administrator examination. **Prerequisites:** *COMS 1413 and COMS 2213.*

## COMS 2263 – Internet Foundations

Course objectives will include Internet basics, Internet clients, w23ebsite development, networking, security, and business concepts. The course will provide baseline technical knowledge that would allow students to pursue a variety of Internet-related careers. This course is designed to prepare students for the Inet+ certification examination. **Prerequisite:** *COMS 2213.*

## COMS 2283 – Visual Basic

This course serves as the basis in providing building blocks of programming in Visual Basic. Concepts covered include learning how to write Windows applications and executing programs using the Visual Basic language, with hands-on problem-solving techniques using variables to store data, control structures, and loops. **Prerequisite:** *COMS 1133 or division chair consent.*

## COMS 2300 – Special Topics in Computer Information Systems

The study and/or analysis of a selected topic in computer information science. Individual and/or group study. May be repeated with a different topic. **Prerequisite:** *division chair consent.*

## COMS 2323 – Introduction to Java

This course serves as an introduction to provide the beginning programmer with experience in developing applications using the Java programming language. Concepts covered include content on modifying and creating simple Java programs, building blocks, operators, core APIs, methods, exceptions, and threads. **Prerequisite:** *COMS 2473 or COMS 2843 or division chair consent.*

## COMS 2463 – PHP Programming

This course serves as an introduction to PHP (Hypertext Preprocessor) which is a general purposes scripting language that can be used to develop dynamic and interactive websites. Concepts covered include using PHP in the design of web-based applications, arrays, strings, regular

expressions, file I/O, email/database interfaces, stream/network programming, debugging, and security. **Prerequisite:** *COMS 1133 or division chair consent.*

### COMS 2473 – C Language

This course serves as an introduction to the C programming language. The student will learn to write efficient, maintainable, and portable codes. Concepts covered include running a C program, functions, data types, I/O, character strings, arrays, operators and precedence, expressions, control statement, pointers, structures, recursion, and bit-operations. **Prerequisite:** *COMS 1133 or division chair consent.*

### COMS 2643 – Database and Design SQL

This course serves as a basis of knowledge needed to work with database management systems. Concepts covered include creating applications utilizing current development strategies, examining various types of database techniques with emphasis on relational designs, and implementing solutions to business-related problems. **Prerequisite:** *COMS 1133 or division chair consent.*

### COMS 2500 – Computer Internship

Each student will be placed in a practicum environment for utilizing computer skills, learning new skills, and becoming familiar with the workplace. The course is intended to provide the student with work experience. **Prerequisite:** *division chair consent.*

### COMS 2613 – C# Programming

This course serves as an introduction to the C# programming language. Concepts covered include using C# programming language for solving problems, data types, functions, syntax, control structures, object-oriented concepts, simple graphical displays, file I/O, and error handling. **Prerequisite:** *COMS 1133 or division chair consent.*

### COMS 2683 – Data Structures

This course serves as an introduction of the applications commonly used in data structures and related algorithms for maintaining them. Concepts covered include algorithm complexity, sorting algorithms, lists, stacks, queues, search trees, heaps, graphs, and hashing as well as updated technologies. **Prerequisite:** *COMS 1133 or division chair consent.*

### COMS 2743 – Python

This course is an introduction to the Python programming language for students without prior programming experience. Concepts covered include data types, control flow, object-oriented programming, and graphical user interface-driven applications. **Prerequisite:** *COMS 1133 or division chair consent.*

### COMS 2783 – Advanced UNIX (LINUX)

This course serves as a continuation in the advanced study of the UNIX Operating System. Concepts covered include advanced studies of system administration management/functions, plus the installation and maintenance of software, network, and data integrity issues. **Prerequisite:** *COMS 1133 or division chair consent.*

### COMS 2793 – Mobile Development – Android

This course provides hands-on introduction to designing, developing, debugging, and testing mobile applications using Java and targeting Android-based mobile devices. Among the topics to be covered: taking advantage of Android's APIs for data storage, retrieval, user preferences, files, databases, ad content providers, and using Android's communication APIs for SMS, telephony, network management, and internet resources.

### COMS 2843 – C++ Language

This course prepares students to support technologies and software in programming techniques. Concepts covered include C++ basics, selection and repetition structures, arrays, functions, and object-oriented programming. **Prerequisite:** *COMS 2473 or division chair consent.*

## CRIMINAL JUSTICE (CJPS)

### CJPS 1103 – Introduction to Corrections

An overview of the historical development and a complete analysis of the entire adult corrections systems.

### CJPS 1303 – Introduction to Criminal Justice

**(S)** An overview of the criminal justice system, to include police, courts, and corrections as they pertain to both adults and juveniles. An understanding of the participants and their roles in accomplishing the missions of the criminal justice system. **(FA)**

### CJPS 1143 – Introduction to Juvenile Justice and Delinquency

An overview of the organizing, function, and jurisdiction of the juvenile justice system; methods of handling, processing, and detention of juveniles; case disposition, court procedures, and sociological perspective.

### CJPS 2013 – Criminal Law I

The basic concepts of the theory of substantive criminal law including sources, classification of crimes, anticipatory offenses, parties to crime, uncompleted crimes, criminal liability, and defenses. **(FA)**

### **CJPS 2023 – Criminal Law II**

An examination of the nature of the criminal acts of substantive criminal law and defining the necessary elements and punishments of each act. **(SP)**

### **CJPS 2033 – Police Report Writing**

The study of police report writing methods and the various types of reports required by law enforcement. **(SP)**

### **CJPS 2043 – Criminal Procedures**

Rules, principles, and concepts governing the enforcement of arrest, search and seizure; primarily focusing on the 4th, 5th, and 6th amendments to the Constitution. **(FA)**

### **CJPS 2053 – Criminal Investigation**

An introduction to the fundamentals of criminal investigation, including theory and history, conduct at crime scenes, collection, and preservation of evidence. **(SP)**

### **CJPS 2073 – Street Survival**

The study of tactics for armed encounters. This course includes study of line of duty deaths of police officers, survival shooting techniques and methods of apprehending armed offenders. **(SP)**

### **CJPS 2090 – Internship in Criminal Justice**

One to five hours' credit for supervised work in cooperating criminal justice agencies. For each three hours of supervised experience per week during a semester, one hour of credit may be earned (up to a maximum of five credit hours) as a practitioner within the criminal justice system. A student may also receive credit for work experience that is not an assignment that they would normally perform in the course of their present duties. **Prerequisite: division chair consent.**

### **CJPS 2300 – Special Topics in Criminal Justice**

The study and/or analysis of a selected topic in Criminal Justice/Police Science. Individual and/or group study.

May be repeated with a different topic. **Prerequisite: instructor consent.**

## **EDUCATION (EDUC)**

### **EDUC 1111 – College Orientation**

A consideration of academic, social, vocational, and other basic problems common to first-year college students. This course is not recommended if the student already has credit for EDUC 1113, Strategies for Success.

### **EDUC 1113 – Strategies for Success**

This course is designed to assist students in obtaining personal and academic skills and knowledge necessary to reach their educational objectives. Topics to be covered include memory development, time management, test-taking, communication skills, career planning, study skills and techniques, wellness, an understanding of diversity and career issues that face many college students. This course is not recommended if the student already has credit for EDUC 1111, College Orientation.

### **EDUC 2300 – Special Topics in Education**

The study and/or analysis of a selected topic in Education. Individual and/or group study. May be repeated with a different topic. **Prerequisite: instructor consent.**

### **EDUC 2311 – President's Leadership Class I**

The President's Leadership Class offers transformative experiences in strategic leadership. Tailored for aspiring leaders seeking to enhance their capabilities, this course delves into the essential skills and mindset required for effective leadership. **(FA) Prerequisites: Freshman standing, successful application with interview, and instructor consent.**

### **EDUC 2321 – President's Leadership Class II**

The President's Leadership Class offers transformative experiences in strategic leadership. Tailored for aspiring leaders seeking to enhance their capabilities, this course delves into the essential skills and mindset required for effective leadership. **(SP) Prerequisites: Freshman standing, successful application with interview, and instructor consent.**

### **EDUC 2331 – President's Leadership Class III**

The President's Leadership Class offers transformative experiences in strategic leadership. Tailored for aspiring leaders seeking to enhance their capabilities, this course delves into the essential skills and mindset required for effective leadership. **(FA) Prerequisites: Sophomore standing, successful application with interview, and instructor consent.**

## EDUC 2341 – President’s Leadership Class IV

The President’s Leadership Class offers transformative experiences in strategic leadership. Tailored for aspiring leaders seeking to enhance their capabilities, this course delves into the essential skills and mindset required for effective leadership. **(SP) Prerequisites: Sophomore standing, successful application with interview, and instructor consent.**

## EDUC 2443 – Leadership Development

This course will examine all aspects of leadership development in the individual. Emphasis will be placed on the study of philosophy, morals, ethics, individual ability, and style of leadership.

## ENGLISH (ENGL)

### ENGL 0121 – Fundamentals of English Lab

The lab teaches skills in basic grammar, mechanics, and paragraph construction required for successful college writing. The lab is required of students not meeting appropriate placement measures and are enrolled in the companion ENGL 1113 course. ENGL 0121 credits do not count toward Associate Degrees.

### ENGL 0221 – Fundamentals of Reading Lab

The lab this course is designed to enhance and improve reading proficiency. Reading rate, skimming, scanning, imagery, tone, and critical reading are emphasized. The lab is required of students not meeting appropriate placement measures and are enrolled in the companion ENGL 1113 course. ENGL 0221 credits do not count toward Associate Degrees.

### ENGL 1113 – English Composition I

Study and practice of paragraph and essay development with emphasis on documented writing. **Prerequisite: College-level placement in reading and English or concurrently enrolled in supplemental instruction.**

### ENGL 1213 – English Composition II

This course is an expansion of English 1113 Freshman Composition I. It is an introduction to written argumentation, persuasion, analysis, and research through selected rhetorical situations. This process-driven course continues to prepare students to write scholarly and professional papers by focusing on the development of research skills. **Prerequisite: ENGL 1113.**

### ENGL 2113 – Creative Writing I

Designed to assist the student in the development of the writing skills used in fiction, poetry, and drama. **Prerequisite: ENGL 1113.**

### ENGL 2300 – Special Topics in English

The study and/or analysis of a selected topic in English. Individual and/or group study. May be repeated with a different topic. **Prerequisite: instructor consent.**

### ENGL 2413 – World Literature I

**(H)** A study of literature as it reflects the history and culture of Western civilization from the ancient world through the Middle Ages. This course is cross listed with HUMN 2413. **Prerequisite: ENGL 1113.**

### ENGL 2443 – World Literature II

**(H)** A study of literature as it reflects the history and culture of civilization from the Enlightenment through the present. This course is cross listed with HUMN 2443. **Prerequisite: ENGL 1113.**

### ENGL 2543 – British Literature I

**(H)** Study of British Literature from its beginning to 1800. This course is cross listed with HUMN 2543. **Prerequisite: ENGL 1113.**

### ENGL 2653 – British Literature II

**(H)** Study of British Literature from 1800 to the present. This course is cross listed with HUMN 2653. **Prerequisite: ENGL 1113.**

### ENGL 2733 – Introductory Traditional Native American Literature

**(H)** An introduction to a study of literary efforts of the American Indian emphasizing the variety of cultural offerings of the Indian writers to 1940. This course is cross listed with HUMN 2773. **Prerequisite: ENGL 1113.**

### ENGL 2743 – Introductory Contemporary Native American Literature

**(H)** An introduction to a study of literary efforts of the American Indian emphasizing the variety of cultural offerings of the Indian writers from 1940. This course is cross listed with HUMN 2733. **Prerequisite: ENGL 1113.**

### ENGL 2773 – American Literature I

**(H)** A study of American literature from its beginning to Whitman. This course is cross listed with HUMN 2773. **Prerequisite: ENGL 1113.**

### ENGL 2883 – American Literature II

**(H)** A study of American literature from after Whitman to the present. This course is cross listed with HUMN 2883. **Prerequisite: ENGL 1113.**

## ENGINEERING (ENGR)

### ENGR 1111 – Introduction to Engineering

An introduction to the study and practice of engineering. Intended to develop skills for students interested in engineering including expected engineering student behavior. Development of tools needed by engineering students, and a discussion on the role of engineers in society. An introduction to engineering ethics including safety issues, and the relationship of engineering to social, global, and contemporary issues.

## ENTOMOLOGY (ENTO)

### ENTO 2003 – Insects and Society

**(N)** Influence of insects and related arthropods on human society. Current issues involving insects, society and the environment. View of insects in folklore and mythology. Basic biology and behavior of insects and use of insects as model systems for biological studies. A course for both majors and non-majors.

### ENTO 2223 – Insects in Global Public Health

**(N)** Biology of diseases carried by arthropods, including their historical and societal impacts focusing on the intersection of arthropod and human biology.

### ENTO 2993 – Introduction to Entomology

**(N, L)** Basic biology and classification of insects and closely related animals. Overview of the ecological roles of insects in both natural and managed ecosystems.

## FAMILY AND CONSUMER SCIENCE EDUCATION (FCSE)

### FCSE 1213 – Introduction to Nutrition

The consideration of basic nutrition related to food and health problems in the present socio-economic and cultural environment is included in this course.

## FOOD SCIENCE (FDSC)

### FDSC 1133 – Fundamentals of Food Science

Food industry from producer to consumer and the current U.S. and world food situations.

### FDSC 2102 – Regional Diversity in Food Production, Selection, and Consumption

**(D)** Examines the diversity of people associated with food production, selection, and consumption in the United States. Evaluate the cultural diversity in food production workplace and economic and social factors that influence this diversity. Examine various food selection and consumption criteria of varying contemporary cultures based on economic, social, and religious considerations.

### FDSC 2143 – Introduction to Food Industry Operations

Introduction to Food Industry basics: business planning, food safety regulations, labeling, UPCs, packaging, materials, patents, trademarks, processing, co-packing, and introduction to various food processing techniques.

### FDSC 2231 – The Science of BBQ

Survey, demonstration and participation in preparation techniques of barbecue and the science of selection and preparation of meat for barbecue. Comparison of regional and international methods.

### FDSC 2233 – The Meat We Eat

Overview of all animal, poultry, and fish protein sources used for human consumption, but focusing on red meat. Examination of each phase of production, inspection, safety, grading, processing, preparation, and current issues of the industries. Development of an understanding of the importance of meat in the diet and part of global agriculture. This course is cross listed with ANSI 2233.

### FDSC 2253 – Meat Animal and Carcass Evaluation

Evaluation of carcasses and wholesale cuts of beef, pork, and lamb. Factors influencing grades, yields, and values in cattle, swine, and sheep. This course is cross listed with ANSI 2253. **(SP) Prerequisite: ANSI 1021 and ANSI 1023.**

## GENERAL PHYSICAL SCIENCE (GPS)

### GPS 1101 – General Physical Science Laboratory

**(L)** The study of the physical laws of nature in the laboratory setting. Activities will enhance the concepts learned in GPS 1103, General Physical Science. **Corequisite: GPS 1103.**

### GPS 1103 – General Physical Science

**(N)** A survey of the development and significance of laws physical science with consideration of topics from astronomy, geology, physics, chemistry, and meteorology. **Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

## GEOGRAPHY (GEOG)

### GEOG 2243 – Introduction to Geography

A study of basic geographic concepts and global physical and cultural patterns. **(FA)**

## GEOLOGY (GEOL)

### GEOL 1114 – General Geology

**(N, L)** A study of the solid matter and history of the earth. Includes the study of topographic maps, rocks and minerals, and geological processes. Examples of topics covered are weathering, gradation by wind, running water, ground water, glaciers, wave and gravity, diastrophism, and volcanism. **Prerequisite: College-level placement in reading, mathematics, and English or concurrently enrolled in supplemental instruction.**

## HEALTH (HLTH)

### HLTH 1113 – Personal Health

A comprehensive study of personal health with emphasis on the body's mental, physical, and social needs. The course also promotes the positive well-being of lifestyle decisions.

### HLTH 1123 – First Aid/Responding to Emergencies

This course includes the discussion and practice of the emergency treatment of injuries and illness. Includes knowledge of self-help techniques and home care if medical assistance is not available.

### HLTH 2300 – Special Topics in Health

The study and/or analysis of a selected topic in health. Individual and/or group study. **Prerequisite: instructor consent.**

### HLTH 2313 – Health of the School Child

A study of the primary areas of school health with particular emphasis on health services, health instruction and a healthy environment.

### HLTH 2353 – Community Health

A study of institutions, agencies, and individuals and their interrelationships and practices in responding to the health problems of communities. The course is designed to create an awareness of current trends, basic issues, controversial issues, and fundamental principles in health promotion and health education.

### HLTH 2383 – Care and Prevention of Athletic Injury

Introduction to the principles and techniques of preventing, treating and rehabilitating sports injuries. Includes therapeutic methods, mechanisms of injuries, and heat illness. Practical experience in the application of preventive taping and bandaging is also included.

## HISTORY (HIST)

### HIST 1113 – Oklahoma History

**(S)** A Survey of Oklahoma history pre-statehood to present. **(FA)**

### HIST 1223 – Early Western Civilization

**(H, S)** A survey of the history of Europe and the Middle East from Antiquity to the Medieval/Renaissance Era.

### HIST 1323 – Modern Western Civilization

**(H, S)** A survey of the history of Europe and the Middle East from the Medieval/Renaissance Era to present.

### HIST 1483 – American History Survey to 1877

A survey of American History to 1877.

### HIST 1493 – American History Survey since 1877

A survey of American History since 1877.

### HIST 2123 – Contemporary American Affairs

**(S)** A discussion and reading course devoted to the study of contemporary social, economic, and political problems. **(SP)**

### HIST 2223 – African American History

**(S)** An examination of the contributions made by Black Americans to the development of the United States. **(FA)**

### HIST 2300 – Special Topics in History

The study and/or analysis of a selected topic in History. Individual and/or group study. May be repeated with a different topic. **Prerequisite: instructor consent.**

### HIST 2400 – Internship in History

One-to-five-hours credit for a supervised internship in the field of history. **Prerequisite: division chair consent.**

## HIST 2423 – Native American History

(S) A survey of Indian Tribes from Pre-Columbian to the contemporary period. Emphasis on tribal cultures, impact with white civilization and U. S. Government relations. (SP)

## HORTICULTURE (HORT)

### HORT 1013 – Principles of Horticulture

(N, L) Basic physical and physiological processes responsible for plant dormancy, growth, flowering, fruiting, and senescence with respect to the science and art of production, cultivation, utilization, and/or storage of horticultural plants. Current research is associated with various horticultural commodity groups.

### HORT 2101 – Landscaping with Native Materials

Identification, culture, installation, and maintenance of native plant materials for the home landscape.

### HORT 2123 – Environmental Issues in Horticulture Science

(N) Impact of urban and suburban development on the environment and a study of horticultural solutions to limit or reverse environmental damage. Emphasis on horticultural design, construction, and maintenance techniques as they relate to the conservation of water, soil, native species, and ecosystems.

### HORT 2201 – Maintaining the Home Landscape

Maintenance techniques in mowing, pruning, fertilizing, spraying pesticides, and mulching of plants in the home landscape.

### HORT 2112 – Indoor Plants and Interior Plant Scaping

Identification, cultural requirements and use of ornamental foliage and flowering plants for indoor gardens.

### HORT 2212 – Herbaceous Ornamental Plants

Identification, cultural requirements, and landscape value of ornamental flowering herbaceous plants. Discussions of design and installation of herbaceous beds and borders.

### HORT 2300 – Special Topics in Horticulture

The study and/or analysis of a selected topic in Horticulture. Individual and/or group study. May be repeated with a different topic. *Prerequisite: instructor consent.*

### HORT 2403 – Introduction to Turf Grass Management

This course focuses on the fundamentals of growing and managing turf grasses in a variety of settings. Students will learn about careers, plant varieties, tools, plant types, installation, basic care, pests, and diseases of regional turf grasses. (SP)

### HORT 2402 – Residential Landscape Design

Identification and placement of plant materials and hard scape materials in a residential setting, including plant types, hard materials, structures, basic design, bed types, etc.

### HORT 2412 – Horticulture Growing Systems

Identification, use and management of systems used for production, growth, and maintenance of plant materials, including greenhouse structure types, cold frames, hot beds, propagation chambers, hot boxes, raised beds, etc.

### HORT 2513 – Herbaceous Plant Materials

Identification, cultural requirements and use of ornamental garden and indoor herbaceous plants.

### HORT 2613 – Woody Plant Materials

Identification, cultural requirements, and use of ornamental woody plants including deciduous and evergreen trees, shrubs, and vines.

### HORT 2653 – Beginning Floral Design

(H) Floral design history and scope. Design types and historical influence. Current Trends. Fundamentals of floral arrangement and design with hands on experience to learn the basic skills necessary for designing and arranging fresh flowers and dried materials for use in a home or retail shop. Plant and Flower Identification. Skills useful to flower shop employment are emphasized. Mechanics of design.

## HUMANITIES (HUMN)

### HUMN 1113 – Art Appreciation

(H) An examination of the historical, social, and cultural contexts and dimensions of visual art.

### HUMN 1123 – Music Appreciation

(H) An examination of the historical, social, and cultural contexts and dimensions of music.



### HUMN 2113 – General Humanities: Ancient World through Middle Ages

(H) A multidisciplinary study of humanities from Antiquity through the Medieval Era.

### HUMN 2223 – General Humanities: Renaissance to Present

(H) A multidisciplinary study of humanities from the Renaissance to the present day

### HUMN 2300 – Special Topics in Humanities

(H) The study and/or analysis of a selected topic in Humanities. Individual and/or group study. May be repeated with a different topic.

**Prerequisite:** *instructor consent.*

### HUMN 2413 – World Literature I

(H) A study of literature as it reflects the history and culture of Western civilization from the ancient world through the Middle Ages. This course is cross listed with ENGL 2413. **Prerequisite:** *ENGL 1113.*

### HUMN 2443 – World Literature II

(H) A study of literature as it reflects the history and culture of civilization from the Enlightenment through the present. This course is cross listed with ENGL 2443. **Prerequisite:** *ENGL 1113.*

### HUMN 2543 – British Literature I

(H) Study of British Literature from its beginning to 1800. This course is cross listed with ENGL 2543. **Prerequisite:** *ENGL 1113.*

### HUMN 2653 – British Literature II

(H) Study of British Literature from 1800 to the present. This course is cross listed with ENGL 2653. **Prerequisite:** *ENGL 1113.*

### HUMN 2733 – Introductory Traditional Native American Literature

(H) An introduction to a study of literary efforts of the American Indian emphasizing the variety of cultural offerings of the Indian writers to 1940. This course is cross listed with ENGL 2773. **Prerequisite:** *ENGL 1113.*

### HUMN 2743 – Introductory Contemporary Native American Literature

(H) An introduction to a study of literary efforts of the American Indian emphasizing the variety of cultural offerings of the Indian writers from 1940. This course is cross listed with ENGL 2733. **Prerequisite:** *ENGL 1113.*

### HUMN 2773 – American Literature I

(H) A study of American literature from its beginning to Whitman. This course is cross listed with ENGL 2773. **Prerequisite:** *ENGL 1113.*

### HUMN 2883 – American Literature II

(H) A study of American literature from after Whitman to the present. This course is cross listed with ENGL 2883. **Prerequisite:** *ENGL 1113.*

## MATHEMATICS (MATH)

### MATH 0471 – Applied Mathematics Corequisite

The purpose of this course is to provide extra help and resources, in a structured setting, to students with a deficiency in concepts required for MATH 1473, Applied Mathematics. The lab is required of students not meeting appropriate placement measures and are enrolled in the companion MATH 1473 course. MATH 0471 credits do not count toward Associate Degrees.

### MATH 0511 – PreCalculus Algebra Corequisite

The purpose of this course is to provide extra help and resources, in a structured setting, to students with a deficiency in concepts required for MATH 1513, PreCalculus Algebra. The lab is required of students not meeting appropriate placement measures and are enrolled in the companion MATH 1513 course. MATH 0511 credits do not count toward Associate Degrees.

### MATH 0521 – Modeling and Functions Corequisite

The purpose of this course is to provide extra help and resources, in a structured setting, to students with a deficiency in concepts required for MATH 1523, Modeling and Functions. The lab is required of students not meeting appropriate placement measures and are enrolled in the companion MATH 1523 course. MATH 0521 credits do not count toward Associate Degrees.

### MATH 1473 – Applied Mathematics

(A) Exploration of various topics designed to give the student an appreciation of mathematics and to expose the student to mathematical problems within numerous disciplines. Not intended for students majoring in science, mathematics, computer science, and business. **Prerequisite:** *College-level placement in mathematics or concurrently enrolled in supplemental instruction.*

## MATH 1493 – Mathematical Structures

(A) A study of the fundamental structures of mathematics. This course is suitable for prospective elementary school teachers. Topics include systematic problem solving, logic, techniques of reasoning and proof, finite algebras and their properties, structure of number systems, algebraic systems, and introduction to number theory. **Prerequisite:** *College-level MATH course or college-level placement in mathematics.*

## MATH 1513 – PreCalculus Algebra

(A) Study of equations and functions (polynomial, rational, radical, exponential, logarithmic), systems of equations, and elementary sequences and series. Suitable for students planning on taking calculus. **Prerequisite:** *College-level placement in mathematics or concurrently enrolled in supplemental instruction.*

## MATH 1523 – Modeling and Functions

(A) Study of equations and functions (linear, polynomial, rational, exponential, logarithmic) from various perspectives (symbolic, verbal, numerical, graphical); digital techniques for graphing functions, solving equations, and modeling data using regressions. This course is designed for students in agricultural, business, life/health science, or social science majors. **Prerequisite:** *College-level placement in mathematics or concurrently enrolled in supplemental instruction.*

## MATH 1613 – Plane Trigonometry

(A) Study of trigonometric functions and their inverses, trigonometric identities, solutions of triangles, and applications. Suitable for students planning on taking calculus. **Prerequisite:** *C or better in MATH 1513.*

## MATH 1715 – College Algebra and Trigonometry

(A) Graphing calculator required. Topics include linear and quadratic equations and inequalities, functions and graphs, polynomials and rational functions, exponential and logarithmic functions, systems of equations, matrices and determinants, trigonometric functions, equations, identities, solution of triangles and applications to physical science and trigonometric representations of complex numbers. **Prerequisite:** *college-level placement in mathematics.*

## MATH 2113 – Modeling: Geometry and Measurement

(A) Introduction to geometric notation, and the study of constructions, measurements, similarity, congruence, translations, rotations, and reflections. Intended for elementary education majors. (SP) **Prerequisite:** *C or better in MATH 1493 or college-level mathematics.*

## MATH 2214 – Calculus I

(A) Graphing calculator required. Topics include functions, limits, derivatives, applications of the derivative, the definite integral, the fundamental theorem of calculus and applications of integration. (FA) **Prerequisite:** *C or better in MATH 1613 or C or better in MATH 1715.*

## MATH 2234 – Calculus II

(A) Graphing calculator required. Topics include inverse functions, logarithm and exponential functions, hyperbolic functions, techniques of integration, improper integrals, L'Hospital's rule and infinite series. (SP) **Prerequisite:** *C or better in MATH 2214.*

## MATH 2300 – Special Studies in Mathematics

The study and/or analysis of a selected topic in mathematics. May involve individual and/or group study. This course may be repeated with a different topic. **Prerequisite:** *instructor consent.*

## NATURAL RESOURCE ECOLOGY AND MANAGEMENT (NREM)

### NREM 1012 – Introduction to Natural Resource and Management

Introduction to the wide variety of natural resources found globally with a focus on Oklahoma eco regions. Including an overview of the ecology and management of natural resources in the Pine Hardwood Forest, the Cross Timbers, and the tall grass, mixed grass, and short grass prairies.

(FA)

### NREM 1014 – Introduction to Natural History

(N, L) The study of living organisms, especially their origins, life histories, behaviors, conservation, and unique adaptations for reproducing and relating to their environment. Laboratory emphasis is on observation and investigation of the diversity and adaptations of living organisms. (FA)

### NREM 1113 – Elements of Forestry

Survey of forestry as an art, science and profession including forestry and natural resource management theory, forest distribution and ownership, history of forest resource policy development, forest protection, wildlife interactions, forest ecosystem process, current issues, and career opportunities.

### NREM 1213 – Elements of Environmental Science

Application of biology, chemistry, ecology, economics, geology, hydrology, mathematics, physics, and other agricultural sciences to environmental issues. Addressing environmental problems from the standpoint of ethics, risk, and scientific and social feasibility. Emphasis on agricultural systems and natural resources.

## NREM 2013 – Ecology of Natural Resources

Introductory focus on understanding and applying general ecological principles to agricultural and natural ecosystems. Emphasis on relationships between climate, soils, agricultural and natural ecosystems. Topics include nutrient cycles, energy flow, species interaction, biological diversity, productivity, sustainability and landscape and ecosystem management. **(SP) Prerequisite: BIOL 1114 or AGRO 1213.**

## NREM 2134 – Dendrology

Identification, taxonomy and distribution of forest trees and shrubs of the United States; their environmental requirements and utilization.

## NREM 2412 – Shotgun Safety and Shooting Sports

Safety Skills; Proper operation of firearms; Cleaning and anatomy of firearms; Proper disassembly; Skeet and Trap Shooting; Maintenance of target throwers; Shell reload; Shooting skills and techniques; Competitive shooting. **(FA) Prerequisite: instructor consent.**

## NREM 2422 – Advanced Gun Safety and Shooting

Advanced Skills in Safety Education; Proper operation of firearms; Management of Competitive events; Advanced Competitive shooting skills. Maintenance of shooting range. **(SP) Prerequisite: instructor consent.**

## NURSING (NURS)

### NURS 1002 – Success in Nursing Education

This course has been designed to promote success in the nursing program. Students will be assisted in evaluating their own learning styles and discovering their most effective study methods. An explanation of cognitive levels of test questions is included, emphasizing application-style questions found in nursing course exams and the national licensure exam. Critical thinking exercises will be integrated throughout the course. Experience using nursing informatics and time management skills will further enhance the student's probability of success in the nursing program.

### NURS 1003 – Medical Terminology

Introduction to word parts; root words, prefixes, and suffixes; structures, pathology, and procedures of body systems; diagnostic procedures; and pharmacology.

### NURS 1112 – Lab and Diagnostics

Introduction to names of diagnostic and laboratory tests and their normal findings, critical values, indications for testing, test explanations, contraindications, potential complications, interfering factors, test results, and clinical significance. Emphasis on the role of nurses and other health care providers in diagnostic and laboratory testing is done by addressing psychosocial and physiologic interventions.

### NURS 1113 – Study of Disease and Disorders

This course provides an introduction to acute, chronic, and contemporary diseases. Included are the etiology, pathophysiology, prevention, treatment, and control of selected diseases. Students will survey various disease states that occur across the lifespan

### NURS 1117 – Foundations in Nursing

*For Nursing Program students only.* This course introduces the student to the roles of the nurse as a provider of care, a manager of care, and a member of the nursing discipline. An overview of the nursing process is presented as a method for planning care for patients throughout the life span. Emphasis will be placed on establishing nurse/patient relationships and therapeutic communication. Skills associated with the role of the nurse are the primary focus, including mathematical skills essential for calculating medication dosages. **Prerequisite: Acceptance to the Connors State College Nursing Program. Corequisite: NURS 1143.**

### NURS 1133 – Mathematics for Nurses

*For Nursing Program students only.* Math for Nurses is designed to introduce the nursing major to the mathematical skills essential for calculating medication dosages. Content includes conversion between metric and household systems of measurement; calculation of oral and parenteral dosages; intravenous flow rate calculations; pediatric calculations; and critical care calculations. **Prerequisite: Acceptance to the Connors State College Nursing Program. Corequisite: NURS 2223.**

### NURS 1143 – Foundations in Nursing Clinical

*For Nursing Program students only.* Simulation Lab and clinical experiences to provide students with the opportunity to apply clinical judgement, critical thinking, and nursing process in caring for patients and families. Emphasis will be placed on establishing nurse/patient relationships, therapeutic communications, and skills associated with the nurse's role. **Prerequisite: Acceptance to the Connors State College Nursing Program. Corequisite: NURS 1117.**

### NURS 1223 – Maternal and Pediatric Nursing Clinical

*For Nursing Program students only.* Clinical experiences provide students with the opportunity to apply clinical judgement, critical thinking, and nursing process in caring for patients and families experiencing childrearing, childbearing, and selected medical-surgical problems. **Corequisite: NURS 1227.**

## NURS 1227 – Maternal and Pediatric Nursing

*For Nursing Program students only.* Students will acquire knowledge of clinical judgement, critical thinking, and the nursing process in safe nursing care for families experiencing childbearing, childrearing, and selected medical/surgical problems. Focus will be placed on meeting basic needs and applying developmental theory. The role of the student as a member of the profession will be expanded through recognition of accountability for nursing practice and identification of the need for personal and professional development. **Prerequisite:** *C or better in NURS 1117 and P in NURS 1143.* **Corequisite:** *NURS 1223.*

## NURS 1232 – Pharmacology

*For Nursing Program students only.* Basic concepts and principles of pharmacology and terminology used in pharmacology as related to the nurse's role. Included will be sources of drug manufacturing, introduction to drug classifications, and the use of drugs in the health status of individuals throughout the life span. Other related concepts will include legal and ethical responsibilities and considerations, and utilization of the nursing process when administering medications therapy. Pharmacology is also integrated throughout the nursing curriculum.

## NURS 2133 – Psychiatric and Medical-Surgical Nursing Clinical

*For Nursing Program students only.* The course utilizes theory content from NURS 2137 Psychiatric and Medical-Surgical Nursing. Theory and campus laboratory skills enable the student to plan and provide care for patients with acute and chronic illnesses in a clinical setting. **Corequisite:** *NURS 2137.*

## NURS 2137 – Psychiatric and Medical-Surgical Nursing

*For Nursing Program students only.* By amplifying the application of the clinical judgement, critical thinking, and nursing process, the student will utilize theoretical knowledge and clinical skills to meet the physical, psycho-educational, social, spiritual, and cultural needs of individual adults experiencing medical-surgical and psychiatric disorders. Theory related to an expanded assessment is presented and emphasis is placed on the students functioning more independently when providing patient care within an interdisciplinary framework. Professional growth and personal accountability are stressed throughout the course.. **Prerequisite:** *C or better in NURS 1227 and P in NURS 1223 OR C or better in NURS 1133 and NURS 2223.* **Corequisite:** *NURS 2133.*

## NURS 2223 – Transitions to Professional Nursing

*For Nursing Program students only.* This course is specially designed to provide career mobility for the eligible licensed practical nurse and/or paramedic. The course emphasizes clinical judgement, critical thinking, and the nursing process for the Career Ladder student. Professional nursing skills will be developed through special emphasis on communication, the role of the professional nurse, legal accountability, nursing ethics, and role change. The course content also introduces the nursing major to the mathematical skills essential for calculating safe medication dosages. **Prerequisite:** *Acceptance to the Connors State College Nursing Program's Career Ladder Option.*

## NURS 2243 – Critical Care Nursing and Leadership Development Clinical

*For Nursing Program students only.* Selected clinical laboratory experiences provide management and critical care opportunities for the student to apply concepts, principles, and skills acquired in related theory classes. **Corequisite:** *NURS 2247.*

## NURS 2247 – Critical Care Nursing and Leadership Development

*For Nursing Program students only.* This course focuses on the provisions of advanced care for adult patients in complex settings. The student will demonstrate an internalization of the nursing process in coordinating care for individuals and groups of client patients. In the roles of provider and manager of care, the student will practice accountability for their own nursing judgments and actions. **Prerequisite:** *C or better in NURS 2137 and P in NURS 2133* **Corequisites:** *NURS 2243 and NURS 2252.*

## NURS 2252 – Trends and Issues in Nursing

*For Nursing Program students only.* The student will use the nursing process to analyze current trends and issues influencing nursing. The course will examine the impact of social and scientific changes in relation to the nursing profession; discuss ethical and legal issues; analyze concepts common to effective leadership and management; and explore the status of nursing research in seminar format. **Prerequisite:** *C or better in NURS 2137 and P in NURS 2133* **Corequisites:** *NURS 2243 and NURS 2247.*

## OCCUPATIONAL THERAPY ASSISTANT (OTAT)

### OTAT 1012 – Introduction to Occupational Therapy with Lab

This course establishes a knowledge base for the OTA student, emphasizing the human element of health care and the role of the occupational therapy assistant in providing this component. The history and philosophy of occupational therapy, the official framework documents of OT, and the use of research in treatment planning is introduced. OT methods and clinical applications and the OTA's role in various traditional and non-traditional settings across the lifespan will be explored to lay a foundation for the following program coursework.

### OTAT 1022 – Kinesiology for OTA with Lab

This course builds on basic anatomic and physiologic concepts of human movement, emphasizing the kinesiological, anatomic, and functional aspects of the skeletal musculature of the human body and their application to human motion.

## **OTAT 1101 – Therapeutic Media**

The purpose of this course is to acquaint the student with basic craft techniques utilized in treatment settings. Analysis of the therapeutic process and properties of hands-on activities will be explored as applied to a variety of populations, introducing concepts of adaptation to meet clients' needs.

## **OTAT 2002 – Health Care Systems and Occupational Therapy Management**

In this course the OTA student employs knowledge of the past, present, and future trends of health care to explore various OT management styles, techniques, and applications. Proper documentation, methods, and reasoning for quality OT service delivery will be covered along with fiscal management and marketing of OT in multiple practice settings.

## **OTAT 2021 – Fieldwork I-A**

This fieldwork experience will introduce the student to occupational therapy and related services in clinical locations such as hospitals, long-term care facilities, outpatient clinics, and psychosocial settings. Students will gain a better understanding of OT and how it fits in with other related services such as physical and speech therapy. Developing skills in professionalism, observation, and documentation will be emphasized during this fieldwork.

## **OTAT 2102 – Therapeutic Activities with Lab**

In this course the OTA student learns how to use activities to promote wellness, health, and independence and the idea of therapeutic use of self is introduced. Activity analysis as a part of the assessment and intervention planning process will be learned. The student will become acquainted with using and adapting activities, games, and everyday skills, including the use of assistive technology and devices, to assist clients with a variety of life activities.

## **OTAT 2112 – Fieldwork 1-B**

In this course students will apply OT concepts and techniques, learned during academic preparation, to practical situations. Students will work with fieldwork educators, patients/clients, and team members in a variety of practice settings such as schools, pediatric clinics, and community facilities. Written documentation, professionalism in treatment settings, and application of therapy techniques will be emphasized during this fieldwork.

## **OTAT 2133 – Pediatric Care in Occupational Therapy with Lab**

This fieldwork experience will introduce the student to occupational therapy and related services in clinical locations such as hospitals, long-term care facilities, outpatient clinics, and psychosocial settings. Students will gain a better understanding of OT and how it fits in with other related services such as physical and speech therapy. Developing skills in professionalism, observation, and documentation will be emphasized during this fieldwork.

## **OTAT 2143 – Elder Care in Occupational Therapy**

This course includes a comprehensive review of the aging process, integrating the complex and unique psychosocial and physical challenges of older adults. The concepts of aging, wellness, and participation in occupations in later life will be emphasized. Addressing both well elders and those with illness or injuries, the student will learn to use various intervention techniques in multiple practice settings.

## **OTAT 2152 – Psychosocial Dysfunction and Treatment Techniques**

This course includes the principles and techniques of assessment and OT intervention strategies for individuals with emotional, cognitive, and psychosocial challenges. The psychosocial foundations of occupational therapy and the psychological and behavioral aspects of occupational performance are introduced for work with individuals and groups in a variety of traditional and non-traditional psychosocial settings.

## **OTAT 2212 – Disease Pathology**

In this course OT students become familiar with the various mental and physical health conditions commonly encountered in occupational therapy practice. This course will introduce the etiology, prognoses, symptoms, and occupational performance effects of these health conditions.

## **OTAT 2206 – Fieldwork II-A**

This fieldwork experience enables the student to apply knowledge and skills learned in the classroom to clinical situations, focusing on OT across the lifespan in various settings. Students will collaborate with faculty, fieldwork educators, patients/clients, and team members to develop the skills needed to enter OT practice. NOTE: All ACOTE "B" content standards are required to be complete in coursework prior to students going out on Level II fieldwork.

## **OTAT 2216 – Fieldwork II-B**

In this fieldwork experience the student continues to synthesize the knowledge and skills learned in the classroom by applying these skills to practical situations. Students will be assigned to various clinical settings in the surrounding communities and will collaborate with faculty, fieldwork educators, patients/clients, and team members. This fieldwork course will prepare the student for entry-level competence as an occupational therapy assistant. NOTE: All ACOTE "B" content standards are required to be complete in coursework prior to students going out on Level II fieldwork.

## PHED 1411 – Varsity Athletics and Fitness

Criterion is the ability to perform in a fashion and level conducive to the nature of sport. Requires participation in the fitness program. This course is graded Pass and No Pass (P and NP). Grades are GPA neutral and do not count toward graduation. **(FA) Prerequisites:** *Freshman standing, successful team tryout, and instructor consent.*

## PHED 1421 – Varsity Athletics and Fitness

Criterion is the ability to perform in a fashion and level conducive to the nature of sport. Requires participation in the fitness program. This course is graded Pass and No Pass (P and NP). Grades are GPA neutral and do not count toward graduation. **(SP) Prerequisites:** *Freshman standing, successful team tryout, and instructor consent.*

## PHED 1711 – Dance Team

Criterion is the ability to perform in a fashion and level conducive to the nature of sport. Requires participation in the fitness program. This course is graded Pass and No Pass (P and NP). Grades are GPA neutral and do not count toward graduation. **(FA) Prerequisites:** *Freshman standing, successful team tryout, and instructor consent.*

## PHED 1713 – Introduction to Athletic Training

An introduction to the profession of athletic training. Basic history, policies and procedures, management, and prevention techniques related to athletic training. Development of essential skills and competencies needed to perform selected athletic training procedures. Included lab portion for development of skills. **(FA)**

## PHED 1721 – Dance Team

Criterion is the ability to perform in a fashion and level conducive to the nature of sport. Requires participation in the fitness program. This course is graded Pass and No Pass (P and NP). Grades are GPA neutral and do not count toward graduation. **(SP) Prerequisites:** *Freshman standing, successful team tryout, and instructor consent.*

## PHED 1811 – Freshman Cheerleading

This course offers general improvement and fitness through development of skill. The emphasis will be on muscular development and acute coordination of the body. This course includes tri-weekly workouts on the universal weight machine. The seven remaining hours of this lab will be utilized for developing coordination for cheers, jumps and double stunts to be executed at the basketball games. This course is graded Pass and No Pass (P and NP). These grades are GPA neutral, and credit does not count toward graduation. **(FA) Prerequisites:** *Freshman standing, successful team tryout, and instructor consent.*

## PHED 1813 – Sports Nutrition

Overview of the science of sports nutrition, with emphasis on nutrition as it applies to fitness, sport-specific training, and athletic performance. Topics include nutrient requirements and dietary recommendations, energy metabolism, weight management, and special nutrient needs during training and competition. **(FA)**

## PHED 1821 – Freshman Cheerleading

This course offers general improvement and fitness through development of skill. The emphasis will be on muscular development and acute coordination of the body. This course includes tri-weekly workouts on the universal weight machine. The seven remaining hours of this lab will be utilized for developing coordination for cheers, jumps and double stunts to be executed at the basketball games. This course is graded Pass and No Pass (P and NP). These grades are GPA neutral, and credit does not count toward graduation. **(SP) Prerequisites:** *Freshman standing, successful team tryout, and instructor consent.*

## PHED 2133 – Foundations of Physical Education

Designed for professional orientation in health and physical education. Includes a brief history, philosophy and modern trends in physical education, teacher qualification and vocational opportunities.

## PHED 2142 – Theory of Coaching Baseball

The philosophy of coaching with emphasis on fundamentals, individual offense, defense, and game strategy. The history, techniques, styles of play, strategy and rules of baseball are included in this course.

## PHED 2152 – Theory of Coaching Basketball

The philosophy of coaching with emphasis on fundamentals, individual offense, defense, and game strategy. The history, techniques, styles of play, strategy and rules of basketball are included in this course.

## PHED 2162 – Theory of Coaching Cheerleading

Theory of Coaching Cheerleading is the study of teaching and coaching the basic fundamentals of Cheerleading. The history, techniques, strategy and rules of cheerleading are included in this course.

## PHED 2222 – Introduction to Kinesiology

An introduction course to the discipline of Kinesiology. The course will include origin, scope, development, and purpose of the Kinesiology discipline. The course will provide knowledge concerning future directions and career possibilities. **(SP)**

## PHED 2223 – Legal Aspects of Sports

Includes an examination of the interrelationships of the legal process in the field of physical education and athletics, discussion of fundamental legal concepts, analysis of litigated cases of tort-law, negligence. Also includes the liability of coaches and physical education instructors.

## PHED 2300 – Special Topics in Physical Education

The study and/or analysis of a selected topic in Physical Education. Individual and/or group study. May be repeated with a different topic.

**Prerequisite: instructor consent.**

## PHED 2411 – Varsity Athletics and Fitness

Criterion is the ability to perform in a fashion and level conducive to the nature of sport. Requires participation in the fitness program. This course is graded Pass and No Pass (P and NP). Grades are GPA neutral and do not count toward graduation. **(FA) Prerequisites: Sophomore standing, successful team tryout, and instructor consent.**

## PHED 2421 – Varsity Athletics and Fitness

Criterion is the ability to perform in a fashion and level conducive to the nature of sport. Requires participation in the fitness program. This course is graded Pass and No Pass (P and NP). Grades are GPA neutral and do not count toward graduation. **(SP) Prerequisites: Sophomore standing, successful team tryout, and instructor consent.**

## PHED 2512 – Motor Learning

This course covers the concepts and applications of motor skill development dealing with attention, memory, knowledge of results, transfer, practice, and motivation.

## PHED 2562 – Sports Officiating

A study of the rules, mechanics, and principles of officiating for basketball, baseball, and softball. Designed for students who desire to officiate interschool athletics.

## PHED 2664 – Assessment and Management of Musculoskeletal Injuries

Recognition and management of medical conditions affecting athletic participants. Medical history, use of evaluative tools, knowledge of various conditions and diseases, and clinical evaluation techniques for musculoskeletal disorders. This course will correspond directly with clinical observation placement and skills will be evaluated under the supervision of ATC.. **(SP) Prerequisites: PHED 1713 and HLTH 2383.**

## PHED 2711 – Dance Team

Criterion is the ability to perform in a fashion and level conducive to the nature of sport. Requires participation in the fitness program. This course is graded Pass and No Pass (P and NP). Grades are GPA neutral and do not count toward graduation. **(FA) Prerequisites: Sophomore standing, successful team tryout, and instructor consent.**

## PHED 2721 – Dance Team

Criterion is the ability to perform in a fashion and level conducive to the nature of sport. Requires participation in the fitness program. This course is graded Pass and No Pass (P and NP). Grades are GPA neutral and do not count toward graduation. **(SP) Prerequisites: Sophomore standing, successful team tryout, and instructor consent.**

## PHED 2811 –Cheerleading

This course offers general improvement and fitness through development of skill. The emphasis will be on muscular development and acute coordination of the body. This course includes tri-weekly workouts on the universal weight machine. The seven remaining hours of this lab will be utilized for developing coordination for cheers, jumps and double stunts to be executed at the basketball games. This course is graded Pass and No Pass (P and NP). These grades are GPA neutral, and credit does not count toward graduation. **(FA) Prerequisites: Sophomore standing, successful team tryout, and instructor consent.**

## PHED 2821 –Cheerleading

This course offers general improvement and fitness through development of skill. The emphasis will be on muscular development and acute coordination of the body. This course includes tri-weekly workouts on the universal weight machine. The seven remaining hours of this lab will be utilized for developing coordination for cheers, jumps and double stunts to be executed at the basketball games. This course is graded Pass and No Pass (P and NP). These grades are GPA neutral, and credit does not count toward graduation. **(SP) Prerequisites: Sophomore standing, successful team tryout, and instructor consent.**

## PHYSICAL THERAPIST ASSISTANT (PTAT)

### PTAT 1011 – Introduction to Physical Therapy

This course will introduce students to the profession and practice of Physical Therapy, including history, professional organizations, educational process, roles and relationship of the physical therapist and physical therapist assistant, contemporary practice settings in physical therapy, ethical behavior, fraud/abuse, professional behaviors, data collection and medical record keeping, communication with medical professionals and patients, evidence-based practice, medical literature review, cultural awareness in practice, and responsibility for professional development.

### PTAT 1012 – Kinesiology for PTAs

The student will discuss the components of the musculoskeletal system, view function and mobility through the framework of the Human Movement System, and identify joint kinematics, normal and abnormal joint postures at rest and with activity, and normal and abnormal muscle tone. The student will become competent with joint range of motion assessment, manual muscle testing, and sensation testing. Clinical skills will be practiced in the lab.

### PTAT 1023 – Physical Agents

During this course, the student will become competent in the application of the following biophysical agents: biofeedback, electrotherapeutic agents, compression therapies, cryotherapy, hydrotherapy, superficial and deep thermal agents, traction, and light therapies. Indications and contraindications for use, efficacy, and physiological response to these biophysical agents will be covered. The student will build on previously taught communication skills, working within the plan of care, and medical documentation. Clinical skills will be practiced in lab.

### PTAT 1033 – Therapeutic Exercise I

This course will cover the basic principles of exercise, types of exercise, therapeutic goals for exercise, and rationale of the implementation and progression of therapeutic exercises within the plan of care. The student will learn to monitor physiological responses to exercise and make adaptations as appropriate, analyze gait cycle and identify gait deviations, perform postural assessments, and functional training through therapeutic exercise. Clinical skills will be practiced in the lab.

### PTAT 1122 – Pathophysiology for PTAs

In this course the student will gain knowledge of various organ systems of the human body, and explore the etiology, pathophysiology, signs/symptoms, course of treatment, effects of aging, and effect of disease condition on patient health, roles, family/caregivers, and therapeutic care. Basic pharmacology commonly seen in practice settings will be covered.

### PTAT 1203 – Basic Patient Care Skills

This course covers basic patient care skills, including assessment of vital signs, identifying emergency situations, understanding the hospital environment and medical equipment, asepsis techniques, anthropometric measurements, patient interviewing, positioning and draping techniques, wheelchair management, use of assistive devices for gait, and patient mobility and transfer techniques. Students will build upon medical record review, understanding of the plan of care, and medical documentation. Clinical skills will be practiced in the lab.

### PTAT 1213 – Clinical Practice I

This is the first of three clinical educational courses in the PTA program. It offers the student the opportunity to apply learned skills and knowledge in a clinical setting under the direct supervision of a licensed physical therapist. The student will apply basic clinical skills, engage in clinical reasoning, perform medical chart review, and document patient care experiences in a medical record. The student will develop professional behaviors in the clinical setting. This is a full-time 3-week clinical experience (120 hours).

### PTAT 1232 – Clinical Procedures

This course covers massage techniques, pulmonary rehabilitation, peripheral joint mobilization, use of orthotics, wound management, edema management techniques, and environmental and ergonomic assessment. Clinical Skills will be practiced in lab.

### PTAT 2011 – Orthopedic Management for PTAs

This course will cover various orthopedic conditions, including etiology, signs/symptoms, surgical management, and therapeutic management both pre and postoperatively. Students will explore conditions affecting the shoulder, elbow, wrist/hand, hip, knee, ankle/foot, and spine. Students will further develop their ability to work within the plan of care and progress a treatment plan.

### PTAT 2033 – Therapeutic Exercise II

This course will build on students' knowledge of therapeutic exercise, covering cardiac rehabilitation spinal stabilization, advanced balance training, work specific reconditioning programs, and the application of exercise with specialized patient populations, including geriatric and women's health. Amputations and prosthetic use and care will be covered. Clinical skills will be practiced in lab.

### PTAT 2043 – Neurology & Rehabilitation for PTAs

This course covered rehabilitation techniques for individuals with neurological disorders. Typical and atypical development will be discussed, including gross and fine motor milestones, righting and equilibrium reactions, and developmental reflexes. Students will explore a variety of neurological conditions affecting both pediatric and adult populations, including current theory, treatment approaches, and use of age-appropriate interventions. Clinical skills will be covered in lab.



### PTAT 2121 – Professional Issues

During this course, the student will utilize experiences gained in clinical education courses to reflect upon and assess their performance as a student physical therapist assistant. The following topics will be discussed: treatment and progression of complex patients within an interprofessional team, contemporary healthcare settings and systems, adjustment of delivery of care to maintain a patient-centered approach, quality assurance, ethical and safe practice, leadership and advocacy, and medical fraud and abuse. Students will also learn resume writing skills and discuss professional behaviors as they prepare to transition from student to practitioner.

### PTAT 2124 – Clinical Practice II

This is the second of three clinical education courses in the PTA program. It offers the student the opportunity to apply learned skills and knowledge in a clinical setting, under the direct supervision of a licensed physical therapist. The student will build upon previous clinical experience, working with patients with more complex issues, and increasing patient care load. The student will further develop communication skills and apply ethical decision making and values-based behaviors into patient care. This is a full-time 5-week clinical experience (200 hours).

### PTAT 2134 – Clinical Practice III

This is the last of three clinical education courses in the PTA program. It offers the student the opportunity to apply learned skills and knowledge from all didactic coursework in a clinical setting, under the direct supervision of a licensed physical therapist. The student will build upon previous clinical experiences, working with more complex patients and a heavier caseload as appropriate. This course allows students to transition forward to becoming a practitioner, integrating knowledge with experience to become safe and effective entry-level physical therapist assistants. This is a full-time 6-week clinical experience (240 hours).

## PHYSICS (PHYS)

### PHYS 1114 – General Physics I

**(N, L)** An Algebra based physics course. This course includes mechanics in one and two dimensions, thermodynamics and/or waves; with laboratory. **(FA) Corequisites: MATH 1613 or MATH 1715.**

### PHYS 1214 – General Physics II

**(N, L)** General Physics II is an algebra-based course. This course is a continuation of PHYS1114 and includes electricity and magnetism, light, thermodynamics and/or waves, and may also include modern physics with laboratory. **(SP) Prerequisite: C or better in PHYS 1114.**

### PHYS 2014 – Engineering Physics I

**(N, L)** Scientific calculator required. This course is a calculus-based physics course for physics, engineering, or science majors. Topics include vectors, particle kinematics and dynamics, work and energy, impulse and momentum, rotational kinematics and dynamics, equilibrium, oscillations, gravitation, fluid mechanics, and sound waves. **Prerequisite: C or better in MATH 2214.**

### PHYS 2114 – Engineering Physics II

**(N, L)** Scientific calculator required. This course is a continuation of the engineering physics sequence and will include topics such as temperature, heat, electricity, magnetism, and light and optics. **Prerequisite: C or better in PHYS 2014.**

### PHYS 2300 – Special Topics in Physics

The study and/or analysis of a selected topic in physics. May involve individual and/or group study. The course number may be repeated with a different topic. **Prerequisite: instructor consent.**

## POLITICAL SCIENCE (POLS)

### POLS 1113 – American Federal Government

Studies of the principles, structure, processes and functions of the United States federal government.

### POLS 2003 – Mass Media and Politics

This course provides an overview of the role of mass media in American politics including origin and development of relationship between press and politics, how the press covers politics, and the effects of mass media on public opinion, political elites, and institutions.

### POLS 2103 – Introduction to Public Administration

This course introduces students to the day-to-day atmosphere of governmental organizations. Students will be introduced to the theory and practice of public administrators, as well as the role of public administrators in the public policy process.

### POLS 2113 – Introduction to American State and Local Government

**(S)** An introduction to the organization, structure, functions, and administration of state and local governments. **(SP)**

### POLS 2213 – Contemporary Issues in American Politics

This course is a study of significant contemporary political issues emphasizing events occurring at the time the course is offered.

### **POLS 2300 – Special Topics in Political Science**

The study and/or analysis of a selected topic in Political Science. Individual and/or group study. May be repeated with a different topic.

**Prerequisite:** *instructor consent.*

### **POLS 2303 – Introduction to International Relations**

An introduction to the analysis of the structure of international relations, and sources of international influence, conflict, and cooperation.

### **POLS 2313 – Introduction to Political Theory**

An introduction to the foundations of political philosophy.

### **POLS 2400 – Internship in Political Science**

One-to-five-hour credit for a supervised internship in the field of political science. **Prerequisite:** *division chair consent.*

### **POLS 2603 – Introduction to Comparative Politics**

Students will utilize basic theories and methods of comparative analysis in studying selected nation-states. The student will also examine current worldwide political issues and problems. Topics for analysis will include political development, culture, elites, parties and political change.

## **PSYCHOLOGY (PSYC)**

### **PSYC 1113 – Introduction to Psychology**

**(S)** A survey of the major areas of study in psychology such as: motivation, learning, physiology, personality, social psychology, abnormal behavior, perception, memory, cognition/thought and treatment.

### **PSYC 2113 – Psychology of Adjustment**

**(S)** Course is devoted to the emotional health of human beings. Primary topics include emotions and their development, control and relationship to bodily and mental health, physiological factors affecting mental stability and a discussion of important personal problems. **Prerequisite:** *PSYC 1113.*

### **PSYC 2183 – Introduction to Counseling in Psychology**

**(S)** Course includes a study of the principles, viewpoints, and approaches in the counseling situation. Also addresses the directive, non-directive, and eclectic techniques in counseling. This course is cross listed with SOCI 2313. **(FA) Prerequisite:** *PSYC 1113.*

### **PSYC 2213 – Introduction to Personality Theories**

**(S)** An introductory course examining processes and various theoretical approaches to the study of personality such as: psychodynamic, behavioral, phenomenological, trait, and social learning theories. **(SP) Prerequisite:** *PSYC 1113.*

### **PSYC 2300 – Special Topics in Psychology**

The study and/or analysis of a selected topic in Psychology. Individual and/or group study. May be repeated with a different topic. **Prerequisite:** *instructor consent.*

### **PSYC 2313 – Developmental Psychology**

**(S)** A theoretical and research-based course that covers the social, emotional, physical and cognitive aspects of human development throughout the life span.

### **PSYC 2400 – Internship in Psychology**

One to five hours credit for supervised internship in the field of psychology. **Prerequisite:** *division chair consent.*

### **PSYC 2543 – Introduction to Social Psychology**

**(S)** A theoretical and research-based course that covers the social, emotional, physical and cognitive aspects of human development throughout the life span. This course is cross listed with SOCI 2523. **(FA) Prerequisite:** *PSYC 1113 or SOCI 1113.*

## **RELIGIOUS EDUCATION (RELI)**

### **RELI 1023 – New Testament Survey**

**(H)** Course examines history, literature and culture of the New Testament world and its contribution to Western Civilization.

### **RELI 1123 – Old Testament Survey**

**(H)** Course examines history, literature, and culture of the Old Testament world and its contribution to Western Civilization.

### **RELI 2113 – Christian Ethics and Social Thought**

**(H)** Course introduces the problems and methods of translating the Biblical faith into action in the contemporary world.

## SOCIOLOGY (SOCI)

### SOCI 1113 – Principles of Sociology

(S) This course provides a general survey of the field of sociology. Emphasis is placed on the foundation of human society, institutional organizations, and social change.

### SOCI 2113 – Introduction to Social Services

(S) This course is designed to acquaint the student with the various areas of social service. Includes an introduction to the philosophy, purposes, and functions of various agencies. **(FA) Prerequisite: SOCI 1113.**

### SOCI 2183 – Introduction to Counseling

(S) This course includes a study of the principles, viewpoints, and approaches in counseling situations. Also addresses the directive, non-directive, and eclectic techniques in counseling. This course is cross listed with PSYC 2183. **(FA) Prerequisite: SOCI 1113.**

### SOCI 2300 – Special Topics in Sociology

The study and/or analysis of a selected topic in Sociology. Individual and/or group study. May be repeated with a different topic. **Prerequisite: instructor consent.**

### SOCI 2323 – Social Problems

(S) An overview of current social problems in the United States. Analyzes sociological and ideological definitions of social problems and considers a variety of possible solutions. **(FA) Prerequisite: SOCI 1113.**

### SOCI 2400 – Internship in Sociology

One-to-five-hour credit for a supervised internship in the field of sociology. **Prerequisite: division chair consent.**

### SOCI 2413 – Cultural Anthropology

(H, S) The cross-cultural study of the institutions of human society. **(SP) Prerequisite: SOCI 1113.**

### SOCI 2423 – Sociology of the Family

(S) This course includes an overview of the origin and development of marriage customs and systems of family organization. A cross-cultural survey of the family as a basic institution in human societies is also included. **(SP) Prerequisite: SOCI 1113.**

### SOCI 2523 – Social Psychology

(S) This course integrates sociology and psychology in the study of personality development, social adjustment, and social control. This course is cross listed with PSYC 2543. **Prerequisite: PSYC 1113 or SOCI 1113.**

## SPANISH (SPAN)

### SPAN 1113 – Elementary Spanish I

Grammar, pronunciation, reading, composition, oral-aural practice

### SPAN 1223 – Elementary Spanish II

Includes the fundamentals of grammar, the subjunctive mood, composition, and easy reading in the Spanish language. Students for whom Spanish is their native language may not receive credit for this course. **Prerequisite: SPAN 1113.**

## SPEECH (SPCH)

### SPCH 1013 – Principles of Listening

The course focuses on the role of listening in promoting successful oral communication in the business and educational communities. Includes components of listening comprehension, improving listening behavior, barriers to effective listening and elements of improving listening comprehension at five levels intrapersonal, interpersonal, small group, public address, and mass communication. **(SP)**

### SPCH 1113 – Introduction to Oral Communication

An introductory course designed to prepare students to effectively communicate in different situations, including group communication, conversation and public presentation. Elements of communication are emphasized including confidence, listening, non-verbal, outlining and presentation skills. The course consists of theory and performance.

### SPCH 2300 – Special Topics in Speech

The study and/or analysis of a selected topic in Speech. Individual and/or group study. May be repeated with a different topic. **Prerequisite: instructor consent.**

## STATISTICS (STAT)

### STAT 0111 – Elementary Statistics Corequisite

The purpose of this course is to provide extra help and resources, in a structured setting, to students with a deficiency in concepts required for STAT 2013, Elementary Statistics. The lab is required of students not meeting appropriate placement measures and are enrolled in the companion STAT 2013 course. STAT 0111 credits do not count toward associate degrees.

### STAT 2013 – Elementary Statistics

**(A)** Includes descriptive statistics (histograms, pie charts, pictograms, graphs, etc.); summary statistics (central tendency – mean, median, mode; variability – variance, standard deviation, range); basic probability concepts; statistical distributions; Binomial Distribution; Normal Distribution; distribution of the sample mean (proportion); confidence intervals; hypothesis testing (generally one population Normal & binomial, and difference in means or proportions situations). **Prerequisite:** *College-level placement in mathematics or concurrent enrollment in supplemental instruction.*