Wharton County Junior College

College Catalog

2019-2020

JOHNSON HEALTH OCCUPATIONS CENTER

Plan. Achieve. Transfer or Work.

PRESIDENT'S WELCOME

Welcome to Wharton County Junior College!

You are among more than 7,000 students attending classes on one of our four campuses.

Since 1946, WCJC has offered Gulf Coast residents access to affordable higher education opportunities and the chance to build strong technical skills to enter the workforce. We encourage you to explore our many program offerings.

At WCJC, our staff is committed to your success. Students constantly praise their instructors for encouraging them and giving them the confidence to fulfill their dreams. Please get to know these special individuals.

Take advantage, too, of the many student support services we offer: face-to-face tutoring at our Learning Assistance Centers, online tutoring, career advising, and personal counseling. To learn more, please visit wcjc.edu.

Finally, get involved and make the most of your college experience. Make new friends, participate in intramural sports, join student clubs and organizations, cheer for a Pioneers sports team and enjoy a fine arts performance. College is about expanding your horizons and learning from and with others.

Betty A. McCrohan

Betty A. McCrohan
President

Wharton County Junior College

911 Boling Highway ~ Wharton, Texas 77488
979-532-4560

College Catalog No. 74

2019 – 2020

WCJC GUARANTEE: Wharton County Junior College guarantees that WCJC students who are planning to transfer to a four-year university to pursue a bachelor's degree will be able to transfer their academic credit core courses to all state-supported colleges and universities in Texas. If a student takes core courses according to the conditions of this guarantee, and these courses are not accepted at a state-supported college or university of Texas, Wharton County Junior College will offer alternate courses that are acceptable, tuition free.

Wharton County Junior College guarantees students of WCJC who complete a technical/vocational program will acquire the necessary job skills for entry-level employment in their field of study. If the employer decides that a completer lacks the entry-level job skills in the occupational field in which he or she has been trained, Wharton County Junior College will provide additional skill training, tuition free.

This catalog is intended as a description of those programs and activities offered at Wharton County Junior College. The college reserves the right to select from the courses listed in the catalog that can be offered during any session. Further, WCJC reserves the right to change any regulations without previous notice. Not all courses listed in this catalog are offered each semester. The class schedule listing courses offered by WCJC and schedules is available on the WCJC Website (www.wcjc.edu).

Wharton County Junior college is committed to equal opportunity for all students, employees, and applicants without regard to race, color, religion, sex, national origin, veteran status, age, sexual orientation, gender identity and expression, disability, political affiliation or belief, and for all beneficiaries of programs financially assisted under Title I, WIOA on the basis of citizenship/status as a lawfully admitted immigrant authorized to work in the United States or his or her participation in any WIOA Title I financially assisted work or program.

No person, including students, faculty, staff, part-time staff, and temporary workers, will be excluded from participation in, denied the benefits of, or be subjected to discrimination or harassment under any program or activity sponsored or conducted by Wharton County Junior College on the basis of the categories listed above.

All inquiries concerning WCJC policies, compliance with applicable laws, statues, and regulations (such as Title VI, Title IX, and Section 504) and complaints should be directed to the following college officials:

President, Betty A. McCrohan, Title IX Coordinator
911 Boling Highway, Administration Building A-100
Wharton, Texas 77488
bettym@wcjc.edu
979-532-6304

Director of Human Resources, Judy Jones, Deputy Coordinator for Employees
911 Boling Highway, Administration Building, A-206
Wharton, Texas 77488
judyj@wcjc.edu
979-532-6947

Vice-President of Student Services, Dave Leenhouts, Deputy Coordinator for Students
911 Boling Highway, Pioneer Student Center, PSC-207
Wharton, Texas 77488
leenhoutsd@wcjc.edu
979-532-6388

College and Program Accreditation

Wharton County Junior College is:

ACCREDITED BY:

Wharton County Junior College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate Degree. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Wharton County Junior College.

APPROVED BY:

Texas Education Agency (TEA)

Texas Higher Education Coordinating Board (THECB) has approved college/university parallel offerings and programs in technical education.

The Texas Veterans Commission has approved programs for veteran educational benefits.

PROGRAM ACCREDITATIONS BY:

The American Bar Association, (approved by) – Paralegal Studies

Texas Board of Nursing (BON) – Associate Degree Nursing

Texas Department of Licensing and Regulation (TDLR) – Cosmetology

Commission on Dental Accreditation (CODA) – Dental Hygiene

Commission on Accreditation of Allied Health Education Programs (CAAHEP) – Emergency Medical Services

Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) – Health Information Technology

Texas Board of Nursing (BON) – Licensed Vocational Nursing

Commission on Accreditation of Physical Therapy Education – Physical Therapist Assistant

Texas Commission on Law Enforcement (TCOLE) – Police Academy

Joint Review Committee on Education in Radiologic Technology – Radiologic Technology

National Association for the Education of Young Children Accreditation of Early Childhood Higher Education Programs (NAEYC) – Early Childhood/Child Development

Council for Standards in Human Service Education (CSHSE) – Human Services

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WCJC Services Directory

Office of Admissions and Registration	Wharton Campus	(979) 532-6303
	Sugar Land Campus	(281) 243-8447
	Richmond Campus	(281) 239-1544
	Bay City Campus	(979) 244-4236
Office of Adult Education and Literacy		(979) 532-6301
Office of Continuing Education		(281) 239-1531
Office of Distance Education		(979) 532-6336
Office of Financial Aid		(979) 532-6345
Office of Student Services (Wharton)		(979) 532-6388
Director of Academic Advising & Counseling		(281) 243-8422
	Advisor – Sugar Land Campus	(281) 243-8414
	Academic Advising Specialist – Sugar Land Campus	(281) 243-8413
	Counselor– Richmond Campus	(281) 239-1527
	Counselor – Wharton Campus	(979) 532-6441
	Academic Advisor – Wharton Campus	(979) 532-6918
	Academic Advising Specialist – Wharton Campus	(979) 532-6935
	Coordinator Of Disability Services – Wharton Campus	(979) 532-6384
Office of Testing (Wharton)		(979) 532-6386
	Testing Assistant – Sugar Land Campus	(281) 243-8434
	Testing Assistant – Richmond Campus	(281) 239-1532
Office of IT Help Desk		(979) 532-6568

Academic Calendar
Regular Terms, 2019 – 2020

Fall Semester, 2019

Course lengths may vary; it is imperative that students verify the start and end dates of each individual course in which they are enrolled during the Fall semester. Courses may be offered in 5 week, 8 week, 14 week, or 16 week formats.

Exact dates classes begin and end, drop days and last days for refunds are all listed on the WCJC Website, (www.wcjc.edu), on the webpage titled "Catalogs and Schedules".

Deadline for Guaranteed Financial Aid Processed for Fall Semester	June 1
New Student Orientation (check WCJC website for dates and times at each campus)	June/July
Registration Period	June 21 – August 25
Faculty and Staff Official Opening Day of Semester	August 19
17 Week Classes Begin	**August 19**
*Final Registration *Final Registration Fee $25 (will be assessed 24 hours after registration)	August 21 – 25
College Convocation 9:00 a.m.	August 23
Cafeteria and Residence Halls Open (check WCJC website for times)	August 25
16 Week and First 8 Week Classes Begin	**August 26**
Schedule Changes **TWO DAYS ONLY (no new student registration during this time) **Schedule Changes Fee $15 (will be assessed at time of schedule change)	August 26 – 27
Saturday Classes Begin	August 31
Labor Day Holiday Observed (no classes; offices and library closed)	September 2
14 Week Classes Begin	**September 9**
Official Census Date (16 week classes ONLY)	September 11
Constitution Day Observed (classes meet as scheduled)	September 17
First 8 Week Classes End	October 18
Mid-Semester Begins (16 week classes)	October 21
Second 8 Week Classes Begin	**October 21**
Fall Break (no classes; offices and library closed) **All Thursday and Saturday classes will meet regardless of class time**	October 25
Last Day to Drop 16 Week Classes ONLY with Grade of "W"	November 15
Thanksgiving Holiday Begins at 4:00 p.m. (offices, library, cafeteria, and residence halls close) **All Tuesday classes will meet regardless of class time**	November 26
Residence Halls Open (check WCJC website for times)	December 1
Thanksgiving Holiday Ends, Classes Resume	December 2
Final Exams and Book Buy-Back at Bookstore (day classes continue through December 6)	December 5 – 12
Finals End	**December 12**
Grades Are Due No Later Than 11:00 AM – **Semester Ends**	**December 13**
Cafeteria and Residence Halls Close After Lunch	December 13
Winter Break (offices and library closed)	December 16 – January 1

Winter Mini Term, 2019

Exact dates classes begin and end, drop days and last days for refunds are all listed on the WCJC Website, (www.wcjc.edu), on the webpage titled "Catalogs and Schedules".

Registration Period	November 1 – December 13
Winter Mini-Term Begins, 8:00 a.m. **Schedule Changes First Day of Class **ONLY** **Schedule Changes Fee $15 (will be assessed at time of schedule change) No Classes December 24, 25, and January 1	**December 16**
Winter Mini **Finals**	**January 3**
Grades Are Due No Later Than 11:00 AM – **Term Ends**	**January 6**

Spring Semester, 2020

Course lengths may vary; it is imperative that students verify the start and end dates of each individual course in which they are enrolled during the Spring semester. Courses may be offered in 5 week, 8 week, 14 week, or 16 week formats.

Exact dates classes begin and end, drop days and last days for refunds are all listed on the WCJC Website, (www.wcjc.edu), on the webpage titled "Catalogs and Schedules".

Deadline for Guaranteed Financial Aid Processed for Spring Semester	November 1
Registration Period	November 1 – January 20
College Offices Reopen	January 2
Faculty and Staff Official Opening Day of Semester	January 13
17 Week Classes Begin	**January 13**
Final Registration *Final Registration Fee $25 (will be assessed 24 hours after registration)	January 15 – 20
College Convocation 9:00 a.m.	January 17
Cafeteria and Residence Halls Open (check WCJC website for times)	January 20
Martin Luther King Holiday (no classes; offices and library closed)	January 20
16 Week and First 8 Week Classes Begin	**January 21**
Schedule Changes - TWO DAYS ONLY (no new student registration during this time) **Schedule Changes Fee $15 (will be assessed at time of schedule change)	January 21 – 22
Saturday Classes Begin	January 25
14 Week Classes Begin	**February 3**
Official Census Date (16 week classes ONLY)	February 5
Texas Community College Teachers Association Convention (TCCTA – student break, no classes)	TBD
Cafeteria and Residence Halls Close (check WCJC website for times)	March 6
Spring Break Begins at 8:00 a.m. (offices, and library closed) **Saturday classes will meet on March 7 but not on March 14**	March 9
Residence Halls Open (check WCJC website for times)	March 15
Spring Break Ends, Classes Resume	March 16
First 8 Week Classes End	March 20
Mid-Semester Begins (16 week classes)	March 23
Second 8 Week Classes Begin	**March 23**
University Interscholastic League (UIL – student break, no classes)	TBD
Last day to Submit Application for May Graduation	April 1
Easter Holiday Begins at 4:00 p.m. (offices, residence halls, and library close) **All Wednesday classes will meet regardless of class time**	April 8
Residence Halls Open (check WCJC website for times)	April 12
Easter Holiday Ends, Classes Resume	April 13
Last Day to Drop 16 Week Courses ONLY with Grade of "W"	April 17
Final Examinations and Book Buy-Back at Bookstore (day classes continue through May 8)	May 7 – 14
Finals End	**May 14**
Grades Are Due No Later Than 11:00 AM	**May 14**
Cafeteria and Residence Halls Close (check WCJC website for times) – **Semester Ends**	May 15
Commencement	**May 16**

May Mini Term, 2020

Exact dates classes begin and end, drop days and last days for refunds are all listed on the WCJC Website, (www.wcjc.edu), on the webpage titled "Catalogs and Schedules".

Registration Period	April 1 – May 15
May Mini-Term Begins, 8:00 a.m. (no late registration) **Schedule Changes First Day of Class **ONLY** **Schedule Changes Fee $15 (will be assessed at time of schedule change)	**May 18**
Memorial Day Holiday (no classes; offices and library closed)	May 25
May Mini Finals	**June 3**
Grades Are Due No Later Than 11:00 AM – **Term Ends**	**June 4**

Summer Semester, 2020

Course lengths may vary; it is imperative that students verify the start and end dates of each individual course in which they are enrolled during the Summer semester. Courses may be offered in 5 week, 6 week, 8 week, 10 week, 11 week, or 12 week formats.

Exact dates classes begin and end, drop days and last days for refunds are all listed on the WCJC Website, (www.wcjc.edu), on the webpage titled "Catalogs and Schedules".

Summer I

Deadline for Guaranteed Financial Aid Processed for Summer Semester	April 1
Registration Period – Summer I and Summer II	April 1 – July 12
First 5 Week Classes Begin **Schedule Changes First Day of Class **ONLY** **Schedule Changes Fee $15 (will be assessed at time of schedule change)	June 8
Independence Day Holiday Observed (no classes; offices and library closed)	July 3
Final Examinations and Book Buy-Back at Bookstore	July 8
Grades Are Due No Later Than 11:00 AM – **Semester Ends**	**July 9**

Summer II

Deadline for Guaranteed Financial Aid Processed for Summer Semester	April 1
Second 5 Week Classes Begin **Schedule Changes First Day of Class **ONLY** **Schedule Changes Fee $15 (will be assessed at time of schedule change)	**July 13**
Final Examinations and Book Buy-Back at Bookstore	August 12
Grades Are Due No Later Than 11:00 AM – **Semester Ends**	**August 13**

In the event that unforeseen circumstances necessitate the cancellation of classes, the classes missed will be made up on Saturdays and/or holidays or by extension of the college calendar.

About Wharton County Junior College

STATEMENT OF MISSION

Wharton County Junior College is a public, two-year, comprehensive community college offering a wide range of postsecondary educational programs and services including associate degrees, certificates, continuing education courses, cultural affairs, and leisure-time activities for the benefit of the community and a population of students that varies in age, background, and ability.

The college affords opportunities for individual growth and expression and promotes the development of the total person through scholarly and creative activity and the application of knowledge for the good of society. Its curricular and co-curricular activities lay a foundation for lifelong learning and involved citizenship and encourage the pursuit of knowledge, innovation, experimentation, and excellence in human endeavor. It prepares students for entry-level positions, for advancement in various occupations and professions, for a broad understanding of the liberal arts and sciences, and for transfer to baccalaureate granting institutions.

In fulfilling its mission, the college:
1. Offers associate of arts, associate of arts in teaching, and associate of applied science degrees;
2. Offers transfer curricula in preparation for the baccalaureate degree;
3. Offers career/vocational curricula leading to certificates and associated degrees;
4. Offers remedial and developmental courses and services, as well as adult basic education, to assist under prepared students to achieve competency in basic skills and thus gain access to college-level programs;
5. Supports excellence in instruction in all academic areas by the encouragement of faculty professional development for the improvement of teaching and learning through innovative teaching methodologies, research and public service;
6. Provides library and other instructional resources as integral parts of the educational process;
7. Supports students in the learning process through counseling and academic advising;
8. Offers continuing-education, non-credit, courses and programs to meet the needs of business, industry, government, and the community-at-large, and to contribute to the economic development of its service region;
9. Provides varied cultural opportunities, recreational activities, and community services to enhance the quality of life in its service region;
10. Actively cooperates with school districts, vocational-technical schools, other colleges, and universities to promote a more productive educational environment within its service region;
11. Encourages the innovative and effective use of technology to increase and enrich educational opportunities for students and the community.

Wharton County Junior College is an institution that emphasizes personal attention to students, innovation and flexibility in its credit and non-credit offerings, and responsiveness to the diversity of communities it serves. The college is dedicated to providing an educational environment that recognizes individuality, stresses the importance of human relationships, and reflects the democratic values of our society.

Approved by the WCJC Board of Trustees
May 15, 2018

HISTORICAL SKETCH

1944   Wharton County leaders, members of a Post-War Planning Committee, conceived the idea of Wharton County Junior College.

1945   A County Junior College Committee was formed and citizens approved a 20-cent tax.

1946   On April 6, voters of Wharton County created the Wharton County Junior College district and elected the first Board of Trustees:

F.J.L. Blasingame (Chair), Wharton	Donald M. Duson (Vice-Chair), El Campo
J.R. Peace (Secretary), East Bernard	Harold Hansen, Danevang
Richard E. Meek, Louise	Lottie N. Mullins, Boling
Carl N. Reynolds, Glen Flora	

In September, classroom instruction began

with approximately 200 students housed in five Wharton County Fairground buildings, located at the corner of Boling Highway and Alabama Road. John Milton Hodges became the president of the college.

1948 On June 7, Wharton County voters approved a $600,000 tax bond to acquire permanent college facilities.

Friends of the college donated a 20-acre site at Boling Highway and Alabama Road for campus construction.

1954 Congressman Clark Thompson visited the campus.

Playwright Horton Foote consulted with drama students on the production of *The Rocking Chair.*

1954 The Wharton County Junior College Foundation was formed.

1962 Travis M. McKenzie became president of Wharton County Junior College.

1966 Theodore Nicksick, Jr. became president of Wharton County Junior College.

1967 College officials purchased the Wharton County Fairground for campus expansion.

1968 Congressman George Bush visited the Wharton campus.

1969 Congressman Jake Pickle visited the Wharton campus.

1970 On July 18, voters extended the boundaries of the Wharton County Junior College District to include the Needville Independent School District and a Needville resident was appointed to the Board of Trustees, increasing Board membership to eight.

1974 CBS Newsman, Dan Rather, spoke to Wharton County Junior College students.

1980 Wharton County Junior College began offering day classes in Richmond/ Rosenberg at B.F. Terry High School.

1981 Johnson Health Occupations Center opened on the Wharton Campus.

1983 Wharton County Junior College opened a satellite campus in Richmond.

1984 Elbert C. Hutchins became president of Wharton County Junior College.

1985 Wharton County Junior College, with funds provided by The George Foundation, purchased land for a permanent campus in Richmond/Rosenberg.

1990 Wharton County Junior College opened a campus in Sugar Land.

1994 Frank Robert Vivelo became president of Wharton County Junior College.

Wharton County Junior College began offering classes at the Marine Education Center in Palacios.

1996 The LaDieu Technology Center opened on the Wharton campus.

Wharton County Junior College joined forces with the University of Houston to open a multi-institution teaching center at the Sugar Land CentraPlex.

The Board of Trustees approved the purchase of the Sugar Land CentraPlex building.

1999 The Wharton County Junior College Bay City Technical Education Center opened at the Testengeer Building to house the college's Process Technology program.

2000 Playwright Horton Foote visited the college to speak with drama students as the Fine Arts Department presented "A Year of Horton Foote".

2001 Betty A. McCrohan became president of Wharton County Junior College.

The WCJC Fort Bend Technical Center (FBTC) campus opened in Richmond.

2002 Congressman Ron Paul visited the Wharton campus.

2005 Wharton County Junior College's service area expanded to include Sugar Land and its extraterritorial jurisdiction.

Congressman Tom DeLay visited the WCJC Fort Bend Technical Center.

2007 Wharton County Junior College opened a campus in Bay City.

2009 Wharton County Junior College relocated its existing Sugar Land campus to a new site with the University of Houston Sugar Land.

2017 Renovation of 900 square feet and addition of 3,600 square feet housing the Cosmetology and Process Technology programs at the Richmond Campus.

2018 Renovations of 34,000 square feet and addition of 18,000 square feet to the Johnson Health Occupations Center on the Wharton Campus.

WCJC TODAY

Wharton County Junior College's tax district encompasses Wharton County and the Needville Independent School District located within Fort

Bend County. WCJC has a service area that includes Wharton, Matagorda, and Colorado counties, as well as parts of Fort Bend, Jackson, and Austin Counties. To better serve its students, the college offers courses at four campuses in Wharton, Sugar Land, Richmond, and Bay City. In addition, the college offers classes in El Campo.

WHARTON CAMPUS

Most degree and certificate programs as well as many continuing education courses are offered in Wharton. Many students live at home; however, students have the opportunity to live on campus or in local apartments and to participate in campus life. Frankie Hall, a residence hall for men, houses seventy-five students. Mullins Hall, a residence hall for women, houses fifty-three students.

The college participates in three competitive sports: Volleyball for women, Baseball for men, and Rodeo for men and women. WCJC also has a choir, a band, and a drama program. These sports and fine arts programs offer student scholarships. Campus life includes intramural activities for men and women, student government, and a variety of clubs.

SUGAR LAND CAMPUS

The Sugar Land campus is conveniently located within the University of Houston Sugar Land campus in Brazos Hall. This transfer-driven campus offers numerous academic and vocational courses which allow students to take advantage of the Wharton County Junior College/University of Houston Partnership on the same campus.

RICHMOND CAMPUS

The Richmond campus offers a full range of technical, vocational, and academic courses.

BAY CITY CAMPUS

The Bay City campus is home to the college's Process Technology, Nuclear Power Technology, and Manufacturing Technology programs. The campus also offers transfer courses and continues to expand its programmatic offerings and training facility in response to Bay City's economic development initiatives, such as the establishment of the new Tenaris plant in Matagorda County.

EL CAMPO EXTENSION CENTER

Wharton County Junior College offers transfer courses, Continuing Education, and Adult Education and Literacy at the Northside Center, in El Campo.

UNIVERSITY ARTICULATION AGREEMENTS

Wharton County Junior College has several university articulation agreements that are in place to aid students in transferring. Students are encouraged to visit with WCJC counselors or advisors to inquire about transfer plans available to Texas universities.

General Academic Information

DEGREES AND CERTIFICATES

The college offers three types of degrees: The Associate of Arts (AA), the Associate of Arts in Teaching (AAT), and the Associate of Applied Science (AAS).

The Associate of Arts degree is a two-year degree designed for students intending to transfer to four-year institutions to complete baccalaureate degrees. AA degree programs parallel the first two years of study at four-year institutions; that is, they constitute the freshman and sophomore years of a bachelor's degree. **A student may receive only one AA degree.** Students should plan their courses of study carefully with an advisor to be sure that the courses they take at WCJC match the first two years of their intended major upon transferring to a four-year institution.

Wharton County Junior College awards the Associate of Arts in Teaching degree for students planning to pursue baccalaureate programs that lead to initial Texas teacher certification. There are two specialized tracks, "Plan B" or "Plan C" that can be pursued to obtain an AAT degree.

The Associate of Applied Science is designed for students in technical and career programs who intend to seek employment in identified occupational areas. Some AAS programs transfer seamlessly into upper-level Bachelor degree programs at various local universities.

The college also offers both semester credit hour and noncredit programs, leading to certificates in career fields not requiring a degree for employment. Certificate programs vary in length from fewer than 100 clock hours up to one year.

The following two examples serve to illustrate the distinctions between AA and AAS degrees, and between degrees and certificates.

1. Wharton County Junior College offers an AA degree that focuses on the field of Criminal Justice. This program of study is designed for students who intend to transfer to a four-year institution to major in some aspect of criminal justice (e.g., probation and parole, juvenile justice, law enforcement, criminal justice administration).

   The college also offers a two-year AAS degree with a major in Law Enforcement for students who intend to enter the police profession immediately upon graduation.

   In addition, the college offers a certificate program through its state-certified police academy for students who wish to become Texas peace officers but who do not desire a degree.

2. Wharton County Junior College offers an AA degree which prepares students who intend to transfer to a four-year institution to study Nursing and pursue a career as Registered Nurses (RNs).

   Wharton County Junior College also offers an AAS degree in Nursing (the Associate Degree Nursing program) for students who intend to become RNs immediately upon graduation.

   In addition, Wharton County Junior College offers a certificate program in Vocational Nursing for students who wish to become Licensed Vocational Nurses (LVNs), but who do not desire a degree.

   Finally, the college offers an AAS degree program for students who are already LVNs and desire to enter the ADN program to obtain an AAS degree and pursue careers as an RN. This program is referred to as the LVN-ADN Transition program.

INSTRUCTIONAL DIVISIONS

Courses and instructional programs are offered through seven divisions. Each division is composed of specialized departments, each with a standing Department Head. All divisions report to the Vice President of Instruction.

Students may seek degree or certificate specific advising from either department heads or division chairs, as well as from WCJC Student Services' counselors and advisors.

DIVISION OF ALLIED HEALTH
Division Chair: Carol Derkowski, ext. 6428
Departments:

Associate Degree Nursing	Human Services
Dental Hygiene	Physical Therapist Assistant
Health Information Technology	Radiologic Technology
	Vocational Nursing

DIVISION OF COMMUNICATIONS AND FINE ARTS
Division Chair: Patrick Ralls, ext. 6978
Departments:

English, Humanities, and Foreign Language	Performing/Visual Arts
*College Readiness Reading and Writing	Speech

DIVISION OF LIFE SCIENCES
Division Chair: Kevin Dees, ext. 6460
Departments:

Agriculture	Geology
Biology	Kinesiology

DIVISION OF MATH AND PHYSICAL SCIENCES
Division Chair: Jennifer Mauch, ext. 6396
Departments:

Chemistry	Physics and Engineering
Mathematics	
*College Readiness Math	

DIVISION OF SOCIAL AND BEHAVIORAL SCIENCES
Division Chair: Amanda Shelton, ext. 1581
Departments:

Criminal Justice and Law Enforcement	History and Geography
Economics and Government	Psychology, Sociology, and Anthropology

DIVISION OF TECHNOLOGY AND BUSINESS
Division Chair: David Kucera, ext. 6342
Departments:

Business Office Technology	Education and Early Childhood
Computer Science	Electronics Engineering Technology
*Cisco Academy	Engineering Design
*Computer Simulation and Game Development	Paralegal Studies
*Digital Media	
*Network Administration	
*Network Support Technician	

DIVISION OF VOCATIONAL SCIENCE
Division Chair: Timothy Guin, ext. 6575

Departments:

Air Conditioning, Heating, Refrigeration, and Electrical Technology	Manufacturing Technology
	Nuclear Power Technology
	Police Academy
Automotive Technology	Process Technology
Cosmetology	Welding Technology
Emergency Medical Services	

COMMUNITY OUTREACH PROGRAMS

Wharton County Junior College provides noncredit courses and programs, recreational activities, and community services to enhance the quality of life of its citizens and to contribute to the economic development of its service region. The college provides the following:

- Adult Education and Literacy
- Continuing Education
- Corporate and Customized Training
- Kids' College
- Online Courses and Training Programs
- Senior Citizens Program

A variety of noncredit offerings and grant-funded programs are offered in areas such as job readiness skills, occupational and career training, profession-specific continuing education, customized workforce training, adult education, English as a Second Language (ESL) courses, High School Equivalency (HSE) preparation; and Kids' College. Our Senior Citizen Program offers Meals-On-Wheels, local transportation, center meals, senior citizen health screenings, as well as educational and recreational programs.

ADULT EDUCATION AND LITERACY

WCJC Adult Education and Literacy (AEL) program conducts Adult Basic Education, High School Equivalency (HSE), and English as a Second Language (ESL) classes throughout Austin, Colorado, Fort Bend, Matagorda, Waller, and Wharton counties. The AEL program delivers instruction for HSE; improves basic academic skills such as reading, writing, and math; and develops speaking and writing communication skills for ESL students. This instruction enhances opportunities for economic prosperity of the diverse community the institution serves.

WCJC Adult Education and Literacy offers courses during the day and evening to accommodate the varied schedules of student. All instructional services, including books, are provided at no charge.

CONTINUING EDUCATION

Wharton County Junior College's Continuing Education Department offers a variety of programs in various fields of study including:

- Business Administration
- Computers and Technology
- Computer Science
- Health and Wellness
- Industry Training
- Leadership
- Leisure Learning
- Medical Careers
- Online Training Programs
- Online Courses
- Public Safety Training
- Test Preparation

CORPORATE AND CUSTOMIZED TRAINING

Wharton County Junior College's Continuing Education Department strives to be responsive to business and industry needs. Training courses can be customized to meet specific needs of local employers to enhance the quality of the workforce. WCJC can also assist area businesses, both large and small, in securing state-funded grants to support business expansion, job creation, and employee training.

KIDS' COLLEGE

Kids' College is a summer enrichment program packed with hands-on experiences that will encourage children to try new things as well as explore and discover hidden talents. This unique program offers students, ages 5 to 17, the opportunity to participate in academic and enrichment courses. Kids' College provides over 120 classes in areas of computers, language arts, math, science and engineering, the arts, special studies, sports, and dance.

ONLINE COURSES AND TRAINING PROGRAMS

Wharton County Junior College's Continuing Education Department partners with ed2go (Gatlin Education Services), to offers online enrichment

courses and career training programs. These convenient, open enrollment programs, are designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Programs are designed by a team of professionals from each respective field, who work to provide students with an effective, web-based learning experience. Instructors/mentors are actively involved in the online learning experience. They respond to any questions or concerns, as well as provide encouragement and motivation to improve success.

Each program includes a set of lessons and evaluations; grades are a combination of the instructor's/mentor's evaluation of students' work and computer graded tests. Students will appreciate the quality as well as the convenience of anytime, anywhere learning.

Benefits of Online Career Training:
- Learn in-demand job skills
- Start anytime
- Set your own pace
- Affordably priced

SENIOR CITIZENS PROGRAM

The WCJC Senior Citizens Program provides a meal and activity program to senior citizens 60 years and older. The WCJC Senior Citizen Center, funded by the Houston-Galveston Area Council, Texas Department of Health and Human Services, Texas Department of Agriculture, and County Resources, provides center meals and activities on a daily basis to promote social interaction. In-home meals to qualified homebound seniors are offered in Wharton and Colorado counties. The Senior Citizens Program also provides transportation to and from the center, as well as to medical appointments, grocery stores, the post office, pharmacies, and other local errands. All of our services are provided at <u>no</u> <u>cost</u> to our seniors, though donations are <u>greatly</u> <u>appreciated</u>. We currently have centers located in Wharton, El Campo, Eagle Lake, Columbus, and Weimar.

Academic Policies

ACADEMIC CALENDAR

The college's academic calendar lists the dates of all activities that affect students and employees, such as registration and holidays during which the college will be closed. The academic calendar is posted on the WCJC Website (www.wcjc.edu).

ACCESS TO STUDENT RECORDS

In compliance with federal Public Law 93-380; Family Educational Privacy Act of 1974 and the Texas Open Records Act (Chapter 552, Government Code), the college does not release personally identifiable records or files. Further information concerning this policy and laws on which it is based is available in the Wharton County Junior College Student Handbook and in College Regulation 651. Questions concerning access to student records may be addressed to the Director of Admissions and Registration.

Directory information is available to anyone upon request unless a student restricts the release of such information by completing the form entitled "Request to Prevent Disclosure of Directory Information" and submits it to the office of the Director of Admissions and Registration by the twelfth class day of a regular semester and the fourth class day of a summer session.

Directory information includes the following:
- Name, address, telephone listing;
- Date of birth, dates of attendance, participation in officially recognized activities and sports, degrees, candidates for degrees, honors and awards received, previous colleges and universities attended.

DROPPING COURSES

Courses that are dropped prior to the attendance verification day for that course will not count on a student's transcript as a "W". However, students are still expected to meet the financial obligation of the course per the college's "Drops and Withdraws", updated each semester on the college's website. Students dropping after attendance verification day and prior to the official drop date will receive a "W" for the course.

The calendar for the length of time a student has to withdraw or drop a course is updated each semester on the college's website.

If a student registers for classes but does not attend or quits attending, the student must officially drop or withdraw through the Office of Admissions and Registration by filling out a Student Drop Form (https://www.wcjc.edu/Admissions/documents/Student_Drop_Form_A.pdf) located on the WCJC Website (www.wcjc.edu); admissions; student forms. Failure to do so will result in an "F" on the student's transcript for each incomplete course and full financial obligation for each course.

ADMINISTRATIVE WITHDRAWAL

The college reserves the right to withdraw a student from classes for any reason when college officials consider this action to be in the best interest of the college or of the student.

ATTENDANCE OF CLASSES

Faculty agree that regular class attendance in classes conducted in the traditional format, as well as regular participation in courses taught in non-traditional formats, distance education and asynchronous formats, is conducive to optimum achievement. Therefore, students are expected to attend all meetings of classes in which they are enrolled and fully participate in classes taught in non-traditional formats.

Excused absences, for which missed work, assignments, or exams may be made up include an absence for the observance of religious holy days per requirements of Texas Education Code Section 51.911, an absence due to being called for active military duty per the requirements of Texas Education Code Section 51.9111, an absence for a college-sponsored activity, or at the discretion of the faculty as outlined in the course syllabus.

Whenever a student acquires absences in excess of two weeks in a course or when a student's attendance record (in the judgment of the instructor) makes the attainment of minimum course objectives improbable, that student may be recommended to drop the course with the designation of "W" or "WX", withdrawn.

AUDIT OF COURSE

After the schedule changes period, students may register to audit academic courses on a space-available basis. Also, after the schedule changes period, students who obtain permission from the appropriate Department Head may register to audit vocational-technical courses. Auditing entitles students to the usual learning opportunities but eliminates such course requirements as attendance, written work, and tests. An audit cannot be changed to credit or credit to audit after the deadline for adding courses. The fee for an audit is the same as that for course credit.

CHANGE OF NAME OR ADDRESS

A student who changes a home or local address or a name should notify the Office of Admissions and Registration immediately. Any communication from the college that is mailed to the name and address on record is considered to have been delivered, and the student is responsible for having received the communication.

A change in address does not automatically change a student's status regarding in-district and/or in-state residency status. For changes of residency status, students should consult the section of residency information and requirements.

CLASSIFICATION OF STUDENTS

Students who are enrolled at Wharton County Junior College are classified according to the number of hours completed and the number of hours in which they are enrolled.

Freshman:	A student enrolling in college for the first time or who at the time of registration has earned fewer than 30 semester hours of credit.
Sophomore:	A student who at the time of registration has earned at least 30 semester hours.
Full-time:	A student who is enrolled for at least 12 semester hours.
Part-time:	A student who is enrolled for at least one semester hour, but less than 12 semester hours.

COURSE LOAD

The normal load for a regular student during fall and spring semesters should not exceed a total of nineteen semester hours including such courses as kinesiology, choir, and band. The normal load for a regular student during summer semesters should not exceed a total of seven semester hours. Students may not enroll for more than a normal load without approval from the Vice President of Instruction. Ordinarily, approval for an academic overload is contingent upon the student having at least a 3.0 GPA or being a candidate for graduation.

The normal load for a regular student during a mini semester is one three credit hour course.

COURSE NUMBERS

Wharton County Junior College uses the common course numbering system adopted by a number of Texas institutions. Institutions participating in this system have signed agreements accepting a standard numbering system for commonly transferred courses. This system insures that if students take the courses the receiving institution designated as common, the courses are accepted in transfer and are treated as the receiving institution's courses.

The common course number has a standardized four-letter prefix followed by a four-digit number. The prefix identifies the department through which the course is offered. Numbers 1100-1999 indicate freshman level courses and numbers 2100-2999 indicate sophomore-level courses. For example, English 1301 is a freshman-level course in the Department of English and Humanities, whereas English 2322 is a sophomore-level course.

However, students may enroll in any course if all specific course prerequisites have been met.

COURSE OFFERINGS

The college exercises the prerogative of choosing the courses to be offered during any semester. This offering is announced in the official schedule of classes for the semester. Should the enrollment in a course be insufficient, the course may be dropped from the schedule. Likewise, a course may be closed to further enrollment should enrollment become excessive.

All traditional face-to-face classes may be enriched by the addition of an online component. Some courses may require students to actively engage in an online element. This may include areas such as the submission of assignments, and/or participation in discussion boards. The online component may be hosted on the college's learning management system and other web locations. Students should contact the instructor or check the course syllabus to determine if there is an online component.

COURSE PREREQUISITES

A "prerequisite" is a condition or requirement that must be met. Many courses are open only to those students meeting specified requirements. Course prerequisites may be credit in another course, a minimum grade in another course, test scores, concurrent enrollment in another course, sophomore standing, consent of the department head, or demonstration of a particular skill.

Prerequisites are indicated below each course description.

FINAL EXAMINATIONS

All academic courses administer final examinations. Exemptions from final examinations are not given. If a student misses a final exam due to sickness or other emergency, the student may be given an "I" at the instructor's discretion. The student should contact the instructor to make arrangements for a make-up exam. An "I" automatically converts to an "F" by mid-semester of the following term if the student does not make up the exam.

GRADING POLICY, GRADE REPORTS, GRADE POINTS

The college considers grades extremely important permanent records and requires instructors to communicate their specific grading policies for each class at the beginning of the semester. At the end of the semester, the college requires instructors to submit final grades for all officially enrolled students.

Students who believe errors have been made in the final reporting of grades should discuss the matter with their instructors. The students may

follow the method of appeal set forth in the Student Handbook and in College Regulation 663. A grade change request must be made within 12 months of the end of the term in which the grade was awarded. Appeals will not be accepted beyond the allowed twelve months of the end of the term in which the grade was awarded.

A final grade may be changed only by the instructor of the course with the approval of the Vice President of Instruction or by action of the Board of Trustees. Grade or Notations are as follows:

A   Excellent
B   Good
C   Average
D   Poor (lowest passing grade)
F   Failure
I   Incomplete: This grade is given only when a student misses the final examination. The instructor has the discretion to allow a make-up if the absence is caused by sickness or other emergency. By the following regular mid-semester, an "I" not made up will convert to an "F".
W   Withdrawn: This grade indicates an official withdrawal from a course by the student or by administrative action after the attendance verification day and prior to the official drop date. This grade does **not** count toward the six drop limit.
X   Audit (no credit and no grade)
WX   Withdrawn: This grade indicates an official withdrawal from a course by the student or by administrative action after the attendance verification day and prior to the official drop date. This grade does count toward the six drop limit.

A four-point system for expressing in numerical terms the quality of scholarship achieved by the student is useful in determining eligibility for honors or probation, for graduation, for participation in intercollegiate athletic competition, and for membership in certain student organizations. The system is as follows:
Each grade of "A" earns 4 grade points per semester hour.
Each grade of "B" earns 3 grade points per semester hour.
Each grade of "C" earns 2 grade points per semester hour.
Each grade of "D" earns 1 grade point per semester hour.
Other grades earn 0 grade points.

At the end of each grading period a grade point average (or grade index) may be obtained by computing the sum of all the grade points earned and dividing this number by the total number of semester hours attempted. Courses marked "I", "W", "X", and "WX" are not counted in computing the grade point average.

For example, if a student completes the following 16 credit hours in a semester, the GPA for that semester is calculated as follows:

Course	Credit Hours	Grade	Grade Points
English	3	B	9
Biology	4	C	8
History	3	B	9
Business	3	A	12
Art	3	A	12
	16		50

Divide the number of grade points earned (50) by the total number of credit hours attempted (16). The GPA for that semester would be 3.17 or "B".

GRADUATION REQUIREMENTS

Students are responsible for familiarizing themselves with the detailed requirements of their chosen degrees and for preparing themselves to meet those requirements.

Wharton County Junior College Grants the following:

- Associate of Arts Degree – A student may receive only one AA degree
- Associate of Arts in Teaching Degree
- Associate of Applied Science Degree – A student may receive only one AAS degree within a specific degree track
- Certificates for selected Allied Health Programs and Career & Technical Education Programs

GENERAL REQUIREMENTS FOR GRADUATION

1. All program course requirements must be completed by course completion or approved course substitution.
2. Candidates must complete at least 25% of their semester hours at Wharton County Junior College.
3. A cumulative GPA of 2.0 grade point average must be earned in the program

area **AND** an overall cumulative GPA of 2.0 grade point average must be earned for degrees and level two certificates.

4. TSI requirements must be met, if pursuing an obligated degree/certificate.
5. All financial obligations must be met.

GRADUATION UNDER A PARTICULAR CATALOG

To graduate, students of Wharton County Junior College must complete the requirements in the catalog in effect at the time of the student's initial enrollment. Students have five (5) years from the date of initial enrollment to complete all degree or certificate requirements, contingent upon maintaining continuous enrollment. Continuous enrollment is defined as earning a minimum of three (3) semester credit hours in an academic term within a 12-month period. After five years, students must, with the assistance of an academic advisor, select a newer catalog to follow. If a student does not earn a minimum of three (3) semester credit hours within a period of at least twelve months, the student will follow the catalog requirements in effect upon the student's re-entry into the institution. Students wishing to change majors will follow the current catalog at the time the change of major goes into effect. Appeals to this policy are reviewed by the Vice President of Instruction, provided the appeal is submitted in written format and includes appropriate documentation. Students are directed to the college regulations 781 and 782 for further clarification.

COURSE SUBSTITUTIONS

Semester credit hours for a degree or certificate will not be waived. Core requirements may not be substituted. Substitutions for other requirements must be approved by the program director, division chair, and the Vice President of Instruction. Application for a course substitution must be initiated through the program director/division chair.

GRADUATION APPLICATION

Wharton County Junior College will award degrees three times a year: August, December, and May. A student who is a candidate for graduation may complete an application online and submit it to any Wharton County Junior College Office of Admissions and Registration. For more information on graduation, please refer to the Graduation Webpage (http://www.wcjc.edu/Admissions/admissions-and-

registration/graduation.aspx) on the Wharton County Junior College Website.

GRADUATION COMMENCEMENT CEREMONIES

Wharton County Junior College's commencement ceremonies are held each spring semester to recognize students who complete all graduation requirements. Participation in a commencement ceremony is the act of obtaining public recognition that a student has completed all requirements for graduation. The approval of a student participating in the commencement ceremony is contingent upon the satisfactory completion of all degree requirements.

Students are only eligible to participate in the commencement if they:
1) Complete all degree requirements in the same semester they apply to graduate.
2) Complete all degree requirements from the previous Fall and Summer semester.

More information about the ceremonies will be mailed to students several weeks before the scheduled date and will be available on the college website as well.

Students receiving only certificates do not participate in the commencement ceremony.

REVERSE ARTICULATION

Students who have not completed all course requirements for a degree or certificate, but have completed at least 25% of the semester hours at Wharton County Junior College, may fulfill their course requirements at another accredited institution and transfer the credits to WCJC. If the requirements for a degree or certificate are met, Wharton County Junior College will automatically issue the award. Students may graduate in accordance with the requirements stated in the catalog in effect up to five (5) years prior to the date of graduation.

MINIMUM STANDARD OF WORK

Wharton County Junior College expects students to achieve satisfactory progress toward the attainment of their education goals. The minimum acceptable standard of satisfactory

progress is a cumulative average of at least 2.0 GPA on attempted semester credit hours.

REPETITION OF COURSE

When a course is repeated, the last grade awarded is the permanent grade for the course and is the only grade considered in calculating the semester hours and the grade point average at Wharton County Junior College.

REPEATED COURSES AND TUITION CHARGES

Wharton County Junior College will charge a higher tuition rate to Texas resident students registering for a course for the third or subsequent time. This charge will apply to any course that the student has already attempted twice and appears on their transcript. Upon the third and subsequent enrollment, the out of state tuition rate will be charged for those credit hours. This charge will be assessed upon third enrollments in attempted (courses in which a student withdrew and received a "W") and completed courses (courses in which a student received a letter grade). Student tuition represents only a portion of the total cost of instruction. The remaining comes from state dollars that are paid by Texas taxpayers. When students enroll for courses for a third time, the state of Texas does not offer funding to the college to pay for operation of that student's enrollment. The Texas State Legislature allows colleges to charge tuition at a higher rate to offset the loss of funding.

EXEMPTIONS TO THE REPEATED COURSES

The following types of credit hours are exempt and are not subject to the Repeated Courses Tuition Charges Policy:
1. Credit hours for remedial and development courses, if the course work is within the 27-hour limit;
2. Credit hours for courses that involve different or more advanced content each time they are taken, including but not limited to, individual music lessons, theater practicum, music performance, ensembles, certain physical education and kinesiology courses, and studio art;
3. Credit hours for independent study courses;
4. Credit hours for continuing education courses that must be repeated to retain professional certification; and

5. Credit hours repeated in the final semester or term before graduation, if the credit hours are taken for the purpose of receiving a grade that will satisfy a degree requirement. (This exemption applies for only one semester or term.)

REQUEST FOR EXEMPTION

Students who believe they should receive an exemption from the higher tuition rate should, after registering for the course that was charged a higher tuition rate, proceed to the Office of Admissions and Registration (OAR) and present, in writing, a statement outlining the reason(s) they believe an exemption should be granted. Students have seven (7) business days from the start of the course to request an exemption from the higher tuition rate. Students will be asked to (a) present in writing the reason(s) why they believe they should be exempt from the higher tuition rate, (b) provide a statement to support the identified reason, and (c) provide supporting documents to support the claim and then submit these to the OAR for processing. Requests for an exemption requiring additional information or research will not be processed Students will be notified in such instances via WCJC e-mail regarding the outcome of the request for exemption.

EXEMPTION APPEALS

Students who attempt to claim an exemption from the higher tuition rate but are denied have the option to appeal. Within five (5) business days of being denied an exemption, students must present, in writing, a statement outlining the reason(s) they believe an exemption should be granted. Students must supply any documentation at the time of the written appeal. The appeal should be sent to the Vice President of Student Services. The Vice President of Student Services will respond, in writing, within five (5) business days of receiving a student's appeal.

Tuition and fees are subject to change without notice.

SCHOLASTIC HONORS

DEANS'S LIST: At the end of each full term (16 weeks) semester, those students who have been enrolled for at least twelve (12) semester hours of college-level courses, who have made no failing grades, and who have earned grade point averages of at least 3.5 are listed on the Dean's List.

GRADUATION WITH HONORS: Those members of the graduating class who earn a grade point average of at least 3.8 are graduated with High Honors and those earning a grade point average of at least 3.5, but less than 3.8, are graduated with Honors.

ACADEMIC PROBATION

Failure to achieve the required minimum standard of work (cumulative average of at least 2.0 GPA) will result in a student being placed on academic probation for the next semester in which they are enrolled.
Students on probation are encouraged to reduce their course load and to reexamine and adjust their educational objectives, their workloads, and their study habits.

Students on academic probation are removed from probation when they have achieved the required minimum standard of work of a 2.0 GPA or higher.

ACADEMIC SUSPENSION

Failure to achieve the required minimum standard of work while on academic probation results in suspension from the college for the following semester. A student who has been suspended from the college for poor scholarship and who re-enters after the expiration of the semester of suspension, re-enters on academic probation.

Appeals for admission while on suspension should be directed to the Office of the Vice President of Instruction with specific written requests sent to the Coordinator of Instructional Retention, Dual Credit, and University Transfer.

SEMESTER CREDIT HOURS

The unit of measurement for credit purposes is the semester credit hour. One semester hour represents the credit earned in a course that is scheduled for one class hour a week for a semester. Most courses meet three hours a week and have a credit value of three semester hours.

STUDENT GRIEVANCES AND COMPLAINTS

The college has an established policy for hearing student grievances and complaints. Students who believe they have legitimate complaints about (1) discrimination or harassment based on sex, race, age, gender identity, national origin, religion, veteran status, or handicap; (2) non-academic decisions, rules, or regulations; (3) management or conduct of programs; (4) allegations of misleading advertisement or promotion of programs; or (5) other actions of college employees should contact the Office of the Vice President of Student Services to file the grievance and obtain a copy of College Regulation 591.

TRANSCRIPTS

A transcript of college credits is an official copy of the student's permanent record bearing the college seal. For a fee, students may obtain copies of his or her transcript by requesting transcripts through "WCJC Online Services" on the WCJC Website (www.wcjc.edu) or by making a written request to the Office of Admissions and Registration. Written requests must include dates of attendance, student ID number, and a legible signature. All admission information must be on file, and all holds must be cleared before a transcript is issued.

TRANSFER OF SEMESTER CREDIT HOURS

Wharton County Junior College is fully approved and accredited to offer lower-division courses (freshmen and sophomore courses). All of WCJC academic semester hour credits transfer to other state-supported colleges. Certain developmental, preparatory, and vocational courses may not transfer. Colleges do not lower transferred grades; grades are filed just as they are received. For degree purposes or for determining scholastic standing, however, grades earned at other institutions may be averaged with work done at the receiving college or university.

The information that follows was written by the Texas Higher Education Coordinating Board with respect to the transfer of semester credit hours and to transfer disputes. Section 61.078 of the

Texas Education Code, enacted by the 71st Legislature, requires that this information be reproduced in the college's catalog.

FREE TRANSFERABILITY: Lower-division courses included in the Texas Higher Education Coordinating Board's Academic Course Guide Manual and specified in the definition of "Lower-Division Academic Course Guide Manual" shall be freely transferable to and accepted as comparable degree credit by any Texas public institution of higher education where the equivalent course is available for fulfilling baccalaureate degree requirements. It is understood that each Texas institution of higher education may have limitations that invalidate courses after a specific length of time.

All lower division academic courses shall be fully transferable among public institutions and must count toward the same degree at any public college or university in Texas.

TRANSFER OF SEMESTER CREDIT HOURS REQUIREMENTS AND LIMITATIONS

A. Each institution of higher education shall identify in its undergraduate catalog each lower division course that is substantially equivalent to an academic course listed in the current edition of the Community College General Academic Course Guide Manual.

B. Each university must identify at least 45 semester credit hours of academic courses that are substantially equivalent to courses listed in the "Lower-Division Academic Course Guide Manual", including those that fulfill the lower-division portion of the institution's Core Curriculum.

C. All public colleges and universities must accept transfer of credit for successfully completed courses identified in (A) and (B) above as applicable to an associate or baccalaureate degree in the same manner as credit awarded to non-transfer students in that major.

D. Each institution shall be required to accept in transfer into a baccalaureate degree the number of lower division semester credit hours in a major which are allowed for their non-transfer students in that major; however,

  • No institution shall be required to accept in transfer more credit hours in a major than the number set out in the applicable Coordinating Board approved Transfer Curriculum for that major, as prescribed by the current issue of the Coordinating Board's Guide to Transfer of Credit Policies and Curricula.

  • In any major for which there is no Coordinating Board approved Transfer Curriculum, no institution shall be required to accept in transfer more lower division courses credit in the major applicable to a baccalaureate degree than the institution allows their non-transfer students in the major.

  • A university may deny the transfer of credit in courses with a grade of "D" as applicable to the student's major.

E. All senior institutions of higher education in Texas shall provide support services for transfer students, equivalent to those provided to non-transfer students regularly enrolled at the institutions, including an orientation program for transfer students, equivalent to that provided for entering freshman enrollees.

F. No university shall be required to accept in transfer or toward a degree, more than sixty (60) semester credit hours of academic credits earned by a student in a community college. Universities, however, may choose to accept additional credit hours.

RESOLUTION OF TRANSFER DISPUTES FOR LOWER-DIVISION COURSES

The following procedures shall be followed by public institutions of higher education in the resolution of credit transfer disputes involving lower-division courses:

A. If an institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and to the sending institution that transfer of the course credit is denied. A receiving institution shall also provide written notice of the reasons for denying credit for a particular course or set of courses at the request of the sending institution.

B. A student who receives notice as specified in Subsection (A) may dispute the denial of credit by contacting a designated official at either the sending or the receiving institution.

C. The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Board rules and guidelines.

D. If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date of the student received written notice of denial, the institution that denies the course credit for transfer shall notify the commissioner of its denial and the reasons for the denial.

E. The Commissioner of Higher Education or the Commissioner's designee shall make the final determination about a dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institutions.

F. The Board shall collect data on the types of transfer disputes that are reported and the disposition of each case that is considered by the Commission or the Commissioner's designee.

G. If a receiving institution has cause to believe that a course being presented by a student for transfer from another school is not of an acceptable level of quality, it shall first contact the sending institution and attempt to resolve the problem. In the event that the two institutions are unable to come to a satisfactory resolution, the receiving institution may notify the Commissioner of Higher Education, who may investigate the course. If its quality is found to be unacceptable, the Board may discontinue funding for the course.

SIX COURSE DROP LIMIT

Under section 51.907 of the Texas Education Code, "an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education." This statute was enacted by the State of Texas in spring 2007 and applies to students who enroll in a public institution of higher education as a first-time freshman in fall 2007 or later. Any course that a student drops is counted toward the six-drop limit if:

- The student was able to drop the course without receiving a grade or incurring an academic penalty;
- The student's transcript indicates or will indicate that the student was enrolled in the course;

- The student is not dropping the course in order to withdraw from the institution;
- Once Wharton County Junior College calculates that the student has a total of six affected drops from Wharton County Junior College and all affected transfer institutions, he or she may not drop any additional courses at Wharton County Junior College. The instructor will be required to award the grade of A, B, C, D, or F.

An automatic notification will be placed on the student record after the student reaches the 3rd counted drop and is encouraged to see an academic advisor.

EXCLUDED COURSES FROM LIMIT

Drops from the following types of courses are excluded from the course drop limit:

A. Courses taken by students while enrolled in high school – whether dual credit or early admission. Once graduated from high school the drops will begin to count.

B. Courses dropped at private or out-of-state institutions.

C. Remedial or developmental courses, workforce education courses, or other courses that would not generate undergraduate credit that could be applied to a degree.

D. Drops which meet the definition of a complete withdrawal.

EXCEPTIONS AND DOCUMENTATION REQUIREMENTS

A. Severe illness or other debilitating condition; statement from a doctor required.

B. Care of a sick, injured or needy person; statement from doctor regarding illness of the person being cared for; statement from the sick, injured, or needy person regarding the student's role as the care-giver; or in case of a child, statement from the student.

C. Death of family member or another person who is otherwise considered to have a sufficiently close relationship; death certificate or obituary from newspaper required.

D. Active duty service with the Texas National Guard or other armed forces by the student, a family member, or a person who has a sufficiently close relationship; orders from service required.
E. Change in work schedule that is beyond the control of the student; letter from employer required.
F. Other good cause as determined by the institution.

For the purposes of this section (listed above) the following definitions will apply:

FAMILY MEMBERS: spouse, child, grandchild, father, mother, brother, sister, grandmother, grandfather, aunt, uncle, nephew, niece, first cousin, stepparent, stepchild, or stepsibling.

SUFFICIENTLY CLOSE RELATIONSHIP: this relationship can include a relative with the third degree of consanguinity, plus close friends, including but not limited to, roommates, housemates, classmates, or others identified by the student for approval of the institution on a case-by-case basis.

WITHDRAWAL FROM COLLEGE

If a student must withdraw from the college before the completion of the semester for which he or she is enrolled, the student must fill out an official withdrawal form in the Office of Admissions and Registration or send a letter to that office requesting withdrawal.

All financial obligations to the college must be met in order to receive official clearance.

A student may officially withdraw from the college. Please see "Dropping Courses".

SERVICES FOR STUDENTS WITH DISABILITIES

Wharton County Junior College is committed to providing a discrimination-free environment for its students with disabilities. Students with disabilities are encouraged to inform the college of any assistance they may need upon application. Early self-identification will allow students to receive whatever accommodation they may need as quickly as possible.

Students desiring accommodations must register with the Coordinator of Disability Services and provide appropriate medical and/or psychological documentation. This action entitles qualified students with disabilities to their legal rights and assures them of receiving information on services and procedures available to them. Disability information is strictly confidential and is not released without consent of the student.

It is the responsibility of students with a disability to voluntarily and confidentially disclose information regarding the nature and extent of the disability. Wharton County Junior College does not assume responsibility for providing special accommodations and services to students who have not identified themselves as having a qualifying disability and who have not made their need known.

Specific disability services are based on individual needs and circumstances to initiate services. Students should contact the Coordinator of Disability Services prior to each semester. The Coordinator of Disability Services office is located in the Pioneer Student Center.

STUDENT RIGHTS, RESPONSIBILITIES, AND PROHIBITED BEHAVIOR AND CONDUCT

The College recognizes the necessity of establishing clear guidelines for student conduct to ensure the protection of rights for the individual and for the college as an educational institution. In addition to other formal rules and regulations, the following statements adopted by the college apply to all individuals of the college community, as well as its guests.

STUDENT RIGHTS

Statement of Individual Rights: The following rights of all members of the college community shall remain inviolable:
1. To learn, teach, study, and search for truth without interference or harassment.
2. To move about the campus and in campus buildings freely and without interference or harassment.
3. To express opinions freely and without interference, individually or in groups, as long as such expression does not interfere with any other individuals' rights hereby guaranteed or result in damage to property.

4. To be treated at all times with courtesy and respect, regardless of ethnic origin, cultural background, sex, gender identity, creed or ideology, as long as one displays regard to the rights of others as provided in this statement of individual rights.

If a student feels that their rights have been violated, WCJC Board Regulation 591, Student Grievances and Complaints, provides policies and internal procedures for handling student grievances and complaints concerning (a) discrimination or harassment based on sex, race, age, national origin, religion, veteran status, or handicap; (b) non-academic decisions, rules, or regulations; (c) actions, rules, or regulations not defined as pertaining to disciplinary measures or decisions; (d) management or conduct of programs; (e) allegations of misleading advertisement or promotion of programs; or (f) other actions of college employees.

STUDENT RESPONSIBILITIES

As a student of Wharton County Junior College, an individual assumes responsibility of observing a proper standard of conduct at all times. This general behavior includes respect for order, morality, and personal honor. Students are expected to know what is considered appropriate behavior in the college learning environment. Students are expected to understand college policies and procedures regarding the administrative functions that impact their status with the college; these include but are not limited to enrollment and financial functions. Students are encouraged to participate in all aspects of student life as citizens of the academic community.

PROHIBITED BEHAVIOR STATEMENT

All students shall obey the law, show respect for college administration, faculty, staff, and employees and shall observe correct standards of conduct. In addition to activities prohibited by law and/or other college policies and regulations, the following types of behavior shall be prohibited and subject to disciplinary action, including but not limited to, possible dismissal from WCJC residence halls and/or the college.
1. Gambling, dishonesty, or the use of alcoholic beverages on campus or at any college sponsored event.
2. The illegal use, possession, and/or sale of a drug or narcotic on campus, as those items

are defined by the Texas Controlled Substance Act.
3. Scholastic dishonesty, which shall include, but shall not be limited to, cheating on a test, plagiarism, and collusion. "Cheating on a test" includes, but is not limited to, the following:
   - Copying from another student's test paper;
   - Using materials or technology not authorized by the person administering the test;
   - Collaborating with or seeking aid from another student during a test without permission from the test administrator;
   - Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of the test;
   - The unauthorized transportation or removal, in whole or in part, of the contents of the test;
   - Substitution for another student, or permitting another student to substitute for one's self to take a test;
   - Bribing another person to obtain a test or information about the test.
4. Owing a debt to the college or writing an "insufficient funds" check to the college. Either instance may result in a student being denied admission or readmission to the college until the debt is paid or check is redeemed.
5. Violations of the Penal Statues of Texas or of the United States occurring on college property or in connection with college sponsored or supervised activities.
6. Physical assault or threat of physical assault on anyone on college property or at a college event or college sponsored activity.
7. "Hate Messages", including, but not limited to, racial epithets or derogatory remarks attacking or belittling someone else's religious beliefs, lifestyle, national origin, physical attributes, gender identity or expression, etc., whether delivered orally or in writing. This includes any behavior defined as "bullying".

8. Physical obstructions or interference with teaching, research, administration, college activities, or the college's subsidiary responsibilities through "disorderly conduct" or "disruptive behavior".
9. Initiations by organizations that include any feature that is dangerous, harmful, or degrading to the student (a violation of this includes prohibition renders the entire organization, as well as the individual participants, subject to appropriate discipline). This includes all forms of "hazing".
10. Endangering the health or safety of members of the college community or visitors to the campus.
11. Damaging or destroying college property.
12. Forgery, alteration, or misuse of college documents, records, or identification.
13. Theft of property of the college or a member of the college community or campus visitor.
14. Failure to comply with reasonable directives from college officials acting in the performance of their duties.
15. Disorderly conduct that provokes a disturbance, threatens abuse or assault of another, or is otherwise indecent, profane, or excessively boisterous. This includes all behavior that results in the interference with the classroom or work environment.
16. Unauthorized use of college facilities, buildings, or grounds.
17. Failure to possess official identification; students are required to produce identification upon request of a faculty member, staff member, or security officer.
18. The presence of the opposite sex in a student's residence hall room or other private areas or the residence hall.
19. Sexual assault as defined in Texas Penal Code, and pursuant to college Regulation 593, Sexual Assault.
20. Unauthorized visitors, including adults and children, who are not enrolled students or employed by the college, are not permitted to attend classes without prior approval of the instructor and the Office of the Vice President of Student Services. All guests are required to register with the Office of the Vice President of Student Services or with the appropriate campus director. Individuals in violation of this prohibition are subject to prosecution for trespassing.

21. The use or possession of explosives, fireworks, swords, daggers, straight razors, or illegal knives is not permitted on campus or in the automobiles in campus parking lots. Illegal knife means (a) knife with a blade over five and half inches long (b) hand instrument designed to cut or stab another by being thrown, (c) dagger, including but not limited to, a dirk, stiletto, and poniard, (d) bowie knife, (e) sword, or (f) spear.
22. Information regarding firearms on campus can be found on the WCJC website on the "Campus Carry" page.

Misconduct may result in the student being placed on disciplinary probation or suspension (dismissal).

Wharton County Junior College has identified certain behaviors that are possible grounds for immediate dismissal from the college. If any of these six situations occur, immediate dismissal may result:
1. Illegal use or possession of controlled substances (alcohol, drugs) anywhere on college property or at a college event or college-sponsored activity.
2. The presence of the opposite sex in a student's residence hall room.
3. Willful destruction of property, damage to buildings or furnishings, or defacing college property.
4. Physical assault or threat of physical assault on/toward anyone on college property or at a college-sponsored event or activity.
5. "Hate Messages" including, but not limited to, racial epithets or derogatory remarks attacking or belittling someone's religious beliefs, lifestyle, national origin, physical attributes, etc., whether delivered orally or in writing.
6. Refusal to comply with legitimate directives from residence hall supervisors, security personnel, or any college officials or exhibiting defiantly disrespectful behavior to such persons.

WHARTON COUNTY JUNIOR COLLEGE SEXUAL HARASSMENT POLICY – REGULATION 879

Employees or students shall not engage in conduct constituting sexual harassment. The district shall

investigate all allegations of such harassment and shall take appropriate disciplinary action against employees or students found to engage in such harassment. Any employee or student who believes he or she has been or is being subjected to any form of sexual harassment shall bring the matter to the attention of the immediate supervisor in accordance with the district's grievance policy [Reg. 591 and 877]. However, no procedure or step in that policy shall have the effect of requiring the employee or student alleging sexual harassment to present the matter to the person who is the subject of the complaint. <u>NOTE</u>: The Director of Human Resources or the President may also be contacted by personnel on issues relating to sexual harassment.

Office of Admissions and Registration

ADMISSION

Admission for the college credit studies is open to all applicants who meet at least one of the methods of regular admission. Students who are academically under-prepared may be required to enroll in developmental courses in accordance with the Texas Success Initiative rules and regulations. Admission to the college does not imply admission to all programs.

Guidelines for admission to the Associate Degree Nursing (ADN), Dental Hygiene, Physical Therapist Assistant, Radiologic Technology, Vocational Nursing (LVN), Human Services, Emergency Medical Technology, and Police Academy are given in the degree requirements section of this catalog or from the respective program directors or on the college website under "Programs".

APPLICATION PROCESS TO WHARTON COUNTY JUNIOR COLLEGE

Each applicant must satisfactorily complete all phases of the admission process. The Office of Admissions and Registration evaluates the application and notifies the student of acceptance or rejection. The student may appeal the decision if the case meets the criteria for appeal stipulated in Regulation 591, Student Grievances.

1. **SUBMIT AN APPLICATION**

   If you were previously a WCJC student, but it has been two years since you were enrolled, you need to submit a new (online) application. It is not necessary to submit an application for every term you wish to register.

   Use the online Apply Texas Two Year/Community College application. Once your application has been transmitted to Wharton County Junior College, it will process within 72 hours. Processing time may vary during peak registration periods. Paper applications are only available during the late registration period before classes begin.

   After your application has been processed at WCJC, you will receive a very important Admission Letter. This letter will contain your WCJC ID, identify your declared major pathway, and include a "Check List" of all the items needed to complete your admission file (and make you ready to register for classes).

   Once all the admissions items have been submitted, you'll receive a second letter with access information to MYWCJC and other important program information.

   All documents submitted to Wharton County Junior College become the property of the college upon receipt. Official documents can be mailed to WCJC Main Campus, 911 Boling Hwy, Wharton, TX 77488, electronically submitted, or hand delivered to the campus closest to you.

2. **SUBMIT TRANSCRIPTS**

   Submit an official transcript of all high school (final transcript needed once graduated) and/or college transcript(s) or a GED certificate with official scores and completion dates. Official transcripts can be mailed to WCJC Main Campus, 911 Boling Hwy, Wharton, TX 77488, electronically submitted, or hand delivered to the campus closet to you. Official transcripts must be in a sealed envelope.

3. **COMPLETE TESTING REQUIREMENTS**

Have you taken an approved placement test or been told by a WCJC advisor you do not need to test? Contact an advisor or academic advising specialist or counselor in order to determine which test may be needed; then contact the testing department on a WCJC campus closest to you.

4. **SUBMIT VACCINATION RECORDS**

BACTERIAL MENINGITIS VACCINATION REQUIREMENT

Under the requirements of law recently enacted by the Texas State Legislature, students who are under 22 years of age and entering higher education in the spring of 2014 (and any semesters following) must demonstrate proof of vaccination against bacterial meningitis or proof of exemption of the vaccination.
An entering student is defined as a student new to higher education. Transfer and transient students from another college, or a student who has not been enrolled one fall or spring semester and is returning to Wharton County Junior College, are also subject to this requirement. It is important to consult a physician about the need for the immunization against bacterial meningitis to prevent the disease.

Not all students are required to show proof of the vaccination. Please read further for details about exemptions and how to opt out of showing proof of the vaccination.

Students may elect not to take the vaccination by filing a Medical Exemption Affidavit or Certificate or a Texas Department of State Health Services (TDSHS) Exemption from Immunization for Bacterial Meningitis for Reasons of Conscience Form.

Evidence of vaccination or exemption should be submitted to Wharton County Junior College Office of Admissions and Registration. Vaccinations must have been received within the past (5) years and no later than 10 days prior to the first day of the first semester in which the student initially enrolls. A Wharton County Junior College Bacterial Meningitis Vaccination Record Form must be completed and submitted along with vaccination records or a Medical Exemption Affidavit of Certificate or an Exemption from Immunization for Reasons of Conscience Affidavit Form.

EXEMPTIONS

Wharton County Junior College students who are currently enrolled and planning on returning for their next consecutive semester will NOT be required to submit proof of vaccination.

Exemptions allowed by law are:
- Students 22 years of age or older by the first day of the semester.
- Students enrolled only in online courses or other distance education programs.
- Students enrolled in dual credit classes on a high school campus.
- Students enrolled in Adult Education and Literacy (AEL) courses.
- Students enrolled in continuing education (CE) or corporate study courses.
- Students enrolled in programs of less than 360 contact hours.
- Students incarcerated in a Texas prison.

EVIDENCE OF VACCINATION

Evidence of vaccination must:
1. Be submitted along with a completed **WCJC Bacterial Meningitis Vaccination Record Form** (https://www.wcjc.edu/Admissions/admissions-and-registration/Admissions-Bacterial-Men-Immunization-Form-61618.pdf) which can be found on the college website under the Office of Admissions and Registration.
2. Include month, day, and year of vaccination and verify that vaccinations (or boosters) were received at least 10 days prior to the first day of the semester and within the past 5 years.
3. Include one of the following:
- A completed **WCJC Bacterial Meningitis Vaccination Record Form** bearing the signature or stamp of a physician or his/her designee.
- An official immunization record generated from a state or local health authority.
- An official record received from school officials, including a record from another state.

EVIDENCE TO DECLINE VACCINATION

A student, or parent or guardian of a student, is not required to submit evidence of receiving a vaccination against bacterial meningitis if the

student, or a parent or guardian of a student, submits evidence to decline the vaccination to the institution.

Evidence to decline the vaccination can be either:
1. A Medical Exemption Affidavit or Certificate signed by a physician who is licensed to practice medicine in the U.S. in which it states that in the physician's opinion it would be injurious to the health and well-being of the student to receive the required vaccination.
2. Conscientious Objection Form (for student NOT LIVING IN ON-CAMPUS HOUSING). For new students (under the age of 22 years) at institutions of higher education and NOT living or residing in on-campus housing, who wish to file an affidavit stating that the student declines the vaccination for bacterial meningitis for reasons of conscience, the student may use the official Texas Department of State Health Services Exemption From Meningococcal Vaccination Requirements Form (https://corequestjc.dshs.texas.gov), accessible from the Texas Department of State Health Services website. Students must request the form electronically, complete it, sign it, have it notarized, and file it with the Office of Admissions and Registration.

For further information, or to ask any questions, please contact the Office of Admissions and Registration.

METHODS OF REGULAR ADMISSION

Persons may qualify for admission to Wharton County Junior College by any of the following means:

HIGH SCHOOL GRADUATE - Any student that has graduated from a state accredited high school. The following admission requirements must be met and submitted to the Office of Admissions and Registration:
- Submitted electronic application or completed and signed paper application.
- Completed official copy of the high school transcript showing the last year's grades and date of graduation.
- Official college entrance, alternative, or exemption test scores (if not already noted on transcript) that meets the Texas Success Initiative as required by the Texas Higher Education Coordinating Board.
- Once students have completed the above steps, they are required to complete New Student

Orientation (NSO). NSO is MANDATORY for all new WCJC students who have never attended a college or university. This includes high school graduates who have completed dual credit courses while in high school.
- Once students have completed NSO, they are required to complete primary advising. Students should see the primary advising page on the WCJC website for details.

GED GRADUATE – A student whose high-school class has graduated may be admitted by successfully completing the General Education Development (GED) test.

The following admission requirements must be met and submitted to the Office of Admissions and Registration:
- Submitted electronic application or completed and signed paper application.
- GED certificate with official scores and completion date.
- Official college entrance, alternative, or exemption test scores that meets the Texas Success Initiative as required by the Texas Higher Education Coordinating Board.
- Once students have completed the above steps, they are required to complete New Student Orientation (NSO). NSO is MANDATORY for all new WCJC students who have never attended a college or university. This includes high school graduates who have completed dual credit courses while in high school.
- Once students have completed NSO, they are required to complete primary advising. Students should see the primary advising page on the WCJC website for details.

GRADUATE OF HOME SCHOOL, PRIVATE SCHOOL, OR NON-ACCREDITED HIGH SCHOOL – Any student who has completed a home school program or has graduated from a private or non-accredited high school is eligible to apply for admission. The following admission requirements must be met and submitted to the Office of Admissions and Registration:
- Submitted electronic application or completed and signed paper application.
- Completed and notarized copy of the student's transcript signed by the principal

or head of instruction, showing the last semester's grades and date of graduation.

- Official college entrance, alternative, or exemption test scores (if not already noted on transcript) that meets Texas Success Initiative as required by the Texas Higher Education Coordinating Board.
- Once students have completed the above steps, they are required to complete New Student Orientation (NSO). NSO is MANDATORY for all new WCJC students who have never attended a college or university. This includes high school graduates who have completed dual credit courses while in high school.
- Once students have completed NSO, they are required to complete primary advising. Students should see the primary advising page on the WCJC website for details.

Students who completed home school and are seeking federal financial aid funds to off-set the cost of college attendance are strongly encouraged to contact the Office of Financial Aid to verify their home school experience.

TRANSFER STUDENTS – Students transferring to Wharton County Junior College from another accredited college or university. Only credits from accredited colleges or universities are accepted i.e., Southern Association of Colleges and Schools Commission on Colleges. The following admission requirements must be met and submitted to the Office of Admissions and Registration:

- Submitted electronic application or completed and signed paper application.
- Official and up–to-date transcript from all colleges attended.
- Official college entrance, alternative, or exemption test scores (if not already noted on transcript) that meets Texas Success Initiative as required by the Texas Higher Education Coordinating Board.

Wharton County Junior College only recognizes and accepts transferable credit from colleges or universities that have been accredited by one of the following Regional Accrediting Associations:

1. Middle States Commission on Higher Education
2. New England Association of Schools and Colleges
3. North Central Association of Colleges and Schools (The Higher Learning Commission)
4. Northwest Commission on Colleges and Universities
5. Southern Association of Colleges and Schools
6. Western Association of Schools and Colleges (WASC Senior College and University Commission; Accrediting Commission for Community and Junior Colleges)
7. New York Board of Regents (Office of College and University Evaluation)

Students on scholastic probation at another institution and eligible to return to that college may be admitted to Wharton County Junior College with the status of scholastic probation provided they meet the other entrance requirements. In cases of doubt about the academic status of a transfer student from another institution, WCJC standards on probation and/or suspension are applied to the case.

CERTIFICATE PROGRAM STUDENTS – Students seeking a technical certificate are eligible to attend Wharton County Junior College. Students enrolled in a Level I certificate are exempt from Texas Success Initiative testing requirements as long as the student enrolls in the courses within the certificate program(s) as outlined in the catalog. The following admission requirements must be met and submitted to the Office of Admissions and Registration:

- Submitted electronic application or completed and signed paper application.
- Official copy of the high school transcript showing the final grades and date of graduation.
- Official transcripts from every accredited college or university attended.
- Official college entrance, alternative, or exemption test scores if required in the certificate program (if not already noted on the transcript).

TRANSIENT STUDENTS – Students currently attending another accredited college or university who plan to return to that institution. The following admission requirements must be met and submitted to the Office of Admissions and Registration:

- Submitted electronic application or completed and signed paper application.

• Transient Student Approval Form (a new form is submitted for each semester of enrollment).

EARLY ADMISSION/DUAL CREDIT FOR HIGH SCHOOL STUDENTS – High School students may enroll in a Dual Credit program or as an Early Admission Student. The following admission requirements must be met and submitted to the Office of Admissions and Registration:
• Submitted electronic application or completed and signed paper application.
• Current official copy of the high school transcript or academic work.
• Official college entrance, alternative, or exemption test scores that meet the Texas Success Initiative as required by the Texas Higher Education Coordinating Board.
• Completed Certificate for Early Admissions form which includes the recommendation by the high school principal and consent of parent.

Students are cautioned to guard against enrolling for college courses that are related to their areas of University of Interscholastic League (UIL) competition and which might thereby endanger their eligibility for participation in UIL.

RE-ENTERING STUDENTS – Students who have previously attended Wharton County Junior College but have not attended for two years or more are eligible for admission as re-entering students. The following admission requirements must be met and submitted to the Office of Admissions and Registration:
• Updated electronic application. A new application has to be submitted even if nothing has changed to comply with state residency requirements.
• Updated official transcript(s) from every accredited college or university attended.
• Official college entrance, alternative, or exemption test scores (if not already noted on the transcript) that meets the Texas Success Initiative as required by the Texas Higher Education Coordinating Board.

INTERNATIONAL STUDENTS – Wharton County Junior College has a limited International Student Admission program for students who wish to register for the Nuclear Technology Associate of Applied Science (AAS) program at the Bay City Campus. The college can **only** **admit international students who are enrolling into the Nuclear Technology AAS program and attending all classes at the Bay City Campus.**

General Admission Procedures for International Students are as follows:
1. An application submitted online through the [Apply Texas Website](www.applytexas.org) (www.applytexas.org) or see the Office of Admissions and Registration for a paper application – no later than 60 days prior to the start of the semester of first attendance.
2. Submit notarized Affidavit of Support form dated within 6 months of beginning of the semester. Note: the amount required is $45,000.00 or two years of total educational costs, whichever is more.
3. Submit support evidence statement (bank statement) – funds must be in a United States bank.
4. Submit official high school transcripts, including a graduation date (or official college transcripts if transferring from another accredited institution).
5. Submit official TOEFL scores – WCJC institution code is 6939.

Detailed international student admission information is available on the college website on the admission pages.

RESIDENCY INFORMATION AND REQUIREMENTS

Students are classified as Texas residents or non-Texas residents for the purpose of assessing matriculation and tuition fees. Texas residents must be further classified as either in-district or out-of-district residents. For purposes of determining residency, WCJC complies with all applicable state and federal regulations, as well as with the Texas Higher Education Coordinating Board recommendation.

TEXAS RESIDENT: An adult Texas resident is defined as one who has resided continuously within the state of Texas for at least 12 months prior to the census date of the academic semester in which the student is enrolling. A minor Texas resident is defined as one whose parent(s) or legal guardian has claimed the dependent for federal income tax purposes both at the time of

enrollment and for the tax year preceding enrollment. This classification is defined by the State Auditor's Office and must be adhered to.

NON-RESIDENT: A non-resident student is defined as one who does not qualify as a Texas resident (out-of-state, international students, etc.). A non-resident student classification is presumed to be correct so long as the student is in the state primarily for the purpose of attending school. To be reclassified as a resident, after one or more years of residency, the student must show proof of intent to establish Texas as his/her own residency.

IN-DISTRICT: In general, an adult who is a Texas resident has **resided** continuously within, and paid property taxes to, the Wharton County Junior College District (Wharton County and Needville ISD) for at least six months prior to the census date of the academic semester in which the student is enrolling. If the applicant is a minor, then their parent(s) or legal guardian must meet the qualification of In-District.

OUT-OF-DISTRICT: A Texas resident who does not qualify as an in-district resident.

PROOF OF RESIDENCY

Section 54.051(b) of the Texas Education Code requires documentation of residency for persons enrolling in public institutions of higher education.

Persons classified as residents are required to provide proof that they are entitled to be so classified and to agree to notify the proper institutional official if for any reason the classification becomes inappropriate.

In addition to documenting residency, WCJC is responsible for reviewing enrollment or registration applications for errors, inconsistencies, or misclassification of residence status. Written documentation to resolve any problems noted is required and a copy of such is maintained in the student's file for audit review.

Further, at minimum, each institution must file and maintain a copy of one or more appropriately dated documents that certify that the student classified as a resident has a legal right to such classification as of the official census date of the semester or term for which the student is enrolling. Documents acceptable for this purpose include but are not limited to:
    A. Texas high school transcript.

B. Employer statement of date of employment.
C. Permanent Driver's license; at least one year old. Generally, the license expiration date minus date of enrollment should not exceed three years.
D. Texas voter registration card; at least 180 days old for in-district classification.
E. Property tax payments.
F. Canceled checks.

Additional information concerning admission is available by contacting the Office of Admissions and Registration.

REGISTRATION

Registration information, procedures, and deadlines for college credit and continuing education students are published in the printed class schedules and also available on the WCJC Website (www.wcjc.edu) under Admissions. Each student, by registering, pledges acceptance of the rules and regulations of the college.

Students may register for credit classes online or in person, at times specified in the published schedule.

Registration must be completed prior to the beginning of classes.

Students may register for a maximum of 19 credit hours in fall and spring semesters, 14 credit hours in the summer (both sessions combined), and 3 credit hours in a mini semester. Students who wish to register for additional hours must have written permission from the Vice President of Instruction.

Courses may be added and/or dropped only during periods indicated in the college's academic calendar. Classes dropped after the census date and before the official withdrawal date are recorded with the letter "W" on the student's permanent record.

TEXAS SUCCESS INITIATIVE (TSI)

Students attending Texas public institutions of higher education must be in compliance with the Texas Success Initiative (TSI), as of fall 2003 (Texas Education Code §51.3062) in order to enroll in

public institutions of higher education. The law requires all entering college students to be assessed for college readiness in reading, mathematics and writing unless the student qualifies for an exemption. Each student who fails to meet the minimum passing standard of the exam offered by the institution must be placed in a developmental education program designed to help the student achieve college readiness.

Students who do not meet the Texas Success Initiative Assessment standard created by the Texas Higher Education Coordinating Board's Education Statute (applying to all public institutions of higher education in Texas):

1. Must enroll continuously in college readiness classes (excluding summer sessions and mini terms) directly related to the section(s) of the test where the score in reading, writing or math does not meet the college readiness standards. The student must continue enrolling in the college readiness class each semester until they are college ready in all areas. Students must give priority in course selection to the corresponding college readiness class. Students who are not college ready in reading, writing, and math are required to enroll in college readiness classes immediately upon enrolling at WCJC if the student seeks enrollment in college credit courses that lead to an associate, level two certificate or baccalaureate degree.
2. Must satisfactorily complete all coursework in the developmental sequence at the point of placement before enrolling in college level courses in those disciplines.
3. Are encouraged to enroll in a student success course (PSYC/ EDUC 1300 and/or NCBI) if TSI placement results indicate need for college readiness courses.
4. Cannot enroll in courses where college-readiness has not been met, except for courses paired with a co-requisite support course.
5. Must meet with an academic advisor as part of mandatory advising/TSI remediation advisement until the college readiness courses are satisfied by either satisfying the TSIA by retesting in the area they did not meet the standard or completing the college readiness sequence with a grade of A,B, or C.
6. Cannot graduate from an associate degree program or from a level two certificate program until TSI compliance is achieved

through testing or through successful completion of the college readiness course sequence.

TEXAS SUCCESS INITIATIVE EXEMPTIONS

A student may be exempt from meeting Texas Success Initiative requirements in one or more subject areas by meeting one of the following standards:

- SAT (taken prior to March 2016 and no more than 5 years ago) score of at least 1070 (Math + Reading) and Math score of at least 500 is exempt from the Math requirement; SAT score of at least 1070 (Math + Reading) and a Critical Reading score of at least 500 is exempt from the Reading and Writing requirements.
- SAT (taken March 2016 or later) Evidence-Based Reading and Writing (EBRW) score of 480 or higher is exempt from the TSI Reading and Writing requirements; Math score of 530 or higher is exempt from the TSI Math requirement.
- ACT composite score of 23 with at least 19 on the Math and 19 on the English (Test taken no more than 5 years ago).
- TAKS exit-level Math score of 2200 and English/Language Arts score of 2200 and Writing essay score of 3. (Test taken no more than 5 years ago).
- Students serving on active duty as a member of the US Armed Forces, the Texas National Guard, or as a member of a reserve component of the US armed forces and have been serving for at least three years preceding enrollment.
- Students who on or after August 1, 1990, were honorably discharged, retired, or released from active duty as a member of the U.S. Armed Forces, the Texas National Guard, or serve as a member of a reserve component of the U.S. Armed Forces.
- An earned degree, associates or higher, from a Texas public college or university.
- A student who transfers to an institution from a private or independent institution of higher education or an accredited out-of-state institution of higher education and who has satisfactorily completed college-level coursework as determined by the receiving institution.

- STAAR scores minimum: STAAR end-of-course (EOC) with a minimum score Level 2 on English III shall be exempt from the TSI Assessment requirement for both reading and writing and a minimum score of Level 2 on the Algebra II EOC shall be exempt from the TSI Assessment requirement for math.
- TSI Assessment Reading score of 351 or above; Mathematics score of 350 or above; Writing essay score of a 5 or above; or an essay score of a 4 with an objective score of 340 or above.
- A student completing a HB 5 course related to reading, writing, and/or mathematics according to the terms of an articulation agreement between WCJC and the local school district will have a TSI waiver in the related subject area(s) for two years at WCJC.
- A student who completes a designated college-level reading, writing, and/or mathematics course with a "C" or higher will be TSI satisfied. Completion, with a "C" or higher, of a designated college-level writing course will result in the student being TSI satisfied in reading and writing.
- Dual credit students are strongly encouraged to visit the WCJC website for the most up to date information regarding TSI exemptions for admission.

TESTING INFORMATION

Beginning students who need to satisfy TSI requirements may call the WCJC Testing Center, located on the second floor of the J.M. Hodges Library, or any campus testing center, to make an appointment for testing. Testing Schedules are also available on the WCJC Website (www.wcjc.edu) from Admissions/Testing. Testing should be completed at least one month prior to registration.

DEVELOPMENTAL EDUCATION PLAN TO COMPLY WITH TEXAS SUCCESS INITIATIVE

In accordance with Texas Success Initiative guidelines (TSI), Wharton County Junior College will assess each undergraduate student entering the institution (unless exempted) and determine if the student is "college-ready" in reading, writing, and math. Students who do not achieve a college-ready score on one or more sections of the THECB approved assessment instruments (determined by WCJC to be "not college-ready" in one or more areas) may satisfy TSI

requirements by the completion of an individualized developmental education plan.

More information regarding WCJC's developmental education plan is available by visiting with an academic advisor or counselor.

CREDIT BY EXAMINATION

Credit for selected courses at Wharton County Junior College may be obtained by special examinations in accordance with the following policies:
A. Credit by examination may not be acquired in courses in which the student has been enrolled for credit past the 12th class day or in an academic discipline in which the student has earned credit in a more advanced course.
B. No credit by examination is applicable to the student's transcript until the student has earned an equivalent number of hours at Wharton County Junior College. Credit for the course will appear on the transcript with a "P" for passed; no grade is granted or factored into the student's GPA.
C. Not more than sixteen semester hours may be earned by examinations in transfer courses.

For credit to be considered, a student must complete a Petition for Credit form at one of the three WCJC Testing Centers, and WCJC must have the official score report on file. Students can find instructions for ordering official score reports at the College Board website. Credit received by examination may or may not transfer to a four year university. Please check with the transfer institution prior to submitting a Petition for Credit. Credit awards for retired exams will be considered based on policies published in the WCJC Catalog during the year the test was active.

COLLEGE BOARD'S ADVANCED PLACEMENT (AP)

Advanced Placement (AP) examinations provide a means to demonstrate college-level accomplishments. AP exams are administered to high school students after the completion of an AP course. An AP score of 3, 4, or 5 is required for the credit award to be considered.

AP Examination	Minimum Score	Equivalent Score	Credit Hours
Biology	3	Biology 1406	4 hours
Biology	4	Biology1406 and 1407	8 hours
Chemistry	3	CHEM 1411	4 hours
Chemistry	4	CHEM 1411 and 1412	8 hours
Computer Science A	4	COSC 1436	4 hours
English Language and Composition	3	ENGL 1301	3 hours
Physics I: Algebra-Based	3	PHYS 1401	4 hours
Physics II: Algebra-Based	3	PHYS 1402 (Awarded upon completion of PHYS 1401)	4 hours
U.S. History	3	HIST 1301 and 1302	6 hours
Calculus AB or BC	See chart under "Calculus Placement"		

COLLEGE LEVEL SUBJECT EXAMINATION (CLEP)

College Level Subject Examination Program (CLEP) tests are administered at the WCJC Testing Centers by special appointment. Fees of $87, payable to CLEP, and $15, payable to WCJC Business Office, are required for each CLEP examination. Total cost per test is $102.

CLEP Examination	Minimum Score	Equivalent Course	Credit Hours
Chemistry	50	CHEM 1411, 1412	8 hours
College Composition	50	ENGL 1301	3
History of the United States I	50	HIST 1301	3
History of the United States II	50	HIST 1302	3
Western Civilization I	50	HIST 2311	3
Western Civilization II	50	HIST 2312	3
Precalculus	50	MATH 2312	3
College Algebra	50	MATH 1314	3
Calculus	50	MATH 2413	4
Principles of Microeconomics	50	ECON 2302	3
Introductory Psychology	50	PSYC 2301	3
Human Growth and Development	50	PSYC 2314	3
Introductory Sociology	50	SOCI 1301	3
Spanish	50	SPAN 1411, 1412	8
Spanish	63	SPAN 1411, 1412, 2311, 2312	14 hours

CALCULUS PLACEMENT

Placement into WCJC Calculus classes can be completed by one of the following:
1) Satisfying the prerequisites* **OR**
2) Completing Accuplacer Next Generation Advanced Algebra and Functions Test (AALF) or current department approved exam for Calculus I with the minimum required score** **OR**
3) Completing the College Board's Advance Placement (AP) exam with the minimum required score*** **OR**
4) Completing the College-Level Subject Examination Program (CLEP) with the minimum required score****

*The prerequisites for each Calculus course are described in the course descriptions of the WCJC catalog under the Mathematics section.

**The Accuplacer Next Generation Advanced Algebra and Functions Test (AALF) is administered by the WCJC Testing Center by special appointment. A fee of $20, payable to the WCJC Business Office, is required for each (AALF) Test.

- A maximum of two AALF tests for Calculus I can be taken per calendar year. A score from 276 to 300, inclusive, is required to permit registration in Calculus I, Math 2413.
- The AALF test differs from 3)***AP and 4)****CLEP in that credit is not given for any course, only permission to take Calculus I is granted.
- The AALF test must be administered at a WCJC Testing Center. AALF scores from other colleges will not be accepted.

***The College Board's Advance Placement (AP) for Calculus has two tests: one for Calculus AB and one for Calculus BC. See table below.

Calc AP Test	Subscore	Minimum Score	Credit for Course(s)/ hours	Placement Into
Calc AB	None	Score 3	Calculus I, MATH 2413, 4 hrs	Calculus II, MATH 2414
Calc BC	None	Score 5	Calculus I and II, MATH 2413 and 2414, 8 hrs	Calculus III, MATH 2415
Calc BC	See below	Score 4	Calculus II, MATH 2414, 4 hrs	Calculus III, MATH 2415
	Calc AB subscore	Score 3	Calculus I, MATH 2413, 4 hrs	
Calc BC	See below	Score 3 or below	No credit for Calculus II	None
	Calc AB subscore	Score 3	Calculus I, MATH 2413, 4 hrs	Calculus II, MATH 2414

- The WCJC policy for the Calculus AB test is to give credit for Calculus I, MATH 2413, with a minimum score of 3.
- The WCJC policy for the Calculus BC test is to give credit according to the scores as follows: a score of 5 on the Calculus BC exam results in credit for Calculus II, MATH 2414, and credit for Calculus I, MATH 2413; a score of 4 results in credit for Calculus II, MATH 2414, and credit for Calculus I, MATH 2413, if the AB subscore is 3 or higher.
- If the score for the Calculus BC test is 3 or below, no credit is given for Calculus II; but consideration is given to the Calculus AB sub-score in which case a sub-score of 3 or higher for Calculus AB results in credit for Calculus I, MATH 2413.
- Registration in the appropriate course is permitted immediately, but the credit for Calculus I and/or II is not granted until an equivalent number of hours are completed at WCJC.

****The College-Level Subject Examination Program (CLEP) is described above. Passing the CLEP exam for Pre-Calculus satisfies the prerequisites for taking Calculus II, MATH 2414. Credit is granted after completion of 4 credit hours at WCJC.

OTHER CREDIT BY EXAM OPTIONS

Grade of "A" in English 1301 (three semester hours) is granted based upon an English Enhanced Score of 31 or more on the ACT or a score of 670 or more on the SAT Verbal (test taken prior to March 2016) or the SAT Evidence Based Reading and Writing (EBRW) (test taken March 2016 or later).

For ACT or SAT credit to be awarded at WCJC, the student must have the official score report sent to WCJC. The student must also complete and sign a Petition for Credit form at one of the three WCJC campus Testing Centers.

CREDIT FOR MILITARY TRAINING

Wharton County Junior College may grant credit for military training or coursework, if material covered in the military school is comparable to the material taught in the WCJC course. Students who wish to have their military transcript evaluated for possible credit must contact the Office of Admissions and Registration to initiate the review process. WCJC department heads or division chairs will determine whether or not credit may be granted and for which course.

CREDIT FOR PROFESSIONAL LICENSURE/ CERTIFICATIONS

College credit may be granted for certain professional certifications if specific criteria are met. Documentation must be provided by the student to demonstrate the certification is equivalent to specific credit coursework. No more than 25 percent of a WCJC award may be obtained through professional certification. A Petition for Credit form must be completed then signed by the program director, appropriate dean, Registrar, and Vice President of Instruction before credit is granted. Certain fees may apply.

Certifications eligible for credit include current Texas Licensed Vocational Nurse (LVN) in good standing, National Registry and/or State of Texas EMT-Certified Emergency Medical Technician (EMT), and National Registry and/or State of Texas AEMT-Certified Advanced Emergency Medical Technician (AEMT).

HIGH SCHOOL ARTICULATION

Students may earn college credit through articulated technical courses, Advanced Technical Credit, and Dual Credit courses.

Articulated courses are designed per high school and documented in Articulation Agreements between the college and school district. Articulated courses meet college requirements for instructor credentialing, student learning outcomes, and student assessment. A student may receive articulated high school credit if he/she has successfully completed an articulated course named in an articulation agreement, met the requirements detailed in the articulation agreement, is currently enrolled at WCJC and in good standing.

For more information regarding high school articulation, advanced technical credit, and dual credit, high school students should speak with their high school counselor. Current WCJC students seeking articulated credit should contact the Office of Admissions and Registration (OAR) or the WCJC Vocational Support Coordinator.

CREDIT FOR INTERNATIONAL COURSEWORK

Wharton County Junior College will grant credit (grade of "A") on International Baccalaureate Higher Level (unless otherwise noted) tests for the following courses:

IB Higher Level Exam	Minimum Score Required	WCJC Courses	Credit Hours
Biology	4	BIOL 1406	4
	5	BIOL 1406 and 1407	8
Chemistry	4	CHEM 1411	4
	5	CHEM 1411 and 1412	8
Economics	4	ECON 2301	3
English: Lang A	4	ENGL 1301	3
Math	4	MATH 2312	3
(Standard Level)	5	MATH 2312 and 2413	7
Philosophy	4	PHIL 1301	3
Physics	4	PHYS 1401 and 1402	8
Psychology	4	PSYC 2301	3
Spanish	4	SPAN 1411 and 1412	8
Language	5	SPAN 1411, 1412, 2311, 2312	14
Visual Arts	5	ARTS 1311	3

*For IB the maximum number of credit hours awarded will be 24. An equal number of hours must be earned in "face-to-face" classes at WCJC before credit will be awarded.

CREDIT FOR MIRROR COURSES

College credit may be granted for certain mirror coursework. Mirror courses eligible for credit include only those pre-approved mirror courses successfully completed at WCJC and meeting SACSCOC requirements, including faculty credentials and qualifications. The pre-approved mirror course is typically taught by credit faculty with credit and CE students co-enrolled in the course. Therefore, the mirror course uses the credit Administrative Master Syllabus (AMS) and is equivalent to the credit course in length, rigor, content, learning outcomes, and assessment. No more than 15 semester credit hours may be awarded from mirror coursework. A Petition for Credit form must be completed then signed by the credit program director, appropriate dean, Registrar, and Vice President of Instruction. The petition for credit must be made within 12 months of the end of the term in which the mirror course was successfully completed. Certain fees may apply.

Distance Education

Wharton County Junior College provides students with the opportunity to enhance their educational experience through the distance education department. Many classes are offered through the internet, ITV, or blended formats.

- **ITV** – ITV provides instructional content through a two way video communication network. It provides real-time face-to-face instruction between the instructor and students at multiple locations. In most instances, ITV courses are also web-enhanced, requiring students actively engage in an online component. This may include elements such as the submission of assignments, online testing and/or participation in discussion boards. Students should have access to the internet and be familiar with email, the web, creating and saving documents and uploading files.
- **Internet** – Internet courses are conducted almost, if not entirely (85-100%) online. Some instructors may require that students come to campus for orientations, field trips, or to take exams

in an approved testing location. Students must have access to the internet and be familiar with email, the web, creating and saving documents and uploading files.

- **Hybrid** – Hybrid courses combine online learning and face-to-face instruction. These courses provide 50-85% of class instruction in an online setting. The remainder of the instruction (15-50%) takes place in traditional face-to-face setting. Students must have access to the internet and be familiar with email, the web, creating and saving documents and uploading files.

- **Respondus Lockdown Browser and Monitor** – All WCJC online courses require the use of Respondus LockDown Browser (RLDB) and Respondus Monitor for at least one exam. RLDB is a custom browser that locks down the testing environment within Blackboard. Students are unable to copy, print, access other applications, or visit other websites during an online exam while in the LockDown Browser. Respondus Monitor is a companion application for RLDB that uses webcam and video technology to prevent cheating during online exams. Students must verify their identity via a valid picture ID at the start of the exam and then Monitor makes a video recording of the exam session that the instructor can view. In short, Monitor deters cheating and helps protect the integrity of online tests.

Students are required to download Respondus Monitor on a computer running Windows 7 or higher or a Mac running OS X 10.10 or higher. Some instructors will allow students to complete exams using an iPad running iOS 7.0 or higher. RLDB cannot be used on an iPhone, Android devices or other mobile devices, Chromebooks, or a virtual machine. Administrative rights are required for any computer on which RLDB will be installed. Adobe Flash Player, a webcam, and a broadband internet connection are also required. Please be aware that some instructors require an external webcam instead of the ones built into many laptop computers.

If a student tries to access an exam using a standard browser (Chrome, Internet Explorer, or Firefox, for example), they will NOT be able to complete the exam. Respondus LockDown Browser must be downloaded using the WCJC-provided link. Do not download a copy of LockDown Browser from elsewhere on the internet, those versions will not work at WCJC. Visit the following website to download and install [Respondus LockDown Browser](http://www.respondus.com/lockdown/download.php?id=693334110): (http://www.respondus.com/lockdown/download.php?id=693334110).

You can also take an exam requiring Respondus Lockdown Browser and Monitor at any of the campus open labs. Multiple stations have been equipped with webcams for this purpose. The computers in the open labs are available on a first come first serve basis so plan accordingly.

More information is also available on the Help and Resources tab in Blackboard.

IS ONLINE EDUCATION RIGHT FOR ME?

Students should be confident about their computer and study skills. Review the following list of requirements to assess your readiness to take online classes.

- I know how to connect to the Internet using a browser.
- I can navigate around the internet and know how to use search engines.
- I know how to send and receive e-mail.
- I know how to do basic word processing, including cutting and pasting.
- I know how to open, save, and manage files.
- I have access to a computer with an internet connection at least 5 days a week.
- I have 9-12 hours a week to work on each online class.
- I am motivated to log in to the virtual classroom at least 5 days a week.
- I am a self-starter and can manage my time and course workload efficiently.
- I have good reading comprehension and written communication skills, and I enjoy communicating in writing.
- I am able to ask for help when I need it.

- I have good time management skills.
- I am self-disciplined.
- I have a quiet place to study and work on assignments.

Being successful in an online learning environment requires that a student have strong time-management skills. To meet the unique advisement needs of online students, all college students are recommended to visit with an academic advisor or counselor. Students should consult with an academic advisor or counselor to determine if they are a good candidate for distance learning courses. Students can also take the Online Learning Assessment located on the Distance Education Website (http://www.wcjc.edu/Programs/distance-education) to gain insight as to their learning style and level of technical expertise.

SUPPORT FOR ONLINE STUDENTS

The Distance Education Student Handbook is published on the Distance Education section of the Wharton County Junior College website and provides web-based access to information important to online students. Students having technical issues with their online courses can get assistance by completing the Request for IT Support form located on the WCJC website or by calling (979) 532-6568. IT Support Help Desk hours are Monday through Thursday 8 a.m. – 7 p.m. and Friday from 8 a.m. – 5 p.m. during the school year.

MINIMUM SYSTEM REQUIREMENTS

Students who enroll in an Internet or Hybrid course do not have to own a computer but they must have access to a computer with the following requirements:

Computer – As a general guideline, a computer three years old or less is best. It should be running at least Windows 7 or MacOS 10.8. While Chromebooks will work with most features in Blackboard, they are not recommended as Respondus Monitor, Collaborate, and other features may not be compatible.

Internet Access – A satellite, DSL, or cable connection or higher is best. Dial-up connections are not recommended and will be problematic. If relying on an employer's Internet connection, be aware that firewall restrictions and policies may exist that prevent access to all or part of the course, using the college's online tools.

Web Browser – It is recommended that students install multiple browsers to use as options.
- **Computer Browsers:** Internet Explorer 11+, Edge 20+, Firefox 31+*, or Google Chrome 36+ browsers* are required. For Mac users, it is recommended to use Firefox, Google Chrome, or Safari 6+ browsers.
- **Mobile & Tablet Browsers:** Android 4+, Chrome 35+, Edge 20+, and Safari 6+.

*Please note Chrome 42+, Edge, and Firefox 52+ don't support NPAPI type plugins and many media browser plugins.

Java Runtime Environment – Java Runtime Environment (JRE) versions 7 and 8 are the recommended versions for features that depend on it. JRE version 6 may work, but could result in unexpected behavior. Oracle has acknowledged some security issues with JRE version 6.

Cookies and JavaScript – Regardless of the browser being used, Blackboard Learn requires the use of session cookies and JavaScript enabled in the user's browser to provide the right experience for teaching and learning. By default, JavaScript is enabled and third party cookies are allowed on all supported browsers. However, if encountering problems with Blackboard, please check the browser setting.

Pop-up Blockers – While using Blackboard, if you are unable to view discussion postings, quiz windows, and download links, then you may need to disable pop-up blocking for the WCJC Blackboard site.

Third Party Plug-ins – Some content within courses may require the installation of third party plug-ins such as Adobe Flash 11 or 18, Windows Media Player, RealPlayer, and many others. In each case there should be a notification and link informing you that you need to install a new plug-in. Be careful that you only install trusted plug-ins that are necessary for the course content. Malicious plug-ins can be dangerous to your computer.

Administrative Rights – If you are not using a computer provided by Wharton County Junior College, you must have the administrative rights necessary to download and install required

programs and plug-ins on the computer you use to access your online courses.

ONLINE STUDENT RESPONSIBILITIES

Attendance: Distance Education courses require the same time commitment as traditional courses. Wharton County Junior College expects all students registered in an Internet (WWW) section to log into the course on the first day of the semester. Best practice is to log in a minimum of twice each week. Check with your instructor as he/she may have additional attendance requirements.

Security of Login Credentials: Students should take care to exit the course managements system using the logout link which will end the session properly. Never end a session by only closing the browser. It is the responsibility of the student to secure his/her login credentials.

Financial Information

TUITION AND FEES

Tuition and fees must be paid at the time of registration each semester. Tuition and fees are charged according to the number of semester credit hours (SCH) a student enrolls in. Minimum tuition for an in-district or out-of-district resident is $50, and minimum tuition for an out-of-state or foreign resident is $200.

APPLICABLE FEES

Final Registration Fee	$25
Schedule Change Fee	$15
Returned Check Fee	$25
Technology Fee	$60
Lab Fee	Varies per program

WCJC Tuition and Fees ***Tuition, fees and residence hall charges are subject to change without notice by action of the Board of Trustees or the state legislature**.

Students with completed registrations will be allowed to make schedule changes at the beginning of each semester, after courses have started.   Generally, students are allowed the first two days of the semester/enrollment period to make schedule changes for 16 week courses and the first day of the semester/enrollment period for less than 16 week courses (14 week, 8 week, etc.).

Tuition	Per SCH	3 SCH	6 SCH	9 SCH	12 SCH	15 SCH
In-district	$32	$96	$192	$288	$384	$480
Out-of-district	$32	$96	$192	$288	$384	$480
Out-of-state	$84	$252	$504	$756	$1008	$1260
Fees						
General Service fee	$61	$183	$366	$549	$732	$915
Out-of-district student fee	$51	$153	$306	$459	$612	$765
Sugar Land Campus Fees	$8	$24	$48	$72	$96	$120
Total Tuition and Fees						
In-district	$93	$279	$558	$837	$1116	$1395
Out-of-district	$144	$432	$864	$1296	$1728	$2160
Out-of-district Sugar Land	$152	$456	$912	$1368	$1824	$2280
Out-of-state	$196	$588	$1176	$1764	$2352	$2940

TUITION INSTALLMENT PLAN

Students may pay in full at the time of registration or they may pay on the installment plan:

Fall and Spring Installment Plan Deadlines
Prior to 1st day of class:
50% of tuition and fees + non-refundable $35 fee
Prior to the start of the 6th class week:
25% of tuition and fees
Prior to the start of the 11th class week:
Final balance due (remaining 25%)
Summer Session Installment Plan Deadlines
Prior to 1st day of class:
50% of tuition and fees + non-refundable $35 fee
Summer I – Second Installment:
Final balance due (remaining 50%) June 30th
Summer II – Second Installment:
Final balance due (remaining 50%) July 31st

A $35 fee will be assessed for each late installment payment. Installment plans must be executed prior to the first day of class.

Early registrants may select a four-payment plan in which each payment is 25% of the total in the fall and spring semesters. Early registrants may select a two-payment installment plan for the summer sessions. A $35 non-refundable fee will still be added to the first payment.

TUITION CHARGES FOR REPEATED COURSES

Wharton County Junior College will charge a higher tuition rate to Texas resident students

registering for a course for the third or subsequent time. This charge will apply to any course that the students have already attempted twice and that appears on their transcript. Upon the third and subsequent enrollment, the out of state tuition rate will be charged for those credit hours. This charge will be assessed upon third enrollments in attempted (courses in which a student withdrew and received a "W") and completed courses (courses in which a student received a letter grade). Student tuition represents only a portion of the total cost of instruction. The remaining comes from state dollars that are paid by Texas taxpayers. When students enroll for courses for a third time, the state of Texas does not offer funding to the college to pay for operational costs of enrollment. The Texas State Legislature allows colleges to charge tuition at a higher rate to offset the loss of funding.

ROOM AND BOARD FEES
*Includes 8.25% sales tax

A residence hall student must qualify as a full-time student (minimum 12 semester hours) to live in a residence hall [Reg. 513].

Mullins Hall for Women	$750 per semester
Frankie Hall for Men	$750 per semester
Board in College Cafeteria (meal plan)*	$1500 per semester
*All residence hall students are required to take the cafeteria meal plan.	

Room charges and the first board payment are due and payable at the time of registration and must be paid before occupancy is permitted. Students are required to show their receipts for payment to be admitted to residence halls.

Residence hall residents are required to make a deposit of $200 to reserve a room and to cover possible property damages. Students must also include a Release of Background Information form along with a $15 fee. To cancel the residence hall reservation and contract, the student must submit a request in writing to the Housing Office 15 calendar days prior to the first day of class. Returning residents must make additions to their deposit if damages were withheld to maintain a $200 balance prior to each semester in which they return as a resident. For non-returning residents, the deposit is refundable at the end of the semester upon

written request of the student, if all provisions of the housing contract have been satisfied. A student who vacates the residence halls because of withdrawal from WCJC or graduation will have up to 12 months from the end of the semester to request the return of the deposit. If not requested within this time period, the deposit will be forfeited to the college.

Room assignments are made according to the date the deposit is received. All efforts are made to accommodate student requests for roommate preference.

Three meals a day are served Monday through Friday, two meals on Saturday, and one meal on Sunday. The cafeteria is closed during holidays. The snack bar is open at scheduled times on weekdays. Residence halls and the cafeteria are closed during official college holidays as specified in the college's academic calendar, and during these holidays students are expected to arrange for other housing and meals.

Residence hall and cafeteria charges are subject to change without notice by action of the Board of Trustees.

Students may request further information by contacting the Office of Student Services. The Housing Application form is available in the back of this catalog and may be mailed.

REFUNDS

Regulations of The Texas Higher Education Coordinating Board govern the refund of tuition and fees. All refunds of tuition and fees are made on a percentage basis. Students are eligible to receive a 100% refund only if they drop courses prior to the first day of classes of a semester/enrollment period. After the first day of classes, students are eligible for percentage refund of tuition and some mandatory fees (No percentage refunds are available for technology fees). Minimum tuition for an in-district or out-of-district resident is $50.00, minimum out-of-district student fee is $50.00, and minimum tuition for an out-of-state or foreign resident is $200.00.

The chart below is standard for the application of the THECB refund policy. Last day for 70% (or 25%) refund indicates the total number of

instructional days in the term not the number of times the course has met.

Length of Class Term in Weeks	Last Day for 70% Refund	Last Day for 25% Refund
2 or less	2	n/a
3	3	4
4	4	5
5	5	6
6	5	7
7	6	9
8	7	10
9	8	11
10	9	12
11	10	14
12	12	15
13	13	16
14	13	17
15	14	19
16 or longer	15	20

Students need to consult the WCJC website at, "Student Tuition Refund Information", in order to determine refund dates and final drop/withdraw deadlines for each semester/enrollment period.

REFUNDS FOR CONTINUING EDUCATION

The college's refund policy for continuing education classes is as follows:

- Students may request a full refund by submitting such request at least three business days prior to the first class meeting unless an earlier refund date is published. No other refunds are available.
- Refunds will be processed and automatically returned to the student, or the student may request the refund be applied toward the tuition of another non-credit class.

REFUNDS FOR ROOM AND BOARD

When a student is dismissed from the residence hall or vacates the residence hall for any reason during the semester, the board payment and room rent will not be refunded.

If a student makes board payment and room rent prior to the start of the semester and then is unable to start classes for the semester, the student will be refunded his/her board and room rent.

In order for students to receive a 100% refund on their residence hall deposit, students must either (a) notify the college two weeks in advance of residence hall "move-in day" that they will not be living in the residence hall and request, in writing, the return of their deposit or (b) complete a formal residence hall check out, with the residence hall supervisor, and that check out results in no findings of damage or failure to provide proper cleaning to the room.

Students are directed to the Residence Hall Handbook and/or the Residence Hall Section of this catalog for additional information.

DELINQUENT ACCOUNTS AND RECORDS

Students are required to complete all admissions requirements, to return all college-owned property and to make payment of tuition, fees, and fines owed the college or grades and transcripts will be withheld.

Students with delinquent accounts are not eligible for graduation or participation in graduation ceremonies.

Requests for student information must be authorized in person or in writing by the student.

PARKING

Students who park motor vehicles at any Wharton County Junior College location must register their vehicles and receive a parking permit. All vehicles, including motorcycles, must be registered with the Office of Security and Public Safety and display a current WCJC parking decal. The parking decals are valid for one school year and expire after each Summer II session. The decal must be affixed to the lower left corner of the rear window or left bumper of the vehicle. Motorcycle decals can be displayed on the windshield, the rear license plate frame, or rear fender. Violators of college traffic and parking regulations are subject to fines and/or other appropriate disciplinary action. Illegally parked vehicles are subject to towing at the owner's expense. Parking and traffic regulations are set forth in detail in the Student Handbook.

TEXTBOOKS AND SUPPLIES

Barnes & Noble operates bookstores on the Wharton, Sugar Land, and Richmond campuses for the convenience of students. Used and new books

are sold at the beginning of the semester. At the end of the semester those books that are to be continued as textbook selections may be purchased from owners for resale. The bookstores also carry many supplies required for the courses offered.

FINANCIAL AID

The financial aid program at Wharton County Junior College is designed to provide financial assistance through scholarships, grants, loans, and on-campus employment. Inquiries concerning student aid should be addressed to the Office of Financial Aid.

Applications for financial aid should be completed accurately and received in the Office of Financial Aid along with any additional required forms by the priority deadline.

Financial aid eligibility is determined for only one year at a time. All approvals are based on the assumption that Congress will appropriate funds for the various programs; consequently, approved aid terminates if money is not allocated to Wharton County Junior College.

To be eligible for financial assistance, a student must:
1. Be accepted for enrollment (new students) or, if currently enrolled, be in good standing;
2. Not be in default on any student loan;
3. Not owe a refund on a grant previously received at any institution;
4. Meet WCJC's satisfactory academic progress policy.

Students, who complete a home school or non-traditional high school equivalence, including online high schools, may NOT be eligible for federal financial aid. Students are responsible for making sure their high school graduation requirements are met in an appropriate manner. Appropriate documentation of an online high school, usually by a regionally recognized accrediting agency, is the responsibility of the student.

SATISFACTORY ACADEMIC PROGRESS (SAP)

Under current federal law, all students who receive federal or state financial aid must be making satisfactory academic progress as defined by the College in order to receive or continue to receive aid. The following are the requirements at Wharton County Junior College.

1. All recipients of financial aid must be enrolled in a program of study leading to an associate's degree, an eligible certificate, or program that is transferable toward a baccalaureate degree.
2. Students receiving financial aid must maintain a 2.0 cumulative grade point average on all college level credit hours (this includes developmental studies credit hours) attempted in order to remain eligible for financial aid.
3. Students receiving financial aid must complete 70% of all credit hours attempted regardless of whether financial aid was received for the credit hours. For example see the table below:

Enrollment in this many credits MUST complete this many credits

6 credits	5 credits
9 credits	7 credits
12 credits	9 credits
13 credits	10 credits
15 credits	11 credits
18 credits	13 credits

4. A student is only eligible for financial aid for up to 150% of the credit hours required in their program. (Eligibility is lost beyond this limit). Example: An Associate of Arts Degree with a Business Administration concentration requires 60 credit hours. 60 credit hours x 150% = 90 credit hours, after 90 credit hours, eligibility for financial aid is lost. It is students' responsibility to monitor their academic history (courses attempted) and plan as they approach this limit. **NOTE: All attempted academic coursework in a student's academic history is included in this limit.**
5. Satisfactory progress will be measured at four times per year, at the end of each semester, fall, spring, summer I, and summer II. The evaluation will be made regardless of the number of credit hours attempted during the semester.
6. Course work attempted and grades earned in semesters forgiven through the State of Texas "Academic Fresh Start" program will be included in the Satisfactory Progress Calculation.

7. Grades of A, B, C and D are considered credit hours attempted and successfully completed (earned).
8. Grades of F, I (incomplete) and W (withdrawals and drops) are counted as credit hours attempted but not successfully completed (unearned).
9. Course repeats are counted as attempted credit hours and either earned or unearned depending upon the grade assigned as noted above. Last grade is included for GPA purposes.
10. Only the first two attempts of a course completed with a passing grade can be paid by financial aid. The third attempt cannot be included for payment purposes.
11. Financial aid is available for only the first 30 semester credit hours of remedial coursework attempted. Remedial coursework is counted in the 70% completion rate.
12. Students failing to meet a term or cumulative 2.0 GPA and/or complete 70% of their coursework will be placed on WARNING status for one term. Students in Warning status will have probation posted on their online services account.
13. Students who receive all F's, W's or I's or a combination of these will be placed on financial aid suspension. Students placed on suspension as a result of this action (receiving all F's or W's for an enrollment period) that can document mitigating circumstances for a withdrawal need to report to the Office of Financial Aid as soon as possible with information/documentation regarding their circumstances. These circumstances include but are not limited to:
    - Student health issues that resulted in withdrawal from the college.
    - Verifiable errors by college that resulted in withdrawal.
    - Deployment into active military service.
14. Students not meeting the minimum Satisfactory Academic Progress criteria at the end of their warning (probation) period will be suspended from receiving financial aid. Suspension status (NONSAP) will be posted in online services.
15. Students placed on "suspension" may continue to enroll at the College but must pay for their coursework from their own funds.

16. Financial aid eligibility will be reinstated after a student meets the Satisfactory Academic Progress criteria (listed above), both the completion rate (70%) and cumulative grade point average (2.0). Students who regain eligibility by completing required coursework must notify the Office of Financial Aid in order to have their progress reevaluated.
17. A student who has been suspended from financial aid for failure to meet the satisfactory progress requirements outlined in this policy due to mitigating circumstances may appeal the decision by completing an appeal form, explaining their mitigating circumstances, and providing appropriate documentation to support their claim. Appeals without documentation will not be considered.
18. A student must be able to meet the minimum 2.0 term and cumulative GPA satisfactory academic process requirements within one semester or an appeal cannot be approved.
19. When a student's appeal is approved, they are placed on a financial aid probationary status for one semester. Probationary students who do not meet the satisfactory progress requirements will again be suspended.
20. Appeals for attempting beyond the maximum time frame require a copy of a degree plan signed by the advisor and an appeal form explaining why the additional coursework is necessary. The student must be meeting the 70% and 2.0 GPS for all hours attempted in order for the appeal to be reviewed by the committee.
21. Students approved for over 150% of program length will be placed on an academic plan which must be followed. Students must complete 70% of the classes for which they register and maintain both a term and overall GPA of at least 2.0. Violation of any of these conditions will result in the appeal becoming void.

STUDENT RESPONSIBILITY

Students are responsible for understanding and monitoring their own satisfactory progress status.

Although the Office of Financial Aid attempts to notify student of their financial aid status, failure to receive notice does not affect the calculated status and is not a reason to appeal.

Wharton County Junior College is committed to equal opportunity for all student, employees, and applicants without regard to race, color, religion, sex, national origin, veteran status, age, sexual orientation, gender identity and expression, disability, political affiliation or belief, and for all beneficiaries of programs financially assisted under Title I, WIOA on the basis of citizenship/status as a lawfully admitted immigrant authorized to work in the United States or his or her participation in any WIOA Title I financially assisted work or program.

No person, including students, faculty, staff, part-time staff, and temporary workers will be excluded from participation in, denied benefits of, or be subjected to discrimination or harassment under any program or activity sponsored or conducted by Wharton County Junior college on the basis of the categories listed above.

EFFECTS ON FUNDING

Financial Aid will NOT be provided for certain courses. Please be aware of the following stipulations:

- Financial aid does not apply to courses taken by audit, credit hours earned by placement tests, and continuing education courses.
- A grade of "F" will be counted in the GPA.
- Withdrawals and repeated courses will be counted toward all hours attempted.
- Federal regulations do not allow rounding of financial aid SAP standards. For example, a 69% completion rate would not meet the 70% completion rate standard and a GPA of 1.95 does not meet the 2.0 standard.
- Courses taken outside of a student's declared degree plan will not be paid for by financial aid funds (this includes Veterans' Benefits).
- Students who complete high school graduation requirements from online high schools may NOT be eligible for financial aid. Students are responsible for making sure their high school graduation requirements are met in an appropriate manner.

APPLICATION PROCEDURE

Each student requesting consideration for financial assistance during the school year (fall semester through summer session II) must complete and file a current Free Application for Federal Student Aid (FAFSA). This application is available on the FAFSA Website (www.fafsa.ed.gov).

Students who have attended other post-secondary institutions must supply the Office of Financial Aid with the academic transcripts from each institution attended.

Information obtained from the Student Aid Report and the Student Data Form is used to determine the student's financial need and the types of awards for which the student qualifies. Awards made through WCJC's Office of Student Financial Aid fall into two categories: (1) gift aid, which includes grants and/or scholarships and (2) self-help funds, which include the College Work-Study Program and long-term educational loans. The amounts offered as a financial-aid award plus the student's resources and those of the parents (if the student is dependent according to the Federal Government's guidelines) cannot exceed the cost of attendance as determined by the Office of Financial Aid.

Federal law requires that actual (not estimated) financial information be included on the Free Application for Federal Student Aid.

After establishing the student's financial need, the Office of Financial Aid constructs a financial aid package. This package may be a combination of grants, college work-study, and/or loans. After the application has been reviewed and processed, all applicants are notified by mail of their eligibility.

AWARD POLICY

Eligible full-time students may receive an award to help cover the cost of tuition, fees, books, and other necessary expenses in the form of a financial-aid package. Awards will be adjusted according to hours of enrollment for students taking less than a full-time course load. Students receiving federal financial aid funds must be enrolled in courses that are a part of the degree plan for their declared major. Students receiving

financial aid who enroll for courses that are not a part of their declared degree major will lose financial aid funds.

PRIORITY DEADLINES

Applications for financial aid should be completed accurately. All applications, along with the additional required forms, should be received in the Office of Financial Aid by the following dates:

Fall semester – June 1st
Spring semester – November 1st
Summer semester – April 1st

For priority consideration, the FAFSA should be submitted four to six weeks PRIOR to the above deadline dates. The Office of Financial Aid will continue to process files completed after the deadline; however, it cannot assure that aid will be available at registration. Corrections to an application or verifying unusual conditions delays processing.

REFUND POLICY

Federal regulations require return of funds for all students who receive Federal Title IV aid and subsequently withdraw during a payment period (i.e. a semester). The length of time during which a return of funds is calculated is up to sixty percent (60%) of the semester. Students not receiving federal funds are subject only to Wharton County Junior College's refund policy. Students who receive all F's are considered to have withdrawn at 50% of the payment period.

The refund is applied to student's financial-aid awards in the following order:
1. Federal Unsubsidized Stafford Loan
2. Federal Stafford Student Loan
3. Federal Plus Loan
4. Federal Pell Grant
5. Federal Supplemental Education Opportunity Grant
6. Other state and local aid

Wharton County Junior College makes all refunds in compliance with current federal regulations.

GRANTS

Federal Pell Grants authorized by the Higher Education Act of 1972, provide assistance to needy undergraduate students. Unlike a loan, the Pell Grant does not have to be repaid.

The Federal Supplementary Educational Opportunity Grants (FSEOG) program is intended for students of all levels of academic performance. The primary criterion for student eligibility for SEOG is financial need by the student who, without the grant, would be unable to continue his or her education.

The Texas Public Education Grant (TPEG) program is funded through tuition payment and is available for students with exceptional financial need.

The Texas Educational Opportunity Grant (TEOG) program was established to provide grant money to enable well-prepared eligible students to attend public community colleges, technical colleges or public state colleges in Texas. To be eligible for this grant the student must be a Texas resident that has financial need and is applying for his/her first award. The student's expected family contribution cannot be more than $2,000. To be eligible for this grant the student cannot have been convicted of a felony and must be enrolled at least half time. This grant is continuous for up to 75 semester hours, for four years, or until the student receives an associate's degree, whichever comes first. To remain eligible the student must maintain a 2.5 GPA and complete 75% of his/her attempted courses.

CHANGING SCHOOLS

Financial Aid does not automatically transfer when a student transfers to another school. Students should contact the Office of Financial Aid at the new school as soon as they decide to transfer.

SCHOLARSHIPS

The following scholarships are awarded by Wharton County Junior College. Applications should be directed to the Office of Financial Aid (979) 532-6345.

The **Rachel Haden Abshier Memorial Scholarship** has been endowed by Mrs. Priscilla Sliva, daughter of Rachel Haden Abshier, her family, and friends. Income from the fund will provide a scholarship to a Wharton High School graduate who will be majoring in nursing at Wharton County Junior College.

The **Sol and Betty Alpard Endowment Scholarship Fund** was established in January 1983, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **American Association of University Women Scholarship** was established in July 1973. It is awarded to a female student on the basis of need and scholastic ability. Both freshman and sophomore students are eligible for the scholarship.

The **Zula Mae Baker Scholarship** fund has been endowed by the friends of Ms. Baker.

The **Barnes and Noble Endowed Scholarship** was established by the Barnes and Noble Bookstore in 1993, to assist returning sophomore students holding a minimum 3.5 GPA for previous work at WCJC.

The Don Baylor Memorial Chemistry Scholarship was established by Mrs. Don Baylor and Mr. Jack Brannon in memory of Mr. Don Baylor, a long-time chemistry teacher at Wharton County Junior College. The amount of the scholarship is up to $400 per semester. Need and scholastic ability to profit from a college education are the basis upon which the award is made.

The **Virgie and W. H. Blaylock Memorial Scholarship Fund** was established by Virgie C. Krueger Blaylock of Wharton, Texas, as a memorial to her late husband, W. H. Blaylock. The income from this endowment is used to provide scholarships to high-school graduates from Jackson, Matagorda, and Wharton counties.

The **C. Francis Bowie and May Shelmire-Duncan Memorial Scholarship** was endowed by Mr. and Mrs. G. Cameron Duncan, Sr.; their sons, G. Cameron Duncan, Jr. and Francis Bowie Duncan; and their daughters, May S. Duncan and Genevieve L. Duncan to honor their parents and grandparents, Mr. Francis Bowie Duncan and Mrs. May Shelmire-Duncan. Mr. and Mrs. Duncan were pioneer ranchers and cattle breeders in Wharton County near the town of Egypt. The permanent endowment provides annual scholarship assistance to students from the Egypt area selected by the Wharton County Junior College Scholarship Committee.

The **Melissa Chambers Scholarship Fund** was endowed by donations from family and friends. Income from the fund provides one scholarship annually to qualified students.

The **L. E. Colton Scholarship** was established by the late Mr. L. E. Colton, former owner of Wharton Electric and Plumbing Company. Since 1960, this endowment has made scholarships available to residents of the Wharton County Junior College District. Need and ability to profit from a college education are the basis upon which the awards are made.

The **Duncan Wills Corbett Endowed Scholarship** was established in May 2005 and the proceeds are used to assist students in the nursing program and attending the Wharton Campus.

The **Del Papa Distributing Company College Endowment** was established in 2010 to commemorate the company's 100th year of business. Del Papa Distributing, founded in 1910, first opened its doors in Galveston, Texas, and now serves 17 counties along the Texas Gulf Coast. The purpose of this endowment is to give back to the communities who have helped in the success of the business over its 100 year history.

The **Exceptional Eye Care Scholarship** was established by Faris Ohan, O.D. to assist needy students from Wharton who are enrolled in an Associate in Applied Science Degree program.

The **Fine Arts Scholarship Fund** was established through the generous donations of supporters of the arts. The amount of each scholarship is up to $500 per semester. This award is made on the basis of talent in the fields of drama, forensics, and music.

The **H.O. Galloway Memorial Scholarship** was established by family and friends in memory of Mr. H. O. Galloway, a long-time agriculture instructor at Wharton County Junior College. Proceeds from the endowment are used to fund a scholarship for a deserving agriculture student.

The **T. Gordon Endowment Scholarship** was established in November 1963 by Mr. Toby Gordon, who was interested in providing financial aid to deserving students. Under the terms of the endowment, interest from $1,000 is used annually for a scholarship. This scholarship is open to either freshman or sophomore students.

The **Harold Hansen Endowment Scholarship** was established in 1982, and the proceeds are used to

assist students based upon need and ability to profit from a college education.

The **Chester Harris Endowment Scholarship** was established in 1983, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Anna Harrison Endowment Fund** has been endowed by donations from Dental Hygiene alumni in honor of Anna T. Harrison. The recipient must be a Dental Hygiene student and will be selected by the Dental Hygiene faculty according to financial need.

The **W.C. Hastings Family Scholarship** was endowed by Mr. and Mrs. W. C. Hastings and their sons, Robert C. and William L. Hastings. Income from the fund provides three scholarships annually to qualified students in vocational nursing, pre-pharmacy, associate degree nursing, or other health-related fields.

The **Charles Hermansen Memorial Scholarship** was established in January 1985, and the proceeds are used to assist students who are graduates of El Campo High School based upon need and ability to profit from a college education. The scholarship is awarded by El Campo High School.

The **Mary Jo Hlavinka Scholarship** was established in 1991 and is awarded to a music major who has completed the freshman curriculum at Wharton County Junior College. The scholarship is based on talent, attitude, extent of participation in college concerts, and grade-point average.

The **M.G. and Lillie A. Johnson Scholarship Fund** was established in 1988 by the trustees of the M. G. and Lillie A. Johnson Foundation of Wharton. The proceeds of this permanent endowment are used each year to provide scholarship support to students enrolled in medically related programs at the college. Applications are made to the Director of Financial Aid, and scholarship recipients are named by the WCJC Scholarship Committee.

The **Harris and Eliza Kempner Scholarship** was established in 1988, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Minnie Koons Endowment Scholarship** was established in 1985, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Julius LaDieu Industrial Trades Scholarship** was established in 1988 by Lucy LaDieu and friends, and the proceeds are used to assist students in the industrial trades based upon need and ability to profit from a college education.

The **Donald Paul Losack Endowed Scholarship and** the **Martha V. Losack Endowed Scholarship** was established in 2006, by Donald Losack to honor his mother. The proceeds are used to assist students whose families reside in areas served by Wharton County Junior College.

The **Lucy Macha LaDieu Endowed Scholarship for Women in Business Vocations** was established to assist women who reside in the WCJC taxing district, who desire a career in a business-related discipline, who need additional financial assistance, and who desire to earn the Associate of Applied Science degree.

The **Linnie Leroux Endowment Scholarship Fund** was established in April 1983 with $5,000 (with interest earned) bequeathed to the college for the purpose of providing scholarships to needy individuals seeking to enter Wharton County Junior College.

The **Wilma Mason Memorial Scholarship** was endowed by Mr. E. O. Mason and friends in memory of his wife and their esteemed friend, Mrs. Wilma Mason, to provide scholarship assistance to students in a nursing program.

The **William R. McAllister Memorial Scholarship** was established in December 1993 in memory of Dr. William R. McAllister by his many friends, students, and family. Dr. McAllister was a respected scholar in his field of study and admired by all who knew him. The income from this endowment is used to assist students based upon need and scholastic ability.

The **Will Northington Meriwether permanently Endowed Scholarship** was provided by his wife of more than 30 years, Ednamaye Reese Meriwether, upon his death in 1968. He was a lifelong resident and rancher in the Egypt community. He was an ardent supporter of FFA, giving generously to youth activities and was supportive of many

educational activities. Over time, he provided numerous private scholarships to WCJC. Proceeds from this scholarship may be awarded by the WCJC Financial Aid Department to Wharton County residents east of the Colorado River and north of U.S. Highway 59. Students awarded this scholarship must make satisfactory academic progress in a degree program.

The **Irving Moore, Jr. Memorial Scholarship** was established in 1998 by the Trustees of the M. G. and Lillie A. Johnson Foundation. Recipients must attend the college's main campus in Wharton.

The Wharton County Junior College **Music Major Scholarship** can be awarded to any student who auditions successfully for the Wharton County Junior College Pioneer Band and enrolls in the college as a full-time music major. The scholarship is awarded to a student that shows exceptional potential musically and academically.

The **Jessie L. Myatt and Minnie Mae Myatt Endowment Fund** is an endowment of $50,000 which was given to the college in February 1983. The interest earned from the cash contribution is used to provide assistance to deserving students who reside within the Wharton County Junior College District and who have attained a 2.0 or better GPA or is used to purchase instructional program equipment. The specific disposition of the fund is determined by a committee appointed by Minnie Mae Myatt.

The **Frances A. Nelson Scholarship** was established in December 1987, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Ney/Arnold Memorial Scholarship** was established in 2003 by Kenneth and Betsy Arnold Cates in honor of her parents, Samuel E. "Hank" Arnold and Kitty Belle Ney Arnold. It is available to Eagle Lake residents who are Rice High School graduates.

The **George H. Northington, Sr. Scholarship** was established in 1961 in memory of one of Wharton County's pioneer settlers—George H. Northington, Sr., of Egypt, Texas. A gift of $4,000 was given anonymously by "one who benefited from Mr. Northington's help and encouragement." Income from the gift is used to pay tuition and fees for as many male students as possible that reside in Wharton and Colorado counties.

The **Jerald W. and Anne K. Obenhaus Endowment Scholarship** was established in 1982 in memory of Jerald W. and Anne K. Obenhaus of Bonus, Texas, by family members. This scholarship is available to high-school graduates on the basis of need and scholastic ability to profit from a college education. Recipients must reside in Wharton or Colorado counties. Application should be made to the Obenhaus Scholarship Fund, Box 433, East Bernard, Texas 77435.

The **Ty Pate Memorial Endowed Scholarship** was established in 2011 by his friends and colleagues to honor Ty Pate. Dr. Pate was a former student of WCJC and longtime faculty member and administrator that possessed a great love for education and its students and faculty.

The **J. R. Peace Endowment Scholarship** was established in December 1966. Earnings from the endowment fund are used for a scholarship in the amount of $50 per semester for a sophomore student in a vocational/technical program.

The **Lawrence J. Petersen Endowed Scholarship** was established in memory of Lawrence J. Petersen who was a third generation cotton farmer in Danevang, Texas, who also served many years on the Board of Trustees of Wharton County Junior College.

The **Phillips-Hartmann Scholarship** was established in 1993 and is used to assist a graduate of Lamar Consolidated ISD based upon need, scholastic standing, and the ability to profit from a college education.

The **Frankie/Pickett Scholarship** was established by donations from former members and friends of Wharton County Junior College's athletic programs under coaches Johnnie Frankie and Tom Pickett. The income from this endowment is used to provide scholarships to members of Wharton County Junior College's athletic programs.

The **Miriam Russ Powell Scholarship** was established by her family in her memory. Mrs. Powell was a dedicated teacher with the Wharton Independent School District and taught continuing education courses at Wharton County Junior College. The amount of the scholarship is $1000 per year. Recipients are selected by the WCJC Scholarship Committee.

The **Frank C. Prochaska Memorial Scholarship** has been endowed by the Frank C. Prochaska Family and Friends in memory of Frank C. Prochaska who was an Instructor of Economics at WCJC for 36 years. Because of Mr. Prochaska's dedication to the field of education, this fund will provide one scholarship annually to students who graduate from Wharton or Boling High School who will benefit from the financial assistance while pursuing an education.

The **Betty and Lowell Raun Endowment Scholarship** was established in January 1988, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Mary Ann Rider Roades Memorial Scholarship** has been endowed by her husband of 54 years, Edgar Roades. Mary Ann graduated from Boling High School in 1947, and enrolled at Wharton County Junior College. There she met Edgar Roades a graduate of El Campo High School. Mary Ann was an outstanding student and became a member of the newly organized Zeta Xi Chapter of the Phi Theta Kappa fraternity of WCJC in February, 1948. Not only was Mary Ann an outstanding student she was an outstanding person who was always full of love for her God, family, and friends. A compassionate and generous person she was always available to provide assistance to anyone who needed her. Income from this endowment will provide assistance annually to at least one graduate from Boling High School, and at least one graduate from El Campo High School.

The **C. H. "Ham" Rugeley Nursing Fund** was established by donations of $4,000 in 1982. The interest earned is used to provide assistance for a nursing major (LVN or ADN) showing financial need and scholastic ability. Other conditions apply.

The **Lloyd Rusk Memorial Endowment Scholarship** was established in 2014 by the Trustees of the M.G. and Lillie A. Johnson Foundation to recognize his service on the Board of Trustees of the Johnson Foundation. The proceeds of this permanent endowment are used each year to provide scholarship support to students enrolled in allied health or pre-allied health programs at WCJC.

The **J. Daniel Schuhmann Endowment Scholarship** was established in 1988, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Betty and Lloyd Shoppa Scholarship** has been endowed by the family and friends of Betty and Lloyd Shoppa. Income from this endowment will provide assistance annually to at least one full-time student from the areas served by Wharton County Junior College.

The **Maner Stafford Endowment Scholarship** was first awarded as a scholarship in the fall of 1969 by Mr. and Mrs. Maner Stafford of Wharton. In 1979, the scholarship was altered to become a permanent endowment, establishing regular income to be used for scholarships. Selection of recipients is made each year by the WCJC Scholarship Committee.

The **Guy F. Stovall, Sr. Memorial Scholarship** awards two scholarships that were established by Mrs. Guy F. Stovall, Sr., and Mr. Guy F. Stovall, Jr. in memory of Mr. Guy F. Stovall, Sr. The amount of each scholarship is $300 per year. Need and ability to profit from a college education are the bases upon which the awards are made.

The **Florence M. Trull Memorial Scholarship Fund** was endowed by The Trull Foundation of Palacios and by Robert B. Trull, Margaret S. Trull, Jean Trull Herlin, Gladys Trull Brooking, and Laura Trull Shiflett to honor their mother, Florence Margaret Roberson Trull. Mrs. Trull was born in Kingman, Kansas, on August 7, 1888. After graduating from Washburn College in Topeka, Kansas, she married B. W. Trull and moved to Texas. They lived first in Midfield, then in Palacios on the Texas Gulf Coast. The Trulls were active in banking, farming, real estate, and mineral interests. Mr. Trull died in 1957; and Mrs. Trull passed away on December 13, 1984, after a short illness. Always a compassionate and generous person, Mrs. Trull, together with her children, established The Trull Foundation in 1967 for religious, charitable, and educational purposes.

The **Joe Mike Valenta and Becky Valenta Rolf Endowment Scholarship Fund** was established in January 1977 in memory of Joe Mike Valenta. Income from the endowment is used to provide assistance to at least two students annually from the Boling Independent School District. Recipients are selected by the WCJC Scholarship Committee.

The **Jordyn Kaylee Walther Memorial Scholarship** was established in 2018 in memory of Jordyn, by

her loving family and friends. Jordyn was a former student at WCJC and was majoring in education. The income from this endowment is used to provide financial assistance to a college student majoring in education.

The **Clinton Phillip White Memorial Scholarship** has been endowed by his wife of 54 years, Wanda White. Clinton graduated from Boling High School in 1948 excelling in all sports activities and winning a scholarship to play football at Wharton County Junior College. It was at WCJC that Clinton met his future wife. Clinton was a football star and Wanda was a twirler at WCJC. Clinton was a dedicated employee of Texas Gulf Sulfur for 40 years. Clinton taught himself to play the trumpet and won a music scholarship to Sam Houston State University where he was spotlighted in their spirit that was loved by everyone. There were no limits to his interests in our world and his ability to express that compassion to all of those lucky enough to have been around him. Income from this endowment will provide assistance annually to graduates from Boling High School and from Wharton High School.

The **Nancy Stephens Woodson Memorial Endowment Scholarship** was established by the family of Nancy Stephens Woodson in 1998 and is awarded to one or more theatre students each year. Recipients are chosen by a committee from the WCJC Speech and Drama Department.

The **Valedictorian Scholarship** is offered to the highest-ranking graduate of every fully accredited high school in Texas by the Wharton County Junior College Board of Trustees. A tuition exemption for each semester of the freshman year will be offered. The superintendent or principal of the high school must certify the name of the honor graduate to the Texas Education Agency. Application is not necessary.

The **Wharton Business and Professional Women's Club Fund** was established in 1997. The proceeds of this permanent endowment are used to provide a scholarship to students in financial need and with educational potential.

The **Wharton County Junior College Alumni Association Scholarship** was established by the Wharton County Junior College Alumni Association in 1993. It provides annual scholarship assistance in the amount of $600.00 to students who will benefit from a college education. Selection of scholarship recipient(s)

is made by the Wharton County Junior College Alumni Association Scholarship Awards Committee appointed by the Association's Board of Directors. Award of scholarship assistance is made without regard for race, color, creed, sex, or handicap. Applicants must use an Alumni Scholarship Form that may be obtained in the Office of Financial Aid or the Alumni Office, both located on the Wharton campus.

The **Wharton County Junior College Alumni Association Memorial and Honorarium Scholarships** were established in 1998 in recognition of people who have helped the college's alumni to achieve their goals. Scholarships are awarded by the Alumni Scholarship Committee. Scholarships are awarded based on grades, financial need, and area of interest. Applicants must use an Alumni Scholarship Form that may be obtained in the Office of Financial Aid or the Alumni Office, both located on the Wharton Campus.

The **Wharton County Junior College Board of Trustees Scholarships** are made available to outstanding students in the fields of music, athletics, drama, and art. These scholarships are awarded through competitive examinations and/or auditions. Arrangements should be made through the heads of WCJC's Athletic Director or the Chair of the Communications and Fine Arts Division. All financial aid and other scholarships must be applied to tuition, fees, room and board before Board of Trustees scholarship money is applied.

The **Wharton County Junior College Board of Trustees High Honor Scholarship** was established by the Board of Trustees in December 1973. A High-Honor tuition and fee scholarship is awarded to high-school graduates who rank in the top five percent of their graduating class.

- Tuition and fee scholarships are awarded to full-time freshman students entering Wharton County Junior College who graduated from a public high school within the college service area (approximately 55 mile radius of the college). Weimar and Industrial High Schools are outside this radius but are considered within the Wharton County Junior College service area. Final decisions regarding fringe area schools are determined by the Financial Aid Committee.

- All financial aid and other scholarships must be applied to tuition, fees, room and board **before** Board of Trustees scholarship money is applied.
- Students must maintain a minimum of 3.0 grade-point average to retain the scholarship for the second semester.

The **Wharton County Junior College Booster Club Scholarships** were established in 1974. The awards are made each year to residents of the Wharton County Junior College District and are based on need and educational potential.

The **W.W. Wendtland Scholarship in Music** has been endowed by Dr. William W. Wendtland and his mother, Mrs. Lillie W. Wendtland to encourage and support the study of music at Wharton County Junior College. Dr. Wendtland was band director for the college from fall 1968 through spring 1978 and was an inspiration to all who participated in his music program. The permanent endowment provides annual scholarship assistance to students of music and is awarded by the WCJC Scholarship Committee. Recipients may receive this scholarship for a maximum of four consecutive semesters provided they remain in good academic standing.

OTHER SCHOLARSHIPS

The following scholarships may be available to qualified applicants. Applicants should contact donors directly for award availability.
ADN Club Scholarship Fund, Wharton, Texas
Boling Bull Shooters, Boling, Texas
Fiesta Hispanica Americana, Wharton, Texas
Anne McCormick Sullivan Firefighter Scholarship
    Sugar Land, Texas
Pilot Club of Wharton, Inc. – Suellen Rowe
    Memorial Scholarship, Wharton, Texas
Nell Mick Pugh Scholarship of Comfort Wood
    Chapter, DAR, Wharton, Texas
Rice Belt Water Works Association, West
    Columbia, Texas
Rocking W Rodeo Club, Wharton, Texas
Frank Sorrel, Jr. Scholarship, Wharton, Texas
Raymond R. Thomas, M.D. Memorial Scholarship –
    Victor Scott, Eagle Lake, Texas
Trull Scholarship Fund, Palacios, Texas
Wade Waters Scholarship, El Campo, Texas
A. J. Wendel Scholarship, El Campo, Texas
Wharton Business & Professional Women's Club,
    Inc., Wharton, Texas
Wharton County Youth Fair, Wharton, Texas

Additional scholarships may be available through various scholarship search engines on the internet i.e., fastweb.com Website (www.fastweb.com).

STUDENT LOANS (LONG TERM)

FEDERAL DIRECT STAFFORD STUDENT LOAN: These loans are obtained through the federal government. In order for a student to apply for a loan, they must first fill out the FAFSA and will be notified of eligibility in their award letter. Dependent undergraduate students may borrow up to $5,500 for freshman students and $6,500 for sophomore students per year. Interest is charged at the current rate as stated in federal regulations. Repayment begins six months after the student ceases to be enrolled at least half-time.

STUDENT EMPLOYMENT

COLLEGE WORK-STUDY PROGRAM (CWSP): Students who can demonstrate financial need may be provided with a job to help pay for college expenses under the federally supported College Work-Study Program. Part-time employment on campus includes such jobs as secretary/clerk, maintenance worker, library clerk, laboratory assistant, cafeteria worker, IT worker and bookstore clerk.

Application for financial aid should be filed through the FASFA online by June 1st for the fall semester and by November 1st for the spring semester.

VOCATIONAL REHABILITATION

The Texas Workforce Commission and Texas Health and Human Services Commission are state agencies that provide handicapped individuals with services designed to assist them in becoming as independent as possible by entering or returning to gainful employment. To be eligible for services, the individual (a) must have a physical or mental disability that constitutes or results in a substantial handicap to employment and (b) may be reasonably expected to benefit, in terms of employment, from vocational rehabilitation services.

Thousands of handicapped college students receive services from the Commission each year. All Commission clients are entitled to diagnostic

evaluation, counseling and guidance, career planning, job-development placement, and follow-up. In those cases where economic need can be demonstrated, the following services may be provided to handicapped college students: tuition and required fees, textbooks, physical restoration, and assistive devices. Severely handicapped students may also be eligible for room and board, mobility assistance, note-takers, tutors, and attendant care.

The Rehabilitation Counselor and the student identify intermediate and long-range goals. They determine actions needed to achieve those goals, and they work together to reach them. The ultimate goals are to assist each student in completing his or her college education, in getting a good job after graduation, and in achieving the highest degree of independence possible.

WORKFORCE INVESTMENT ACT

Wharton County Junior College is an approved vendor of the Gulf Coast Workforce Development Board and Houston-Galveston Area Council to provide vocational training for eligible participants in workforce programs under the federally funded Workforce Investment Act. Participants qualifying for programs funded under the Workforce Investment Act receive free tuition, fees, books, and possibly uniforms, tools, and financial assistance with transportation and childcare. Applicants may apply for services under the Workforce investment Act through their local Work Source office. For more information, contact the Work Source office at 979-531-0730.

CAREER AND TECHNICAL EDUCATION SUPPORT SERVICES

Career and technical students attending Wharton County Junior College may qualify for a broad range of support services including career guidance and academic counseling, peer tutoring, childcare/transportation, registration assistance, and information/referral to other federal, state, and community service programs. Services are provided through the federally funded Carl D. Perkins Career and Technical Education Act of 2006. Perkins funding supports special populations enrolled in career and technical education. Special populations include individuals with disabilities, single parents, displaced homemakers, economically disadvantaged, individuals preparing for non-traditional fields, and individuals with limited English proficiency.

For information, contact the Vocational Support Coordinator at Wharton County Junior College.

VETERANS' BENEFITS

Wharton County Junior College is approved by the Texas Veterans Commission for VA educational benefits for veterans and children and spouses of veterans (Chapters 30, 32, 33, 35, and 1606-1607, Title 38, U.S. Code).

Students who are veterans may receive assistance from the Office of Financial Aid in applying for benefits. To expedite payment of benefits, veterans should contact the Office of Financial Aid at least 30 days prior to the first class day of each term to complete all necessary paperwork for that period of study.

SELECTION OF COURSES: Veterans receive monthly payments for their entitlement based on the course work for which they enroll. Caution should be given to the selection of courses, making certain that each course undertaken meets the requirements for payment. The following are requirements for courses to be eligible for payment:
1. Each course must be a requirement for graduation in the declared degree program.
2. No course may be taken for audit.
3. No course may be a repeat of a course for which credit has already been received.
4. Each course must be completed and assigned a grade that is used to compute GPA and progress toward a degree.

Withdrawals, without mitigating circumstances, resulting in no credit awarded or no punitive grade being assigned, results in benefits being terminated from the beginning date of the semester. This creates an over-award scenario and possible repayment to the Veterans Administration may be required.

ACADEMIC REQUIREMENTS: To remain in good standing (not on probation); a student must earn a 2.0 GPA each semester. To insure satisfactory progress, transcripts of veterans are monitored at the end of each semester. Should a veteran complete two semesters with a GPA below 2.0, he or she is issued a warning notice. The notice states that the veteran is not maintaining satisfactory progress and may find it impossible to

earn the required 2.0 GPA for graduation. Students who receive this notice are encouraged to re-examine their educational objectives, course load, etc. to improve their academic record. If a veteran should fail to earn a 2.0 GPA in any following semester, certification is terminated until the veteran raises his or her cumulative GPA to 2.0 or the Veterans Administration Regional Office authorizes recertification.

THE TEXAS HAZLEWOOD ACT FOR VETERANS

The Hazlewood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit of up to 150 hours of tuition exemption, including most fee charges, at public institutions of higher education in Texas. This does NOT include living expenses, books, or supply fees.

The Hazlewood Act forms are available online through the Texas Veterans Commission Website (http://www.tvc.texas.gov/Hazlewood-Act.aspx).

AMERICANS WITH DISABILITIES ACT

Students with disabilities may be entitled to financial assistance from the Texas Commission for the Blind, Texas Commission for the Deaf, Texas Workforce Commission, or Texas Health and Human Services Commission. Other state and local resources may be available to qualified students. For more information contact the Disability Services Coordinator for Wharton County Junior College, located in the Pioneer Student Center.

TUITION REBATES FOR CERTAIN UNDERGRADUATE STUDENTS

A tuition rebate program was created by Senate Bill 1907, 75th Texas Legislature, and is authorized by Section 54.0065 of the Texas Education Code.

The purpose of this program is to provide tuition rebates that will provide a financial incentive for students to prepare for university studies while completing their high school work, avail themselves of academic counseling, make early career decisions, and complete their baccalaureate studies with as few extraneous courses as possible. Minimizing the number of courses taken by students, results in financial savings to students, parents, and the state.

To be eligible for rebates under this program, students must meet all of the following conditions:
1. They must have enrolled for the first time in an institution of higher education in the fall 1997 semester or later;
2. They must have received a baccalaureate degree from a Texas public university;
3. They must have been a resident of Texas and entitled to pay resident tuition at all times while pursuing the degree, and;
4. They must have attempted no more than three hours in excess of the degree in the catalog under which they were graduated.

HOPE SCHOLARSHIP INCOME TAX CREDIT AND LIFETIME LEARNING TAX CREDIT

BEGINNING January 1, 1998, taxpayers (students or their parents) may be eligible to claim a nonrefundable Hope Scholarship Tax Credit against their federal income taxes. The Hope Scholarship Credit may be claimed for the qualified tuition and certain related expenses (not housing/dining) of EACH student in the taxpayer's family (i.e. the taxpayer, their spouse, or an eligible dependent) who is enrolled at least halftime in a program leading to a degree, certificate, or other organized educational credential. The credit that may be claimed varies, depending on the family and student financial situation, but may be as much as $1,500 for a freshman or sophomore.

Another tax credit known as the Lifetime Learning credit applies to junior, senior and/or graduate students enrolled at least halftime in an institution of higher education. Congress has established that the Lifetime Learning Tax Credit begins for payments made after July 1, 1998.

Student Services

ACADEMIC ADVISING AND COUNSELING

All students who are new to college (first time in college), including students who were previously enrolled as dual credit/early admission students, must complete a new student orientation program (either in person or in the online environment) as part of the admission process. These students must also complete a primary academic advising and planning session. Students should see the

WCJC website primary advising page for information and details.

Licensed professional counselors and academic advisors are on duty to assist students who are exploring career choices, career testing, academic advising, degree planning, choosing a major, and/or selecting a four-year college for transfer. Academic advising specialists are available to assist with academic advising, course recommendations, and transfer information. If possible, these decisions should precede registration. All students "not college-ready" in reading, writing, or math based on the TSIA (Texas Success Initiative Assessment) must meet with an academic advisor or counselor prior to enrolling in any coursework. This academic advising will ensure students are placed in courses appropriate to their demonstrated academic skill level.

The counseling staff is available to provide personal counseling for a variety of student challenges on a short-term basis. These challenges may include test anxiety, learning skill challenges, relationship challenges, substance abuse, stress, etc. Students may be referred for personal counseling related challenges. Any referred counseling will be at the student's expense.

LEARNING ASSISTANCE CENTERS

Wharton County Junior College offers free tutoring for all current students through the Learning Assistance Center. Learning Assistance Centers, located on the Wharton, Richmond, and Sugar Land Campuses, deliver in-person tutoring by professional tutoring staff. All tutors providing tutoring on a face-to-face basis have at least a bachelor's degree in the area related to the subject they tutor. The centers are certified by the College Reading and Learning Association (CRLA) and the tutors are trained to assist students in the areas of reading, writing, and mathematics. In addition, the tutors assist students to locate valid online resources. For more information visit one of the campus LAC labs during operating hours or contact the Office of Student Services.

STUDENTS WITH DISABILITIES

Students with documented disabilities seeking accommodations from Wharton County Junior College should contact the Coordinator of Disability Services. The student should provide current medical and/or psychological documentation verifying their disability

at least thirty days prior to the beginning of the semester. Further information may be obtained from the Coordinator of Disability Services.

VOCATIONAL INTEREST TESTING

Career interest assessments are available and can be obtained by contacting a counselor or academic advisor or by reviewing the WCJC website. The career interest assessments can assist in the exploration of vocational interests, knowledge of career fields, aptitudes, and career decisions.

TEST OF GENERAL EDUCATION DEVELOPMENT (GED)

GED tests are available through WCJC Testing Centers at the Richmond and Sugar Land campuses. To be eligible, a person must be a Texas resident and at least 18 years of age (17 with parental consent) plus a withdrawal from the last high school attended, or 16 with a court order. All examinees must have current government issued photo I.D.

Information regarding the GED exam process is available through the Office of Testing and on the college website.

STUDENT HEALTH

Although the college does not provide medicine or medical, hospital, or surgical services, WCJC students and employees have access to excellent health services. The main campus is located less than five miles from the South Texas Medical Clinics, P.A.; part of the Memorial Hermann Medical Group.

Wharton County Junior College encourages students to undergo a medical examination prior to their initial enrollment. The college does not assume responsibility for health care or injuries incurred by students when taking part in intramural sports, physical activity courses, or class and student activities.

Therefore, students not covered by their parents' insurance are encouraged to carry medical and surgical insurance while enrolled at WCJC. Brochures for independent companies that provide health insurance for students are available

in the Office of Student Services in the Pioneer Student Center at the Wharton Campus and at the Information Desk at the Richmond and Sugar Land campuses. Students should also review the information available at the HealthCare.gov for the latest information on the market place insurance options.

LIBRARIES

The Wharton County Junior College libraries include the J.M. Hodges Library at the main campus in Wharton, a WCJC-UH joint-use Fort Bend County branch library at the Sugar Land Campus, and the combined Open Computer Lab/Online Library at both the Bay City and Richmond campuses. A daily courier service transports books and other materials among the four campus locations in order to provide services to all patrons throughout the WCJC system.

A current WCJC student identification card is used as the library card to check out WCJC library materials. A student without a current WCJC student identification cared should inform a library staff member that he/she is enrolled in an off-campus course. After verification of student records, borrowing privileges will be extended. Continuing Education students may also request a library card which will be valid for the duration of the course; a tuition receipt is needed to verify registration.

The resources of the WCJC Libraries include over 50,000 books, 100 periodical subscriptions, and 3,000 audio-visual items. Wharton County Junior College libraries also subscribe to thousands of e-books and over 70 online databases to provide access to millions of multi-disciplinary and full text publications, peer-reviewed journals, and academic streaming video collections. A registered student can log in remotely to our subscription databases seven days a week, twenty-four hours a day through the
WCJC Libraries Webpage
(https://www.wcjc.edu/Students/Library/index.aspx).

The libraries provide typewriters, photocopiers, microfilm reader/printer services, and computer workstations with internet access. The Wharton campus Open Computer Lab is located in the library on the first floor reference room. The lab is equipped with 24 computer workstations which are compliant with the Americans with Disabilities Act (ADA), one network printer, one color printer and a scanner. One library staff member is available at the lab service desk to assist students during library hours.

CHECK-OUTS

Library materials may be checked out for 14 days. Materials may not be held during the intersession between semesters. All materials should be returned to the main circulation desks. Materials returned after 4:00 p.m. through the outside book drops will be considered as turned in on the following day and fines, if any, will be charged.

Fines for the late returns are $.25 per day, per item. Fines are calculated for the days the WCJC libraries are open; fines are not charged for weekends and holidays. Students who have accumulated more than $20.00 in unpaid fines may not check out materials until the fines are paid. Near the end of semesters and holidays the loan period must be shorter than the usual 14 days. It is always in the borrower's best interest to note the item's due date as it is being checked out. At the end of the semester, students with overdue materials or fines will have a hold placed on their records in the Registrar's Office. Student records must be cleared before grades or transcripts are mailed. Students must pay the replacement cost of lost or damaged materials, in addition to any late fees.

LIBRARY PHONE NUMBERS

Wharton: 979-532-6509
Sugar Land: 281-633-5100
   (University Branch- WCJC/UH joint-use county library)
Richmond: 281-239-1619
Bay City: 979-318-7355

LIBRARY HOURS

CAMPUS	SEMESTER	DAYS	TIMES
Wharton	Fall and Spring	Monday – Thursday Friday	7:30 am - 9:00 pm 7:30 am - 4:00 pm
Richmond Bay City	Fall and Spring	Monday – Thursday Friday	8:00 am - 8:00 pm 8:00 am - 5:00 pm
Wharton, Richmond and Bay City	Summer	Monday – Friday	8:00 am - 5:00 pm
All locations	Fall, Spring, and Summer	Holidays	Library closed
* Sugar Land: University Branch-WCJC/UH joint-use county library Hours: Monday – Thursday 10 a.m.-9 p.m. Friday and Saturday 10 a.m.-5 p.m.			

RESIDENCE HALLS

Wharton County Junior College provides residence hall accommodations only at the main campus in Wharton. Residence rooms are available during the fall and spring semesters, and are closed during the summer. Frankie Hall (men's dorm) and Mullins Hall (women's dorm) are both located on campus. To be eligible to live in the halls, a student must enroll in and maintain a minimum of 12 semester hours at WCJC.

All residence halls are two-person rooms designed only for full time enrolled students. WCJC does not provide accommodations for married couples or children. All students living in the residence halls must be on the campus cafeteria meal plan. The cafeteria provides three meals per day Monday through Friday, two meals on Saturday, and one meal on Sunday. The cafeteria offers one meal plan only; credit is not given for missed meals because of residence hall absence, school events, etc.

Each residence hall provides a live-in residence hall supervisor and security is maintained 24 hours a day. Each dorm student is provided a twin (long) bed, chest-of-drawers, closet, desk and chair. Self-service laundry facilities are provided within all dorm buildings; washers and dryers are free of charge, but students must provide their own cleaning supplies. Each room will have wireless internet.

Frankie Hall is a two-floor building on campus that provides housing accommodations for 75 men. Women are not allowed in Frankie Hall except for the main entrance lobby. The downstairs lobby and an upstairs lounge both provide satellite television service. All rooms are suite-style, where two rooms share a middle bathroom and shower.

Mullins Hall is a two-floor building on campus that provides housing accommodations for 53 women. Men are not allowed in Mullins Hall except for the main entrance lobby, which provides satellite television service. Restroom facilities are located at the end of each floor hallway.

To reserve a room, students must fill out an application and submit it to the Housing Office, along with a $200 deposit. Applications are available in the back of this catalog. Students may request a refund of their room deposits and/or prepaid room rent if they decide not to attend WCJC. To cancel the residence hall reservation and contract, the student must submit a request in writing to the Housing Office 15 calendar days prior to the first day of class.

Failure to cancel a reservation as outlined above will result in the forfeiture of the entire room deposit and pre-paid room rent. In the event the student's admission or enrollment is canceled for failure to meet the college's requirements for admission or re-admission, the full deposit and pre-paid room rent will be refunded or transferred to another semester at the direction of the student. Students who reside in the residence halls must also pay the Board plan. Room charges and the first payment for board must be made before entering the residence hall as a resident. Residence hall and cafeteria charges are subject to change without notice by action of the Board of Trustees.

The residence halls will be closed during official college holidays as specified in the college calendar. During these holidays, students must arrange for other housing and meals.

DAMAGES

The $200 room deposit will serve as a combination reservation/damage/room clearance deposit. The deposit is not applied to housing rent. The deposit is not covered by any WCJC institutional scholarship or financial aid. For non-returning residents, the deposit is refundable at the end of the semester upon written request of the student, when all monies owed by students and all provisions of the housing contract have been satisfied. Any assessments left unpaid at the time the student leaves Wharton County Junior College will be deducted from the $200 deposit.

REFUNDS

Students who vacate or are dismissed from the residence all for any reason during the semester will not receive a refund on any room or board payment.

Students should consult the Residence Hall Handbook and the Student Handbook regarding residence hall regulations.

Student Activities and Multicultural Affairs

Extra-curricular activities provide students with opportunities for the development and expression of special interests and abilities, for acquiring social graces, for practicing the mechanics of group action, for developing leadership, and for recreation. Multicultural affairs allow the student body to experience different cultures that co-exist in the world around them.

All student organizations and activities conform to the educational objectives and administrative regulations of the college. These organizations are approved by the Vice President of Student Services, and are sponsored by a faculty member. Participation in certain student activities requires enrollment in a credit course and, in some cases, auditions or approval of the instructor. Included in these categories are the WCJC Pioneer Band, Choir, Chamber Singers, and intercollegiate athletics.

STUDENT GOVERNMENT ASSOCIATION

The Student Government Association is composed of all members of the student body. The purpose of SGA is to promote understanding and cooperation among students, faculty and administration and to provide a means whereby student members may gain experience and training in responsible political participation and community leadership. Wharton County Junior College provides a Student Government Association on the Wharton campus, the Sugar Land campus and the Richmond campus.

HONOR SOCIETIES

PHI THETA KAPPA is an international honor society whose purposes are the promotion of scholarship, the development of leadership and service, and the cultivation of fellowship among students of community and junior colleges in the United States. The local chapter is Zeta Xi and consists of students, alumni, and honorary members. Activities include observance of National Phi Theta Kappa Week in November, campus-wide events connected with the Honors Program Theme for each year, and service projects for Wharton County Junior College and the community.

NATIONAL TECHNICAL HONOR SOCIETY is a national honor society whose purpose is to recognize

outstanding student achievement in career and technical education, encourage higher scholastic achievement, cultivate a desire for personal excellence, and emphasize areas of development within students such as skill, honesty, service, responsibility, scholarship, and leadership qualities. The honor society is active in campus and community events throughout the academic year.

INTERCOLLEGIATE SPORTS

Wharton County Junior College offers intercollegiate competition in men's baseball, men's and women's rodeo, and women's volleyball. Students interested in participating in these sports should contact the athletic director or the coach of the specific sport. Scholarships are available.

STUDENT ORGANIZATIONS

Student organizations at Wharton County Junior College vary from year to year in accordance with changes in student interests. Current organizations are described below.

THE ADVENTURE SPORTS AND OUTDOORS CLUB – The primary purpose of this club is to provide both intellectual and practical knowledge for students to participate in outdoor activities, ranging from, but not limited to, back country hiking, backpacking, camping, fishing, canoeing, rock-climbing, and kayaking. The secondary purpose of the formation of this club is to facilitate the building of camaraderie or community between the students at WCJC, through group participation in strenuous and enjoyable outdoor activities.

ALPHA DELTA NU – Associate Degree Nursing Honor Society is a national honor society established to promote scholarship and academic excellence in the profession of nursing. The Organization for Associate Degree Nursing (OADN) has established the Alpha Delta Nu Honor Society and has made provisions for the establishment Institutional Honor Society Chapters across the U.S. WCJC was recognized as the Delta Delta chapter In December 2015.

The mission of the OADN Alpha Delta Nu Nursing Honor Society is to recognize the academic and professional nursing excellence of student during

the study of Associate Degree Nursing. The honor society provisional candidates present a capstone project approved by the faculty advisor which includes projects dealing with community service, health education, and promotion of the nursing profession.

THE ART GUILD is an organization open to any Wharton County Junior College student interested in art. The purpose of the club is to promote art appreciation through art exhibits, art contests, and field trips to art galleries.

THE BUSINESS/ACCOUNTING CLUB - The purpose of the club is to bring together business and accounting oriented students of WCJC for social and professional gatherings that will provide opportunities for education, networking, and otherwise enhancing their opportunities in business.

THE CHAMBER SINGERS is a select ensemble of vocal members. The group specializes in the more difficult choral literature of all periods, as well as contemporary music including folk, jazz, and pop. Students who have had previous vocal experience are invited to audition. The WCJC Choir makes an outstanding contribution to the cultural life of the area through performances before conventions, school assemblies, and service organizations. Officers are elected annually to arrange many of the choir's activities. Each year the choir presents a performance of a major choral work and tours area high schools, other community and junior colleges, and public gatherings throughout southeast Texas. Membership is open to all students through audition with the director.

THE COLLEGE YOUNG LIFE – The purpose of College Young Life is to embrace the students of WCJC and provide them with the opportunities to improve community relations, promote unity, develop character, encourage leadership, and cultivate Christian fellowship among the students, faculty, and staff of WCJC. Current WCJC students in good standing with the college are eligible to join Young Life. Membership is open to all denominations including non-Christians seeking to gain an understanding of Christianity. All WCJC students, faculty, and staff are welcome to attend Young Life's non-denominational Bible studies (check with the campus Young Life advisor for meeting time and location).

THE DENTAL HYGIENE CLUB is an organization to cultivate, promote and sustain the art and science of dental hygiene, to represent and safeguard the common interest of the members of the dental hygiene profession and to contribute toward the improvement of the health of the public.

THE HUMAN SERVICES CLUB is an organization with goals of promoting the general welfare of students majoring in Human Services, providing additional career supportive opportunities, improving school and community relations, and stimulating student participation in encouraging others a sense of empowerment through their volunteer efforts in student/community engagement opportunities within a number of communities.

THE JAZZ BAND is designed to acquaint students with present day materials and techniques for the modern dance orchestra, with special emphasis on jazz. The group provides music for assembly programs and various community affairs.

LAMDA EPSILON CHI – National Honor Society in Paralegal/Legal Assistant Studies – The purpose of LEX is to recognize persons who have demonstrated superior academic performance in an established program of paralegal/legal assistant studies offered at an Institutional Associate or Affiliate Member of the American Association for Paralegal Education.

THE PHYSICAL THERAPIST ASSISTANTS CLUB promotes and supports the PTA program at WCJC in its effort to uphold professional accreditation standards and provide the community with caring and qualified graduates

THE PIONEER BAND engages in the study of musical literature from the Renaissance to the present day through the performance of transcriptions and original band works. The band performs at various times throughout the semester. Participating in band is a great way to meet other students from around south Texas.

THE PIONEERS IN PROCESS TECHNOLOGY CLUB organizes to promote enthusiasm for process technology, increase awareness and motivate fellow students.

PSYCH CLUB is an organization open to psychology students to promote education and community involvement.

THE RADIOLOGY CLUB promotes membership attendance to the annual radiology meeting and other related activities.

Associate of Arts (AA) Degree Requirements and Transfer Plans

WCJC awards the Associate of Arts (AA) degree in general studies for students planning to pursue four-year degrees. The purpose of the AA degree is to provide programs in university-parallel and pre-professional areas that enable students to enter four-year institutions as juniors. Applicants for the Associate of Arts degree must:
1. Satisfy all conditions for admission.
2. Successfully complete at least 60 semester credit hours (SCH) of college-level courses.
3. Successfully complete 42 (SCH) of core curriculum requirements included as part of the total 60 SCH. (see Associate of Arts Core Curriculum List for course selection)
4. Only academic transfer courses may be used; courses are marked "Type: ACAD" in the Course Description section of the catalog.
5. Meet Texas State Initiative (TSI) as prescribed by the Texas Higher Education Coordinating Board (THECB).
6. Earn a cumulative overall grade point average (GPA) of at least 2.0.
7. Complete at least 25% of semester hours at Wharton County Junior College.
8. Meet all financial obligations to the college.
9. Fill out application for graduation by the deadline of:
    - July 15 for August graduation
    - November 1 for December graduation
    - April 1 for May graduation

To aid students in planning their course of study at WCJC, the college provides SUGGESTED courses of study. Students should identify the institution to which they intend to transfer as early as possible to ascertain the specific freshman and sophomore courses necessary for the degree they wish to pursue. Students should verify course applicability to degree requirements of the senior institution via their advisors, college catalog and the Texas Common Course Numbering System Online Matrix.

All programs, and courses within programs, are subject to change or deletion without notice by administrative authorities of WCJC. Program additions or deletions require action from the Board of Trustees of Wharton County Junior College.

CORE CURRICULUM

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. The core curriculum is required of every student who is seeking an Associate of Arts or an Associate of Science degree in publicly funded higher education in Texas. In accordance with Texas Education Code, §61.821 - 61.832, each institution of higher education that offers an undergraduate academic degree program shall design and implement a core curriculum, including specific courses composing the curriculum, of no less than 42 lower-division semester credit hours. The Texas Administrative Code** outlines the core curriculum requirements. Wharton County Junior College's completed core curriculum is fully transferable and will fully substitute for the core curriculum at any other public institution of higher education in Texas.

Wharton County Junior College currently offers the Associate of Arts degree. In adherence to the directive of the state, Texas Higher Education Coordinating Board (THECB), and toward offering the best education possible to its students, WCJC requires all students seeking an AA degree to complete the core curriculum. The WCJC core curriculum provides students the opportunity to attain the content knowledge and six core objective skills that Texas deems essential to the learning process and the success of an educated individual.

The objectives listed for the various courses in the core establish a foundation for assessing student performance and the effectiveness of the WCJC core curriculum as a whole.
**Texas Administrative Code Title 19 Part 1 Chapter 4 Subchapter B: Texas Higher Education Coordinating Board Core Curriculum

CORE OBJECTIVES IN WCJC CORE CURRICULUM

Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning. The Core Objectives form the foundation of WCJC's General Education Core Curriculum. These objectives are integrated into the instruction methods of the courses within the core curriculum at WCJC. Each Foundational Component Area emphasizes the specific objectives required while possibly utilizing the optional core objectives.

Critical Thinking Skills	to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
Communication Skills	to include effective development, interpretation and expression of ideas through written, oral and visual communication
Empirical and Quantitative Skills	to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
Teamwork	to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
Personal Responsibility	to include the ability to connect choices, actions and consequences to ethical decision-making
Social Responsibility	to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

FOUNDATIONAL COMPONENT AREAS

CORE 010: COMMUNICATION (6 semester credit hours)
- Communication focuses on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively.
- Courses involve the command of oral, aural, written, and visual skills that enable people to exchange messages appropriate to the subject, occasion, and audience.
- The core objectives of critical thinking, communication skills, teamwork, and personal responsibility are addressed by each course in this component area.

CORE 020: MATHEMATICS (3 semester credit hours)
- Mathematics focuses on quantitative literacy in logic, patterns, and relationships.
- Courses involve the understanding of key mathematical concepts and the application of appropriate mathematical tools to the everyday experience.
- The core objectives of critical thinking, communication skills, and empirical and quantitative skills are addressed by each course in this component area.

CORE 030: LIFE & PHYSICAL SCIENCES (6 semester credit hours plus 2 SCH Science Labs in 090)
- Life and Physical Sciences focus on describing, explaining, and predicting natural phenomena using the scientific method.
- Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on human experiences.
- The Core Objectives of critical thinking, communication skills, empirical and quantitative analysis, and teamwork are addressed by each course in this component area.

CORE 040: LANGUAGE, PHILOSOPHY, & CULTURE (3 semester credit hours)
- Language, Philosophy, and Culture focuses on how ideas, values, beliefs and other aspects of culture express and affect human experience.

- Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures.
- The Core Objectives of critical thinking, communication skills, personal responsibility, and social responsibility are addressed by each course in this component area.

CORE 050: CREATIVE ARTS (3 semester credit hours)
- Creative Arts focus on the appreciation and analysis of creative artifacts and works of the human imagination.
- Courses involve the synthesis and interpretation of artistic expression and enable critical, creative, and innovative communication about works of art.
- The Core Objectives of critical thinking, communication skills, teamwork, and social responsibility are addressed by each course in this component area.

CORE 060: AMERICAN HISTORY (6 semester credit hours)
- American History focuses on the consideration of past events relative to the United States, with the option of including Texas history for a portion of this component area.
- Courses involve the interaction among individuals, communities, states, the nation, and the world, considering how these interactions have contributed to the development of the United States and its global role.
- The Core Objectives of critical thinking, communication skills, social responsibility, and personal responsibility are addressed by each course in this component area.

CORE 070: GOVERNMENT/POLITICAL SCIENCE (6 semester credit hours)
- Government/Political Science focuses on consideration of the Constitution of the United States and the constitutions of the states with special emphasis on that of Texas.
- Courses involve the analysis of governmental institutions, political behavior, civic engagement, and their political and philosophical foundations.
- The Core Objectives of critical thinking, communication skills, social responsibility, and personal responsibility are addressed by each course in this component area.

CORE 080: SOCIAL & BEHAVIORAL SCIENCE (3 semester credit hours)
- Social/Behavioral Science focuses on the application of empirical and scientific methods that contribute to the understanding of what makes us human.
- Courses involve the exploration of behavior and interactions among individuals, groups, institutions, and events, examining their impact on society and culture.
- The Core Objectives of critical thinking, communication skills, empirical and quantitative analysis, and social responsibility are addressed by each course in this component area.

CORE 090: COMPONENT AREA OPTION (6 semester credit hours less 2 SCH Science Labs in 030)
- Must meet the definition and corresponding Core Objectives specified in one of the foundational component areas.

ASSOCIATE OF ARTS CORE CURRICULUM COURSE LIST

Below is the new core curriculum as required by the Texas Higher Education Coordinating Board (THECB). Students should first determine a degree plan and then select specific core courses as specified within that degree plan.

Foundational Component Area	Code	Courses	Required Hours
Communication	010	ENGL 1301 & ENGL 1302	6
Mathematics	020	MATH 1314, MATH 1316, MATH 1324, MATH 1325, MATH 1332, MATH 1342, MATH 1350, MATH 1351, MATH 2312, MATH 2413	3
Life & Physical Science (Lab component required)	030	BIOL 1406, BIOL 1407, BIOL 2401, BIOL 2402, BIOL 2420; CHEM 1405, CHEM 1411, CHEM 1412; PHYS 1401, PHYS 1402, PHYS 2425, PHYS 2426; GEOL 1303 (and lab), GEOL 1304 (and lab)	8 (Includes 2 SCH Science Labs 090)
Language, Philosophy, & Culture	040	ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333; PHIL 1301; HIST 2311, HIST 2312; HUMA 1301	3
Creative Arts	050	ARTS 1303, ARTS 1304, ARTS 1313; DRAM 1310, DRAM 2366; MUSI 1306, MUSI 1307, MUSI 1310	3
American History	060	HIST 1301 & HIST 1302	6
Government/Political Science	070	GOVT 2305 & GOVT 2306	6
Social and Behavioral Science	080	ANTH 2351; CRIJ 1307; ECON 2301, ECON 2302; GEOG 1303; PSYC 2301, PSYC 2306, PSYC 2314; SOCI 1301, SOCI 1306, SOCI 2306, SOCI 2319, PHED 1346	3
Component Area Option***	090	2 SCH Science Labs (embedded in 030) GEOL 1103, GEOL 1104 **AND…** 4 SCH from the areas below: ● SPCH 1315 or SPCH 1318 ● PSYC/EDUC 1300 ● PHED 1164 ● MATH 2414	4
		TOTAL	42 HOURS
*** If student selects combination from Component Area Option totaling more than 6 SCH, the additional hours are counted in the degree.			

FIELD OF STUDY CURRICULUM

Texas Education Code Chapter 61, Section 823, directs the Texas Higher Education Coordinating Board to develop Field of Study Curriculum (FOSC) to facilitate student transfer.

If a student successfully completes a Field of Study (FOS) for an established degree program, the student may transfer that block of courses for full academic credit. The transferred FOS courses must be substituted for that institution's lower-division requirements for the discipline degree program into which the student transfers. If a student completes only part of the FOS, then the credit for those courses must also apply toward the major.

If a student successfully completes the FOSC and the designated core curriculum courses, for a total of 60 semester credit hours, the student will earn an associate of arts degree.

Associate of Arts (AA) Courses of Study

Courses of Study are suggested lists of courses for students who plan to major in a specific degree plan at a university. Students who complete one of these Courses of Study will be eligible to apply for the Associate of Arts Degree at Wharton County Junior College. Courses that must be taken in order to satisfy AA degree requirements are listed with the corresponding WCJC Core Curriculum Component as listed above.
Courses that are listed as electives will contribute to AA degree requirements; however, different electives may be chosen but must be selected from academic rather than technical courses as indicated in the course descriptions.

Students who intend to transfer to a four-year university are encouraged to seek degree advising from their transfer institution.

WCJC's AA degree requires 60 hours; 42 SCH of core courses and a minimum of 18 SCH of electives.

** For AA Completion, check all graduation requirements in the college catalog.**

AGRICULTURE
(CIP 1.0101)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Agriculture or plan to pursue a baccalaureate degree in Agriculture at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Agriculture Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

AGRI 1415   Horticulture
AGRI 1419   Introductory to Animal Science
AGRI 1329   Principles of Food Science
AGRI 2303   Agricultural Construction I
AGRI 2317   Introduction to Agricultural Economics
AGRI 2330   Wildlife Conservation and Management
COSC 1301   Introduction to Computing

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

ART

(CIP 50.0701)

Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Art or plan to pursue a baccalaureate degree in Art at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Please seek advisement from the Art Faculty for which ARTS courses to take each semester.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select one course from the following:
ARTS 1303   Art History I
ARTS 1304   Art History II
ARTS 1313   Foundations of Art

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select one course from the following:
PSYC 2301   General Psychology
SOCI 1301   Introduction to Sociology

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Art Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60. Courses must be different than course used to satisfy core requirements.

ARTS 1303   Art History I
ARTS 1304   Art History II
ARTS 1311   Design I (2-Dimensional)
ARTS 1313   Foundations of Art
ARTS 1316   Drawing I
ARTS 2316   Painting I
ARTS 2366   Watercolors I

Please seek advisement from the Art Faculty for which ARTS courses to take each semester.

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

BEHAVIORAL SCIENCE
Psychology, Sociology/Anthropology
(CIP 42.0101, 45.1301)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Behavioral Science or plan to pursue a baccalaureate degree in Behavioral Science at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Math 1314   College Algebra or above

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select one course from the following:
PSYC 2301   General Psychology
SOCI 1301   Introduction to Sociology

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
PHED 1164   Introduction to Physical Fitness and
             Wellness
PSYC 1300/   Learning Framework
EDUC 1300

Major in Behavioral Science Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

SPCH 1315   Public Speaking

Select any course (3 hours) listed under Core 040
(Course must be different than course used to satisfy core requirements.)

Select any three Behavioral Science courses (9 hours) from the following:
ANTH 2351   Cultural Anthropology
PSYC 2301   General Psychology
PSYC 2306   Human Sexuality
PSYC 2314   Life Span Growth and Development
SOCI 1301   Introduction to Sociology
SOCI 1306   Social Problems
SOCI 2306   Human Sexuality
SOCI 2319   Minority Studies

Select one course (3 hours) from the following:
ECON 2301   Principles of Macroeconomics
ECON 2302   Principles of Microeconomics
GEOG 1303   World Regional Geography
HIST 2301   Texas History
HIST 2311   Western Civilization I
HIST 2312   Western Civilization II

Electives total 18 SCH

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

BIOLOGY
(CIP 26.0101)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Biology or plan to pursue a baccalaureate degree in Biology at a four-year institution of higher education in Texas. This course of study may also be used by students planning to pursue pre-professional study. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
BIOL 1406   General Biology I
BIOL 1407   General Biology II

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Biology Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

CHEM 1411   General Chemistry I
CHEM 1412   General Chemistry II
CHEM 2423   Organic Chemistry I
CHEM 2425   Organic Chemistry II
COSC 1301   Introduction to Computing
PHYS 1401   College Physics I
PHYS 1402   College Physics II

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

BUSINESS ADMINISTRATION

(CIP 52.0101)
Associate of Arts
Field of Study in Business Administration and Management

This is a recommended course of study for students who seek an Associate of Arts degree with a Field of Study (FOS) in Business Administration or plan to pursue a baccalaureate degree in Business Administration at a four-year institution of higher education in Texas. The Business Administration and Management Field of Study is approved by the Texas Higher Education Coordinating Board. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

By completing the Business Administration FOS and the recommended portion of the core curriculum for a total of 60 semester credit hours, students will earn the specialized Business Administration Associate of Arts degree. Also, it is recommended that students complete the entire 42 semester credit hours core curriculum prior to transfer to another Texas public institution of higher education since that block of courses must be submitted for the receiving institution's core curriculum.

Communication Core 010 (6 hrs)

ENGL 1301	Composition I
ENGL 1302	Composition II

Mathematics Core 020 (3 hrs)

MATH 1324	Mathematics for Business & Social Sciences (Field of Study Course)

Life and Physical Sciences Core 030 (6 hrs)

Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)

Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)

Select any course listed under Core 050

American History Core 060 (6 hrs)

HIST 1301	U.S. History I
HIST 1302	U.S. History II

Government/Political Science Core 070 (6 hrs)

GOVT 2305	Federal Government
GOVT 2306	Texas Government

Social and Behavioral Science Core 080 (3 hrs)

ECON 2301	Principles of Macroeconomics (Field of Study Course)

Major in Business Administration Electives (18 hrs)*

ACCT 2301	Principles of Financial Accounting (Field of Study Course)
ACCT 2302	Principles of Managerial Accounting (Field of Study Course)
BCIS 1305	Business Computer Applications (Field of Study Course)
BUSI 1301	Business Principles (Field of Study Course)
BUSI 2305	Business Statistics (Field of Study Course)
ECON 2302	Principles of Microeconomics (Field of Study Course)
MATH 1325	Calculus for Business and Social Sciences

AND

Select one course from the following:

BUSI 2301	Business Law
PSYC 2301	Introduction to General Psychology
SOCI 1301	Introduction to Sociology
SPCH 1315	Public Speaking

*These courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

Total Semester Hours – 60

CHEMISTRY
(CIP 40.0501)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Chemistry or plan to pursue a baccalaureate degree in Chemistry at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 2413   Calculus I

Life and Physical Sciences Core 030 (6 hrs) plus labs
CHEM 1411   General Chemistry I
CHEM 1412   General Chemistry II

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Chemistry Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

CHEM 2423   Organic Chemistry I
CHEM 2425   Organic Chemistry II
COSC 1301   Introduction to Computing
MATH 2414   Calculus II
MATH 2415   Calculus III
PHYS 2425   University Physics I
PHYS 2426   University Physics II

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

COMPUTER SCIENCE
(CIP 11.0701)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Computer Science or plan to pursue a baccalaureate degree in Computer Science or Computer Programming at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 2413   Calculus I

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any <u>two</u> courses from the following:
BIOL 1406   General Biology I
BIOL 1407   General Biology II
BIOL 2401   Human Anatomy and Physiology I
BIOL 2402   Human Anatomy and Physiology II
BIOL 2420   Microbiology
CHEM 1405   Introductory Chemistry I
CHEM 1411   General Chemistry I
CHEM 1412   General Chemistry II
PHYS 1401   College Physics I
PHYS 1402   College Physics II
PHYS 2425   University Physics I
PHYS 2426   University Physics II

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed from the following:
ANTH 2351   Cultural Anthropology
CRIJ 1307   Crime in America
ECON 2301   Principles of Macroeconomics
ECON 2302   Principles of Microeconomics
GEOG 1303   World Regional Geography
PSYC 2301   General Psychology
PSYC 2306   Human Sexuality
PSYC 2314   Life Span Growth and Development
SOCI 1301   Introduction to Sociology
SOCI 1306   Social Problems
SOCI 2306   Human Sexuality
SOCI 2319   Minority Studies

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
SPCH 1318   Interpersonal Communication **AND**

Select one course from the following:
PSYC1300/   Learning Framework
EDUC 1300

Major in Computer Science Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

COSC 1436   Programming Fundamentals I
COSC 1437   Programming Fundamentals II
COSC 2336   Programming Fundamentals III
COSC 2425   Computer Origination

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

CRIMINAL JUSTICE
(CIP 45.0401)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Criminal Justice or plan to pursue a baccalaureate degree in Criminal Justice at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 1314 College Algebra or above

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any <u>two</u> courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Criminal Justice Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

CRIJ 1301	Introduction to Criminal Justice
CRIJ 1306	Court Systems and Practices
CRIJ 1307	Crime in America
CRIJ 1310	Fundamentals of Criminal Law
CRIJ 2313	Correctional Systems and Practices
CRIJ 2328	Police Systems & Practices
CRIJ 2323	Legal Aspects of Law Enforcement
CRIJ 2301	Community Resources in Correction

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

DENTAL HYGIENE
Pre-Dental Hygiene
(CIP 24.0102)
Associate of Arts

This is the recommended course of study for students taking pre-requisites and co-requisites while awaiting acceptance into the Dental Hygiene Associate of Applied Arts and Science (AAS) program or for students wishing to obtain an Associate of Arts degree for transfer. Entrance into the AAS program is competitive, sometimes requiring several application cycles. Students awaiting acceptance into the Dental Hygiene AAS program can continue with the Pre-Dental Hygiene Course of Study to complete an Associate of Arts degree for transfer to a four year institution of higher education in Texas. Students interested in this degree or entrance into the AAS degree should meet with an advisor prior to enrolling in classes.

**Course is required for the WCJC Dental Hygiene AAS Degree.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I**
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
BIOL 2401   Human Anatomy & Physiology I**
BIOL 2402   Human Anatomy & Physiology II**

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040**

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050**

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
PSYC 2301   General Psychology**

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030
PHED 1164   Introduction to Physical Fitness and Wellness **or**
PSYC 1300/   Learning Framework
EDUC 1300

Select one course from the following:
SPCH 1315   Public Speaking**
SPCH 1318   Interpersonal Communication

Major in Dental Hygiene Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Students seeking admission to the WCJC Dental Hygiene AAS program should seek advising from WCJC counseling services.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

BIOL 1322   Nutrition
BIOL 2420   Microbiology**
CHEM 1405   Introductory Chemistry I
CHEM 1411   General Chemistry I
MATH 1342   Elementary Statistical Methods
PSYC 1300/   Learning Framework
EDUC 1300
PSYC 2314   Life Span Growth and Development
SOCI 1301   Introduction to Sociology**

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than technical courses, as indicated in the course descriptions.

DRAMA
(CIP 50.0501)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Drama or plan to pursue a baccalaureate degree in Drama at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Please seek advisement from the Drama Faculty for which DRAM courses to take each semester.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
DRAM 1310   Introduction to Theater

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Drama Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

The courses listed below are the courses students should select in the elective area. Courses must be different than course used to satisfy core requirements.

DRAM 1120   Theater Practicum I
DRAM 1121   Theater Practicum II
DRAM 1330   Stagecraft I
DRAM 1341   Makeup
DRAM 1351   Acting I
DRAM 1352   Acting II
DRAM 2120   Theater Practicum III
DRAM 2331   Stagecraft II

All of the electives listed above will bring the total semester hours to 60.

Please seek advisement from the Drama Faculty for which DRAM courses to take each semester.

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

ENGINEERING
(CIP 14.0101)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Engineering or plan to pursue a baccalaureate degree in Engineering at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301 Composition I
ENGL 1302 Composition II

Mathematics Core 020 (3 hrs)
MATH 2413 Calculus I

Life and Physical Sciences Core 030 (6 hrs) plus labs
PHYS 2425 University Physics I
PHYS 2426 University Physics II

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301 U.S. History I
HIST 1302 U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305 Federal Government
GOVT 2306 Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Engineering Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

CHEM 1411 General Chemistry I
CHEM 1412 General Chemistry II
CHEM 2423 Organic Chemistry I
CHEM 2425 Organic Chemistry II
COSC 1301 Introduction to Computing
ENGR 1201 Introduction to Engineering
ENGR 2301 Engineering Mechanics – Statics
ENGR 2302 Engineering Mechanics – Dynamics
MATH 2414 Calculus II
MATH 2415 Calculus III

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

ENGLISH
(CIP 23.0101)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in English or plan to pursue a baccalaureate degree in English at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

English majors are encouraged to take a variety of survey literature courses (ENGL 2322-2333).

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any <u>two</u> courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course from the follow:
ENGL 2322   British Literature I
ENGL 2323   British Literature II
ENGL 2327   American Literature I
ENGL 2328   American Literature II
ENGL 2332   World Literature I
ENGL 2333   World Literature II
HUMA 1301   Introduction to Humanities

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
SPCH 1315   Public Speaking
PHED 1164   Introduction to Physical Fitness and
               Wellness

Major in English Electives*

Select up to 18 SCH of electives from the following to bring the total semester hours to 60. Courses must be different than course used to satisfy core requirements.

DRAM 1310   Introduction to Theater
DRAM 2366   Introduction to Cinema
ENGL 2311   Technical and Business Writing
ENGL 2322   British Literature I
ENGL 2323   British Literature II
ENGL 2327   American Literature I
ENGL 2328   American Literature II
ENGL 2332   World Literature I
ENGL 2333   World Literature II

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

GENERAL STUDIES
(CIP 24.0102)
Associate of Arts
Multidisciplinary Studies

This is a recommended course of study for students who seek an Associate of Arts and are undecided about a specific baccalaureate degree program. Students planning to transfer to a four-year institution should confirm transferability of courses to meet specific degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in General Studies Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select an additional 18 SCH of electives to bring the total semester hours to 60.

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

GEOLOGY
(CIP 40.0601)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Geology or plan to pursue a baccalaureate degree in Geology at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 2413   Calculus I

Life and Physical Sciences Core 030 (6 hrs) plus labs
GEOL 1303   Physical Geology with lab
GEOL 1304   Historical Geology with lab

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
GEOL 1103   Physical Geology Laboratory
GEOL 1104   Historical Geology Laboratory **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Geology Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

CHEM 1411   General Chemistry I
CHEM 1412   General Chemistry II
CHEM 2423   Organic Chemistry I
CHEM 2425   Organic Chemistry II
COSC 1301   Introduction to Computing

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

KINESIOLOGY
(CIP 31.0501)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Kinesiology or plan to pursue a baccalaureate degree in Kinesiology at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
BIOL 2401   Human Anatomy and Physiology I
BIOL 2402   Human Anatomy and Physiology II

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**

Select a minimum of 4 SCH from the following:
SPCH 1315   Public Speaking **or**
SPCH 1318   Interpersonal Communications
PSYC 1300/   Learning Framework
EDUC 1300
PHED 1164   Introduction to Physical Fitness and
             Wellness

Major in Kinesiology Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

COSC 1301   Introduction to Computing

Any <u>three</u> PHED activities courses 1xxx
PHED 1301   Foundations of Kinesiology
PHED 1304   Personal/Community Health
PHED 1306   First Aid
PHED 1346   Drug Use & Abuse

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

MATHEMATICS
(CIP 27.0101)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Mathematics or plan to pursue a baccalaureate degree in Mathematics at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course from the following:
MATH 1314   College Algebra
MATH 1316   Trigonometry
MATH 1342   Elementary Statistics Methods
MATH 2312   Pre-Calculus Math
MATH 2413   Calculus I

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any <u>two</u> courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Mathematics Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

MATH 2413   Calculus I
MATH 2414   Calculus II
MATH 2415   Calculus III
MATH 2320   Differential Equations
PHYS 2425   University Physics I
PHYS 2426   University Physics II

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected form the academic rather than the technical courses, as indicated in the course descriptions.

MUSIC

(CIP 50.0901)
Associate of Arts
Field of Study in Music

This degree plan is designed to meet the needs of students who seek an Associate of Arts with a Field of Study (FOS) in Music and transfer to a four-year institution. This curriculum applies to the Bachelor of Music degree, but also may be applied to the Bachelor of Arts or other baccalaureate level music degree as deemed appropriate by the awarding institution. The field of study in music included in this degree is approved by the Texas Higher Education Coordinating Board. This degree plan will constitute a 60 semester credit hour transfer block to any public Texas four-year college or university.

By completing the Music FOS and the recommended portion of the core curriculum for a total of 60 semester credit hours, students will earn the specialized Music Associate of Arts degree. Also, it is recommended that students complete the entire 42 semester credit hour core curriculum prior to transfer to another Texas public institution of higher education since that block of courses must be submitted for the receiving institution's core curriculum.

Please contact the Department Head for the Visual and Performing Arts Department with any questions and to plan each semester's schedule.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Creative Arts Core 050 (3 hrs)
MUSI 1307   Music Literature

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select one course from the following;
PSYC 2301   General Psychology
SOCI 1301   Introduction to Sociology
SOCI 2306   Human Sexuality

Component Area Option 090 (1 hrs)
PHED 1164   Introduction to Physical Fitness and
             Wellness

Major in Music Required Courses
Semester I:
MUAP 1222 (Woodwind), 1246 (Brass),
1260 (Percussion), 1281 (Voice)
MUEN 1121 (Band) **or** 1141 (Choir): by approval 1131 (Jazz Band) **or** 1151 (Chamber Singers)
MUSI 1311
MUSI 1116
MUSI 1181 (Class Piano I

Semester II:
MUAP 1223 (Woodwind), 1247 (Brass), 1261 (Percussion), 1282 (Voice)
MUEN 1122 (Band) **or** 1142 (Choir): by approval 1132 (Jazz Band) **or** 1152 (Chamber Singers)
MUSI 1312
MUSI 1117
MUSI 1182 (Class Piano II)

Semester III:
MUAP 2222 (Woodwind), 2246 (Brass), 2260 (Percussion), 2281 (Voice)
MUEN 2121 (Band) **or** 2141 (Choir): by approval 2131 (Jazz Band) **or** 2151 (Chamber Singers)
MUSI 2311
MUSI 2116
MUSI 2181 (Class Piano III)

Semester IV:
MUAP 2223 (Woodwind), 2247 (Brass), 2261 (Percussion), 2282 (Voice)
MUEN 2122 (Band) **or** 2142 (Choir): by approval 2132 (Jazz Band) **or** 2152 (Chamber Singers)
MUSI 2312
MUSI 2117
MUSI 2182 (Class Piano IV)
(MUSI 1307 Core 050)

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Total Semester Hours – 60

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NURSING
Pre-Baccalaureate Nursing and Pre-ADN
(CIP 51.1105)
Associate of Arts

This is the recommended course of study for students who seek to apply to an associate degree nursing program. It contains the pre-requisite and co-requisite courses for the WCJC ADN program as well as the recommended courses for many baccalaureate degree nursing programs at a four-year institution of higher education in Texas. Students interested in this degree should meet with an advisor prior to enrolling in classes.

**Course is required for the WCJC Associate Degree Nursing AAS Degree.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I**
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 1342   Elementary Statistical Methods

Life and Physical Sciences Core 030 (6 hrs) plus labs
BIOL 2401   Human Anatomy and Physiology I**
BIOL 2402   Human Anatomy and Physiology II**

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040**

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050**

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
PSYC 2301   General Psychology**

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030
PHED 1164   Introduction to Physical Fitness and
             Wellness **or**
PSYC 1300/   Learning Framework
EDUC 1300

Select one course from the following:
SPCH 1315   Public Speaking
SPCH 1318   Interpersonal Communication

Major in Nursing Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Students seeking admission to the WCJC ADN AAS Degree program should seek advising from WCJC counseling services.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

BIOL 1322   Nutrition
BIOL 2420   Microbiology**
CHEM 1405   Introductory Chemistry I
CHEM 1411   General Chemistry I
MATH 1314   College Algebra
PSYC 1300/   Learning Framework
EDUC 1300
PSYC 2314   Life Span Growth and Development**
SOCI 1301   Introduction to Sociology

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

PHYSICAL THERAPY
Pre-Physical Therapy
(CIP 24.0102)
Associate of Arts

This is the recommended course of study for students taking pre-requisites and co-requisites while awaiting acceptance into the Physical Therapist Assistant Associate of Applied Arts and Science (AAS) program or for students wishing to obtain an Associate of Arts degree for transfer. Entrance into the AAS program is competitive, sometimes requiring several application cycles. Students awaiting acceptance into the Physical Therapist Assistant AAS program can continue with the Pre-Physical Therapy course of study to complete an Associate of Arts degree for transfer to a four year institution of higher education in Texas. Students interested in this degree or entrance into the AAS degree should meet with an advisor prior to enrolling in classes.

**Course is required for the WCJC Physical Therapist Assistant AAS Degree.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I**
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 1314   College Algebra I**

Life and Physical Sciences Core 030 (6 hrs) plus labs
BIOL 2401   Human Anatomy and Physiology I**
BIOL 2402   Human Anatomy and Physiology II**

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040**

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050**

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
PSYC 2314   Life Span Growth and Development**

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030
PHED 1164   Introduction to Physical Fitness and
             Wellness **or**
PSYC 1300/   Learning Framework
EDUC 1300

Select one course from the following:
SPCH 1315   Public Speaking
SPCH 1318   Interpersonal Communication

Major in Physical Therapist Assistant Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Students seeking admission to the WCJC Physical Therapy Assistant AAS Program should seek advising from WCJC counseling services.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

BIOL 1322   Nutrition
BIOL 2420   Microbiology
CHEM 1405   Introductory Chemistry I
CHEM 1411   General Chemistry I
MATH 1342   Elementary Statistical Methods
PSYC 1300/   Learning Framework
EDUC 1300
PSYC 2301   General Psychology
SOCI 1301   Introduction to Sociology

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

PHYSICS
(CIP 40.0801)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Physics or plan to pursue a baccalaureate degree in Physics at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 2413   Calculus I

Life and Physical Sciences Core 030 (6 hrs) plus labs
PHYS 2425   University Physics I
PHYS 2426   University Physics II

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Physics Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

CHEM 1411   General Chemistry I
CHEM 1412   General Chemistry II
CHEM 2423   Organic Chemistry I
CHEM 2425   Organic Chemistry II
COSC 1301   Introduction to Computing
MATH 2414   Calculus II
MATH 2415   Calculus III

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

RADIOLOGIC TECHNOLOGY
Pre-Radiology
(CIP 24.0102)
Associates of Arts

This is the recommended course of study for students taking pre-requisites and co-requisites while awaiting acceptance into the Radiologic Technology Associate of Applied Arts and Science (AAS) program or for students wishing to obtain an Associate of Arts degree for transfer. Entrance into the AAS program is competitive, sometimes requiring several application cycles. Students awaiting acceptance into the Radiologic Technology AAS program can continue with the Pre-Radiology course of study to complete an Associate of Arts degree for transfer to a four year institution of higher education in Texas. Students interested in this degree or entrance into the AAS degree should meet with an advisor prior to enrolling in classes.

**Course is required for the WCJC Radiologic Technology AAS Degree.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I**
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 1314   College Algebra I**

Life and Physical Sciences Core 030 (6 hrs) plus labs
BIOL 2401   Human Anatomy and Physiology I**
BIOL 2402   Human Anatomy and Physiology II**

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040**

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050**

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
PSYC 2301   General Psychology**

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030
PHED 1164   Introduction to Physical Fitness and
                    Wellness **or**
PSYC 1300/   Learning Framework
EDUC 1300

Select one course from the following:
SPCH 1315   Public Speaking
SPCH 1318   Interpersonal Communication

Major in Radiologic Technology Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Student seeking admission to the WCJC Radiologic Technology AAS Program should seek advising from WCJC counseling services.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60.

BIOL 1322   Nutrition
BIOL 2420   Microbiology
CHEM 1405   Introductory Chemistry I
CHEM 1411   General Chemistry I
MATH 1342   Elementary Statistical Methods
PSYC 1300/   Learning Framework
EDUC 1300
PSYC 2314   Life Span Growth and Development
SOCI 1301   Introduction to Sociology

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

SOCIAL SCIENCE
History, Geography, Government
(CIP 54.0101, 45.0701, 45.1001)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Social Science or plan to pursue a baccalaureate degree in Social Science at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select one course from the following:
ENGL 2322   British Literature I
ENGL 2323   British Literature II
ENGL 2327   American Literature I
ENGL 2328   American Literature II
ENGL 2332   World Literature I
ENGL 2333   World Literature II

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
Select one course from the following:
ECON 2301   Principles of Macroeconomics
ECON 2302   Principles of Microeconomics

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
Select a minimum of 4 SCH listed under Core 090

Major in Social Science Electives*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Students should enroll in the following electives:
SPCH 1315   Public Speaking

Select one course from the following:
HUMA 1301   Introduction to Humanities
PHIL 1301   Introduction to Philosophy

Select one course from the following:
ECON 2301   Principles of Macroeconomic
ECON 2302   Principles of Microeconomics
(ECON course selected must be different than course taken to satisfy Core 080)

Select three courses from the following:
ANTH 2351   Cultural Anthropology
GEOG 1303   World Regional Geography
HIST 2301   Texas History
HIST 2311   Western Civilization I
HIST 2312   Western Civilization II
PSYC 2301   General Psychology
PSYC 2306   Human Sexuality
PSYC 2314   Life Span Growth and Development
SOCI 1301   Introduction to Sociology
SOCI 1306   Social Problems
SOCI 2306   Human Sexuality
SOCI 2319   Minority Studies

Select up to 18 SCH of electives to bring the total semester hours to 60.

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

SPEECH
(CIP 9.0101)
Associate of Arts

This is a recommended course of study for students who seek an Associate of Arts degree with a concentration in Speech or plan to pursue a baccalaureate degree in Speech at a four-year institution of higher education in Texas. Students planning to transfer to a four-year institution should confirm transferability of courses to meet degree requirements from the institution to which they plan to attend.

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
Select any course listed under Core 020

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any course listed under Core 040

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Science Core 080 (3 hrs)
SOCI 1301   Introduction to Sociology

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030 **AND**
PHED 1164   Introduction to Physical Fitness and
                     Wellness **AND**

Select one course from the following:
SPCH 1315   Public Speaking
SPCH 1318   Interpersonal Communication

Major in Speech Electives*
Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

Select up to 18 SCH of electives from the following to bring the total semester hours to 60. Courses selected must be different than courses used to satisfy core requirements.

DRAM 1310   Introduction to Theater
SPCH 1311   Intro to Speech Communication
SPCH 1315   Public Speaking
SPCH 1318   Interpersonal Communication
SPCH 1321   Business and Professional Communication
SPCH 1342   Voice and Diction
SPCH 2341   Oral Interpretation

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

Associate of Arts in Teaching (AAT)

WCJC awards the Associate of Arts in Teaching degree for students planning to pursue baccalaureate programs that lead to initial Texas teacher certification. There are two AAT tracks that include 60 semester credit hours of coursework. Plan B leads to Initial Texas Teacher Certification EC-6, 4-8, EC-12 Special Education; Plan C leads to Initial Texas Teacher Certification 8-12, and other EC-12 Certifications.

Students taking the Education courses will be required to complete and pass a criminal background check.

Completion of an AAT does not necessarily guarantee admission to a university teacher education program and later teacher certification through the state Board for Educator Certification (SBEC). Additional requirements with regard to grade point average, assessments, criminal history, and proof of legal status must be satisfied as required by the receiving university and SBEC.

The AAT degree requires 60 semester credit hours; and students should be aware they may not be able to transfer more than 60 semester credit hours to a university. **Students are advised to seek academic advising in the first semester since individual universities may vary in their transfer requirements.**

ASSOCIATES DEGREE IN TEACHING (AAT)
Plan B
Leading to Initial Texas Teacher Certification EC-6, 4-8, EC-12 Special Education
(CIP 13.1210)

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 1314   College Algebra

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any English literature course (British or American)
ENGL 2322   British Literature I
ENGL 2323   British Literature II
ENGL 2327   American Literature I
ENGL 2328   American Literature II

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Sciences Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030
AND
Select a minimum of 4 SCH listed under Core 090

Associates Degree in Teaching AAT Components*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

EDUC 1301   Introduction to the Teaching Profession
EDUC 2301   Introduction to Special Populations
MATH 1350   Mathematics for Teachers I (Formerly known as Fundamentals of Math I)
MATH 1351   Mathematics for Teachers II (Formerly known as Fundamentals of Math II)
TECA 1354   Child Growth and Development

Select any Science course 3 SCH or more not previously taken to satisfy Core 030

Total Semester Hours – 60

ASSOCIATES DEGREE IN TEACHING (AAT)
Plan C
Leading to Initial Texas Teacher Certification 8-12, Other EC-12
(CIP 13.1210)

Communication Core 010 (6 hrs)
ENGL 1301   Composition I
ENGL 1302   Composition II

Mathematics Core 020 (3 hrs)
MATH 1314   College Algebra

Life and Physical Sciences Core 030 (6 hrs) plus labs
Select any two courses listed under Core 030

Language, Philosophy and Culture Core 040 (3 hrs)
Select any English literature course (British or American)
ENGL 2322   British Literature I
ENGL 2323   British Literature II
ENGL 2327   American Literature I
ENGL 2328   American Literature II

Creative Arts Core 050 (3 hrs)
Select any course listed under Core 050

American History Core 060 (6 hrs)
HIST 1301   U.S. History I
HIST 1302   U.S. History II

Government/Political Science Core 070 (6 hrs)
GOVT 2305   Federal Government
GOVT 2306   Texas Government

Social and Behavioral Sciences Core 080 (3 hrs)
Select any course listed under Core 080

Component Area Option 090 (6 hrs)
2 SCH Science Labs listed under Core 030
AND
Select a minimum of 4 SCH listed under Core 090

Note that many transfer institutions specify SPCH 1315, Public Speaking, be taken. Check with an academic advisor before selecting a course from this area.

Associates Degree in Teaching AAT Components*

Students who plan to pursue a baccalaureate degree should seek advising from the institution to which they intend to transfer.

EDUC 1301   Introduction to the Teaching Profession
EDUC 2301   Introduction to Special Populations

Select up to an additional 12 SCH of content area teaching fields/academic disciplines to bring the total semester hours to 60.

Total Semester Hours – 60

*Courses are suggested electives that will contribute to AAT degree requirements. Different electives may be chosen, but must be selected from the academic rather than the technical courses, as indicated in the course descriptions.

Students are advised to check with the transfer university when making content selections.

**WCJC is able to offer 12 academic hours in the following content area teaching fields/academic disciplines. The EC-12 course list is below. Students are advised to check with the transfer university when making content selections.

EC-12:

MUSIC	Select up to 12 hours from MUSI courses
PHYSICAL EDUCATION	Select up to 12 hours from PHED 1306, 1301, 1304, 1346
ART	Select up to 12 hours from ARTS courses
THEATER	Select up to 12 hours from DRAM courses
MATH	Select up to 12 hours from MATH courses
LIFE SCIENCES	Select up to 12 hours from BIOL courses
PHYSICAL SCIENCES	Select up to 12 hours from CHEM and/or GEOL course
SCIENCE	Select up to 12 hours from core 030 courses
ENGLISH, LANGUAGE ARTS, & READING	Select up to 12 hours from ENGL courses
COMPUTER SCIENCE	Select up to 12 hours from COSC 1436, 1437, 2436
SPEECH	Select up to 12 hours from SPCH 1318, 1321, 1342, 2341
BUSINESS EDUCATION	BUSI 1301, 2301, 2304 and business elective suggested by the transferring institution
FOREIGN LANGUAGES	Select up to 12 hours from SPAN 1411, 1412, 2311, 2312

Associate of Applied Science (AAS) Degrees and Certificates

Wharton County Junior College offers numerous specialized areas of academic/technical study (programs) in which a certificate or AAS degree may be offered.

CERTIFICATE PROGRAMS

Wharton County Junior College's certificates and certification programs are designed to prepare completers with specific occupational skills that enable them to enter the workforce in a short period of time. Some certificate programs provide a direct pathway into an AAS degree.

A level one certificate can be completed in one calendar year or less. It must consist of at least 15 SCH and no more than 42 SCH. Students in level one certificate programs are not required to take the Texas Success Initiative (TSI) or any other assessment exam prior to entering the program.

Level one certificates will not be awarded unless the minimum standard of work (2.0 GPA) is achieved in all coursework required to complete the certificate.

A level two certificate is defined as any certificate for which a student must meet certain eligibility requirements prior to entry into the program. Level two programs may consist of between 30 SCH and 51 SCH. Students enrolling in a level two certificate program must meet the requirements of the TSI and may be subject to other eligibility requirements as determined by WCJC.

The minimum acceptable standard of satisfactory progress is a cumulative average of at least a 2.0 grade point average (GPA) on attempted semester credit hours. Level two certificates will not be awarded unless the minimum standard of work (2.0 GPA) is achieved in all coursework required to complete the certificate.

Courses required in a certificate program may be transferred from equivalent courses taken at another accredited institution for up to 25% of the total certificate program hours, with approval of the Department Head.

ASSOCIATE OF APPLIED SCIENCE DEGREES

The Associate of Applied Science is an occupationally-oriented degree. Its primary purpose is to prepare students for entry into a particular occupation upon completion of the degree. While a graduate of an AAS degree is career-ready upon graduation, many AAS programs also have pathways into baccalaureate programs.

Applicants for the AAS degree must:

1. Satisfy all conditions for admission.
2. Meet Texas State Initiative (TSI) requirements as prescribed by the Texas Higher Education Coordinating Board (THECB).
3. Successfully complete all coursework according to the degree program's deadlines.
4. Complete at least 25% of semester credit hours at WCJC.
5. Meet all financial obligations to the college.

Descriptions of WCJC's AAS degrees, along with required degree plans are listed alphabetically. All AAS degree programs are comprised of a minimum of 60 semester credit hours and contain both technical and academic general education courses. The general education courses address the six core objectives – critical thinking skills, communication skills, empirical and quantitative skills, teamwork, personal responsibility, and social responsibility – that the Texas Higher Education Coordinating Board (THECB) has deemed essential to the learning process. All AAS degree plans must contain a minimum of 15 semester credit hours of general education courses, including one course from each of the three areas in the chart below. The remaining general education courses must be academic transfer courses of collegiate level and general in nature, not geared to a specific occupation.

AAS General Education Course List

MATH or LIFE & PHYSICAL SCIENCE W/LAB	MATH 1314, 1316, 1324, 1325, 1332, 1342, 1350, 1351, 2312, 2413; BIOL 1406, 1407, 2401, 2402, 2420; CHEM 1405, 1411, 1412; PHYS 1401, 1402, 2425, 2426; GEOL 1303+1103, 1304+1104
SOCIAL & BEHAVIORAL SCIENCE or AMERICAN HISTORY or GOVERNMENT/POLITICAL SCIENCE	ANTH 2351; CRIJ 1307; ECON 2301 or 2302; GEOG 1303; GOVT 2305 or 2306; HIST 1301 or 1302; PSYC 2301, 2306, 2314; SOCI 1301, 1306, 2306 or 2319: PHED 1346
LANGUAGE, PHILOSOPHY, & CULTURE or CREATIVE ARTS	ENGL 2322, 2323, 2327, 2328, 2332, or 2333; PHIL 1301; HIST 2311 or HIST 2312; HUMA 1301; ARTS 1303, 1304, or 1313; DRAM 1310 or 2366; MUSI 1306, 1307, or 1310

[1] A single course may not count toward more than one general education requirement.

The following degree and certificate plans list the specific course requirements and application process (when applicable) for each program and are listed alphabetically. **An asterisk (*) is used next to electives that must be chosen from the above AAS General Education Course List.** Note: some degree plans limit the elective options; it is recommended students seek program specific advisement in course selection.

All programs, and courses within programs, are subject to change or deletion without notice by administrative authorities of WCJC. The addition or deletion of a new or existing program offered at WCJC requires action from the Board of Trustees of Wharton County Junior College.

** For AAS Completion, check all graduation requirements in the college catalog. **

AIR CONDITIONING, HEATING, REFRIGERATION, AND ELECTRICAL TECHNOLOGY
(CIP 47.0201)
Level I Certificates

The Air Conditioning, Heating, Refrigeration, and Electrical Technology program, open to male and female applicants, is comprised of two level one certificates. The Entry Level Residential Air Conditioning & Electrical Certificate is a one semester certificate offered each fall semester. The Apprentice Level Air Conditioning, Heating, Refrigeration & Electrical Certificate is a two semester certificate offered each spring/summer. Students may pursue either or both certificates. With the completion of both certificates, the graduate will have acquired the knowledge and skills in the practical application of air-conditioning, heating, refrigeration, residential wiring, and commercial wiring. The program of study includes, but is not limited to, methods of installing, maintaining, diagnosing, and repairing equipment. Computer simulation programs are used to improve diagnostic skills. Specific competencies taught include: gas brazing and soldering, electrical circuits and motor analysis, system troubleshooting, conduit bending, wire size estimating, and circuit installations.

The program is offered at the Wharton campus only.
To receive a certificate, an overall GPA of 2.0 must be maintained.

ENTRANCE REQUIREMENTS
- Must apply and meet all admission requirements to Wharton County Junior College
- College entrance testing (TSI) is NOT required for entrance into the program

PROGRAM SUPPLIES
- Books
- Students will be required to purchase a tool kit for use in the program. Information for purchasing will be issued to the student when classes begin.
- Students will be required to wear a uniform shirt to all class meetings. Information for purchasing will be issued to the student when classes begin.

Entry Level Residential Air Conditioning & Electrical
Level I Certificate

Semester I	
ELPT 1321	Introduction to Electrical Safety & Tools
ELPT 1325	National Electrical Code I
ELPT 1329	Residential Wiring
HART 1301	Basic Electricity for HVAC (Capstone Course)
HART 1307	Refrigeration Principles
HART 1356	EPA Recovery Certification Preparation

Total Semester Hours – 18

Apprentice Level Air Conditioning Heating, Refrigeration, & Electrical
Level I Certificate

Semester I	
ELPT 1345	Commercial Wiring
ELPT 1357	Industrial Wiring
ELPT 2305	Motors and Transformers
HART 1345	Gas & Electric Heating
HART 2336	Air Conditioning Troubleshooting
HART 2349	Heat Pumps

Semester II	
ELPT 2325	National Electrical Code II
HART 2441	Commercial Air Conditioning (Capstone Course)
HART 2442	Commercial Refrigeration

Total Semester Hours – 29

AUTOMOTIVE TECHNOLOGY
(CIP 47.0604)

The certificate and AAS degree programs in automotive technology are designed to provide classroom and laboratory experiences on the proper use of hand tools, power tools, diagnostic testing equipment, and technical manuals in all phases of automotive maintenance, repair, and diagnostics, including inspection, engine overhaul, electrical systems, fuel systems and fuel injection, brake systems, transmission and drive train systems (automatic and manual), suspension and steering systems, heating and air-conditioning systems, and engine performance. The program is based on Automotive Service Excellence (ASE) standards and prepares the students for the ASE certification tests. Automotive Technology instructors are ASE Master Certified. The Automotive Program is certified by the ASE Education Foundation (formerly NATEF).

A certificate of completion in Automotive Technology may be earned in 10 ½ months and the AAS degree can be earned in two years. Students must maintain a minimum GPA of 2.0.

ENTRANCE REQUIREMENTS
- Must apply and meet all admission requirements to Wharton County Junior College
- College entrance testing (TSI) is NOT required for entrance into the certificate program

Enrollment is open to new students at the beginning of the fall and spring semesters. New students MUST enroll in AUMT 1301, Introduction and Theory of Automotive Technology, as an introductory course in their first semester. Students must be enrolled in all Automotive Technology courses offered for each semester. Automotive classes are held at the Wharton Campus only.

Students are required to provide their own hand tools and work uniforms.

Capstone Experience: An exit exam will be administered to all students upon completion of the one-year certificate. The capstone test will consist of 80 questions, with 10 questions in each of the eight areas of the Automobile Service Excellence (ASE) certification.

AUTOMOTIVE TECHNOLOGY
(CIP 47.0604)
Level I Certificate

Fall Semester

AUMT 1301	Introduction and Theory of Automotive Technology (Required first semester)
AUMT 1407	Automotive Electrical Systems
AUMT 1419	Automotive Engine Repair
AUMT 2417	Automotive Engine Performance Analysis I

Spring Semester

AUMT 1301	Introduction and Theory of Automotive Technology (Required first semester)
AUMT 1310	Automotive Brake Systems
AUMT 2413	Automotive Drive Train and Axles
AUMT 2425	Automotive Automatic Transmissions and Transaxles
AUMT 2434	Automotive Engine Performance Analysis II

Summer I Semester

AUMT 1345	Automotive Climate Control Systems
AUMT 1316	Automotive Suspension and Steering Systems (Capstone Course)

Total Semester Hours – 36

AUTOMOTIVE TECHNOLOGY

(CIP 47.0604)

Associate of Applied Science

Freshman/Semester I - Fall

AUMT 1301	Introduction and Theory of Automotive Technology (Required first semester)
AUMT 1407	Automotive Electrical Systems
AUMT 1419	Automotive Engine Repair
AUMT 2417	Automotive Engine Performance Analysis I

Freshman/Semester II - Spring

AUMT 1301	Introduction and Theory of Automotive Technology (Required first semester)
AUMT 1310	Automotive Brake Systems
AUMT 2413	Automotive Drive Train and Axles
AUMT 2425	Automotive Automatic Transmissions and Transaxles
AUMT 2434	Automotive Engine Performance Analysis II

Summer I Semester

AUMT 1345	Automotive Climate Control Systems
AUMT 1316	Automotive Suspension and Steering Systems

Sophomore/Semester I - Fall

AUMT 2337	Automotive Electronics
ENGL 1301	Composition I
PSYC 2301	General Psychology
Elective	Select any Math or Life & Physical Science Elective on the AAS General Education Course List *

Sophomore/Semester II - Spring

AUMT 2301	Automotive Management
BCIS 1305	Business Computer Applications
AUMT 2380	Cooperative Education – Automobile/Automotive Mechanics Technology/Technician (Capstone Course)
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List *

Total Semester Hours – 60

BUSINESS OFFICE TECHNOLOGY
Office Specialist
(CIP 52.0401)
Level I Certificate

The Office Specialist Certificate in Business Office Technology is a one semester certificate designed to provide an introduction to the field of business office technology. Awardees of the certificate will possess the basic knowledge needed to hold an entry-level position as an office specialist, office clerk, receptionist, or other related role. The certificate is part of the Business Office Technology department, which also includes a Level II Certificate and an Associate of Applied Science (AAS) Degree. The Level I Certificate does not require TSI or other testing. TSI readiness is required for continuation into the Level II Certificate and AAS degree.

Semester I	
POFT 1321	Business Math
POFI 1301	Computer Applications I
POFT 1301	Business English
POFT 1309	Administrative Office Procedures I (Capstone Course)
MRKG 1301	Customer Relationship Management

Total Semester Hours – 15

BUSINESS OFFICE TECHNOLOGY
Administrative Assistant
(CIP 52.0401)
Level II Certificate

The Administrative Assistant Certificate provides fundamental knowledge in the field of business office technology. This Level II Certificate builds on knowledge gained in the Level I Certificate and provides a more in-depth study of accounting methods and software, word processing, and professional practices. TSI readiness is required.

Semester I		Semester II	
POFT 1321	Business Math	ACNT 1303	Introduction to Accounting I
POFI 1301	Computer Applications I	ACNT 1411	Introduction to Computerized Accounting
POFT 1301	Business English	POFI 2401	Word Processing
POFT 1309	Administrative Office Procedures I	POFT 1413	Professional Workforce Preparation (Capstone Course)
MRKG 1301	Customer Relationship Management		

Total Semester Hours – 30

BUSINESS OFFICE TECHNOLOGY
(CIP 52.0401)
Associate of Applied Science

The AAS degree in Business Office Technology includes a combination of courses and practical experiences designed to prepare the student for employment as an administrative assistant, office assistant, legal secretary, bookkeeper, and in other related occupations. The program includes an in-depth study of software used in modern offices, communication skills, systematizing information about transactions and activities into accounts and quantitative records, paying and receiving money, and generally accepted office procedures.

Students must earn a grade of "C" or higher in the program capstone course (BUSI 2304) in order to graduate.

Some upper level universities will allow transfer of anywhere from 24-44 hours of technical credit toward a Bachelor of Applied Arts or Science degree. Contact the transfer university for information.

Freshman/Semester I

POFT 1321	Business Math
POFI 1301	Computer Applications I
POFT 1301	Business English
POFT 1309	Administrative Office Procedures I
MRKG 1301	Customer Relationship Management

Freshman/Semester II

ACNT 1303	Introduction to Accounting I
ACNT 1411	Introduction to Computerized Accounting
POFI 2401	Word Processing
POFT 1413	Professional Workforce Preparation

Sophomore/Semester I

BUSI 1301	Business Principles
POFI 1349	Spreadsheets (excel)
Elective	Select any Social & Behavioral Science or American History or Government/Political Science from the AAS General Education Course List*

Select one of the following:

ENGL 1301	Composition I
SPCH 1315	Public Speaking

Select one of the following:

MATH 1314	College Algebra
MATH 1324	Mathematics for Business & Social Sciences

Sophomore/Semester II

PBAD 2339	Human Resource Management in the Public Sector
BUSI 2304	Business Report Writing & Correspondence (Capstone Course)
BUSI 2301	Business Law
Elective	Select any Language, Philosophy, & Culture or Creative Arts from the AAS General Education Course List*
Elective	Select any Social & Behavioral Science or American History or Government/Political Science from the AAS General Education Course List*

Total Semester Hours – 60

COMPUTER SCIENCE
Computer Simulation & Game Development
(CIP 10.0304)
Associate of Applied Science

The Computer Simulation and Game Development AAS program at WCJC provides state-of-the-art career training leading to entry-level employment in the gaming and simulation industry, which benefits healthcare, law enforcement, military, and other industries by providing simulated training environments. The program was developed in partnership with University of Houston Victoria.

The focus of this degree is to give the students a solid understanding of the core concepts needed in computer gaming and computer simulations. Additionally, this degree provides basic understanding of other computer fields that require mathematical and graphic intensive computing. Students must earn a grade of "C" or higher in the program capstone course (GAME 2359) in order to graduate.

Some upper level universities will allow transfer credit from 24-44 hours of the technical credits toward a Bachelor of Applied Arts or Science degree. Contact the transfer institution for more information.

Note: Many potential employers in this field require a criminal background check and drug screen. Graduates with certain criminal histories or positive drug screens may have difficulty finding employment after the program completion.

Freshman/Fall Semester I

GAME 1303	Introduction to Game Design and Development
COSC 1436	Programming Fundamentals I
MATH 1316	Trigonometry
ARTV 1303	Basic Animation
LEAD 1100	Workforce Development with Critical Thinking

Freshman/Spring Semester II

ARTV 2301	2-D Animation
ITSE 2370	Android Programming
ITSE 1307	Introduction to C++ Programming
PHYS 1401	College Physics I
ENGL 1301	Composition I

Sophomore/Fall Semester I

ARTV 1345	3-D Modeling and Rendering
ITSE 2321	Object-Oriented Programming
GAME 1309	Introduction to Animation Programming
ITSE 2331	Advanced C++ Programming
Elective	Select any Language, Philosophy, & Culture or Creative Arts from the AAS General Education Course List*

Sophomore/Spring Semester II

GAME 1353	Multi-User Game Programming I
GAME 2303	Artificial Intelligence Programming I
GAME 2359	Game & Simulation Group Project (Capstone Course)
ARTV 1341	3-D Animation I

Select one of the following:

GOVT 2305	Federal Government
GOVT 2306	Texas Government

Total Semester Hours – 60

COMPUTER SCIENCE
Digital Media
(CIP 11.0801)
Level I Certificate

The Digital Media certificate program is designed to prepare students for positions dealing with digital media and digital advertising entry level positions. The curriculum of the program includes learning basic digital media applications, graphic design, and other imaging technologies. The digital media certificate will prepare students to take the Adobe Certified Expert Certification test and the IC3 certification test. Many classes offered in the Digital Media certificate program can also be applied toward the Digital Media AAS degree.

Student must earn a grade of "C" or higher in IMED 1301 in order to graduate.

Semester I		Semester II	
IMED 1301	Introduction to Digital Media	ARTC 1305	Basic Graphic Design (Capstone Course)
IMED 1359	Writing for Digital Media	ARTC 1302	Digital Imaging I
COSC 1301	Introduction to Computing	ITSE 1301	Web Design Tools

Total Semester Hours – 18

COMPUTER SCIENCE
Digital Media
(CIP 11.0801)
Associate of Applied Science

The Digital Media degree prepares students to create, develop, produce, and disseminate products and ideas utilizing or incorporating words, images, or video to convey information, concepts, and feelings. Digital Media includes the family of market segments embracing the technologies of printing, publishing, packaging, electronic imaging, and their allied industries; they are often referred to as the graphic arts, print, or imaging industries. Digital Media also includes as a branch time based media that involves video, sound, interactive video, 2-D animation, and 3-D or computer animation and the surrounding fields.

Students must earn a grade of "C" or higher in ITSE 1301, IMED 1301, ARTC 1302, ARTC 1305, and IMED 2313 in order to graduate.

Some upper level universities will allow transfer credit from 24-44 hours of the technical credits toward a Bachelor of Applied Arts or Science degree. Contact the transfer institution for more information.

Freshman/Semester I

IMED 1301	Intro to Digital Media
ARTV 1303	Basic Animation
ENGL 1301	Composition I
HIST 1301	US History I
MATH 1314	College Algebra

Freshman/Semester II

ARTV 2301	2-D Animation I
ITSE 1301	Web Design Tools
ENGL 1302	Composition II
GOVT 2305	Federal Government
ARTC 1305	Basic Graphic Design

Sophomore/Semester I

ARTV 1345	3-D Modeling and Rendering I
ARTV 1351	Digital Video
ARTC 1302	Digital Imaging I
IMED 1359	Writing for Digital Media
MATH 1324	Math for Business & Social Sciences

Sophomore/Semester II

ARTV 1341	3-D Animation I
IMED 2313	Project Analysis & Design (Capstone Course)
HIST 1302	US History II
GOVT 2306	Texas Government
Elective	Select any Language, Philosophy, & Culture, or Creative Arts from the AAS General Education Course List*

Total Semester Hours – 60

COMPUTER SCIENCE
Network Administration
(CIP 11.0901)
Associate of Applied Science

The Network Administration AAS degree program is designed to prepare students for a career in the networking field. Students enrolled in the AAS degree complete computer systems core coursework during the first two semesters and then select a specialty track to complete the program. Specialty tracks are offered in Network and Computer Systems Administrator, Information Security Analyst, Network and System Virtualization Analyst, and Cisco Network Administrator. **Students must choose only one specialty track and may only obtain one AAS degree in Network Administration.** Classes offered in the Network Support Technician certificate program can also be applied toward the AAS in Network Administration degree.

Upon completion of this program, students are eligible to take the CompTIA A+ Certification test, CompTIA Security+ Certification test, CompTIA Network + Certification test, Microsoft's MCP Windows Server Administration Fundamentals Certification (98-365) test, Microsoft's MCP Networking Fundamentals Certification test (98-366), Microsoft's MCP Security Fundamentals Certification test (98-367), and ETA's Fiber Optic Technician Certification test.

Some upper level universities will allow transfer credit from 24-44 hours of the technical credits toward a Bachelor of Applied Arts or Science degree. Contact the transfer institution for more information.

Computer Systems Core Coursework

Semester I	
ITSC 1316	Linux Installation and Configuration
ITSC 1325	Personal Computer Hardware
ITSC 1305	Introduction to PC Operating Systems
MATH 1314	College Algebra
ITCC 1414	CCNA I: Introduction to Networks

Semester II	
ENGL 1301	Composition I
ITSY 1342	Information Technology Security
ITNW 1316	Network Administration
ITNW 1313	Computer Virtualization
ITCC 1440	CCNA II: Routing and Switching Essentials

TRACK A: Network and Computer Systems Administrator Specialty

The curriculum of this program covers planning, implementing, managing, and troubleshooting a network infrastructure. Topics include Microsoft client and server operating systems, Linux client and server operating systems, PC hardware, routing security and critical server applications. Several classes in the Network Administration curriculum prepare students to obtain industry certifications.

Semester III	
CSIR 2351	Fiber Optic Communication System Installation and Repair
ITNW 1172	Select Topics in Computer Systems Networking and Telecommunications
ITNW 1345	Implementing Network Directory Services
ITSC 2325	Advanced Linux
ITSY 2301	Firewalls and Network Security

Semester IV	
ENGL 1302	Composition II
ITNW 1335	Information Storage and Management
ITNW 2335	Network Troubleshooting and Support (Capstone Course)
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective from the AAS General Education Course List*

Select one course from the following:
GOVT 2305	Federal Government
GOVT 2306	Texas Government

Total Semester Hours – 60

Note: Students must earn a grade of "C" or higher in ITCC 1414, ITCC 1440, and ITNW 2335 in order to graduate.

TRACK B: Information Security Analyst Specialty

The Information Security Analyst Specialty program is designed to prepare students for positions in the IT security field. The program curriculum covers assessing cyber security risks within organizations, responding to and preventing network security breaches, and writing the policies that determine how organizations will respond in the face of a cyber-threat. Topics include securing client operating systems, network infrastructure, Linux client and server operating systems, PC hardware, network hardware, routing security, and server applications.

Semester III	
ITNW 1345	Implementing Network Directory Services
ITSY 2300	Operating System Security
ENGL 1302	Composition II
ITSY 2301	Firewalls and Network Security
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective from the AAS General Education Course List*

Semester IV	
GOVT 2305	Federal Government
ITSY 1171	Mobile Networking and Security
ITSY 2330	Intrusion Detection
ITSY 2341	Security Management Practices (CC) (Capstone Course)
ITSY 2342	Incident Response & Handling

Total Semester Hours – 60

Note: Students must earn a grade of "C" or higher in ITCC 1414, ITCC 1440, and ITSY 2341 in order to graduate.

TRACK C: Cisco Network Administration Specialty

The Cisco Router Networking program is designed to prepare graduates to work with networks. This prepares students for entry-level careers such as network support specialists, network control technicians, network technicians, and LAN and WAN technicians.

After successfully completing the CCNA test, students will be recognized as a Cisco Certified Associate with Cisco Incorporated.

Semester III	
CSIR 2351	Fiber Optic Communication System Installation and Repair
ITCC 2412	CCNA III: Scaling Networks
ITSC 2325	Advanced Linux
ITSY 2301	Firewalls and Network Security

Semester IV	
ENGL 1302	Composition II
ITCC 1271	Select Topics in System, Networking, and LAN/WAN Management
ITCC 2413	CCNA IV: Connecting Networks (Capstone Course)
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective from the AAS General Education Course List*

Select one course from the following:
GOVT 2305	Federal Government
GOVT 2306	Texas Government

Total Semester Hours – 60

Note: Students must earn a grade of "C" or higher in ITCC 1414 and ITCC 1440 in order to graduate.

TRACK D: Network and System Virtualization Analyst Specialty

The Network Administration AAS degree: Network and System Virtualization Specialty program is designed to prepare student for positions in the networking, cloud, and virtualization field. The program curriculum covers planning, implementing, managing, and troubleshooting a network infrastructure. Topics include Microsoft client & server operating systems, Linux client & server operating systems, PC hardware, routing, security, and server applications.

Upon completion of this program, students are eligible to take the CompTIA A+ Certification test, CompTIA Security+ Certification test, CompTIA Network + Certification test, CompTIA Cloud + Certification test, and AWS Certification test.

Semester III	
ITNW 1172	Select Topics in Computer Systems Networking and Telecommunications
ITSC 2325	Advanced Linux
ITSY 2301	Firewalls and Network Security
ITNW 1370	Introduction to Cloud Computing Concepts
Elective	Select any Social & Behavioral Science or American History or Government/Political Science Elective on the AAS General Education Course List*

Semester IV	
ENGL 2311	Technical & Business Writing
ITNW 1375	Amazon Web Services (AWS)
ITNW 1335	Information Storage and Management
ITNW 2355	Server Virtualization (Capstone Course)
Elective	Select and Language, Philosophy, & Culture or Creative Arts Elective from the AAS General Education Course List*

Total Semester Hours – 60

Note: Students must earn a grade of "C" or higher in ITNW 2355 in order to graduate

COMPUTER SCIENCE
Network Support Technician
(CIP 11.0901)
Level I Certificate

The Network Support Technician certificate program is designed to prepare students for entry-level support positions. Typical job duties may include providing hardware and software technical assistance to end users, resolving basic computer and network problems, installing or repairing hardware and software, and training end users. The curriculum of the program includes PC operating systems such as Microsoft Windows and Linux, PC and Network hardware, end-user application software, troubleshooting techniques, customer service skills, and basic networking techniques.

Upon completion of this program, students are eligible to take the CompTIA A+ Certification test, CompTIA Security+ Certification test, CompTIA Network + Certification test, Microsoft's MCP Windows Server Administration Fundamentals Certification (98-365) Test, Microsoft's MCP Networking Fundamentals Certification Test (98-366), Microsoft's MCP Security Fundamentals Certification Test (98-367), and ETA's Fiber Optic Technician Certification test.

Many classes offered in the Network Support Technician certificate program can also be applied toward the Network Administration AAS degree.

Students must earn a grade of "C" or higher in ITCC 1414 and ITSC 2339 in order to graduate.

Note: Many potential employers in this field require a criminal background check and drug screen. Graduates with certain criminal histories or positive drug screens may have difficulty finding employment after program completion.

Semester I		Semester II	
CSIR 2351	Fiber Optic Communication System Installation and Repair	ITCC 1440	CCNA II: Routing and Switching Essentials
ITCC 1414	CCNA I: Introduction to Networks	ITNW 1313	Computer Virtualization
ITSC 1305	Introduction to PC Operating Systems	ITNW 1316	Network Administration
ITSC 1316	Linux Installation and Configuration	ITSC 2339	Personal Computer Help Desk Support (Capstone Course)
ITSC 1325	Personal Computer Hardware	ITSY 1342	Information Technology Security

Total Semester Hours – 32

COSMETOLOGY
(CIP 12.0401)
Level I Certificate

The cosmetology program prepares students by developing positive attitudes as well as the skills and technical knowledge necessary for competency in the field of cosmetology. The program is open to both female and male applicants and allows students the opportunity to complete the State Cosmetology Board Examination. The student must have a 2.0 overall GPA to receive a certificate of completion.

ENTRANCE REQUIREMENTS

- Must apply and meet all admission requirements to Wharton County Junior College.
- College entrance testing (TSI) is NOT required for entrance into the program.
- Complete and submit the program application directly to the Cosmetology department. The applicant will be scheduled for an interview with the Program Director.

PLAN OF INSTRUCTION

The cosmetology program offers a full-time day program completing in 11 months, and a part-time evening program, completing in 18 months. Students will be required to register for classes each semester (Fall, Spring, and Summer). New students are only accepted for the Fall and Spring semesters. Courses are held at the Wharton and Richmond campuses. Inquiries concerning admission to the program should be directed to the Cosmetology Department: Wharton Campus, 979-532-6422 or Richmond Campus, 281-239-1614.

Capstone Experience: Mock State Board Exam
State Board Exam: Upon satisfactory completion of the program, students are eligible to apply for the state board examination to become licensed as cosmetologists.

Notice to Students Regarding Licensing – Effective September 1, 2017, HB 1508 amends the Texas Occupations Code Section 53 that requires education providers to notify potential or enrolled students that a criminal history may make them ineligible for an occupational license upon program completion. The Texas Department of Licensing Regulation (TDLR) Website (https://www.tdlr.texas.gov/cosmet/cosmetschools.htm) provides links to information about the licensing process and requirements. Should you wish to request a review of the impact of criminal history on your potential Operator Certificate prior to or during your quest for a degree, you can request a "Criminal History Evaluation" on the TDLR Website (https://www.tdlr.texas.gov/crimHistoryEval.htm).

This information is being provided to all persons who apply or enroll in the program, with notice of the requirements as described above, regardless of whether or not the person has been convicted of a criminal offense. Additionally, HB 1508 authorizes licensing agencies to require reimbursements when a student fails to receive the required notice.

Semester I	
CSME 1248	Principles of Skin Care
CSME 1401	Orientation to Cosmetology
CSME 1405	Fundamentals of Cosmetology
CSME 1410	Introduction to Hair Cutting & Related Theory
CSME 2202	Introduction to Application of Hair Color

Semester II	
CSME 1431	Principles of Nail Technology I
CSME 1451	Artistry of Hair, Theory, and Practice
CSME 1453	Chemical Reformation & Related Theory
CSME 2401	The Principles of Hair Coloring & Related Theory
Semester III	
CSME 2439	Advanced Hair Design
CSME 2441	Preparation for State Licensing Examination (Capstone Course)

Total Semester Hours – 40

DENTAL HYGIENE
(CIP 51.0602)
Associate of Applied Science

The Dental Hygiene program consists of a combination of subject matter, experiences, and general liberal-arts courses designed to prepare a person to provide dental hygiene services to patients. The dental hygienist's primary functions include oral prophylaxis, taking and processing radiographs, and oral-health education.

The program is fully accredited by the Commission on Dental Accreditation of the American Dental Association; a specialized accrediting body recognized by the Council on Post-secondary Accreditation and by the United States Department of Education which can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611-2678 or at the [Commission on Dental Accreditation Website](http://www.ada.org/en/coda) (http://www.ada.org/en/coda). The program is also approved by the Texas State Board of Dental Examiners (TSBDE). Graduates of the program are eligible to take the National Board Examination and a regional clinical board exam for licensure.

Students entering the Dental Hygiene program should have a strong science background; therefore, four hours of college chemistry with a minimum grade of "C" is strongly recommended. Special consideration for acceptance will be given to applicants meeting this recommendation.

The program is only offered at the Wharton campus.

ADMISSION REQUIREMENTS AND PROCEDURES

The Dental Hygiene program has a limited enrollment. Prerequisites for acceptance into the freshman Dental Hygiene class are:
1. Eligibility for admission to Wharton County Junior College including TSI requirements
2. Evidence of high school chemistry (2 semesters) or equivalent (4 hours college CHEM 1405 or 1411) with a minimum grade of "C"
3. ACT: Minimum reading score of 18, minimum composite score of 19 on the national American College Test (ACT); taken within 5 years of admission to the program, or pre-approved equivalent
4. Evidence of college credit in Human Anatomy and Physiology I and II (8 hours; BIOL 2401 and BIOL 2402), Microbiology (4 hours; BIOL 2420) with a minimum grade of "C"
5. Minimum 2.5 GPA in requisite courses

Dental Hygiene Program – Co-requisite Courses

ENGL 1301   Composition I
PSYC 2301   General Psychology
SOCI 1301   Introduction to Sociology
SPCH Elective   SPCH 1315, SPCH 1318 **or** SPCH 1321
Any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Total Semester Hours – 15

Application Submission Process

Applicants must submit the following **no later than May 31st** for final selection:
1. High school and college transcripts to the Office of Admission and Registration and to the Director of Dental Hygiene
2. ACT scores to the Office of the Admissions and Registration and to the Director of Dental Hygiene (national test preferred)
3. Dental Hygiene Application form to the Director of Dental Hygiene
4. Documentation of Hepatitis B immunization, completion, or in progress

5.   Submit evidence of college credit in 8 hours; BIOL 2401, BIOL 2402, and BIOL 2420 with a minimum grade of "C" to the Director of Dental Hygiene
6.   Submit proof of dental work experience, if applicable, to the Director of Dental Hygiene

Detailed application instructions are included in the Dental Hygiene Application Packet (https://www.wcjc.edu/Programs/allied-health/dental-hygiene/DHapplicationpacket.pdf) that is available online or by contacting the Dental Hygiene Department.

ACCEPTANCE INTO PROGRAM

Upon selection to the program, full acceptance is contingent upon the following:
1.   Remittance of a non-refundable deposit of $125 to secure final admission
2.   Proof of current American Heart Association Health Care Provider CPR certification
3.   Proof of required immunizations: Hepatitis B series, measles, mumps, rubella, varicella
4.   Documentation of annual tuberculosis screening; positive results require follow-up
5.   Completion of technical standards and health information form
6.   Completion of satisfactory criminal background check and/or an acceptable CHE from the Texas State Board of Dental Examiners

CRIMINAL BACKGROUND CHECKS

Most clinical facilities require that criminal background checks be completed prior to allowing students to participate in clinical training at their facilities. The Texas State Board of Dental Examiners may deny application for licensure because of a person's conviction under state or federal law of a felony or misdemeanor that directly relates to the duties and responsibilities of the profession for which the person seeks licensure.

Therefore, applicants conditionally accepted into the WCJC Dental Hygiene program will be required to complete a criminal background check.

Final acceptance into the program is contingent upon a satisfactory background check which will be completed by an approved agency. An applicant with an unsatisfactory criminal background check must confer with the Director of Dental Hygiene prior to being eligible to receive full acceptance and enroll in the program. The cost of the criminal background check will be at the applicant's expense and is approximately $55 (detailed information is available in the application packet).

In order to receive full acceptance for enrollment in the Dental Hygiene Program, an applicant with an unsatisfactory criminal background check must obtain a Criminal History Evaluation (CHE) (http://www.tsbde.texas.gov/CriminalHistoryEvaluationRDH.html) from the Texas State Board of Dental Examiners Website (http://www.tsbde.texas.gov) to ensure licensure eligibility upon graduation.

If you have been charged and/or convicted of any misdemeanor or felony (other than a traffic violation) you must submit the CHE to the TSBDE **90 days prior to the application deadline.** The CHE will then be complete if you are selected into the class or if you have alternate status; and will not prevent final acceptance into the program.

EXPENSES

Each Dental Hygiene student must purchase instruments, supplies, pin, and insurance costing approximately $2,700. Scholarships are available and students may contact the Financial Aid office for information.

CAPSTONE EXPERIENCE: During the last semester of the program, the capstone experience consists of a Mock National Board Dental Hygiene Examination that tests comprehensive cognitive abilities. The Mock examination assesses the ability to understand important information from basic biomedical, dental, and dental hygiene sciences and also the ability to apply such information in a problem-solving context. Successful completion of the mock examination is a pre-requisite to taking the National Board Dental Hygiene Examination prior to graduation.

Prerequisite Courses

BIOL 2401	Human Anatomy & Physiology I
BIOL 2402	Human Anatomy & Physiology II
BIOL 2420	Microbiology

Freshman/Semester I – Fall

DHYG 1301	Orofacial Anatomy, Histology & Embryology
DHYG 1311	Periodontology
DHYG 1431	Preclinical Dental Hygiene
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Freshman/Semester II - Spring

DHYG 1339	General & Oral Pathology
DHYG 1304	Dental Radiology
DHYG 1261	Clinical Dental Hygiene I
DHYG 1227	Preventive Dental Hygiene Care
DHYG 1207	General & Dental Nutrition
ENGL 1301	Composition I

Summer I

DHYG 1219	Dental Materials

Sophomore/Semester I - Fall

DHYG 1235	Pharmacology for the Dental Hygienist
DHYG 2362	Clinical Dental Hygiene II
DHYG 1315	Community Dentistry
DHYG 2201	Dental Hygiene Care I
SOCI 1301	Introduction to Sociology

Sophomore/Semester II - Spring

DHYG 2363	Clinical Dental Hygiene III
DHYG 2231	Dental Hygiene Care II
DHYG 2153	Dental Hygiene Practice
DHYG 2102	Applied Community Dentistry
SPCH Elective	SPCH 1315, SPCH 1318 **or** SPCH 1321
PSYC 2301	General Psychology

Total Semester Hours – 68

EARLY CHILDHOOD
(CIP 19.0706)

This program is designed for candidates who are interested in working with young children (birth to age twelve) in settings **that do not require a teacher certification.** To be in compliance with standards set forth by Child-Care Licensing, candidates must "demonstrate competency, good judgment, and self-control in the presence of children when performing assigned duties" (Texas Department of Family and Protective Services, Minimum Standards for Child-Care).

ADMISSION REQUIREMENTS

Documentation must be provided and/or on file for the following within the first week of your first Early Childhood course:
1. Criminal History Statement as required by the Texas Department of Protective and Regulatory Services – This will be submitted for verification through application with an approved school district. The following types of criminal convictions permanently bar a student from childcare operations and from participating in required observations:
Felony convictions of an offense under The Texas Penal Code or any like offense under the law of another state or federal law:

   - Title 4: Inchoate Offenses (Chapter 15 Preparatory Offenses 15.031)
   - Title 5: Offenses Against the Person (Chapter 19, 20, 21, 22)
   - Title 6: Offenses Against the Family (Chapter 25)
   - Title 7: Offenses Against Property (Chapter 29)
   - Title 8: Offenses Against Public Administration (Chapter 38)
   - Title 9: Offenses Against Public Order and Decency (Chapter 42, 43 Subchapter A&B)
   - Title 10: Offenses Against Public Health, Safety, and Morals (Chapter 46, 49)
   - Offenses under the Health and Safety Code: Chapter 481. Texas Controlled Substance Act (Subchapter D. Offenses and Penalties)

   Deferred Adjudication is treated the same as a conviction until the probation is successfully completed. Any types of central registry findings such as sustained findings of physical or sexual abuse also permanently bars the student from childcare operations. Students with other misdemeanor or felony indictments, convictions or complaints may not enroll in child development courses until the Texas Department of Protective and Regulatory Services completes an assessment of risk. This may take several months.
2. Confirmation that confidentiality and professional conduct and demeanor will be observed at all times when visiting schools or early childhood programs.

Students must earn a grade of "C" or higher in the program capstone course (CDEC 2286) in order to graduate.

EARLY CHILDHOOD
Occupational Skills Awards

Upon the recommendation of the Early Childhood Advisory Board, the department offers two Occupational Skills Awards of 9 semester credit hours in: a) curriculum and lesson planning for early childhood programs and b) effective classroom management. Courses in the awards are designed to develop an employee's lesson planning skills for children ages 0-8 years or to develop an employee's skills in effective classroom management for school age children (5-13 years). All courses can be applied toward the completion of the Associate of Applied Science Degree in Early Childhood Development. Upon completion of the series of three (3) courses, students will complete an application with the registrar to ensure that the award is included on the transcript.

Curriculum and Lesson Planning
Occupational Skills Award

CDEC 1313	Curriculum Resources for Early Childhood Programs
CDEC 1356	Emergent Literacy for Early Childhood Programs
CDEC 2307	Math and Science for Early Childhood

Total Semester Hours – 9

Effective Classroom Management
Occupational Skills Award

CDEC 1319	Child Guidance
CDEC 2315	Diverse Cultural and Multilingual Education
CDEC 2341	The School Age Child

Total Semester Hours – 9

EARLY CHILDHOOD
(CIP 19.0706)
Level I Certificate

Texas Success Initiative (TSI) Waived

This course of study is designed to prepare students for a career in early childhood/child development instruction or administration. Candidates must "demonstrate competency, good judgment, and self-control in the presence of children when performing assigned duties" (Texas Department of Family and Protective Services, Minimum Standards for Child-Care, p. 43). The program will provide lower-level technical courses (non-transferable) for continuing educational experience to satisfy state (Texas Department of Protective and Regulatory Services) and national (The Council for Early Childhood Professional Recognition) credential requirements. Students must earn a grade of "C" or higher in the program capstone course (CDEC 2326) in order to be awarded a certificate.

Semester I

CDEC 1313	Curriculum Resources for Early Childhood Programs
CDEC 1319	Child Guidance
CDEC 1356	Emergent Literacy for Early Childhood Programs

Semester II

CDEC 2307	Math and Science for Early Childhood
CDEC 2326	Administration of Programs for Children I (Capstone Course)

Select one of the following:

CDEC 1359	Children with Special Needs
TECA 1318	Wellness of the Young Child

Total Semester Hours – 18

EARLY CHILDHOOD
(CIP 19.0706)
Level II Certificate

Texas Success Initiative (TSI) must be met for Reading, Writing, and Math.

This course of study is a continuation of the Level I Certificate with emphasis on applying college level reading and writing skills to program design and curriculum planning in children's programs that do not require teacher certification. Candidates must "demonstrate competency, good judgment, and self-control in the presence of children when performing assigned duties" (Texas Department of Family and Protective Services, Minimum Standards for Child-Care, p. 43). The program will provide lower-level technical courses (non-transferable) for continuing educational experience to satisfy state (Texas Department of Protective and Regulatory Services) and national (The Council for Early Childhood Professional Recognition) credential requirements. Students must earn a grade of "C" or higher in the program capstone course (CDEC 1164) in order to be awarded a certificate.

Semester I

CDEC 1313	Curriculum Resources for Early Childhood Programs
CDEC 1319	Child Guidance
CDEC 1356	Emergent Literacy for Early Childhood Programs

Semester II

CDEC 2307	Math and Science for Early Childhood
CDEC 2326	Administration of Programs for Children I

Select one of the following:

CDEC 1359	Children with Special Needs
TECA 1318	Wellness of the Young Child

Semester III

CDEC 1358	Creative Arts for Early Childhood
ENGL 1301	English Composition

Select one of the following:

TECA 1303	Family, School, and Community
CDEC 2328	Admin of Programs for Children II
CDEC 2315	Diverse Cultural and Multilingual Education

Semester IV

CDEC 1164	Practicum (or Field Experience) – Child Development (Capstone Course)

Select one of the following:

CDEC 1321	The Infant and Toddler
CDEC 2341	The School Age Child
TECA 1311	Educating Young Children
COSC 1301	Introduction to Computing

Total Semester Hours – 31

EARLY CHILDHOOD/CHILD DEVELOPMENT
(CIP 19.0706)
Associate of Applied Science

This workforce program, which has earned Accreditation of Early Childhood Higher Education Programs, is designed to prepare students for an early childhood career that **does not require teacher certification**. It is the continuation of the Level II Certificate and requires more in-depth application of college level reading, writing, and math skills to program design and curriculum planning. Candidates must "demonstrate competency, good judgment, and self-control in the presence of children when performing assigned duties" (Texas Department of Family and Protective Services, Minimum Standards for Child-Care, p. 43). The program will provide lower-level academic and technical courses for continuing educational experiences to satisfy state (Texas Department of Protective & Regulatory Services) and National (The Council for Early Childhood Professional Recognition) credential education requirements and includes 15 hours or more of general education coursework (academic transfer courses). Students must earn a grade of "C" or higher in the program capstone course (CDEC 2286) in order to graduate.

Semester I

CDEC 1313	Curriculum Resources for Early Childhood Programs
CDEC 1319	Child Guidance
CDEC 1356	Emergent Literacy for Early Childhood Programs
CDEC 1358	Creative Arts for Early Childhood
TECA 1303	Family, School, and Community

Semester II

CDEC 1359	Children with Special Needs
CDEC 2307	Math and Science for Early Childhood
CDEC 2326	Administration of Programs for Children I
TECA 1318	Wellness of the Young Child
SPCH 1315	Public Speaking

Semester III

CDEC 1164	Practicum (or Field Experience) –Child Development
ENGL 1301	English Composition
TECA 1311	Educating Young Children
Elective	Select any Math or Life & Physical Science w/Lab from the AAS General Education Course List*
Elective	Select any Language, Philosophy, & Culture or Creative Arts from the AAS General Education Course List*

Select one course from the following:

CDED 2328	Administration of Programs for Children II
CDEC 2315	Diverse Cultural and Multilingual Education

Semester IV

TECA 1354	Child Growth and Development
Elective	Select any Social Behavioral Science or American History or Government/Political Science from the AAS General Education Course List*
CDEC 2286	Internship – Child Care Provider/Assistant (Capstone Course)

Select one course from the following:

CDEC 1321	The Infant and Toddler
CDEC 2341	The School Age Child
ENGL 1302*	Composition II*
COSC 1301	Introduction to Computing

Select one course from the following:

CDEC 1321	The Infant and Toddler
CDEC 2341	The School Age Child
GOVT 2306*	Texas Government*

Total Semester Hours – 60

*This program may be eligible for transfer credit to a Bachelor of Applied Science degree (BAS) if students take the general education courses marked with asterisks (*).

ELECTRONICS ENGINEERING TECHNOLOGY

(CIP 15.0303)

Associate of Applied Science

The WCJC Electronics Engineering Technology program has been placing graduates into industry for over 50 years. Students enrolled in the program learn electronics theory, and experience hands on training and skills in the laboratory setting. WCJC offers several Electronics labs equipped with industry standard test, measurement, and rework equipment enabling students to design, build, and test a multitude of circuits and projects.

Coursework in the program emphasizes:

- Electronics Theory
- Component level trouble shooting
- Logical thinking/ Problem Solving
- Hands on Experience

The program in Electronics Engineering Technology provides work-place experiences recommended by the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS).

Students may begin the program in the fall or spring semester.
Students must earn a grade of "C" or higher in the program capstone course (CETT 2349) in order to graduate.

Semester I	
CETT 1321	Electronic Fabrication
CETT 1331	Programming for Discrete Electronic Devices
ENGL 1301	Composition I
MATH 1314	College Algebra**
Elective	Select any Social & Behavioral Science or American History or Government/Political Science from the AAS General Education Course List*

**Students may enroll in MATH 2312 and 2413 (Calculus) if qualified

Semester II	
CETT 1403	D.C. Circuits
CETT 1425	Digital Fundamentals
ELMT 1301	Programmable Logic Controllers
MATH 1316	Trigonometry
Elective	Select any Language, Philosophy, & Culture or Creative Arts from the AAS General Education Course List*

Semester III	
CETT 1405	A.C. Circuits
CETT 1429	Solid State Devices
CETT 1345	Microprocessors
EECT 2339	Communication Circuits

Semester IV	
CETT 1341	Solid State Circuits
CETT 2349	Research and Project Design (Capstone Course)
CETT 1457	Linear Integrated Circuits
ELMT 2433	Industrial Electronics

Total Semester Hours – 60

EMERGENCY MEDICAL SERVICES
(CIP 51.0904)

These courses prepare students as emergency medical care providers in a pre-hospital setting. Persons certified as EMT-Paramedics provide a higher level of care than Emergency Medical Technicians or Advanced Emergency Medical Technicians, as specified by the Texas Department of State Health and the National Registry of EMT's.

The Wharton County Junior College Emergency Medical Services Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Commission on Accreditation of Allied Health Education Programs
25400 US Highway 19 North, Suite 158
Clearwater, FL 33763
727-210-2350
CAAHEP Homepage (www.caahep.org)

To contact CoAEMSP:
8301 Lakeview Parkway Suite 111-312
Rowlett, TX 75088
214-703-8445
FAX 214-703-8992
CoAEMSP Contact Page (www.coaemsp.org)

EMT and Advanced EMT (AEMT) courses are offered at the Richmond and Wharton campuses, as well as off-site locations on occasion. The EMT-Paramedic courses are offered at the Wharton Campus.

The Emergency Medical Technician Paramedic Certificate program is a course of study that earns the student college semester credit hours that may be matriculated into the Emergency Medical Services Associate of Applied Science degree.

Upon successful completion at the various levels (EMT, AEMT, Paramedic) of the program the student will be eligible to sit for the National Registry of Emergency Medical Technicians exam.

Upon successful completion at the various levels of the program and successfully completing the National Registry exam, the student may be eligible to apply for state certification/licensure through the Texas Department of State Health Services at the levels of EMT, AEMT(EMT-I), Paramedic and Licensed Paramedic.

ENTRANCE REQUIREMENTS

- Must apply and meet all admission requirements to Wharton County Junior College.
- Complete and submit the program application directly to the EMS Program. A student information/registration packet will be issued for the requested class.
- Students must first complete the EMT program (or hold a current State of Texas EMT certification) prior to enrolling in the Advanced EMT course.
- Students must first complete the EMT and Advanced EMT program prior to enrolling in the Paramedic course.

- An alternative is to have a current State of Texas AEMT certification (EMT-I) prior to enrolling in the Paramedic course.
- Must provide a High School Transcript or GED certificate (required for college admission, but the EMS program also needs a copy for your student file)
- Must provide documentation showing proof of required immunizations or current titer levels.
    - Proof of Hepatitis B vaccination series or have started the Hepatitis B series.
    - Tetanus, Diphtheria & Pertussis (Tdap) adult dose within the last ten years
    - MMR (measles, mumps, rubella)
    - Varicella (or history of chickenpox)
    - Flu vaccine (current season)
- Must provide documentation of annual TB skin test (positive results will require follow-up).
- Must provide copy of current CPR certification by the American Heart Association in Basic Life Support or American Red Cross Professional Rescuer CPR. NO OTHER CPR CARDS WILL BE ACCEPTED.
    - WCJC offers AHA BLS CPR classes through our Continuing Education Program. Please contact the CE department for additional information.
- A current 10 panel drug screen. The drug screen is valid for one year from the date of the test. If the test is over one year, a new test will be required. Random drug tests may also be required. Failure to provide test results may lead to dismissal from the program.
- An entrance physical is required for the program. The form will be included in the registration packet issued to the student by the program.
- Must complete a health data form. The form will be included in the registration packet issued to the student by the program.
- A full background check is required. The form will be included in the registration packet issued to the student by the program.
    - Clinical facilities/field agencies require a current criminal background check to be completed prior to allowing student participation in clinical training at their facilities.

PETITION FOR CREDIT FOR PROFESSIONAL LICENSURE/CERTIFICATIONS

College credit may be granted for certain professional certifications if specific criteria are met. Documentation must be provided by the student to demonstrate the certification is equivalent to specific credit coursework. Certification eligible for credit include: current National Registry and/or State of Texas EMT-certified Emergency Medical Technician (EMT) and National Registry and/or State of Texas AEMT-certified Advanced Emergency Medical Technician (AEMT). A Petition for Credit form must be completed by the applicant and approved by the program director, appropriate dean, Registrar, and Vice President of Instruction before credit is granted. A fee of $32.00 per credit hour will apply.

SEQUENTIAL CURRICULUM

The grading scale for the EMS Program is as follows:
A = 90 - 100
B = 80 - 89
F = below 80
The curriculum of the EMS Program is sequential; therefore a student must achieve a minimum grade of 80 in each EMSP course to receive credit for the course and progress to the next sequence of courses.

EXPENSES

Program costs include: tuition, fees, liability insurance, student accident insurance, skills/clinical tracking software, and the initial National Registry Exam fee. These fees are all included in your payment to the college. Additional costs include: textbooks, uniforms, immunizations, background check(s), drug screening and student supplies. Financial Aid is available. Students may contact the Financial Aid Office for information.

EMERGENCY MEDICAL TECHNICIAN

Students completing the first semester may apply for EMT-certification.

Semester I	
EMSP 1160	Clinical - Emergency Medical Technology/ Technician (EMT Paramedic)
EMSP 1501	Emergency Medical Technician

Total Semester Hours – 6

ADVANCED EMERGENCY MEDICAL TECHNICIAN (AEMT)
(CIP 51.0904)
Level I Certificate

Semester I	
EMSP 1160	Clinical - Emergency Medical Technology/ Technician (EMT Paramedic)
EMSP 1501	Emergency Medical Technician
OR	
Currently Certified as a State of Texas EMT	

Semester II	
EMSP 1291	Special Topics: Advanced EMT Medical Emergencies and Special Populations
EMSP 1338	Introduction to Advanced Practice
EMSP 1355	Trauma Management
EMSP 1356	Patient Assessment and Airway Management
EMSP 2260	Clinical – Advanced Emergency Medical Technician/Technology (EMT Paramedic) Clinical (Capstone Course)
EMSP 2305	EMS Operations

Total Semester Hours – 21-23

PARAMEDIC
(CIP 51.0904)
Level I Certificate

The paramedic program of Wharton County Junior College is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Semester I

EMSP 1160	Clinical - Emergency Medical Technology/ Technician (EMT Paramedic)
EMSP 1501	Emergency Medical Technician

OR

The following courses are accepted although they are not currently offered at WCJC:

EMSP 1260	Clinical - Emergency Medical Technology/ Technician (EMT Paramedic)
EMSP 1401	Emergency Medical Technician

OR

Currently Certified as a State of Texas EMT

Semester II

EMSP 1338	Introduction to Advanced Practice
EMSP 1355	Trauma Management
EMSP 1356	Patient Assessment and Airway Management
EMSP 2260	Clinical – Advanced Emergency Medical Technician/Technology (EMT Paramedic) (Capstone Course)
EMSP 2305	EMS Operations

Semester III

EMSP 2261	Clinical – Cardiology Emergency Medical Technician/Technology (EMT Paramedic)
EMSP 2306	Emergency Pharmacology
EMSP 2330	Special Populations
EMSP 2434	Medical Emergencies
EMSP 2444	Cardiology

Semester IV

EMSP 2243	Assessment Based Management (Capstone Course)
EMSP 2262	Clinical - Emergency Medical Technician/ Technology (EMT Paramedic) (Capstone Course)
EMSP 2264	Practicum (or Field Experience) - Emergency Medical Technician/ Technology (EMT Paramedic) (Capstone Course)

Total Semester Hours – 42

EMERGENCY MEDICAL SERVICES

(CIP 51.0904)

Associate of Applied Science

This program is designed to prepare students for a career in emergency medical services. Students completing the first semester may apply for EMT-certification. Students completing the additional occupational and general education courses will earn an AAS in Emergency Medical Services which broadens and heightens their educational and career opportunities and portability.

Semester I

EMSP 1160	Clinical – Emergency Medical Technology/Technician (EMT Paramedic)
EMSP 1501	Emergency Medical Technician
BIOL 2401	Human Anatomy & Physiology I

Select any PHED activity course **or**

PHED 1164	Introduction to Physical Fitness and Wellness

Select one course from the following:

SOCI 1301	Introduction to Sociology
PSYC 2301	General Psychology

Semester II

EMSP 1338	Introduction to Advanced Practice
EMSP 1355	Trauma Management
EMSP 1356	Patient Assessment and Airway Management
EMSP 2260	Clinical – Advanced Emergency Medical Technician/Technology (EMT Paramedic) (Capstone Course)
EMSP 2305	EMS Operations

Semester III

EMSP 2261	Clinical – Cardiology Emergency Medical Technician/Technology (EMT Paramedic)
EMSP 2306	Emergency Pharmacology
EMSP 2330	Special Populations
EMSP 2434	Medical Emergencies
EMSP 2444	Cardiology

Semester IV

EMSP 2243	Assessment Based Management (Capstone Course)
EMSP 2262	Clinical - Emergency Medical Technician/ Technology (EMT Paramedic) (Capstone Course)
EMSP 2264	Practicum (or Field Experience) - Emergency Medical Technician/ Technology (EMT Paramedic) (Capstone Course)
BIOL 2402	Human Anatomy and Physiology II
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*
Elective	Select any General Education Elective on the AAS General Education Course List*

Total Semester Hours – 60

ENGINEERING DESIGN
Certificates

ENGINEERING DESIGN
Architectural Design
(CIP 15.1303)
Level II Certificate

This certificate program in architectural design is recommended for those individuals who have a desire to pursue a career in architectural residential design as an apprentice or trainee. This program provides students with learning experiences in computer-aided design, architectural (residential) design, and structural design.

First Semester

DFTG 1405	Technical Drafting
DFTG 1409	Basic Computer-Aided Drafting
DFTG 1410	Specialized Basic Computer-Aided Drafting (CAD)
DFTG 1417	Architectural Drafting-Residential

Second Semester

DFTG 2319	Intermediate Computer-Aided Drafting
DFTG 2432	Advanced Computer-Aided Drafting
MATH 1314	College Algebra
ARCE 1352	Structural Drafting
DFTG 2338	Advanced Drafting – Final Project (Capstone Course)

Total Semester Hours – 32

ENGINEERING DESIGN
Computer-Aided Drafting (CAD)
(CIP 15.1301)
Level II Certificate

The certificate program in computer-aided drafting is recommended for the individual who has prior drafting experience and wishes to update his/her skills. Manual drafting skills recommended through Tech-Prep, college transfer, high school courses or work experience.

First Semester

DFTG 1405[1]	Technical Drafting
DFTG 1409[1]	Basic Computer-Aided Drafting
DFTG 1410	Specialized Basic Computer-Aided Drafting (CAD)
MATH 1314	College Algebra

Second Semester

DFTG 2319	Intermediate Computer-Aided Drafting
DFTG 2432	Advanced Computer-Aided Drafting
DFTG 2338	Advanced Drafting – Final Project (Capstone Course)
MATH 1316	Trigonometry

Select one of the following:

SPCH 1315	Public Speaking
SPCH 1318	Interpersonal Communications

Total Semester Hours – 31

1. Students entering the program must be TSI satisfied.

ENGINEERING DESIGN
(CIP 15.1301)
Associate of Applied Science

The Engineering Design Program is a four-semester course of study leading to an Associate of Applied Science degree. Specialized learning experiences include the implementation of computer-aided design software in various design disciplines. Instruction emphasizes the development of technical knowledge and drafting skills that are essential to the successful entrance in the job market as a design technician.

Former students have been employed as pipe designers, architectural designers, tool designers, civil designers, structural detail designers, electrical designers, and job estimators.

The Engineering Design program provides work-place experiences recommended by the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS).

To be eligible for the Associate of Applied Science – Engineering Design degree, the student must maintain a grade of "C" or above in all Engineering Design (WECM) classes as follows: DFTG 1405, DFTG 1409, DFTG 1410, DFTG 1417, DFTG 2430, ARCE 1352, DFTG 2338, DFTG 2406, DFTG 2319, DFTG 2407, DFTG 2423, and DFTG 2432.

Some upper level universities will allow you to transfer anywhere from 24-44 hours of your technical credit toward a Bachelor of Applied Arts or Science degree. Contact your transfer university for information.

Freshman/Semester I

DFTG 1405[1]	Technical Drafting
DFTG 1409[1]	Basic Computer-Aided Drafting
DFTG 1410	Specialized Basic Computer-Aided Drafting (CAD)
MATH 1314	College Algebra

Freshman/Semester II

MATH 1316	Trigonometry
DFTG 1417	Architectural Drafting, Residential
DFTG 2319	Intermediate Computer-Aided Drafting
ENGL 1301	Composition I
DFTG 2430	Civil Drafting

Sophomore/Semester I

DFTG 2406	Machine Design
DFTG 2407	Electrical Drafting
ARCE 1352	Structural Drafting
Elective	Select any Language, Philosophy, & Culture or Creative Arts from the AAS General Education Course List*

Sophomore/Semester II

DFTG 2338[2]	Advanced Drafting – Final Project (Capstone Course)
DFTG 2423	Pipe Drafting
DFTG 2432	Advanced Computer-Aided Drafting
Elective	Select any Social and Behavioral Science Elective from the AAS General Education Course List*

Total Semester Hours – 60

1. Students entering the program must be TSI satisfied.
2. DFTG 2338 must be taken during the students graduating semester. If summer graduation is planned, DFTG 2338 must be taken the spring semester before the anticipated graduation. DFTG 2338 is not offered during the summer sessions.

Note:

1. It is recommended that all Engineering Design students' counsel with a department instructor in their first semester of course work.
2. Student success in drafting coursework is improved if students take core courses during the summers or mini-term classes.

HEALTH INFORMATION TECHNOLOGY
Health Data Analyst
(CIP 51.0707)
Level I Certificate

The Health Information Technology – **Health Data Analyst Level I Certificate** is designed to prepare the student for an entry level clerical position in a medical record or health information management department. Students who graduate with the Level I Certificate will possess knowledge of medical terminology and requirements for the collection, storage, and retrieval of medical record content for varying types of medical facilities. TSI readiness or other testing is not required for this Level I Certificate. TSI readiness is required for continuation into the Level II Certificate or Associate of Applied Science (AAS) Degree.

If a student successfully completes the Health Data Analyst Certificate and decides to continue with the EHR Support Specialist Certificate or the AAS Degree in Health Information Technology, the certificate courses will transfer.

Admission Criteria: The Health Data Analyst Level I Certificate is open enrollment. Students will fill out an interest form and submit it to the program director.

Semester I	
HITT 1301	Health Data Content and Structure
HITT 1305	Medical Terminology I
COSC 1301	Introduction to Computing

Semester II	
HITT 1345	Health Care Delivery Systems
HITT 1353	Legal & Ethical Aspects of Health Information
HITT 1311	Health Information Systems

Total Semester Hours – 18

HEALTH INFORMATION TECHNOLOGY
Health Information EHR Support Specialist
(CIP 51.0707)
Level II Certificate

The Health Information Technology – **Health Information EHR Support Specialist** trains students to perform technical and electronic health information functions in various health care facilities. This level builds on the knowledge gained in the Level I Certificate and provides a more in depth study of Health Information Technology. TSI readiness is required for this Level II Certificate.

Students who complete this certificate will obtain the knowledge of maintaining the quality, accuracy, and security of medical data and a working knowledge of coding and insurance. They will be able to work in healthcare facilities including hospitals, clinics, and physician offices as medical billing clerks, clinic patient registrars, release of information clerks, and HIM clerks.

If a student successfully completes the Health Information EHR Support Specialist Certificate and decides to continue with the Associate of Applied Science (AAS) Degree in Health Information Technology, most of the courses will transfer.

Admission Criteria: The Health Information EHR Support Specialist Level II Certificate is open enrollment to TSI satisfied students. Students will fill out an interest form and submit it to the program director.

Semester I	
HITT 1301	Health Data Content and Structure
HITT 1305	Medical Terminology I
COSC 1301	Introduction to Computing
HITT 1345	Health Care Delivery Systems

Select one course from the following:
ENGL 1301	Composition I
BIOL 2401	Human Anatomy & Physiology I
GOVT 2305	Federal Government

Semester II	
HITT 1355	Health Care Statistics
HITT 1311	Health Information Systems
HITT 1353	Legal & Ethical Aspects of Health Information
HITT 1313	Coding & Insurance

Select one course from the following:
ENGL 1301	Composition I
SPCH 1318	Interpersonal Communication
BIOL 2401	Human Anatomy & Physiology I
BIOL 2402	Human Anatomy & Physiology II
GOVT 2305	Federal Government

Total Semester Hours – 30

HEALTH INFORMATION TECHNOLOGY
(CIP 51.0707)
Associate of Applied Science

The Health Information Technology Program is accredited by the Commission on Accreditation of Health Informatics and Information Management Education (CAHIIM). Graduates of the program are eligible to sit for the American Health Information Management Association's credentialing exam for qualifications as a Registered Health Information Technician (RHIT). The RHIT is focused on the technical side of managing health information, working with software and hardware used to manage and store patient data, and may specialize in coding and classifying diagnoses and procedures for reimbursement and data analysis. They are vital to the daily operations management of health information and electronic health records. RHIT's ensure a patient's health information and records are complete, accurate, and protected.

Due to a limited number of spaces available, meeting all of the criteria does not guarantee anyone admission to the program.

ENTRANCE REQUIREMENTS

All students are required to meet with the program director prior to enrolling in the program.

Consideration for acceptance into the Health Information Technology Program is based upon the submission of the following items directly to the Health Information Technology (HIT) Program:

1. Submit proof of acceptance to WCJC (letter of acceptance or email, etc.) with your HIT application. (Must be TSI satisfied).
2. Complete the Health Information Technology Program application.
3. A transcript from each college you have attended sent to:
    a. Registrar's Office (Official Copy)
    b. Health Information Technology Program (Copy)
4. Technical Standards Form signed.
5. Applicants must show proof of completion of the Hepatitis B vaccine series or serologic confirmation of immunity to Hepatitis B virus prior to enrolling in the practicum courses. Applicants must also enroll in Castle Branch Immunization Tracking. The cost of Castle Branch will be at the applicant's expense. The anticipated cost is $30.00. More information given after acceptance into the program.
6. Applicants must have a completed physical examination by their personal physician prior to enrolling in the practicum courses. The cost of the physical examination will be at the applicant's expense. The physical exam forms will be emailed with the acceptance letters.
7. CRIMINAL BACKGROUND CHECKS - Most practicum facilities require that criminal background checks be completed prior to allowing students to participate in training at their facilities. Applicants conditionally accepted into the Health Information Technology Program will be required to complete a satisfactory criminal background check from a college approved agency prior to enrolling in the practicum courses. The cost of the criminal background check will be at the applicant's expense. The anticipated cost for the criminal background check is approximately $55.00. An information sheet regarding criminal background checks will be provided at orientation.
8. DRUG SCREENING - Applicants conditionally accepted into the Health Information Technology program will also be required to complete a drug screen with negative results prior to enrolling in the practicum courses. Only drug screens conducted through a college approved agency will be accepted. The cost of the drug screen will be at the applicant's expense. The anticipated cost for the drug screen is $50.00.
9. TRAVEL - Students will be required to travel to practicum sites during the program. The program reserves the right to send the student to any of the sites the director deems appropriate. The cost of travel will be at the student's expense.

ESTIMATED COSTS

Tuition and Fees ....See Financial Information Section
Books (approximate) $2,100
Prior to Clinical Practicum:
      Criminal Background Check $55.00
      Drug Screen $50.00
      Castle Branch Immunization
      Tracking $30.00
      Accident/Liability Insurance $35.00
      Physical Examination ....Individual Physician's Fee
National Accreditation Exam Fee (after graduation) $235

Transportation costs incurred during practicum phase vary according to individually planned schedules. Students are responsible for transportation.

Preference for admission will be given to applicants who have college credit in the following courses:
BIOL 2401 (Human Anatomy & Physiology I)
BIOL 2402 (Human Anatomy & Physiology II)
COSC 1301 (Introduction to Computing)

Semester I

HITT 1301	Health Data Content & Structure
HITT 1305	Medical Terminology I
BIOL 2401	Human Anatomy & Physiology I
ENGL 1301	Composition I
COSC 1301	Introduction to Computing

Semester II

HITT 1249	Pharmacology
HITT 1353	Legal & Ethical Aspects of Health Information
HITT 1345	Health Care Delivery
BIOL 2402	Human Anatomy & Physiology II
GOVT 2305	Federal Government

Semester III

HITT 1441	Coding and Classification Systems
HITT 1355	Health Care Statistics
HITT 1167	Practicum (or Field Experience) – Health Information/Medical Records Technology/Technician
HPRS 2301	Pathophysiology
HITT 1311	Health Information Systems

Semester IV

HITT 2166	Practicum (or Field Experience) – Health Information/Medical Records Technology/Technician (Capstone Course)
HITT 2339	Health Information Organization & Supervision (Capstone Course)
HITT 2435	Coding and Reimbursement Methodologies
HITT 2443	Quality Assessment & Performance Improvement
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Total Semester Hours – 60

HUMAN SERVICES
(CIP 51.1502)

ACCREDITED: Council for Standards in Human Service Education

ENTRANCE REQUIREMENTS

The Human Services Program is accredited by the Council for Standards in Human Service Education (CSHSE). Graduates of the program may be eligible to sit for the Center for Credentialing and Education's (CCE) national certification examination.

Consideration for acceptance into the Human Services Program is based upon the submission of the following:
1. Completed application for admission to WCJC, submitted to both the Office of Admissions and Registration and to the Human Services program
2. Copy of all College transcripts (if applicable)
3. Completed application to the Human Services Program
4. Completed Criminal Background Check through the college-approved agency
5. Negative drug screen when required
6. AAS ONLY*:* Acceptable college entrance exams on file with college and evidence provided for the Human Services Program

Upon acceptance into the Human Services Program:
1. All students who are accepted into the Human Services Program must purchase liability insurance through WCJC at a cost of approximately $35.00 when enrolled in the practicum field experience.
2. Practicum settings may require evidence of immunizations (possibly diphtheria-tetanus, Hepatitis B, measles, mumps, rubella, varicella, and a TB test – positive TB test will require follow-up), negative drug screen, and a criminal background check.
3. A grade of "C" or higher must be obtained in all curriculum specific to the Human Services Program. A GPA of 2.0 is required in all other general education courses in the Humans Services Program degree plan.

Students pursuing a Human Services Certificate or AAS degree should be aware of the following:
- **Criminal Background Checks and Drug Screening**: All clinical/practicum facilities utilized in the Human Services Program require criminal background checks be completed prior to allowing students to participate in clinical training at their facilities. Applicants conditionally accepted into the program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check which will be completed by an approved agency.
  - Students will be allowed to take 12 semester credit hours prior to the completion of the criminal background check.
  - The cost of the background check will be at the applicant's expense; anticipated to be approximately $52.00.
  - Information regarding this process should be obtained from the program director.
  - Students will be required to have a negative drug screen through the college approved agency. The estimated cost is $40.00. Students may be required to submit to additional drug screens as required by the Human Services program and/or the clinical/practicum sites as warranted.
  - Students should be aware certain criminal histories may prevent them from participating in the practicum experience. Prior to the start of clinical/practicum, drug screens and criminal background checks will be required. Students deemed ineligible for clinical/practicum due to original history will be dismissed from the program and dropped from the program courses.
  - A second criminal background check may be required prior to entering the practicum field experience.

HUMAN SERVICES
Technician
(CIP 51.1502)
Level I Certificate

The Human Services Technician Level One certificate will provide students an opportunity to gain entry level skills to enter fields such as, but not limited to, psychiatry, psychology, human services, social work, child welfare, health, family services, criminal justice, substance abuse, education, or working in environments assisting the homeless. It will also train students to observe patients and record information, conduct patient interviews, implement treatment plans, employ problem-solving techniques and develop an awareness of elements relative to a multi-culturally diverse community population. Certificate completers will participate in external learning experiences in a variety of contexts and will be required to complete a supervised practicum or clinical experience consisting of 160 hours. Effective communication, ethical protocol, cultural diversity, and interpersonal and time management skills will be emphasized throughout the program.

Semester I

COSC 1301	Introduction to Computing
CHLT 1309	Community Ethics
CHLT 1302	Wellness & Health Promotion
CMSW 1309	Problems of Children & Adolescents
PSYT 1329	Interviewing & Communication Skills
SCWK 1321	Orientation to Social Services

Semester II

PSYT 2321	Crisis Intervention
DAAC 1317	Basic Counseling Skills
DAAC 1319	Substance-Related and Addictive Disorders
CHLT 1340	Community Health Advocacy
GERS 1342	Aging and Mental Health
PSYT 2335	Family Systems
PMHS 2166**	Practicum/Psychiatric/Mental Health Services Technician (Capstone Course)

Total Semester Hours – 37

**Contact program director/program director permission

HUMAN SERVICES
(CIP 51.1502)
Associate of Applied Science

The Human Services AAS degree will prepare students for careers in a variety of fields such as, but not limited to, psychiatry, psychology, human services, social work, child welfare, health, family services, criminal justice, substance abuse, education, or working in an environment assisting the homeless. Job titles might include human service worker, case management aide, social work assistant, community support worker, mental health assistant, community outreach worker, life skills counselor or gerontology aide. Working conditions may vary considerably. Some may work in offices, clinics, and hospitals, while other graduates may work in group homes, shelters, day programs or may spend their time in the field visiting clients.

Human service assistants may provide direct and indirect client services. Students will be trained to observe patients and record information, conduct patient interviews, implement treatment plans, employ problem-solving techniques, handle crisis intervention matters, use proper case management and referral procedures, and develop an awareness of elements relative to a multi-culturally diverse community population.

Graduates will have a strong background in the appropriate cores of psychology and sociology; will participate in external learning experiences in a variety of contexts and will be required to complete a supervised practicum or clinical experience for two consecutive semesters completing 125 hours each semester. Effective communication, ethical protocol, interpersonal and time management skills will be emphasized throughout the program. Program coursework does address a multicultural emphasis. The AAS degree is designed to facilitate a transition from WCJC to a university or 4-year college with little or no loss of transfer credit giving the student an opportunity to obtain and advanced degree in fields such as human services, psychology, social work, and sociology.

Freshman/Summer I

PSYC 2301	General Psychology
COSC 1301	Introduction to Computing

Freshman/Semester I

ENGL 1301	Composition I
CHLT 1309	Community Ethics
CHLT 1302	Wellness & Health Promotion
PSYT 1329	Interviewing & Communication Skills
SCWK 1321	Orientation to Social Services

Freshman/Semester II

DAAC 1317	Basic Counseling Skills
DAAC 1319	Substance-Related and Addictive Disorders
CHLT 1340	Community Health Advocacy
GERS 1342	Aging and Mental Health
PSYT 2335	Family Systems

Summer I

MATH 1342	Introduction to Statistics
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List *

Sophomore/Semester I

CMSW 1309	Problems of Children and Adolescents
PSYT 2164**	Practicum – Clinical Psychology-Field Experience (Capstone Course)
PSYT 2345	Principles of Behavior Management & Modification

Select one course from the following:

GOVT 2305	Federal Government
SOCI 1306	Social Problems

Sophomore/Semester II

PSYT 2321	Crisis Intervention
CHLT 2166**	Practicum/Field Experience – Community Health Services/Liaison/Counseling (Capstone Course)
Elective	Select any Life & Physical Science Elective on the AAS General Education Course List *

Total Semester Hours – 60

*This elective must be selected from the list of core requirements for AAS degrees
**Contact program director/program director permission

Note: Students intending to transfer to a 4-year university should take Life & Physical Science and Government courses.

LAW ENFORCEMENT
(CIP 43.0107)
Associate of Applied Science

The program in law enforcement is designed to prepare the student for the state licensing exam for peace officers and immediate employment in law enforcement.

Freshman/Semester I

CRIJ 1301	Introduction to Criminal Justice	
CRIJ 1310	Fundamentals of Criminal Law	
ENGL 1301	Composition I	
COSC 1301	Introduction to Computing	
Elective	Select any college level Math course under Core 020	

Freshman/Semester II

CRIJ 1306	Court Systems & Practices
CRIJ 2313	Correctional Systems & Practices
ENGL 2311	Technical & Business Writing
CRIJ 2301	Community Resources in Corrections

Sophomore/Semester I

CRIJ 2323	Legal Aspects of Law Enforcement
CRIJ 2328	Police Systems & Practices
Elective	Select any PHED activity course **or**
PHED 1164	Introduction to Physical Fitness and Wellness
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List *

Select one course from the following:

CRIJ 1307	Crime in America **or**
Elective	Select any Social and Behavioral Science Elective on the AAS General Education Course List*

Sophomore/Semester II

CJLE 1506	Basic Peace Officer I
CJLE 1512	Basic Peace Officer II (Capstone Course)
CJLE 1518	Basic Peace Officer III (Capstone Course)
CJLE 1524	Basic Peace Officer IV (Capstone Course)

Total Semester Hours – 60

WORK/LIFE EXPERIENCE POLICY

The Criminal Justice program has developed the following mechanism to assist those persons employed in the criminal justice field to satisfy degree requirements for their work/life experience and in-service training.

Students who wish to obtain an applied science degree from the college in Law Enforcement and are certified peace officers in the state of Texas may satisfy degree requirements for Basic Peace Officer courses by meeting the following criteria and paying $32.00 per credit hour. Students must have taken and successfully completed 15 college credit hours from Wharton County Junior College, including only courses for which the student receives college credit transferable to another Texas community college or university, prior to receiving credit for the Peace Officer courses. Criminal Justice department head approval is required for permission to satisfy degree requirements in this manner. A Petition for Credit form must be completed by the applicant and approved by the program director, appropriate dean, Registrar, and Vice President of Instruction before credit is granted.

The prerequisites for work/life and in-service training credit are as follows:
1. The applicant must be currently employed with a criminal justice agency and have at least six months experience;
2. The applicant must submit a resume which includes the experience required in item 1 above and all supporting documentation to the department head for evaluation;

3. The applicant must secure a letter of verification from the chief administrator of the employing agency attesting to the information contained in the applicant's resume and supporting documentation, regarding the prerequisites and criteria required by this policy; and
4. The applicant must pay all fees required by the college.

Credit for the following courses may be awarded by resume under the work/life experience policy:

CJLE 1506	Basic Peace Officer I
CJLE 1512	Basic Peace Officer II
CJLE 1518	Basic Peace Officer III
CJLE 1524	Basic Peace Officer IV

These classes are courses required for graduation with an Associate of Applied Science degree from Wharton County Junior College.

MANUFACTURING TECHNOLOGY
Mechanical Technician
(CIP 15.0805)
Level II Certificate

This certificate is designed to give students a technical-level specialized career tract option in the areas of mechanical maintenance. The program prepares individuals to apply basic engineering technology principles, mechatronics, and other technical skills in support of maintenance of mechanical equipment used in many industries; including power generation, chemical processing, manufacturing, and others.

This certificate transfers into the Associate of Applied Science degree in Manufacturing Technology. The certificate may also be used as an enhancement to other related degrees, including Nuclear Power Technology and Process Technology by providing students additional skills to increase more flexibility in their employment options.

Semester I	
INMT 1305	Introduction to Industrial Maintenance
INMT 2303	Pumps, Compressors, and Mechanical Drives
WLDG 1428	Introduction to Shielded Metal Arc Welding
QCTC 1446	Testing and Inspection Systems

Select one course from the following:
MATH 1314	College Algebra
MATH 2312	Pre-Calculus

Semester II	
HYDR 1450	Hydraulic Fabrication and Repairs
PTAC 1432	Process Instrumentation I
SPCH 1315	Public Speaking
MCHN 2403	Fundamentals of Computer Numerical Controlled (CNC) Machine Controls
INMT 1491	Special Topics in Manufacturing Technology/Technician

Total Semester Hours: 36

MANUFACTURING TECHNOLOGY

(CIP 15.0613)

Associate of Applied Science

The Manufacturing Technology AAS degree program is designed to prepare students for a career as an engineering technician in a variety of industries. The program provides a core of knowledge and skills related to installation and maintenance of automated manufacturing machines, production lines, and security systems. The program is built with three specialty tracks which include Mechanical Technician, Electrical Technician, and Instrumentation & Control Technician. Students must choose only one specialty track and may obtain only one AAS degree in Manufacturing Technology. Classes offered in the Mechanical Technician Certificate may be applied toward the AAS degree in Manufacturing Technology

Manufacturing Technology Core Coursework

All students must complete the following courses as the core to the Manufacturing Technology AAS degree.

Semester I	
INMT 1305	Introduction to Industrial Maintenance
INMT 2303	Pumps, Compressors, and Mechanical Drives
CETT 1409	DC/AC Circuits
INTC 1350	Digital Measurement and Controls

Select one course from the following:
MATH 1314   College Algebra
MATH 2312   Pre-Calculus

Semester II	
HYDR 1450	Hydraulic Fabrication and Repairs
PTAC 1432	Process Instrumentation I
INMT 1491	Special Topics in Manufacturing Technology/Technician
SPCH 1315	Public Speaking

TRACK A: Mechanical Technician Specialty

The Mechanical Technician curriculum includes Computer Numeric Controlled (NCN) Machining, Shielded Arc Welding, and Inspection Systems. Graduates are prepared for entry-level work as technicians in the maintenance and repair of mechanical equipment and processes.

Semester III	
WLDG 1428	Intro to Shielded Arc Welding
QCTC 1446	Testing and Inspection Systems
ENGL 1301	Composition I

Select one course from the following:
CHEM 1405   Introductory Chemistry I
CHEM 1411   General Chemistry I

Semester IV	
MCHN 2403	Fundamentals of CNC Machine Controls
Elective	Select any Social & Behavioral Science Elective on the AAS General Education Course List*
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*
Elective	Select Discipline-Related Studies Elective**

**Discipline-Related Studies Electives – Students choose one of the following:

- PHYS 1401 – General Physics I
- MATH 2413 – Calculus I
- INTC 1457 – AC/DC Motor Controls
- ELMT 2437 – Electronic Troubleshooting, Service, and Repair (Offered Fall only)
- INMT 1480 – Cooperative Education (Requires Department Head Approval)

Total Semester Hours – 60

TRACK B: Electrical Technician Specialty

The Electrical Technician curriculum includes Electromechanical Systems, AC/DC Motor Controls, and Electronic Troubleshooting   Graduates are prepared for entry-level work as technicians in the maintenance of electrical systems and processes.

Semester III

ELMT 2437	Electronic Troubleshooting, Service, and Repair
ENGL 1301	Composition I
Elective	Select any Social & Behavioral Science Elective on the AAS General Education Course List*

Select one course from the following:

CHEM 1405	Introductory Chemistry I
CHEM 1411	General Chemistry I

Semester IV

ELMT 2441	Electromechanical Systems
INTC 1457	AC/DC Motor Control
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS degree General Education Course List*
Elective	Select any Discipline Related Studies Elective**

**Discipline-Related Studies Electives – Students choose one of the following:

- PHYS 1401 – General Physics I
- MATH 2413 – Calculus I
- CHEM 1411 – General Chemistry I **or** CHEM 1412 – General Chemistry II
- PTAC 2436 – Process Instrumentation II
- QCTC 1446 – Testing and Inspection Systems (Offered Fall only)
- MCHN 2403 – Fundamentals of Computer Numerical Controlled (CNC) Machine Controls
- INMT 1480 – Cooperative Education (Requires Department Head Approval)

Total Semester Hours – 60

TRACK C: Instrumentation & Control Technician Specialty

The Instrumentation & Control Technician curriculum includes the study of AC/DC Motor Controls and advanced instrumentation. Graduates are prepared for entry-level work as a technician in the maintenance and repair of the instrumentation used in automation included in manufacturing, production, and power generation.

Semester III

ENGL 1301	Composition I
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*
Elective	Select any Social & Behavioral Science Elective on the AAS General Education Course List*

Select one course from the following:

CHEM 1405	Introductory Chemistry I
CHEM 1411	General Chemistry I

Semester IV

INTC 1457	AC/DC Motor Control
PTAC 2436	Instrumentation II
ELMT 2452	Power Generation Instrumentation
Elective	Select any Discipline-Related Studies Elective**

**Discipline-Related Studies Electives – Students choose one of the following:

- PHYS 1401 – General Physics I
- MATH 2413 – Calculus I
- CHEM 1411 – General Chemistry I **or** CHEM 1412 – General Chemistry II
- ELMT 2437 – Electronic Troubleshooting Service and Repair (Offered Fall only)
- QCTC 1446 –Testing and Inspection Systems (Offered Fall only)
- MCHN 2403 – Fundamentals of Computer Numerical Controlled (CNC) Machine Controls
- INMT 1480 – Cooperative Education (Requires Department Head Approval)

Total Semester Hours – 60

NUCLEAR POWER TECHNOLOGY
Certificates

The **Non-Licensed Operator, Electrical Technician, or Instrumentation & Control Technician** certificates are standalone or may be used as specialty enhancements to existing related degrees: Nuclear Power Technology, Process Technology, Manufacturing Technology or other AAS Degree by providing students more flexibility in their employment options.

The certificate programs meet requirements for ACAD 08-006 and prepare individuals to apply basic engineering technology principles, mechatronics, and other technical skills in support of maintenance and operational requirements of electrical, instrumentation and control, and mechanical equipment used in many sectors of industry; including power generation, chemical processing, manufacturing, and others.

NON-LICENSED OPERATOR
(CIP 41.0204)
Level II Certificate

Semester I	
NUCP 1371	Math & Chemistry Fundamentals for Nuclear Power
NUCP 2470	Nuclear Power Plant Systems I
SPCH 1315	Public Speaking
ENER 1350	Overview of Energy Industry

Select one course from the following:
MATH 1314	College Algebra
MATH 2312	Pre-Calculus

Semester II	
NUCP 1370	Nuclear Fundamentals I
NUCP 1373	Nuclear Fundamental II
NUCP 1372	Nuclear Power Plant Organization & Processes
NUCP 2471	Nuclear Power Plant Systems II
PTAC 1432	Process Instrumentation I

Total Semester Hours – 33

ELECTRICAL TECHNICIAN
(CIP 15.0403)
Level II Certificate

Semester I	
PTAC 1432	Process Instrumentation I
CETT 1409	DC/AC Circuits
INTC 1350	Digital Measurements & Controls

Select one course from the following:
MATH 1314	College Algebra
MATH 2312	Pre-Calculus

Select one course from the following:
ENER 1350	Overview of Energy Industry
INMT 1305	Introduction to Industrial Maintenance

Semester II	
ELMT 2437	Electronic Troubleshooting, Service & Repair
INTC 1457	AC/DC Motor Controls
ELMT 2441	Electromechanical Systems
SPCH 1315	Public Speaking

Total Semester Hours: 32

INSTRUMENTATION & CONTROL TECHNICIAN
(CIP 15.0404)
Level II Certificate

Semester I	
PTAC 1432	Process Instrumentation I
CETT 1409	DC/AC Circuits
INTC 1350	Digital Measurements and Controls

Select one course from the following:
MATH 1314	College Algebra
MATH 2312	Pre-Calculus

Select one course from the following:
ENER 1350	Overview of Energy Industry
INMT 1305	Introduction to Industrial Maintenance

Semester II	
PTAC 2436	Process Instrumentation II
INTC 1457	AC/DC Motor Control
ELMT 2452	Power Generation Instrumentation
SPCH 1315	Public Speaking

Total Semester Hours: 32

NUCLEAR POWER TECHNOLOGY
(CIP 41.0205)
Associate of Applied Science

This program is designed to prepare students for entry level employment in the nuclear/power generation industry and will provide the academic and technical competencies required. Students can obtain only **one** AAS Degree in one of four specialty areas: **Non-Licensed Operator, Electrical Technician, Instrumentation & Control Technician, or Mechanical Technician**. Students enrolled in the AAS degree have nuclear core coursework during the first two semesters and must then select a specialty track to complete the final two semesters of the program to complete the AAS degree.

Nuclear Power Core Coursework

Semester I

NUCP 1371	Math & Chemistry Fundamentals for Nuclear Power
ENGL 1301	Composition I

Select one course from the following:

ENER 1350	Overview of Energy Industry
PTAC 1302	Introduction to Process Technology

Select one course from the following:

MATH 1314	College Algebra
MATH 2312	Pre-Calculus Math

Semester II

NUCP 1370	Nuclear Fundamentals I
NUCP 1373	Nuclear Fundamentals II
PTAC 1432	Process Instrumentation I
NUCP 1372	Nuclear Power Plant Organization & Process

Select one course from the following:

CHEM 1405	Introductory Chemistry I
CHEM 1411	General Chemistry

TRACK A: Non-Licensed Operator Specialty

Semester III

CETT 1409	DC/AC Circuits
NUCP 2470	Nuclear Power Plant Systems I
PTAC 2314	Principles of Quality
INTC 1350	Digital Measurement & Controls
Elective	Select any Social & Behavioral Science Elective on the AAS General Education Course List*

Semester IV

NUCP 2471	Nuclear Power Plant Systems II (Capstone Course)
SPCH 1315	Public Speaking
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*
Elective	Select any Discipline-Related Studies Elective**

**Discipline Related Studies Electives – Students choose one from the following:

- PHYS 1401 – General Physics I
- CHEM 1411 – General Chemistry I **or** CHEM 1412 – General Chemistry II
- CETT 1425 – Digital Fundamentals
- MATH 2413 – Calculus I
- PTAC 2436 – Process Instrumentation II
- ELMT 2437 – Electronic Troubleshooting, Service & Repair
- INTC 1457 – AC/DC Motor Controls
- NUCP 1480 – Cooperative Education******* (Granted by permission only)

Total Semester Hours – 60

***Optional Cooperative Education course (NUCP 1480) requires consent of the Department Head. AAS Degree seeking students can take NUCP 1480 for a 16-week semester internship or an 8-week summer internship.

Note: Students pursuing the AAS-Non Licensed Operator Specialty and desiring to pursue the Electrical Technician and/or Instrumentation & Control Technician Level II Certificates MUST take ELMT 2437 and/or PTAC 2436 as a Discipline Related Elective to avoid completion delays.

TRACK B: Electrical Technician Specialty

Semester III

CETT 1409	DC/AC Circuits
INTC 1350	Digital Measurement & Controls
PTAC 2314	Principles of Quality
ELMT 2437	Electronic Troubleshooting, Service and Repair
Elective	Select any Social & Behavioral Science Elective on the AAS General Education Course List*

Semester IV

INTC 1457	AC/DC Motor Controls
ELMT 2441	Electromechanical Systems
SPCH 1315	Public Speaking
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Total Semester Hours – 60

TRACK C: Instrumentation & Control Technician Specialty

Semester III

CETT 1409	DC/AC Circuits
INTC 1350	Digital Measurement & Controls
PTAC 2314	Principles of Quality
PTAC 2436	Process Instrumentation II
Elective	Select any Social & Behavioral Science Elective on the AAS General Education Course List *

Semester IV

INTC 1457	AC/DC Motor Controls
ELMT 2452	Power Generation Instrumentation
SPCH 1315	Public Speaking
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Total Semester Hours – 60

TRACK D: Mechanical Technician Specialty

Semester III

CETT 1409	DC/AC Circuits
INMT 1305	Introduction to Industrial Maintenance
INMT 2303	Pumps, Compressors, and Mechanical Drives
WLDG 1428	Introduction to Shielded Arc Welding (SMAW)
Elective	Select any Social & Behavioral Science Elective on the AAS General Education Course List*

Semester IV

HYDR 1450	Hydraulics, Fabrication & Repair
MCHN 2403	Fundamentals of Computer Numerical Controlled (CNC) Machine Controls
SPCH 1315	Public Speaking
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Total Semester Hours – 60

NURSING
Associate Degree Nursing (ADN)
Preparation for RN
(CIP 51.3801)
Associate of Applied Science

The Associate Degree in Nursing (ADN) is a two year program which prepares graduate professional nurses to utilize clinical judgment to provide safe, evidence-based and patient-centered care for the benefit of the community. The graduate of the WCJC ADN program is prepared to meet the differentiated essential competencies (DECs) at the associate degree level as defined by the Texas Board of Nursing in four major roles: member of the profession, provider of patient-centered care, patient safety advocate, and member of the health care team. General education courses as well as nursing courses are included in the curriculum and are transferable to many four-year colleges that offer baccalaureate degrees in nursing.

Upon successful completion of the program, graduates are qualified to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program is approved by the Texas Board of Nursing (BON).

The ADN program has limited enrollment. Admission to the program is by a competitive ranking process.
Students are accepted:
1. Fall semester for Wharton campus
2. Spring semester for Sugar Land campus

Application packet for Wharton campus is published online in November.
- Wharton campus application packet deadline is the **third Wednesday of March.**
Application packet for Sugar Land campus is published online in April.
- Sugar Land campus application packet deadline is the **third Wednesday of August.**

APPLICATION/ADMISSION REQUIRMENTS

1. Application and current admission to WCJC
2. Must have all components of Texas Success Initiative (TSI) satisfied prior to application.
3. If applicant has attended any institution other than WCJC, the applicant must request a transcript evaluation through the Office of Admissions and Registration. This is highly recommended to be completed at least one semester prior to the application deadline. (Registrar must have official transcript from each college attended.)
4. A copy of the transcript from each college, including WCJC, must be included with the Associate Degree Nursing application.
5. Admission Test:
    TEAS (Test of Essential Academic Skills)
    A. Applicants should have a minimum score of 70% in Reading, 70% in Math, and 70% in Science. If unsuccessful in any section, may retake that section to achieve the 70%.
    B. All exam component results must be within two years.
6. The following prerequisite courses must be completed by the **application deadline** with a grade of "C" or higher and an overall GPA of 2.5 or higher in prerequisite courses.
    A. BIOL 2401   Human Anatomy & Physiology I
    B. PSYC 2301   General Psychology
    C. PSYC 2314   Life Span Growth and Development
    D. ENGL 1301   Composition I
7. Hepatitis B vaccination:
    A. Applicants who have had the Hepatitis B vaccine series must submit proof of completion in the application packet.
    B. Applicants who have not received the Hepatitis B vaccine series must submit proof that the vaccine has been started with the application packet.

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      a. For fall admission must have been started by February 1st

      b. For spring admission must have been started by July 1st

8. Statement of Student Responsibility completed and signed.
9. Must have all components of application packet complete and turned in by deadline to be processed for admission.

COMPETITIVE RANKING PROCESS

Acceptance to the associate degree nursing program is a competitive ranking process based on points awarded for designated criteria. Meeting all of the criteria does not guarantee anyone admission to the program.

Criteria for points includes but not limited to:
1. Proof of completion of prerequisite courses by stated deadline. Grade must be a "C" or better and an overall GPA of 2.5 or higher in prerequisite courses.
   - A. BIOL 2401   Human Anatomy and Physiology I
   - B. PSYC 2301   General Psychology
   - C. PSYC 2314   Life Span Growth and Development
   - D. ENGL 1301   Composition I
2. Proof of completion of co-requisite courses required for Associate Degree submitted in application packet. Grade must be a "C" or better and an overall GPA of 2.5 or higher in co-requisite courses.
   - A. BIOL 2402   Human Anatomy and Physiology II
   - B. BIOL 2420   Microbiology
   - C. Language, Philosophy,   (per WCJC catalog)
     & Culture
3. TEAS examination results with a minimum score of 70% in Reading, 70% in Math, and 70% in Science.
4. Proof of completion of specific course work toward a RN-BSN transition program with a minimum grade of "C".
   - A. ENGL 1302   Composition II
   - B. MATH 1342   Elementary Statistical Methods
   - C. HIST 1301   U.S. History I
   - D. HIST 1302   U.S. History II
   - E. GOVT 2305   Federal Government
   - F. GOVT 2306   Texas Government
   - G. SPCH 1315 **or**   Public Speaking **or**
     SPCH 1318   Interpersonal Communications
   - H. CHEM 1405 **or**   Introductory Chemistry I **or**
     CHEM 1411   General Chemistry I
   - I. Creative Arts   (per WCJC catalog)
   - J. BIOL 1322   Nutrition
   - K. PHED 1164 **or**   Introduction to Physical Fitness and Wellness **or**
     PSYC/EDUC 1300   Learning Framework

CONDITIONAL ACCEPTANCE – Notification Letters

Utilizing the point award ranking process, a ranked list is generated from the applications which met the above criteria. Conditional acceptance letters, alternate conditional acceptance letters, and non-acceptance letters are emailed. Please ensure to provide a valid email address when applying to the program. Applicants who receive conditional acceptance letters and/or alternate conditional acceptance letters must respond to the letter by the stated deadline. If a potential applicant declines, an alternate is placed into the opening. Applicants who accept alternate status will be considered for admission to the next semester at the other campus if their acceptance status does not change. Because an alternate applicant may begin the semester they applied, they must meet all the criteria for full acceptance into the program.

FULL ACCEPTANCE

Full acceptance to the ADN program is contingent upon the applicant complying with the following:
1. Must attend Associate Degree Nursing mandatory orientation.
2. Must receive eligibility approval from Texas Board of Nursing (BON) to take the NCLEX-RN without any restrictions or conditions.
    A. Applicant will be required to have a FBI/DPS fingerprinting and criminal background check completed. Instructions for obtaining the fingerprinting and background check are provided after the student has responded to the conditional acceptance or alternate letter.
    B. If there is something in the background check that cannot be resolved by the mandatory program orientation date, the applicant will not be able to begin the program. Once the issue is resolved and the student applicant has received approval from the BON without any restrictions or conditions, applicant is eligible to reapply to the program.
    C. Cost of the background check is at the applicant's expense; cost is approximately $55.00.
3. Must create a Castle Branch account and upload all documentation. Instructions for creating the Castle Branch account are provided after the applicant has received their background check back from the Texas Board of Nursing (BON). The following must be uploaded into the Castle Branch account once completed.
    A. Must complete health data form which is provided to the applicant.
    B. Must provide titers showing immunity for the following immunizations:
        a. Hepatitis B
        b. Varicella
        c. MMR (measles, mumps, rubella)
        d. Hepatitis C
    C. Must provide documentation showing proof of required immunizations.
        a. Tetanus, Diphtheria & Pertussis (Tdap) adult dose within the last ten years
        b. Hepatitis B series
        c. MMR (measles, mumps, rubella)
        d. Varicella
        e. Flu vaccine (current season)
    D. Must provide documentation of annual TB skin test (positive results will require follow-up).
    E. Must provide copy of current CPR certification by the American Heart Association in Basic Life Support for Healthcare Providers.

DRUG SCREEN

Drug screens are scheduled at random intervals during the program. Drug screens must initially be negative and remain negative to continue in the program. If results are positive at any time, student is dismissed from the program. Refusal to submit to a drug screen will result in dismissal from the program. Cost of the drug screen is at the student's expense; cost is approximately $50.00 each screening.

SEQUENTIAL CURRICULUM

The grading scale for the Associate Degree Program is as follows:
A = 90 - 100
B = 80 - 89
C = 75 -79
D = 65 – 74
F = below 65

The curriculum of the Associate Degree Nursing Program is sequential; therefore a student must achieve a minimum grade of 75 in each nursing course to receive credit for the course and progress to the next sequence of courses.

EXPENSES

Estimated costs of tuition, textbooks, fees, diagnostic tests, uniforms, insurance, supplies, (laboratory and simulation), equipment and graduation expenses are approximately $9,700 for in-district students and $11,500 for out-of-district students for the two-year period.

Scholarships are available and applicants may contact the Student Financial Aid Office for information. Applicants should submit a FAFSA to be eligible for financial aid.

Prerequisite Courses

BIOL 2401	Human Anatomy & Physiology I
PSYC 2301	General Psychology
PSYC 2314	Life Span Growth and Development
ENGL 1301	Composition I

Semester I

RNSG 1216	Professional Nursing Competencies
RNSG 1128	Introduction to Health Care Concepts
RNSG 1430	Health Care Concepts I
RNSG 1125	Professional Nursing Concepts I
RNSG 1161	Clinical – Registered Nursing/Registered Nurse
BIOL 2402	Human Anatomy and Physiology II

Semester II

RNSG 1533	Health Care Concepts II
RNSG 1126	Professional Nursing Concepts II
RNSG 2362	Clinical – Registered Nursing/Registered Nurse
BIOL 2420	Microbiology

Semester III

RNSG 1538	Health Care Concepts III
RNSG 1137	Professional Nursing Concepts III
RNSG 2363	Clinical— Registered Nursing/Registered Nurse
Elective	Select any Language, Philosophy, & Culture **or** Creative Arts Elective on the AAS General Education Course List*

Semester IV

RNSG 2539	Health Care Concepts IV (Capstone Course)
RNSG 2138	Professional Nursing Concepts IV
RNSG 2360	Clinical – Registered Nursing/Registered Nurse (Capstone Course)

Total Semester Hours – 60

NURSING
LVN – ADN Transition Program
Preparation for RN
(CIP 51.3801)
Associate of Applied Science

This twelve month program provides a transition track into the ADN program. It is designed specifically for applicants who are already licensed vocational nurses (LVN) who wish to make the transition to the ADN program. The graduate of the WCJC LVN-ADN program is prepared to meet the differentiated essential competencies (DECs) at the associate degree level as defined by the Texas Board of Nursing in four major roles: member of the profession, provider of patient-centered care, patient safety advocate, and member of the health care team. General education courses as well as nursing courses are included in the curriculum and are transferable to many four-year colleges that offer baccalaureate degrees in nursing.

Upon successful completion of the program, graduates are qualified to make application to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program is approved by the Texas Board of Nursing (BON).

The LVN-ADN transition program has a limited enrollment. <u>Admission to the program is by a competitive ranking process.</u>

Applicants are accepted for Wharton campus only to begin in May.

Application packet is published online in September.
- Application packet deadline is the **third Wednesday of January.**

APPLICATION/ADMISSION REQUIRMENTS

1. Application and current admission to WCJC.
2. Must have all components of Texas Success Initiative (TSI) satisfied prior to application.
3. If applicant has attended any institution other than WCJC, the applicant must request a transcript evaluation through the Office of Admissions and Registration. This is highly recommended to be completed at least one semester prior to the application deadline. (Registrar must have official transcript from each college attended.)
4. A copy of transcript from each college, including WCJC, must be included with the Associate Degree Nursing application. Upon full acceptance to the LVN-ADN Transition Program, a Petition for Credit form must be completed by the applicant and approved by the program director, appropriate dean, Registrar, and Vice President of Instruction before credit for prior LVN courses is granted. A fee of $32.00 per credit hour (12 SCH) will be required.
5. Admission Test:
   TEAS (Test of Essential Academic Skills)
   A. Applicants should have a minimum score of 70% in Reading, 70% in Math, and 70% in Science. If unsuccessful in any section, may retake that section to achieve the 70%.
   B. All exam component results must be within two years.
6. Must have the following courses completed **prior to application deadline** with a grade of "C" or higher and an overall GPA of 2.5 or higher in prerequisite courses.
   A. BIOL 2401   Human Anatomy and Physiology I
   B. BIOL 2402   Human Anatomy and Physiology II
   C. BIOL 2420   Microbiology
   D. ENGL 1301   Composition I
   E. PSYC 2301   General Psychology
   F. PSYC 2314   Life Span Growth and Development
   G. Language, Philosophy, & Culture   per WCJC catalog
7. Proof of current Texas licensure as a LVN in good standing.

8. Hepatitis B vaccination series began by November 15th, if not done previously. Applicant must submit proof of completion of the series in the application packet.
9. Statement of Student Responsibility completed and signed.
10. Must have all components of application packet complete and turned in by deadline to be processed for admission.

COMPETITIVE RANKING PROCESS

Acceptance to the LVN-ADN transition program is a competitive ranking process based on points awarded for designated criteria. Meeting all the criteria does not guarantee anyone admission to the program.

Criteria for points include, but not limited to:
1. Proof of completion of prerequisite courses by the stated deadline. Grade must be a "C" or better and an overall GPA of 2.5 or higher in prerequisite courses.
   A. BIOL 2401   Human Anatomy and Physiology I
   B. BIOL 2402   Human Anatomy and Physiology II
   C. BIOL 2420   Microbiology
   D. ENGL 1301   Composition I
   E. PSYC 2301   General Psychology
   F. PSYC 2314   Life Span Growth and Development
   G. Language, Philosophy, & Culture   per WCJC catalog
2. TEAS examination results with minimum of 70% in Reading, 70% in Math, and 70% in Science.
3. Proof of completion of specific course work toward a RN-BSN transition program with minimum grade of "C".
   A. ENGL 1302   Composition II
   B. MATH 1342   Elementary Statistical Methods
   C. HIST 1301   U.S. History I
   D. HIST 1302   U.S. History II
   E. GOVT 2305   Federal Government
   F. GOVT 2306   Texas Government
   G. SPCH 1315 **or**   Public Speaking **or**
        SPCH 1318   Interpersonal Communications
   H. CHEM 1405 **or**   Introductory Chemistry I **or**
        CHEM 1411   General Chemistry I
   I. Creative Arts Elective   per WCJC catalog
   J. BIOL 1322   Nutrition
   K. PHED 1164 **or**   Introduction to Physical Fitness and Wellness **or**
        PSYC/EDUC 1300   Learning Framework

CONDITIONAL ACCEPTANCE – Notification Letters

Utilizing the point award ranking process, a ranked list is generated from the applications which met the above criteria. Conditional acceptance, alternate conditional acceptance letters, and non-acceptance letters are emailed. Please ensure to provide a valid email address when applying to the program. Applicants who receive conditional acceptance letters and/or alternate conditional acceptance letters must respond by the stated deadline. If potential applicant declines, an alternate is placed into the opening.

FULL ACCEPTANCE

Full acceptance to the LVN-ADN transition program is contingent upon the applicant complying with the following:
1. Must attend Associate Degree Nursing mandatory orientation.
2. Must receive eligibility approval from Texas Board of Nursing (BON) to take the NCLEX-RN without any restrictions or conditions.

A. Applicant will be required to have a FBI/DPS fingerprinting and criminal background check completed. Instructions for obtaining the fingerprinting and background check are provided after the applicant has responded to the conditional acceptance or alternate letter.

B. If there is something in the background check that cannot be resolved by the mandatory program orientation date, the applicant will not be able to begin the program. Once the issue is resolved and the applicant has received approval from the BON without any restrictions or conditions, applicant is eligible to reapply to the program.

C. Cost of the background check is at the applicant's expense; cost is approximately $55.00.

3. Must create a Castle Branch account and upload all documentation. Instructions for creating the Castle Branch account are provided after the applicant has received their background check back from the Texas Board of Nursing (BON). The following information must be uploaded into the Castle Branch account once completed:

A. Must complete health data form which is provided to the student.

B. Must provide titers showing immunity for the following immunizations:
   a. Hepatitis B
   b. Varicella
   c. MMR (measles, mumps, rubella)
   d. Hepatitis C

C. Must provide documentation showing proof of required immunizations.
   a. Tetanus, Diphtheria & Pertussis (Tdap) adult dose within the last ten years
   b. Hepatitis B series
   c. MMR (measles, mumps, rubella)
   d. Varicella
   e. Flu vaccine (current season)

D. Must provide documentation of annual TB skin test (positive results will require follow-up).

E. Must provide copy of current CPR certification by the American Heart Association in Basic Life Support for Healthcare Providers.

DRUG SCREEN

Drug screens are scheduled at random intervals during the program. Drug screens must initially be negative and remain negative to continue in the program. If results are positive at any time, student is dismissed from the program. Refusal to submit to a drug screen will result in dismissal from the program. Cost of the drug screen is at the student's expense; cost is approximately $50.00 each screening.

SEQUENTIAL CURRICULUM

The grading scale for the Associate Degree Nursing program is as follows:
A = 90-100
B = 80-89
C = 75-79
D = 65-74
F = below 65

The curriculum of the LVN-ADN Transition Program is sequential; therefore, a student must achieve a minimum grade of 75 in each nursing course to receive credit for the course and progress to the next sequence of courses.

EXPENSES/FEES

WCJC Prior Learning Assessment fee of $32 per credit hour (12 SCH).

Estimated costs of tuition, textbooks, fees, diagnostic tests, uniforms, insurance, supplies (laboratory and simulation), equipment, and graduation expenses are approximately $7,200 for in-district students and $8,400 for out-of-district students for the program.

Scholarships are available, and applicants may contact the Student Financial Aid Office for information. Applicants should sign up for FAFSA to be eligible for financial aid.

Prerequisite Courses

BIOL 2401	Human Anatomy and Physiology I
BIOL 2402	Human Anatomy and Physiology II
ENGL 1301	Composition I
PSYC 2301	General Psychology
PSYC 2314	Life Span Growth and Development
BIOL 2420	Microbiology
Elective	Select any Language, Philosophy, & Culture **or** Creative Arts Elective on the AAS General Education Course List*

Credit for current Texas licensure as a LVN in good standing

Summer Semester

RNSG 1118	Transition to Professional Nursing Competencies
RNSG 1128	Introduction to Health Care Concepts
RNSG 1324	Concept-Based Transition to Professional Nursing Practice
RNSG 1162	Clinical – Registered Nursing/ Registered Nurse (LVN-ADN clinical)

Fall Semester

RNSG 1538	Health Care Concepts III
RNSG 1137	Professional Nursing Concepts III
RNSG 2363	Clinical – Registered Nursing/ Registered Nurse

Spring Semester

RNSG 2539	Health Care Concepts IV (Capstone Course)
RNSG 2138	Professional Nursing Concepts IV
RNSG 2360	Clinical – Registered Nursing/ Registered Nurse (Capstone Course)

Total Semester Hours – 60

NURSING
Vocational Nursing
LVN Prep
(CIP 51.3901)
Level II Certificate

The program in Vocational Nursing includes theory and practical clinical experience designed to prepare the successful student to function as a member of the nursing team in providing nursing care for patients in structured health care settings. This program is fully approved by the Texas Board of Nursing (BON). Upon successful completion of the program, graduates are qualified to make application to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Those passing this examination and the Texas jurisprudence examination will qualify for licensure as a vocational nurse (LVN).

The aim of the program is to provide the type of educational background essential to preparing vocational nurses to assist in conserving life and promoting the physical, mental, emotional, and spiritual welfare of patients and their families.

Wharton County Junior College offers the program in Vocational Nursing at the Wharton Campus. The VN program also has limited enrollment.

CRIMINAL BACKGROUND CHECKS AND ELIGIBILITY FOR LICENSURE

Upon acceptance into the VN program students will be required to complete a criminal background check with fingerprints and drug screen through the college approved agency at the student's expense. A student with a positive criminal background screen is eligible to be considered for full acceptance and enrollment in the VN program if:
1. The student has previously submitted a Declaratory Order to the Texas Board of Nursing (BON) and
2. Received BON verification of eligibility for future licensure as a Licensed Vocational Nurse

A person who has been convicted of, or received a deferred order with or without adjudication of guilt for a crime other than a minor traffic violation or minor in possession or treated for certain mental illnesses and/or chemical dependency within the last five years must contact the BON to determine eligibility to take the NCLEX-PN.

ENTRANCE REQUIREMENTS

Applicants must submit the following by the last Thursday of March:
1. Applicants must meet the admission requirements to Wharton County Junior College, be a high-school graduate or have satisfactory scores on the test of General Education Development (GED). Admission to WCJC is a separate process from admission to the nursing program. Applicants must be eligible to register for courses at WCJC in order to be considered for admission.
2. Entrance test scores: All students applying for the Vocational Nursing program are required to be TSI satisfied. TEAS V scores must be submitted with a minimum composite score of 60% and a minimum score of 60% in Reading. The TEAS score must be from the last two years.
3. Completed application to the VN program.
4. Transcripts from all colleges attended, including WCJC.
5. Completed Questionnaire form.
6. Proof of completion of Hepatitis B vaccine series: The Texas Department of State Health Services (DSHS) requires all nursing students provide proof of completion of the Hepatitis B immunization series or provide proof of immunity before being allowed to administer patient care. Since students begin to administer patient care in November, all applicants are required to provide proof of completion of at least the first two shots with proof of the third shot by November 1. This proof must accompany the application. The series of three shots takes 6 months to complete.
7. Applicants will be exempted from VNSG 1505 if they have:

- Taken BIOL 2401, 2402, and 1322 and passed with at least a "B" AND
- Passed the VNSG 1505 Final Exam with a 75% or better
8. Applicants will be exempted from VNSG 1133 if they have:
   - Taken PSYC 2314 and passed with at least a "B" AND
   - Passed the VNSG 1133 Final Exam with a 75% or better
9. Conditions for full acceptance are contingent upon:
   - Completion of a satisfactory criminal background check and negative drug screen; both at the student's expense through a college approved agency. Estimated cost of the criminal background check is $54.00 and the drug screen is $44.00.
   - Completion of the VN Program Health Data form and submission of documents as specified.
   - Documentation of required immunizations and titers – diphtheria-tetanus, Hepatitis B, measles, mumps, rubella, varicella, and meningitis, and documentation of immunity or exemption.
   - Documentation of a TB skin test – positive results will require follow-up.
   - Documentation of current certification in American Heart Association Healthcare Provider CPR.
   - Documentation of a clear background check, operations outcome letter, enforcement outcome letter, or eligibility order from the Texas Board of Nursing.

Cost of the VN program is approximately $3700, excluding tuition and fees. This includes the TSI test fee, liability insurance, books, miscellaneous supplies, uniforms, and costs related to graduation and licensure. The cost of tuition and fees is dependent on residence status. Program costs and tuition and fees are subject to change without notice.

Semester I

VNSG 1423	Basic Nursing Skills
VNSG 1429	Medical-Surgical Nursing I
VNSG 1204	Foundations of Nursing
VNSG 1327	Essentials of Medication Administration
VNSG 1226	Gerontology
VNSG 1133	Growth and Development
VNSG 1505	Health Science
VNSG 1160	Clinical I – Licensed Practical Nurse (LVN)

Semester II

VNSG 2331	Advanced Nursing Skills
VNSG 1331	Pharmacology
VNSG 1230	Maternal-Neonatal Nursing
VNSG 1234	Pediatrics
VNSG 1432	Medical-Surgical Nursing II
VNSG 1661	Clinical II – Licensed Practical Nurse (LVN)

Semester III

VNSG 1238	Mental Illness
VNSG 1119	Leadership and Professional Development
VNSG 2661	Clinical III – Licensed Practical Nurse (LVN) (Capstone Course)

Total Semester Hours – 51

PARALEGAL STUDIES

(CIP 22.0302)
Associate of Applied Science

The AAS in Paralegal Studies prepares students for careers as paralegals, assisting lawyers in law offices, corporate or government legal departments, non-profits and legal clinics. It can also serve as the first two years of study toward a Bachelor of Applied Science degree at many colleges and universities. Contact your transfer university for information. This program is excellent preparation for students who plan to attend law school.

Students must earn a grade of "C" or higher in the program capstone course (LGLA 2388) in order to graduate.

Several courses in the program may be articulated through local and/or Tech-Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact our high school Tech-Prep coordinator or the program director.

The WCJC Paralegal Studies Program is approved by the American Bar Association.

"Paralegals may not provide legal services directly to the public, except as permitted by law."

Freshman/Semester I

ENGL 1301	Composition I
MATH 1314	College Algebra
LGLA 1313	Introduction to Paralegal Studies
LGLA 1303	Legal Research
LGLA 2303	Torts and Personal Injury Law

Freshman/Semester II

ENGL 1302	Composition II
LGLA 1305	Legal Writing
LGLA 1345	Civil Litigation
LGLA 1359	Immigration Law
Elective	Select any Social & Behavioral Science or American History or Government/Political Science except GOVT 2305, GOVT 2306, from the AAS General Education Course List*

Sophomore/Semester I

GOVT 2305	Federal Government
LGLA 1353	Wills, Trusts, and Probate Administration
LGLA 1355	Family Law
LGLA 2307	Law Office Management
Elective	Select any Language, Philosophy, & Culture or Creative Arts from the AAS General Education Course List*

Sophomore/Semester II

GOVT 2306	Texas Government
LGLA 2309	Real Property
LGLA 2313	Criminal Law and Procedure
LGLA 1351	Contracts
LGLA 2388	Internship-Paralegal/Legal Assistant (Capstone Course)

Total Semester Hours – 60

PHYSICAL THERAPIST ASSISTANT
(CIP 51.0806)
Associate of Applied Science

This is a 21 month course of study accredited by the Commission on Accreditation in Physical Therapy Education. The program includes supervised classroom and clinical experiences designed to prepare the graduate for eligibility to take the examination to become a Licensed Physical Therapist Assistant. Upon successful completion of the program, the student is awarded an Associate of Applied Science degree and is eligible to sit for the national licensing exam.

REQUIREMENTS AND PROCEDURES

Consideration for acceptance into the PTA program is based upon the submission of the following information to the Physical Therapist Assistant Department prior to the application deadline which is the **LAST THURSDAY IN MAY**:

1. Completed PTA Program application **and** completed application for Admission to WCJC.
2. Completion of 40 hours of clinical observation in at least two (2) different clinical settings observing a licensed physical therapist or physical therapist assistant. In addition, prepare a one-page typed summary of what you learned during your 40 hours of observation and attach to the observation form. Prospective students are expected to adhere to the facilities rules and ethical conduct codes. Please wear appropriate attire such as nice slacks and an appropriate blouse or shirt. Jeans, T-shirts and open-toes shoes are not acceptable. Be advised that some facilities may require applicants who are observing to have documentation of a current TB test.
3. A transcript from **each** college you have attended.
4. Minimum of 2.5 GPA in co-requisites courses.
5. "**Transcript Evaluation Form**" if you have attended other institutions other than WCJC. The transcript(s) should be evaluated by the transcript analyst in the Office of Admissions and Registration and a copy of the evaluation turned into the PTA program along with your completed application. **(Note: PTA Department will not be responsible for securing transcripts from the WCJC Office of Admissions and Registration)**
6. Completion of both semesters of Human Anatomy & Physiology (BIOL 2401 & 2402) prior to admission is highly recommended. Preference will be given to those applicants meeting this recommendation. Completion of BIOL 2401 & 2402 must be current within 10 years.
7. Copy of ACT scores with a Composite score of at least 19 (Enhanced) and a minimum score of 19 on the Science Reasoning and Reading Comprehension sections. ACT scores must be current within the last five (5) years. (If scores are too low, it will be up to the applicant to re-take the test. You may contact our Testing Dept. at 979-532-6386 for testing dates.) **ACT SCORES ARE REQUIRED REGARDLESS OF LEVEL OF EDUCATION.**
8. Brief summary of work experience. Admissions points are given to those who have at least 6 months of medical experience including volunteering.
9. Attendance at one information session prior to the application deadline is highly recommended. These sessions will be held on the last Tuesday of January, February, March and April from 4-5 pm. Please call the program secretary at 979-532-6491 for an appointment.

The above items should be mailed to Wharton County Junior College, ATTN: Physical Therapist Assistant Program, 911 Boling Highway, Wharton, TX 77488.

CRIMINAL BACKGROUND CHECK

Most clinical facilities require that criminal background checks be completed prior to allowing students to participate in clinical training at their facilities. Applicants conditionally accepted into the WCJC Physical Therapist Assistant program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check, which will be completed by an approved agency. An applicant

with an unsatisfactory criminal background check will only be eligible to receive full acceptance and enroll in the PTA program if:

- The applicant has their background check information reviewed by the chief investigator of the Texas Board of Physical Therapy Examiners
- The applicant provides a letter from the Texas Board of Physical Therapy Examiners stating that the applicant would be currently eligible for state licensure

The cost of the criminal background check will be at the applicant's expense. The anticipated cost is approximately $55.00.

DRUG TESTING

Applicants accepted into the WCJC PTA program will also be required to complete a negative drug screen. Only drug screens conducted through the College-approved agency will be accepted. An applicant with a positive drug screen will not gain acceptance into the program for that application period and all future applications will not be considered for admission into the program. Refusal to submit to a drug screen will result in non-acceptance to the program. The estimated cost of the drug screen is $50.00. For more information regarding drug testing contact the PTA program director.

IMMUNIZATIONS

The following immunizations are required of all Allied Health students and must be turned into Castle Branch upon request:
- MMT (measles, mumps, and rubella)
- Varicella
- Hepatitis B
- Tdap booster within past 10 years
- Influenza
- TB skin test

Proof of immunity by way of a titer is required prior to admission to the program.

Deadline for application is the last Thursday in May.

The PTA program has a limited enrollment and admission to the program is on a selective basis. Preference during the selection process is given to those applicants who have college credit with a grade of "C" or higher in the non-PTA courses listed below. Admission to the college (WCJC) does not guarantee admission to the PTA program. Admission is determined by the PTA selection committee. Applicants are notified by letter of the committee's decision in early June.

All inquiries, applications and transcripts must be mailed directly to the Physical Therapist Assistant program.

Physical Therapist Assistant – Non-PTA Courses

BIOL 2401   Human Anatomy & Physiology I
BIOL 2402   Human Anatomy & Physiology II
ENGL 1301   Composition I
PSYC 2314   Life Span Growth & Development
MATH 1314   College Algebra
Any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Total Semester Hours – 20

Students must receive a grade of "C" or higher in the non-PTA courses listed above in order to satisfy graduation requirements of the PTA program.

ESTIMATED EXPENSES

Tuition and Fees ....Consult WCJC catalog
Books and Supplies $950
CPR certification ....Varies
Uniform and name tag ....$100-$150 approximately
Parking (required at some clinics) ....Varies
Travel – students may be required to leave the Wharton area to ....Varies
complete their full-time clinical affiliations, resulting in additional
travel and housing costs
Graduation Cap and Gown ....$35 approximately
Criminal Background Check ....$55 approximately
Health Declaration/Physical Exam ....Varies
Castle Branch for Immunization ....$35 approximately
Drug Screen ....$50 approximately
Student Liability Insurance fee** $14.50
Student Accident Medical Insurance fee*** $11.55
**Fee added to PTHA 1413 and PTHA 2435 courses
***Fee added to the PTHA 1360 course

Freshman/Semester I

BIOL 2401	Human Anatomy & Physiology I
ENGL 1301	Composition I
MATH 1314	College Algebra
PTHA 1409	Introduction to Physical Therapy
PTHA 1413	Functional Anatomy

Freshman/Semester II

BIOL 2402	Human Anatomy & Physiology II
PTHA 2301	Essentials of Data Collection
PTHA 1531	Physical Agents
PTHA 2409	Therapeutic Exercise
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Summer Mini

PTHA 2205 Neurology

Summer I

PTHA 1360 Clinical-Physical Therapist Assistant I

Sophomore/Semester I

PSYC 2314	Lifespan Growth & Development
PTHA 1321	Pathophysiology
PTHA 2431	Management of Neurological Disorders
PTHA 2435	Rehabilitation Techniques

Sophomore/Semester II

PTHA 2360	Clinical – Physical Therapist Assistant II
PTHA 2460	Clinical – Physical Therapist Assistant III (Capstone Course)
PTHA 2339	Professional Issues (Capstone Course)

Total Semester Hours – 66

The curriculum of the PTA program is sequential; therefore a student must achieve a grade of "C" in each PTA course in order to progress to the next semester of coursework. Students who do not maintain a "C" average in all PTA courses will be dropped from the program. Readmission the following year is conditional and contingent upon compliance with the "Readmission Policy" outlined in the PTA Student Handbook.

POLICE ACADEMY
Basic Peace Officer Training
(CIP 43.0107)
Level I Certificate

WCJC operates a licensed police academy certified by the Texas Commission on Law Enforcement (TCOLE). Students who successfully complete the required training are eligible for the state licensing examination to become a licensed peace officer in the State of Texas.

The police academy offers both day and evening classes. Day classes are held at the Wharton campus, 8:00 a.m. – 5:00 p.m. Monday through Friday, and complete in one semester (17 weeks). Evening classes are held at the Richmond campus, 6:00 p.m. – 10:00 p.m. Monday through Friday, and complete in two semesters (34 weeks). Students must register for all courses as a semester block; courses may not be taken individually. A class average of 80% and a minimum grade of 80 on the exams are required to successfully complete the Basic Peace Officer Certificate Course.

College entrance testing (TSI) is NOT required for entrance into the program.

Applicants **must** meet the following qualifications prior to enrolling in the WCJC Police Academy:
- Apply and meet all admission requirements to Wharton County Junior College
- Complete and submit the program application directly to the police academy office. A student information/registration packet will be issued for the requested class
- Be a high school graduate or received a GED
- Be 21 years of age within 60 days of graduation from the police academy. If you are not 21, you must be 18 years of age and meet one or more of the following requirements:
  - Received a minimum of 60 semester credit hours from an accredited college or university, or
  - Received an associate degree from an accredited college, or
  - Received an Honorable Discharge from the Armed Forces of the United States after two years minimum active duty
- Be a U.S. Citizen
- Possess a valid Texas driver's license
- Have **NEVER** been convicted of a felony offense
- Have **NEVER** been, nor currently on, court-ordered community supervision or probation for a Class B Misdemeanor criminal offense or above within the last 10 years
- Have **NEVER** been convicted for any Class B Misdemeanor criminal offense or above within the last 10 years
- Have **NEVER** been convicted of a Family Violence offense
- Have **NEVER** received a dishonorable discharge, or other discharge, based on misconduct that would bar future military service
- Are NOT currently charged with any criminal offense that would bar licensure as a Peace Officer
- Are not prohibited by state or federal law from possessing firearms or ammunition
- Be examined by the Academy's designated licensed physician within the past 180 days and be declared, in writing:
  - To be physically sound and free from any defects which may adversely affect the performance of duty as a peace officer, reserve peace officer, or jailer, and
  - To show no trace of drug dependency or illegal drug use after a physical examination, blood test, or other medical test
- Be examined by the Academy's designated licensed psychologist or psychiatrist within the past 180 days and declared, in writing, to be in satisfactory psychological and emotional health
- Be of good moral character
- Successfully complete all forms required by the WCJC Police Academy
- Successfully complete a timed physical agility exam:

- ➢ 1 ½ mile run within 18:30 minutes
- ➢ 15 push-ups in one minute
- ➢ 20 sit-ups in one minute
- Be fingerprinted and pass a criminal background check of local, state, and U.S. national records/fingerprint files

Basic Peace Officer Training Certificate
Day Class/Wharton Campus

Semester I

CJLE 1506	Basic Peace Officer I
CJLE 1512	Basic Peace Officer II
CJLE 1518	Basic Peace Officer III
CJLE 1524	Basic Peace Officer IV

Total Semester Hours –20

Basic Peace Officer Training Certificate
Night Class/Richmond Campus

Semester I

CJLE 1506	Basic Peace Officer I
CJLE 1512	Basic Peace Officer II

Semester II

CJLE 1518	Basic Peace Officer III
CJLE 1524	Basic Peace Officer IV

Total Semester Hours –20

PROCESS TECHNOLOGY
(CIP 41.0301)
Associate of Applied Science

Process Technology is designed to prepare students for advanced technology in the area of process operations at petrochemical, refining companies and other industries. Students will be provided with both the academic and technical competencies required by the rapidly changing technology demands of the industry. Students in the program learn theory as well as have hands-on experience.

Classes are offered at the Bay City and Richmond campuses.

Semester I

PTAC 1302	Introduction to Process Technology
PTAC 1408	Safety, Health & Environment
ENGL 1301	Composition I
COSC 1301	Introduction to Computing
MATH 1314	College Algebra

Semester II

CHEM 1405	Intro Chemistry I
PTAC 1410	Process Technology I - Equipment
PTAC 1432	Process Instrumentation I
Elective	Select any Social and Behavioral Science Elective on the AAS General Education Course List*

Semester III

PTAC 2314	Principles of Quality
PTAC 2438	Process Technology III – Operations
PTAC 2420	Process Technology II – Systems
CTEC 1401	Applied Petrochemical Technology

Semester IV

PTAC 2446	Process Troubleshooting (Capstone Course)
Elective	Select any Language, Philosophy & Culture or Creative Arts Elective on the AAS General Education Course List*

Select one course from the following:

PTAC 1454**	Industrial Processes
CTEC 1480	Cooperative Education I – Chemical Technology/Technician

Select one course from the following:

SPCH 1315	Public Speaking
SPCH 1318	Interpersonal Communication

Total Semester Hours – 60

*Elective from AAS General Education Course List
**PTAC 1454 must be completed, if not selected for CTEC 1480, to satisfy degree requirements.

RADIOLOGIC TECHNOLOGY
(CIP 51.0911)
Associate of Applied Science

Consistent with the mission of Wharton County Junior College, the Radiologic Technology program will graduate students with an Associate of Applied Science. The program will afford the opportunity for individual growth, application of knowledge, and articulation to a baccalaureate degree program in the pursuit of continuous knowledge. Upon graduation from the program, the student will have the clinical, problem-solving, and communication skills equal to that of an entry-level radiologic technologist, able to meet the needs of our community.

WCJC offers a cooperative program with local hospitals designed to provide understanding, proficiency, and skill in radiologic technology.

The program is accredited by:
- o The Joint Review Committee on Education in Radiologic Technologists (JRCERT) – 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-2901. Telephone: 312-704-5300

Graduates may be eligible to sit for the certification exam administered by:
- o The American Registry of Radiologic Technologists (ARRT) – 1255 Northland Drive, St. Paul, MN 55120. Telephone: 651-687-0048.

Graduates may be eligible to apply for state licensure through the Texas Medical Board.

The RT curriculum is a balance of general educational and technical courses, as well as supervised clinical work at local hospitals. These courses provide the student with an opportunity for educational development, as well as occupational competence during the 24 month program.

The Radiologic Technology program has limited enrollment. Applicants, or those seeking further information than what is provided here, should contact the director of the Radiologic Technology program.

ADMISSION REQUIREMENTS AND PROCEDURE

Consideration for acceptance into the Radiologic Technology Program is based upon the submission of the following items directly to the Radiologic Program:

1. **Admission to WCJC:**
   Students must apply to WCJC through the Apply Texas Website (www.applytexas.org) and be accepted as a student to WCJC.
2. **Texas Success Initiative (TSI):**
   Students must have satisfied all components of Texas Success Initiative (TSI) before application. If you are unsure if you are TSI satisfied, contact the Office of Admissions and Registration.
3. **Application to Radiologic Technology Program:**
   Potential students must complete application for admission to the Radiologic Technology Program.
4. **Transcripts:**
   A transcript from each college attended, including WCJC, must be turned in with the Radiology Program application. **Students must have unofficial transcripts from each college attended even if other colleges appear on WCJC transcripts.
   - o Registrar's Office (official copy)
   - o Radiologic Technology Program (unofficial copy)
5. **Transcript Evaluation Form:**
   If you have attended a college other than WCJC then a transcript evaluation MUST be done. This request needs to be submitted prior to the program application. It is highly suggested that the request be submitted one semester prior to application deadline (fall semester). The form is located on the WCJC Website (www.wcjc.edu) Admissions, Student forms, Request for degree/certificate evaluation. Fill the form out in ink and either mail or hand deliver to the registrar's office at any WCJC campus. When the

evaluation is complete, it will be emailed to you and a copy forwarded to the Radiologic Technology program. It is the student's responsibility to make sure the program received the evaluation prior to the application deadline.

6. **Prerequisite Courses and GPA: (Prerequisite courses required prior to applying)**
    BIOL 2401   Human Anatomy and Physiology I
    BIOL 2402   Human Anatomy and Physiology II
    - o   Applicant must submit proof of completion with the application packet due the last Thursday in May. The course must be a "C" or higher. There is no time frame on the prerequisite courses.

7. **ACT Requirements:**
     A copy of your ACT scores with a composite of at least 18 Enhanced taken within the last five years. Preference is given to those who score 20 or higher. The written portion is not a requirement.

8. **Work History:**
    Turn in a brief summary of work experience. Admissions points are given to those who have at least 6 months of medical experience including volunteering.

9. **Age Requirement:**
    Applicant must be 18 years old by the first day of school (late August).

10. **Observation Requirement:**
    Completion of 16 hours of observation in a WCJC approved Radiology department of a hospital or clinic, observing a licensed radiographer. Other sites will not count unless pre-approved by the program director (an approved list can be found in the application packet). The prospective student must complete 8 of the 16 hours starting at 8:00 a.m. Monday through Friday. Prospective students are expected to adhere to the hospital or clinic's rules and ethical conduct codes. All information pertaining to patients must be kept confidential. An appointment must be made with the contact person listed on the observation form found in the application. Please wear professional attire such as: slacks and a nice shirt or blouse. Jeans, t-shirts, and open-toed shoes are not acceptable. If you are not dressed appropriately, the clinic personnel will send you home.

11. **Observation Evaluation Forms:**
    The radiologic technologists at the clinical site where the clinical observation was completed will fill out the Observation Form and send it directly to the program director. The prospective student should give the form to the clinical staff and should follow up with the program director to make sure the completed form was sent in and added to the application prior to the application deadline.

12. **Written Summary of Observation Experience:**
    Prepare a one page, typed summary of what you learned during your observation at the hospital during the 16 hour observation period.

13. **Form signed: (Forms can be found in the application packet)**
    - o   Essential Abilities of a Radiography (Technical Standards)
    - o   Confidentiality Form
    - o   ARRT Eligibility Form

14. **Hepatitis B Requirement:**
    Applicants must show proof of completion of the Hepatitis B vaccine series or serologic confirmation of immunity to Hepatitis B virus as a condition of full acceptance to the program.
    - o   If you have never had the Hepatitis B series, it will take six months to complete. You must start the first shot no later than February 1st and the entire series must be complete prior to the first day of class (late August). The student will be required to get a titer (antibody titer not antigen) to show proof of immunity.
    - o   If you had the Hepatitis B series as a child, it is recommended that you have the Hepatitis B titer (antibody not antigen) drawn to check the status of immunity. If the titer comes back negative, the applicant must re-start the series and have another titer drawn 2 months after the last immunization.

15. **Information Session:**
    Attend on information session prior to May deadline. These sessions will be by appointment only beginning in January of each year. Please call 979-532-6491 and speak to the program secretary for details.

Due to the number of applicants and a limited number of seats available, admission to the program is very competitive and meeting all of the criteria does not guarantee anyone admission to the program. Applicants should submit all necessary information on or before the last Thursday in **May.**

Prior to the stated deadline, applicants are encouraged to follow- up with the Radiology Program's secretary to determine if their application is complete.

Preference is given to applicants who have college credit in the following non-radiology courses. Students must receive a grade of "C" or higher in the courses listed to satisfy graduation requirements for the Radiology program.

MATH 1314   College Algebra
ENGL 1301   Composition I
PSYC 2301   General Psychology
Elective   Language, Philosophy, & Culture, or Creative Arts Elective on the AAS General Education Course List*
                    (Refer to the college catalog under AAS degree requirements for recommended courses)

Students who do not maintain a grade of "C" or higher in each Radiology course will be dropped from the program.

CRIMINAL BACKGROUND CHECKS

Most clinical facilities require that criminal background checks be completed prior to allowing students to participate in clinical training at their facilities. Applicants conditionally accepted into the RT program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check which will be completed by an approved agency. An applicant with an unsatisfactory criminal background check will not be accepted into the program in the year for which they have applied, but will have the option of completing the following steps and re-applying for the following year:
1.   Submit a "Pre-Application Review" with the American Registry of Radiologic Technologists (ARRT), and
2.   Receive ARRT verification of eligibility for possible future ARRT certification.
3.   Applicants with criminal offenses may not be eligible to sit for the ARRT exam or become licensed in the state of Texas.
4.   Applicants with criminal offenses may be rejected by our clinical affiliations and not be allowed to complete clinical rotations. In that event, the student would need to withdraw from the program.
5.   Students currently enrolled must inform the program director within 30 days of any criminal offense.

Upon completion of the above steps the applicant may make an appointment with the program director to discuss clinical options. The clinical site must be willing to accept the applicant for clinical rotations.

The cost of the criminal background check will be at the applicant's expense; anticipated cost is estimated to be $52.00.

DRUG SCREENING

Applicants conditionally accepted into WCJC Radiologic Technology Program will also be required to complete a drug screen with negative results. Only drug screens conducted through a college approved agency will be accepted. The estimated cost of the drug screen is $40.00. For more information regarding the drug screening contact the program director of the RT program.

EXPENSES
Tuition and Fees…………………………………...…….See Financial Information Section
Books……………………………………………………….$1,500 approximately
Uniform……………………………………………………...Varies
CPR Course………………………………………………$30 + book
Liability Insurance………………………………………...$20 per year approximately

Physical Examination/Immunizations.............Varies according to individual physician's fees and lab fees
Transportation Cost...Vary according to clinical site
Criminal Background Check.............................$52 approximately
Drug Screen...$40 approximately
TMB License..$80
ARRT Exam...$200
RAD Review..$100
Tablet..Varies according to student preference

Capstone Experience: During the last semester of the program, the capstone experience consists of a total body competency exam that tests the student's psychomotor skills and a mock registry exam that measures cognitive skills. The students are then allowed to sit for the American Registry of Radiologic Technologists examination.

The Radiologic Technology degree plan below is a sample schedule assuming no previously completed course work.

Freshman/Semester I

RADR 1409	Introduction to Radiology and Patient Care
RADR 1411	Basic Radiographic Procedures
RADR 1166	Practicum (or Field Experience) – Radiologic Technology/Science – Radiographer
Elective	Select any Language, Philosophy, & Culture or Creative Arts Elective on the AAS General Education Course List*

Freshman/Semester II

RADR 2401	Intermediate Radiographic Procedures
RADR 1313	Principles of Radiographic Imaging I
RADR 1266	Practicum (or Field Experience) – Radiologic Technology/Science – Radiographer
ENGL 1301	Composition I

Summer Session – 10 weeks

RADR 2205	Principles of Radiographic Imaging II
RADR 1267	Practicum (or Field Experience) – Radiologic Technology/Science – Radiographer

Sophomore/Semester I

RADR 2309	Radiographic Imaging Equipment
RADR 2117	Radiographic Pathology
RADR 2331	Advanced Radiographic Procedures
RADR 2266	Practicum (or Field Experience) – Radiologic Technology/Science – Radiographer
MATH 1314	College Algebra

Sophomore/Semester II

RADR 2333	Advanced Medical Imaging
RADR-2313	Radiation Biology and Protection
RADR 2366	Practicum (or Field Experience) – Radiologic Technology/Science – Radiographer
PSYC 2301	General Psychology

Summer I – 10 weeks

RADR 2235	Radiologic Technology Seminar
RADR 2267	Practicum (or Field Experience) – Radiologic Technology/Science – Radiographer

Total Semester Hours – 64
(Includes Pre-Requisite courses BIOL 2401 and 2402)

WELDING TECHNOLOGY
Combination and Pipe Welding
(CIP 48.0508)
Level I Certificate

The welding program is designed to prepare students with in-depth training and skills for entry-level employment in a wide variety of careers as a welder in light or heavy fabrication, construction, and manufacturing. Training focuses on the theory and application to provide essential skills in Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), and Gas Tungsten Arc Welding (GTAW) processes in all positions, using plate and pipe. Students will also gain knowledge in layout and fabrication as well as blueprint reading for welders, safety and metallurgy. The program is offered at the Wharton campus only.

Graduates can leave the program with 16 certificates to build a resume.
1) Combination Welding Course Completion Certificate
2) (3)-certificates code weld tests according to AWS D1.1 for Fillets and Butt Joints – <u>Administered by a 3rd party CWI</u>
   - Fillet Break Test – Semester I
   - Plate Bend Test – Semester II
   - Pipe Bend Test – Semester III
3) (12)-AWS certificates in welding-related topics through the American Welding Society Online Library

Entrance Requirements:
- Must apply and meet all admission requirements to Wharton County Junior College
- College entrance testing (TSI) is NOT required for acceptance into the program
- Students will be required to provide their own tools and personal protective equipment

NOTE: Courses do not have to be taken together as a semester block; they may be registered for individually.

Students **must** maintain an overall GPA of 2.0 to receive the certificate.

Semester I	
WLDG 1412	Intro to Flux Cored Arc Welding (FCAW)
WLDG 1413	Intro to Blueprint Reading for Welders
WLDG 1428	Intro to Shielded Metal Arc Welding (SMAW)

Semester II	
WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)
WLDG 1435	Intro to Pipe Welding
WLDG 1417	Intro to Layout and Fabrication
WLDG 1434	Intro to Gas Tungsten Arc Welding (GTAW)

Semester III	
WLDG 2453	Advanced Pipe Welding (Capstone Course)
WLDG 2451	Advanced Gas Tungsten Arc Welding (GTAW)
WLDG 2452	Advanced Flux Cored Arc Welding (FCAW)

Total Semester Hours – 40

Continuing Education

The Wharton County Junior College's Continuing Education Department is designed to provide a wide range of non-credit training and educational opportunities, whether just getting started in the workplace, enhancing current career, or working to meet licensure/certification requirements.

Continuing Education will provide a quality learning experience with professional instructors, offering a flexible course schedule on several of WCJC campuses and/or at other locations throughout the regional community to a multi-faceted and diverse population base.

OVERVIEW

Continuing Education offers:

1. Adult vocational education for individuals wanting to upgrade their present skills enabling them to further their current career opportunities or explore new occupational fields.
2. Lifelong learning opportunities for individuals and groups seeking to enhance the quality of living in the community through cultural and enrichment studies by providing opportunities to explore new activities for personal growth and enjoyment.
3. Resources for business, industry, labor, government and professional groups needing to supplement their own training and development programs. Training programs are tailor-made and, if desired, offered "in house" to meet specific job-upgrading and mobility needs of individual organizations. Classes are offered during the day or the evening and are provided when a sufficient number of students are enrolled. Non-credit courses are open to interested persons without regard to eligibility for admission to college-credit programs.

CONTENT AREAS

- Business Administration
- Computers and Technology
- Computer Science
- Health and Wellness
- Industry Training
- Leadership
- Leisure Learning

- Licensure
- Medical Careers
- Online Career Training Programs
- Online Courses
- Public Safety Training
- Test Preparation

WHAT YOU NEED TO KNOW

One continuing education unit (CEU) is 10 contact hours of successful participation/completion in an organized continuing education experience under responsible sponsorship, capable direction and qualified instruction. CEUs are not substituted for college credit hours, but rather are a means of reporting continuing education activities. CEUs are recognized internationally as a measure of substantial professional education and training. Transcripts listing CEU credits, and satisfactorily completion can be requested through the WCJC Registrar's office.

Tuition and fees are indicated on each course listing. Prices are subject to change without notice. Students requesting refunds at least three full business days prior to the first class meeting shall receive a 100% refund of all tuition and fees unless an earlier refund date is published for an individual course, seminar, workshop, conference, or other non-credit offering. Refunds will be processed and sent back to the student or applied toward the tuition of another non-credit class.

Continuing Education courses have attendance requirements and also require satisfactory completion of the course objectives in order for students to receive a certificate of completion. Successful certificate completion requires 80% attendance and achievement of learning objectives in all designated courses.

REGISTRATION AND SCHEDULE

A schedule of all continuing education courses can be found on the WCJC Website (www.wcjc.edu) and is updated daily with new course information. Wharton County Junior College will make every effort to begin and hold class at the designated time. Each class is contingent on the required minimum number of students. Occasionally, extenuating circumstances arise requiring a cancellation or delay in class start date and time. In such cases, WCJC's Continuing Education Department will attempt to notify all students by telephone. Wharton County Junior College reserves the right, when necessary, to cancel classes, alter schedules, or substitute instructors. Students are contacted only in the event of a class cancellation or change.

A one page registration form is required for all Continuing Education courses. Registration must take place three (3) days prior to class start date. Due to the minimum number of students that are necessary for classes to be held, CE encourages sign up at least one week before the class starts. There are several quick and easy methods to register for a CE course. CE accepts registrations via USPS mail, fax, online or in-person. If registering in-person at a WCJC campus, completed registration forms should be taken directly to the Registration Office. After registration is complete, payment of tuition should be made at the Business Office. Please visit the WCJC Website (wcjc.edu) for an electronic copy of the CE Registration Form (https://wcjc.edu/Programs/continuing-education/documents/CE-Admission-Form.pdf).

Training programs require an application process and have publicized registration deadlines. Registrations are processed on a first come, first serve basis. Due to the various start dates of CE courses throughout the semester, CE registration is an on-going process.

Payment must be presented with your registration form. Wharton County Junior College will accept personal check, company check, credit cards, money orders, and cash. Payment from a company or state agency is also accepted.

POLICIES

WCJC is committed to providing a discrimination-free environment for its students with disabilities. Students with disabilities are encouraged to inform the college of any assistance they may need. The ADA Coordinator for WCJC can be reached at 979-532-6384. You may also consult any counselor on the campus you attend and they will assist you in contacting the Coordinator of Disability Services.

The Family Educational Rights and Privacy ACT (FERPA) (20 U.S.C. & 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Regulations and information concerning the Adult Education and Family Literacy Act of 1998: this law reforms federal employment, adult education, and vocational rehabilitation programs and integrates workforce investment and education activities for adults and youth.

CONTINUING EDUCATION – CUSTOMIZED CORPORATE TRAINING

The Continuing Education Department provides innovative training solutions to the community's workforce. CE provides training that is client focused and offers flexible delivery. From information technology instruction to healthcare and industrial training, CE trainers deliver the quality programs businesses need to sharpen their professional skills. CE strives to deliver programs according to a client's schedule, on campus or on site. Training topics include leadership, employee development, quality and continuous improvement, health and safety, industrial maintenance, language skills, computer skills, and much more. For more information, contact us through the CE Department Email Address (CE@wcjc.edu).

CONTINUING EDUCATION – MIRRORED COURSES

A mirrored course is a continuing education course which meets at the same time and place as an existing college credit course. Mirrored courses are based upon space availability and where applicable, completion of appropriate assessment and counseling. Students who mirror a course earn CEUs when applicable and not college credit. Students will not be expected to go through the Apply Texas admissions process for taking a mirrored course nor will they be required to take the TSI Assessment (Texas Success Initiative); however, CE registration is still required. Students seeking college credit for a course must seek admission to Wharton County Junior College as a credit student. Attendance in all class sessions, participation in classroom lecture/discussion, and completion of assignments/assessments is expected. To register for a mirrored course, determine the course and section you would like to attend and contact the Continuing Education Department through the CE Department Email Address (CE@wcjc.edu). Please refer to page 28 for information regarding credit for mirror courses.

CONTINUING EDUCATION – ONLINE COURSES AND TRAINING PROGRAMS

The Continuing Education Department in partnership with ed2go (formerly known as Gatlin Education Services), offers open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations. Whether you're looking for a short term, skills refresher course or a more extensive career training program, CE has the class for you!

Six Week Online Enrichment Courses	**Career Training Programs**
• Caring Instructors	• Learn at your own pace
• Monitored discussion area	• Individual instruction provided by a profession in the field
• Conversational, easy to understand lessons	• Financial assistance may be available
• Six weeks of instruction	• Assess your class anywhere and at anytime
• Certificate of completion with a passing score	• Certificate provided upon successful completion of the course
• Complete online access, take your course anytime, anywhere	• Internships may be available for some courses
• Courses of all types including personal enrichment, leisure learning, skill refreshers, and much more	• You choose your start date
For more information, please visit the ed2go Website (http://www.ed2go.com/wharton)	For more information, please visit the Gatlin Education Services Website (http://www.gatlineducation.com/wharton)

For questions or information about either of these programs, please contact the Continuing Education Department through the CE Department Email Address (CE@wcjc.edu).

CONTINUING EDUCATION – KIDS' COLLEGE

Interesting, stimulating, and enjoyable learning experiences are provided for students in kindergarten through 12th grade during the summer. Over 120 courses are offered in the areas of computers, language arts, math, science, the arts, special studies, sports, and dance. Kids' College classes will meet one hour a day with a 15 minute transitional break between classes. Students may register for as many as seven Kids' College classes per session. Students may not have an open period between classes nor remain on campus during non-class time unless attended by a parent or guardian. CE offers three two week sessions that are held Monday through Thursday. For questions or information about this program, please contact the Continuing Education Department though the Youth Activities Email Address (youthactivities@wcjc.edu).

MEDICAL ASSISTANT TRAINING PROGRAM

This comprehensive program was designed to assist students in gaining the skills and procedures necessary to become an effective Medical Assistant. This program prepares students in the many different administrative duties, including answering telephones, greeting patients, updating and filing patient medical records, filling out insurance forms, handling correspondence, scheduling appointments, arranging hospital admissions and laboratory services, and handling billing and book keeping. Students will also be taught how to take medical history and record vital signs, explain treatment procedures to patients, prepare patients for examinations, and assist during diagnostic examinations. Trainees will learn how to collect and prepare laboratory specimens or perform basic laboratory tests on the premises, dispose of contaminated supplies, and sterilize medical instruments. They will be instructed on how to inform patients about medications and special diets, prepare and administer medications as directed, authorize drug refills as directed, telephone prescriptions to pharmacies, draw blood, prepare patient for x-rays, take electrocardiograms, remove sutures, and change dressings. This program is concluded with students completing 48 hours hands on clinical rotation. Students are allowed to choose their own clinical site at which they will complete administrative and clinical tasks in the offices of physicians, hospitals, or other healthcare facilities.

Program Entrance Requirements: Completion of a Medical Assistant Training Program Application, Pre-TASP Reading Test with a score of 14 or higher, high school diploma or GED, a copy of a valid driver's license or government ID, a copy of a social security card, the signed consent form for a criminal background check, and a copy of a current Basic Life Support CPR Certification through the American Heart Association. To schedule exam, please call the WCJC Testing Department at 979-532-6386.

Supplies: Textbooks will be included in the cost of tuition, disposable lab coat or scrubs (top and bottoms), non-skid shoes (tennis shoes are acceptable), watch with a second hand, and stethoscope. Students are responsible for the cost of the NHA's Certified Clinical Medical Assistant certification examination. Approximate cost of the

exam is $155.00. Testing will be conducted after successful completion of the program.

Medical Terminology and Administration (54 contact hrs)
POFM 1106   Medical Secretary

Anatomy and Physiology (48 contact hrs)
MDCA 1009   Anatomy and Physiology

Pharmacology & Medication Admin. (64 contact hrs)
MDCA 1048   Pharmacology & Medication Administration

Medical Assistant Laboratory Procedures (64 contact hrs)
MDCA 1052   Medical Assistant Laboratory Procedures

Procedures in a Clinical Setting (64 contact hrs)
MDCA 1017   Procedures in a Clinical Setting

Clinical – Medical/Clinical Assistant (48 contact hrs)
MDCA 1060   Clinical – Medical/Clinical Assistant

Total Contact Hours – 342

Medical Terminology - The study of basic structure of medical words including prefixes, suffixes, roots, combining forms, plurals, pronunciation, spelling and the definitions of medical terms, diagnostic, therapeutic, and surgical procedures, medical specialties, and pharmacology. Emphasis on building a professional vocabulary required for employment within the allied health care field. Students will be instructed on medical office procedures including appointment scheduling, medical records creation and maintenance, telephone communications, coding, billing, and third party reimbursements. Students will also learn how to maintain and manage records and medical law and ethics.

Basic Anatomy - A study of the anatomical structure of the human body. Body structure will be studied by organ systems and will involve a balance between gross anatomical study and histology. Emphasis will be directed towards the structure, composition and functions of the organ systems of the human body. Students will also learn basic technical terminology and language associated with anatomy.

Pharmacology and Medication Administration – Students will be instructed in concepts and application of pharmacological principles. Focuses on drug classifications, principles and procedures of medication administration, mathematical systems and conversions, calculation of drug problems, and medico-legal responsibilities of the medical assistant.

Medical Assistant Lab Procedures – Students will learn how to collect and handle specimens, quality assurance and quality control in performance of Clinical Laboratory Improvement Amendments (CLIA)-waived laboratory testing and more.

Procedures in a Clinical Setting – There will be an emphasis on patient assessment, examination, and treatment as directed by physicians. Vital signs, collection and documentation of patient information, asepsis, office clinical procedures and other treatments as appropriate for ambulatory care settings will also be covered.

MEDICAL OFFICE SPECIALIST (MOS) TRAINING PROGRAM

The program is a comprehensive program designed to assist students in gaining the skills and procedures necessary to become effective employees in the medical office. Student of the program will learn office procedures, basic anatomy, medical terminology, medical insurance billing, and basic diagnostic coding. The office skills required to work in a medical or physician's office are quite different from other clerical jobs. This program prepares student for employment in a medical office setting (e.g., physician's office, dental office, therapy clinic, chiropractic clinic, etc.) or other related business environment. The medical office specialist will play a vital role in the daily operation of the medical facility or office. Students will also learn the keys to positive patient relations in the medical office and how to build and maintain a loyal patient base to maximize their success at work.

Program Entrance Requirements: Completion of a Medical Office Specialist Training Program Application, Pre-TASP Reading Test with a score of 14 or higher, high school diploma or GED, a copy of a valid driver's license or government ID, and a signed consent form for a criminal background check. To schedule an exam, please call the WCJC Testing Department at 979-532-6386.

Supplies: Textbooks will be included in the cost of tuition. Students are responsible for the cost of the NHA's Certified Medical Administrative Assistant certificate examination. Approximate cost of the exam is $115. Testing will be conducted after successful completion of the program.

Medical Terminology and Secretary (54 contact hrs)
POFM 1006   Medical Secretary

Human Anatomy and Physiology (48 contact hrs)
MDCA 1009   Human Anatomy and Physiology

Medical Administrative Support (50contact hrs)
POFM 1017   Medical Administrative Support

Basic Medical Coding (48 contact hrs)
POFM 1000   Basic Medical Coding

Total Contact Hours – 200

Medical Terminology – The study of basic structure of medical words including prefixes, suffixes, roots, combining forms, plurals, pronunciation, spelling and the definitions of medical terms, diagnostic, therapeutic, and surgical procedures, medical specialties, and pharmacology. Emphasis on building a professional vocabulary required for employment within the allied health care field.

Basic Anatomy – A study of the anatomical structure of the human body. Body structure will be studied by organ systems and will involve a balance between gross anatomical study and histology. Emphasis will be directed towards the structure, composition and functions of the organ systems of the human body. Students will also learn basic technical terminology and language associated with anatomy. This knowledge is needed for work in both front office and billing positions.

Medical Office Procedures & Support – Introduction to basic medical office skills including effective telephone techniques, filing and indexing, record management, mail handling, appointment scheduling, correspondence and business transactions, office equipment, time management, and goal setting. Emphasis is placed on personal and professional characteristics, privacy, legal and ethical standards, professional and personal therapeutic communications as well as billing principles and practice of insurance and reimbursement processing including the assignment and reporting of codes for diagnoses; completion of claims for outpatient, emergency department, and physician office encounters; and the review of cases to identify issues of fraud and abuse.

Basic Diagnostic Coding – A study of the purpose, principles, and use of the ICD-10-CM classification system for medical services. Students will assign ICD-10-CM codes to diagnosis statements, case abstracts, and patient records. Use of the ICD-10-CM coding manual and a computerized encoder is incorporated.

CERTIFIED NURSE AIDE (CNA) TRAINING PROGRAM

This program is regulated by Texas Health and Human Services Department. Students will learn to give direct client care including communication and interpersonal skills, infection control, safety and emergency procedures, including the Heimlich maneuver, promoting residents' independence, and respecting residents' rights. Students will also learn the following: personal care skills, basic nursing skills, mental health and social service needs, care of cognitively impaired residents, and basic restorative services. CNAs often work in a wide variety of settings; nursing homes, hospitals, adult day care centers, personal homes, and assisted living facilities. This is an entry-level allied health preparation course. Students can proceed into higher level allied health courses such as ADN, LVN Physical Therapy Assistant, etc. Clinical trainings are required for completion of this course. Students will demonstrate hands on skills in a long term care facility and hospital clinical rotation.

Program Entrance Requirements: Completion of a Certified Nurse Aide Training Program Application, Pre-TASP Reading Test with a score of 14 or higher, high school diploma or GED, a copy of a valid driver's license or government ID, a copy of a social security card, and the signed consent form for a criminal background check. To schedule exam, please call the WCJC Testing Department at 979-532-6386.

Required Immunizations: MMR, Hepatitis B Series, Varicella, Tetanus, TB Skin Test (within 60 days of the first day of class), and Proof of Flu Vaccine or Vaccine Exemption Letter. All immunization records must be received no later than 1 week prior to the start of class.

Supplies: Textbook, scrubs (top and bottom), stethoscope, watch with second hand, and non-skid shoes. Students are responsible for the cost of the Certified Nurse Aide state exam. Approximate cost for the exam is $104.50. Testing will be conducted after successful completion of classroom and clinical portions of the class. Clinical rotation schedule will be determined during class. Final acceptance into the program is contingent upon a satisfactory background check, which will be completed by an approved agency.

Nurse Aide for Health Care (66 contact hrs)
NURA 1001   Nurse Aide for Health Care

Clinical Nursing Assistant/Aide (40 contact hrs)
NURA 2005   Nursing Aide Skills

Total Contact Hours – 106

PHLEBOTOMY TECHNICIAN TRAINING PROGRAM

This course provides skill development in the performance of a variety of blood collection methods using proper techniques and standard precautions. The duties of a phlebotomist may include properly identifying the patient, interpreting the tests requested on the requisition, drawing blood into correct tubes with proper additives, accurately explaining procedures to patients, preparing patients accordingly, practicing the required forms of asepsis, practicing standard and universal precautions, performing skin/vein puncture, withdrawing blood into containers or tubes, restoring hemostasis of the puncture site, instructing patients on post-puncture care, ordering tests per doctor's requisition, affixing tubs with electronically printed labels, and delivering specimens to a laboratory. Additional topics include professionalism, ethics and some medical terminology. This course includes 120-hours of work based instruction through clinical rotations. Phlebotomy students are trained to draw blood from a patient for clinical or medical testing, transfusions, donations, or research.

Clinical assignments are decided by the college, and cannot be revised. Clinical rotation schedule will be determined during class.

Program Entrance Requirements: Completion of a Phlebotomy Technician Training Program Application, Pre-TASP Reading Test with a score of 14 or higher, high school diploma or GED, a copy of a valid driver's license or government ID, a copy of a social security card, and the signed consent form for a criminal background check. To schedule exam, please call the WCJC Testing Department at 979-532-6386.

Required Immunizations: MMR, Hepatitis B Series, Varicella, Tetanus, TB Skin Test (within 60 days of the first day of class), and Proof of Flu Vaccine or Vaccine Exemption Letter. All immunization records must be received no later than 1 week prior to the start of class.

Supplies: Textbook, workbook, disposable lab coat or scrubs (top and bottoms), and non-skid shoes (tennis shoes are acceptable). Students are responsible for the cost of the NHA's Certified Phlebotomy Technician certification examination. Approximate cost of the exam is $115. Testing will be conducted after successful completion of the program.

Phlebotomy (54 contact hrs)
PLAB 1023   Phlebotomy

Clinical Phlebotomy/Phlebotomist (120 contact hrs)
PLAB 1060   Clinical-Phlebotomy

Total Contact Hours – 174

PHARMACY TECHNICIAN TRAINING PROGRAM

This course trains students in the following: pharmaceutical calculations, state and federal laws, IV admixture, prepackaging, inventory control, pharmacy terminology, computer application, and the practice of pharmacy. A pharmacy technician is a health care provider who performs pharmacy-related functions. Pharmacy technicians work in a variety of locations usually in community, retail, and hospital pharmacies, but can also work for long-term care facilities, pharmaceutical manufactures, third-party insurance companies, computer software companies, or in government or teaching. Job duties include dispensing prescription drugs and other medical devices to patients and instructing on their use. They may also perform administrative duties in pharmaceutical practice, such as reviewing prescription requests with doctor's offices and insurance companies to ensure correct medications are provided and payment is received.

Program Entrance Requirements: Completion of Pharmacy Technician Training Program Application, Pre-TASP Reading Test with a score of 14 or higher, high school diploma or GED, a copy of a valid driver's license or government ID, and the signed consent form for a criminal background check. To schedule exam, please call the WCJC Testing Department at 979-532-6386.

Supplies: Textbooks will be included in the cost of tuition. Students are responsible for the cost of the NHA's Certified Pharmacy Technician (CPhT) certification examination.

Introduction to Pharmacy (36 contact hrs)
PHRA1001   Introduction Pharmacy

Pharmacy Drug Therapy and Treatment (66 contact hrs)
PHRA1041   Pharmacy Drug Therapy and Treatment

Community Pharmacy Practice (72 contact hrs)
PHRA1013   Community Pharmacy Practice

Pharmacy Technician Certification Review (18 contact hrs)
PHRA1043   Pharmacy Technician Certification Review

Total Contact Hours – 192

WATER OPERATOR CLASS D TRAINING PROGRAM

This program is designed to provide the training hours necessary to be eligible to apply for the Class D Water Operator License through the Texas Commission on Environmental Quality (TCEQ). Students will attend 20 contact hours of Basic Waterworks Operation, which focuses on the relationship between safe drinking water and maintaining both adequate and safe drinking water supplies. During the course, participants receive an overview of the water cycle coupled with the unique responsibilities of water system personnel. In addition to these topics, participants are provided information specific to the importance of regulation and licensing within the water utility industry as a means of protecting the public's health, safety, and welfare. The content and curriculum of this program is mandated and approved by the TCEQ.

Required Materials: TCEQ approved manuals are included in the cost of the course and will be provided to each student on the first day of class.

Basic Waterworks Operations (20 contact hrs)
EPCT 1015   Basic Waterworks Operation

Total Contact Hours – 20

WASTEWATER TREATMENT OPERATOR CLASS D TRAINING PROGRAM

This program is designed to provide the training hours necessary to be eligible to apply for the Class D Wastewater Treatment Operator License through the Texas Commission on Environmental Quality (TCEQ). Students will attend 20 contact hours of Basic Wastewater Operations, which provides participants with an introduction to wastewater collection and treatment along with a brief review of the water cycle. The course covers sources and pretreatment of domestic waste as well as characteristics of wastewater. Experienced instructors guide the class through best practices and related standards and cover all associated laws specific to wastewater. The content and curriculum of this program is mandated and approved by the TCEQ.

Required Materials: TCEQ approved manuals are included in the cost of the course and will be provided to each student on the first day of class.

Basic Wastewater Operations (20 contact hrs)
EPCT 1025   Basic Wastewater Operations

Total Contact Hours – 20

GROUNDWATER OPERATOR CLASS C TRAINING PROGRAM

This program is designed to provide the training hours necessary to be eligible to apply for the Class C Groundwater Operator License through the Texas Commission on Environmental Quality (TCEQ). Students will attend 60 contact hours of coursework consisting of Basic Waterworks Operation, Groundwater Production, and Water Utilities Safety courses. Upon completion of this program, the trainee will be able to identify and explain the water cycle, production, identify characteristics, sources, and origins of groundwater, and troubleshoot, repair, and maintain a water well system. The content and curriculum of this program is mandated and approved by the TCEQ.

Required Materials: TCEQ approved manuals are included in the cost of the course and will be provided to each student on the first day of class.

Basic Waterworks Operation (20 contact hrs)
EPCT 1015   Basic Waterworks Operation

Ground Water Production (20 contact hrs)
EPCT 2007   Ground Water Production

Water Utilities Safety (20 contact hrs)
EPCT 1030   Water Utilities Safety

Total Contact Hours – 60

WASTEWATER TREATMENT OPERATOR CLASS C TRAINING PROGRAM

This program is designed to provide the training hours necessary to be eligible to apply for the Class C Wastewater Treatment Operator License through the Texas Commission on Environmental Quality (TCEQ). Students will attend 60 contact hours of coursework consisting of Basic Wastewater Operations, Wastewater Treatment, and Wastewater Collection courses. Upon completion of this program, the trainee will have a working knowledge of the laws associated with wastewater treatment and be able to understand the importance of and identify the steps in the pretreatment process of domestic waste, analyze control options for solids handling and disposal, explain wastewater reclamation methods, design and Properly operate and maintain a water collection system and perform mathematical equations as they relate to the water collection process. The content and curriculum of this program is mandated and approved by the TCEQ.

Required Materials: TCEQ approved manuals are included in the cost of the course and will be provided to each student on the first day of class.

Basic Wastewater Operations (20 contact hrs)
EPCT 1025   Basic Wastewater Operations

Wastewater Treatment (20 contact hrs)
EPCT 2050   Wastewater Treatment

Wastewater Collection (20 contact hrs)
EPCT 2021   Wastewater Collection

Total Contact Hours – 60

COSMETOLOGY INSTRUCTOR I TRAINING PROGRAM

This professional training course provides 176 contact hours towards the 500 contact hours needed to obtain a Cosmetology Instructor License in the state of Texas. This course will cover the fundamentals of instruction of cosmetology students. The course content consists of classroom/clinic management, designing teaching methodologies, and implementing lesson plans.

Program Entrance Requirements: Students must be 18 years of age or older to apply. Completion of a Cosmetology Instructor I Training Program Checklist and Application packet are required. A high school diploma or GED must be submitted. Students must have a valid Texas Department of Licensing and Regulation cosmetology license and one year of verifiable experience as a licensed cosmetology operator. A letter of recommendation is also required. Applicants conditionally accepted into the Cosmetology Instructor I Training Program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check, which will be completed by an approved agency.

Cosmetology Instructor I (176 contact hrs)
CSME 1034   Cosmetology Instructor I

Total Contact Hours – 176

COSMETOLOGY INSTRUCTOR II TRAINING PROGRAM

This professional training course provides 165 contact hours towards the 500 contact hours needed to obtain a Cosmetology Instructor License in the state of Texas. This course is a continuation of the fundamentals of instruction of cosmetology students. The course content consists of classroom/clinic management, designing teaching methodologies, and implementing lesson plans.

Program Entrance Requirements: Students must be 18 years of age or older to apply. Completion of a Cosmetology Instructor II Training Program Checklist and Application packet are required. A high school diploma or GED must be submitted. Students must have a valid Texas Department of Licensing and Regulation cosmetology license and one year of verifiable experience as a licensed cosmetology operator. A letter of recommendation is also required. Applicants conditionally accepted into the Cosmetology Instructor II Training Program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check, which will be completed by an approved agency.

Cosmetology Instructor II (165 contact hrs)
CSME 2014   Cosmetology Instructor II

Total Contact Hours – 165

COSMETOLOGY INSTRUCTOR III TRAINING PROGRAM

This professional training course provides 160 contact hours toward the 500 contact hours needed to obtain a Cosmetology Instructor License in the state of Texas. This course is a presentation of lesson plan assignments and evaluation techniques. The course content consists of developing and presenting lesson plans and the use of multi-media technology. Students will present evaluation techniques used in a cosmetology program.

Program Entrance Requirements: Students must be 18 years of age or older to apply. Completion of a Cosmetology Instructor III Training Program Checklist and Application packet are required. A high school diploma or GED must be submitted. Students must have a valid Texas Department of Licensing and Regulation cosmetology license and one year of verifiable experience as a licensed cosmetology operator. A letter of recommendation is also required. Applicants conditionally accepted into the Cosmetology Instructor III Training Program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check, which will be completed by an approved agency.

Cosmetology Instructor III (160 contact hrs)
CSME 2015   Cosmetology Instructor III

Total Contact Hours – 160

Course Descriptions

TEXAS COMMON COURSE NUMBERING SYSTEM (TCCNS)

Following each course prefix identifying the subject (e.g. BIOL for Biology), a four-digit number appears, which is a standard statewide number adopted by most colleges and universities in Texas. This numbering system is designed to:

- Identify courses with comparable content and similar competencies expected upon completion of these courses
- Help students identify which courses to complete at one college to meet specific degree requirements at another college
- Facilitate the successful transfer of coursework among colleges and universities in Texas

The TCCNS consists of a uniform set of four-character abbreviations for academic disciplines and four-digit course numbers. In courses identified as ACAD, the first digit of the number reflects the academic level of the course: 1 for freshmen, 2 for sophomore. The second digit reflects the semester-credit hour value of the course; the third and fourth digits represent sequence.

Courses identified as TECH are numbered based on the Guidelines for Instructional Programs in Workforce Education. Course rubrics (prefixes) provide a common set of unique course designations for each occupational discipline where each four-letter rubric identifies a cluster of skills and knowledge to be used in determining both course equivalency and degree applicability for transfer on a statewide basis. The four-digit number after the rubric indicates the general course level (introductory, intermediate, or advanced), the semester credit hour value, and the course type (GIPWE Manual).

The Digital Description is a series of numbers which indicate (a) the number of credit hours, (b) the number of lecture hours, and (c) the number of lab hours for that course. Examples:

- 4:3:2 – This course carries four semester credit hours and has three class hours a week of lecture and two lab hours a week.

- 3:3:0 – This course carries three credit hours and meets for three lecture hours a week. It has no lab.

FREQUENCY OF COURSE OFFERINGS

The frequency of course offerings is given at the end of many course descriptions. However, the college reserves the right to adjust each semester's schedule in any manner as circumstances warrant.

COURSE TYPE

Courses listed as Academic are generally transferable toward a bachelor's degree. Courses listed as Technical are not expected to transfer. At the end of each course description, the course type will be listed as ACAD or TECH.

ACCOUNTING (ACCT)

ACCT 2301   Principles of Financial Accounting
3:3:0
This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders' equity to communicate the business entity's results of operations and financial position to users of financial information that are external to the company. Students will study the nature of assets, liabilities, and owners' equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS).
Prerequisite: TSI satisfied in Reading and Math
Type: ACAD

ACCT 2302   Principles of Managerial Accounting
3:3:0
This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation.

Prerequisite: ACCT 2301
Type: ACAD

AGRICULTURE (AGRI)

AGRI 1329   Principles of Food Science
3:3:0
Biological and scientific aspects of modern industrial food supply systems. Food classification, modern processing, nutritional quality, and quality control.
Prerequisite: None
Type: ACAD

AGRI 1415   Horticulture
4:3:2
Structure, growth, and development of horticultural plants. Examination of environmental effects, basic principles of reproduction, methods ranging from outdoor to controlled climates, nutrition, and pest management.
Prerequisite: None
Type: ACAD

AGRI 1419   Introductory to Animal Science
4:3:2
Scientific animal production and the importance of livestock and meat industries. Selection, reproduction, nutrition, management, and marketing of livestock.
Prerequisite: None
Type: ACAD

AGRI 2303   Agricultural Construction I
3:2:2
Safety procedures, selection, use, and maintenance of hand and power tools, metal cutting and welding; and construction materials and principles.
Prerequisite: None
Type: ACAD

AGRI 2317   Introduction to Agricultural
3:3:0   **Economics**
Fundamental economic principles and their application in the agricultural industry.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

AGRI 2330   Wildlife Conservation and
3:3:0   **Management**
Principles and practices used in the production and improvement of wildlife resources. Aesthetic, ecological, and recreational uses of public and private lands.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

AIR CONDITIONING, HEATING, REFRIGERATION, AND ELECTRICAL TECHNOLOGY

ELPT 1321   Introduction to Electrical Safety &
3:2:2   **Tools**
Safety rules and regulations. Includes the selection, inspection, use, and maintenance of common tools for electricians.
Prerequisite: None
Type: TECH

ELPT 1325   National Electrical Code I
3:2:2
An introductory study of the National Electrical Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis on wiring design, protection, methods and materials, equipment for general use, and basic calculations.
Prerequisite: None
Type: TECH

ELPT 1329   Residential Wiring
3:1:7
Wiring methods for single family and multi-family dwellings. Includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures.
Prerequisite: None
Type: TECH

ELPT 1345   Commercial Wiring
3:1:7
Commercial wiring methods. Includes overcurrent protection, raceway panel board installation, proper grounding techniques, and associated safety procedures.
Prerequisite: ELPT 1321 and ELPT 1325; or Program Director Approval
Type: TECH

ELPT 1357   Industrial Wiring
3:3:1
Wiring methods used for industrial installations. Includes motor circuits, raceway and bus way installations, proper grounding techniques, and associated safety procedures.
Prerequisite: ELPT 1321 and ELPT 1325; or Program Director Approval
Type: TECH

ELPT 2305   Motors and Transformers
3:2:4
Operation of single and three-phase motors and transformers. Includes transformer banking, power factor correction and protective devices.
Prerequisite: ELPT 1321 and ELPT 1325; or Program Director Approval
Type: TECH

ELPT 2325   National Electrical Code II
3:3:1
In-depth coverage of the National Electrical Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis on wiring protection and methods, special conditions, and advanced calculations.
Prerequisite: ELPT 1325 or Program Director Approval
Type: TECH

HART 1301   Basic Electricity for HVAC
3:1:7
Principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation.
Prerequisite: None
Type: TECH

HART 1307   Refrigeration Principles
3:1:6
An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigerant components and safety.
Prerequisite: None
Type: TECH

HART 1345   Gas & Electric Heating
3:1:7
Study of the procedures and principles used in servicing heating systems including gas fired furnaces and electric heating systems.
Prerequisite: HART 1301 and HART 1307; or Program Director Approval
Type: TECH

HART 1356   EPA Recovery Certification
3:3:1   **Preparation**
Certification training for HVAC refrigerant recovery, recycle, and reclaim. Instruction will provide a review of EPA guidelines for refrigerant recovery and recycling during the installation, service, and repair of all HVAC and refrigeration systems.
Prerequisite: None
Type: TECH

HART 2336   Air Conditioning Troubleshooting
3:3:1
An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests.
Prerequisite: HART 1301 and HART 1307; or Program Director Approval
Type: TECH

HART 2349   Heat Pumps
3:3:1
A study of heat pumps, heat pump control circuits, defrost controls, auxiliary heat, air flow, and other topics related to heat pump systems.
Prerequisite: HART 1301 and HART 1307; or Program Director Approval
Type: TECH

HART 2441   Commercial Air Conditioning
4:2:7
A study of components, applications, and installation of air conditioning systems with capacities of 25 tons or less.
Prerequisite: HART 1301 and HART 1307; or Program Director Approval
Type: TECH

HART 2442   Commercial Refrigeration
4:2:7
Theory and practical application in the maintenance of commercial refrigeration, medium and low temperature applications and ice machines.
Prerequisite: HART 1301 and HART 1307; or Program Director Approval
Type: TECH

ANTHROPOLOGY (ANTH)

ANTH 2351   Cultural Anthropology
3:3:0   Core 080
The study of human cultures. Topics include social organization, institutions, diversity, interactions between human groups, and ethics in the discipline.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

ARTS (ARTS)

ARTS 1303   Art History I
3:3:0   **(Prehistoric to the 14th Century)**
                    Core 050
A chronological analysis of the historical and cultural contexts of the visual arts from prehistoric times to the 14th century.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

ARTS 1304   Art History II
3:3:0   **(14th Century to the Present)**
                    Core 050
A chronological analysis of the historical and cultural contexts of the visual arts from the 14th century to the present day.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

ARTS 1311   Design I (2-Dimensional)
3:2:2
An introduction to the fundamental terminology, concepts, theory, and application of two-dimensional design.
Prerequisite: TSI satisfied Reading and Writing
Type: ACAD

ARTS 1313   Foundations of Art
3:3:0   Core 050
Introduction to the creative media designed to enhance artistic awareness and sensitivity through the creative and imaginative use of art materials and tools. Includes art history and culture through the exploration of a variety of art works with an emphasis on aesthetic judgment and growth.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

ARTS 1316   Drawing I
3:2:2
A foundation studio course exploring drawing with emphasis on descriptive, expressive, and conceptual approaches. Students will learn to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will engage in critical analysis and begin to develop their understanding of drawing as a discipline.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

ARTS 2316   Painting I
3:2:2
Exploration of ideas using painting media and techniques.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

ARTS 2366   Watercolors I
3:2:2
Exploration of ideas using water-based painting media and techniques.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

AUTOMOTIVE TECHNOLOGY (AUMT)

AUMT 1301   Introduction and Theory of
3:3:0   **Automotive Technology**
An introductory overview of the automotive service industry including history, safety practices, shop equipment and tools, vehicle subsystems, service publications, professional responsibilities, and automobile maintenance. Note: Must enroll during the first semester of program.
Prerequisite: None
Type: TECH

AUMT 1310   Automotive Brake Systems
3:2:4
Operation and repair of drum/disc brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes. May be taught with manufacturer specific instructions.
Prerequisite: Credit for or concurrent enrollment in AUMT 1301
Co-requisite: AUMT 2413; AUMT 2425; and AUMT 2434
Type: TECH

AUMT 1316   Automotive Suspension and
3:2:4   **Steering Systems**
                          (Capstone Course)
Diagnosis and repair of automotive suspension and steering systems including electronically controlled systems. Includes component repair, alignment procedures, and tire and wheel service. May be taught manufacture specific.
Prerequisite: Credit for AUMT 1301
Co-requisite: AUMT 1345
Type: TECH

AUMT 1345   Automotive Climate Control
3:2:4   **Systems**
Diagnosis and repair of manual/electronic climate control systems; includes the refrigeration cycle and EPA guidelines for refrigerant handling. May be taught manufacturer specific.
Prerequisite: Credit for AUMT 1301
Co-requisite: AUMT 1316
Type: TECH

AUMT 1407   Automotive Electrical Systems
4:3:4
An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of charging and starting systems, and electrical accessories. Emphasis on electrical principles, schematic diagrams and service manuals. May be taught manufacturer specific.
Prerequisite: Credit for or concurrent enrollment in AUMT 1301
Co-requisite: AUMT 1419 and AUMT 2417
Type: TECH

AUMT 1419   Automotive Engine Repair
4:3:4
Fundamentals of engine operation, diagnosis, and repair. Emphasis on identification, inspection, measurements, and disassembly, repair and reassembly of the engine. May be taught manufacturer specific.
Prerequisite: Credit for or concurrent enrollment in AUMT 1301
Co-requisite: AUMT 1407 and AUMT 2417
Type: TECH

AUMT 2301   **Automotive Management**
3:3:0
Study of human and customer relations, and customer satisfaction in the automotive industry. Emphasis on management and building relationships between the service department and the customer.
Prerequisite: Certificate in Automotive Technology and must be TSI satisfied
Type: TECH

AUMT 2337   **Automotive Electronics (Advanced)**
3:2:4
Study of electronic principles applied to microcomputers and communication systems. Includes digital fundamentals and use of electronic test equipment. May be taught manufacturer specific.
Prerequisite: Certificate in Automotive Technology and must be TSI satisfied
Type: TECH

AUMT 2380   **Cooperative Education –**
3:1:20   **Automobile/Automotive Mechanics Technology/Technician (Capstone Course)**
Career related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.
Prerequisite: Certificate in Automotive Technology and must be TSI satisfied
Type: TECH

AUMT 2413   **Automotive Drive Train and Axles**
4:3:4
A study of automotive clutches, clutch operation devices, manual transmissions/transaxles, and differentials with emphasis on the diagnosis and repair. May be taught with manufacturer specific instructions.
Prerequisite: Credit for or concurrent enrollment in AUMT 1301
Co-requisite   AUMT 1310; AUMT 2425; and AUMT 2434
Type: TECH

AUMT 2417   **Automotive Engine Performance**
4:3:4   **Analysis I**
Theory, operation, diagnosis of drivability concerns, and repair ignition and fuel delivery systems. Use of current engine performance diagnostic equipment. May be taught with manufacturer specific instructions.
Prerequisite: Credit for or concurrent enrollment in AUMT 1301
Co-requisite: AUMT 1407 and AUMT 1419
Type: TECH

AUMT 2425   **Automotive Automatic**
4:3:4   **Transmissions and Transaxels**
A study of the operation, hydraulic circuits and electronic controls of modern automatic transmissions/transaxels. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and repair techniques. May be taught manufacturer specific.
Prerequisite: Credit for or concurrent enrollment in AUMT 1301
Co-requisite: AUMT 1310; AUMT 2413; and AUMT 2434
Type   TECH

AUMT 2434   **Automotive Engine Performance**
4:3:4   **Analysis II**
Diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems. Includes use of advanced engine performance diagnostic equipment. May be taught manufacturer specific.
Prerequisite: Credit for or concurrent enrollment in AUMT 1301
Co-requisite: AUMT 1310; AUMT 2413; and AUMT 2425
Type: TECH

BIOLOGY (BIOL)

BIOL 1322   **Nutrition**
3:3:0
This course introduces general nutritional concepts in health and disease and includes practical applications of that knowledge. Special emphasis is given to nutrients and nutritional processes including functions, food sources, digestion, absorption, and metabolism. Food safety, availability, and nutritional information including food labels, advertising, and nationally established guidelines are addressed.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

BIOL 1406   **General Biology I**
4:3:2   Core 030
Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are included. Laboratory activities will reinforce these concepts.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

BIOL 1407   **General Biology II**
4:3:2   Core 030
The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology,

ecology, and evolution of plants and animals. Laboratory activities will reinforce these concepts.

Prerequisite: TSI satisfied in Reading and Writing; BIOL 1406 is recommended
Type: ACAD

BIOL 2106   Environmental Biology Lab
1:0:2

This laboratory-based course accompanies Biology 2306, Environmental Biology. Laboratory activities will reinforce principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research.

Prerequisite: TSI satisfied in Reading and Writing; Enrollment in BIOL 2306 or credit for BIOL 2306
Type: ACAD

BIOL 2306   Environmental Biology
3:3:0

Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research.

Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

BIOL 2401   Human Anatomy and Physiology I
4:3:2   Core 030

Anatomy and Physiology I is the first part of a two-course sequence. It is a study of the structure and function of the human body including cells, tissues, and organs of the following systems: integumentary, skeletal, muscular, nervous, and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include integumentary, skeletal, muscular, nervous, and special senses.

Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

BIOL 2402   Human Anatomy and Physiology II
4:3:2   Core 030

Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of the human body including the following systems: endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics).

Prerequisite: TSI satisfied in Reading and Writing; BIOL 2401 with a grade of "C" or better
Type: ACAD

BIOL 2420   Microbiology
4:3:2   Core 030

This course covers basic microbiology and immunology and is primarily directed at pre-nursing, pre-allied health, and non-science majors. It provides an introduction to historical concepts of the nature of microorganisms, microbial diversity, the importance of microorganisms and acellular agents in the biosphere, and their roles in human and animal diseases. Major topics include bacterial structure as well as growth, physiology, genetics, and biochemistry of microorganisms. Emphasis is on medical microbiology, infectious diseases, and public health. The lab component of the course also covers basics of culture and identification of bacteria and microbial ecology.

Prerequisite: TSI satisfied in Reading and Writing; BIOL 1406 or BIOL 2401 with a grade of "C" or better
Type: ACAD

BUSINESS (BUSI)

BUSI 1301   Business Principles
3:3:0

This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life.

Prerequisite: TSI satisfied in Reading
Type: ACAD

BUSI 2301   Business Law
3:3:0

The course provides the student with foundational information about the U.S. legal system and dispute resolution, and their impact on business. The major content areas will include general principles of law, the relationship of business and the U.S. Constitution, state and federal legal systems, the relationship between law

and ethics, contracts, sales, torts, agency law, intellectual property, and business law in the global context.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

BUSI 2304   **Business Report Writing &**
3:3:0   **Correspondence**
                           (Capstone Course)
Theory and applications for technical reports and correspondence in business.
Prerequisite: TSI satisfied in Reading and POFT 1301
                 or ENGL 1301
Type: ACAD

BUSI 2305   **Business Statistics**
3:3:0
Descriptive and inferential statistical techniques for business and economic decision making. Topics include the collection, description, analysis, and summarization of data; probability; discrete and continuous random variables; the binomial and normal distributions; sampling distributions; tests of hypotheses; estimation and confidence intervals; linear regression; and correlation analysis. Statistical software is used to analyze data throughout the course. (BUSI 2305 is included in the Business Field of Study.)
Prerequisite: MATH 1324 or MATH 1314 College
                 Algebra; BCIS 1305
Type: ACAD

BUSINESS OFFICE TECHNOLOGY

ACNT 1303   **Introduction to Accounting I**
3:2:2
A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll.
Prerequisite: None
Type: TECH

ACNT 1411   **Introduction to Computerized**
4:2:4   **Accounting**
Introduction to utilizing the computer in maintaining accounting records with primary emphasis on a general ledger package.
Prerequisite: ACNT 1303 or concurrent enrollment
Type: TECH

MRKG 1301   **Customer Relationship Management**
3:3:0
General principles of customer relationship management including skills, knowledge, attitudes, and behaviors.
Prerequisite: None
Type: TECH

PBAD 2339   **Human Resource Management in the**
3:3:0   **Public Sector**
Examination of human resource management in the public sector with an emphasis on civil service, merit systems, and labor law. Topics include recruiting, selecting, training, compensating, and appraising employees.
Prerequisite: None
Type: TECH

POFI 1301   **Computer Applications I**
3:2:2
Overview of computer office applications including current terminology and technology. Introduction to computer hardware, software applications, and procedures.
Prerequisite: None
Type: TECH

POFI 1349   **Spreadsheets**
3:2:2
Skill development in concepts, procedures and application of spreadsheets (Microsoft Office Excel) for business.
Prerequisite: None
Type: TECH

POFI 2401   **Word Processing**
4:2:4
Word processing software (Microsoft Office Word) focusing on business applications.
Prerequisite: None
Type: TECH

POFT 1301   **Business English**
3:3:0
Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business.
Prerequisite: None
Type: TECH

POFT 1309   **Administrative Office Procedures I**
3:3:0
Study of current office procedures, duties, and responsibilities applicable to an office environment.
Prerequisite: None
Type: TECH

POFT 1413   **Professional Workforce Preparation**
4:3:2   (Capstone Course)
Preparation for career success including ethics, interpersonal relations, professional attire, advancement, and job shadowing. This is the capstone course for the Administrative Assistant certificate.
Prerequisite: POFT 1309
Type: TECH

POFT 1321 **Business Math**
3:3:0
Fundamentals of business mathematics including analytical and critical thinking skills.
Prerequisite: None
Type: TECH

CHEMISTRY (CHEM)

CHEM 1405 **Introductory Chemistry I**
4:3:2 Core 030
Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. Laboratory activities will reinforce lecture topics.
Prerequisite: TSI Reading satisfied or concurrent enrollment in INRW 0307
Type: ACAD

CHEM 1411 **General Chemistry I**
4:3:3 Core 030
Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry. Basic laboratory experiments supporting theoretical principles presented in lecture; includes introduction of the scientific method, experimental design, data collection and analysis, and preparation of laboratory reports.
Prerequisite: TSI satisfied in Reading and Math; MATH 1314 College Algebra or equivalent academic preparation; High school chemistry is strongly recommended
Type: ACAD

CHEM 1412 **General Chemistry II**
4:3:3 Core 030
Continuation of CHEM 1411. Chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. Basic laboratory experiments supporting theoretical principles presented in lecture; including introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory reports.
Prerequisite: Successful completion of Chemistry 1411 with a grade of "C" or higher
Type: ACAD

CHEM 2423 **Organic Chemistry I**
4:3:4
Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Topics include the study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities will reinforce these principles and include methods for the purification and identification of organic compounds. This course is intended for students in the science or pre-professional programs.
Prerequisite: CHEM 1412 with a grade of "C" or better
Type: ACAD

CHEM 2425 **Organic Chemistry II**
4:3:4
Continuation of CHEM 2423. Advanced principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Topics include the study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities will reinforce these principles. This course is intended for students in science or pre-professional programs.
Prerequisite: CHEM 2423 with a grade of "C" or better
Type: ACAD

COMPUTER SCIENCE

ARTC 1302 **Digital Imaging I**
3:2:2
Digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, and image-acquisitions.
Prerequisite: Grade of "C" or higher in IMED 1301
Type: TECH

ARTC 1305 **Basic Graphic Design**
3:2:2 (Capstone Course)
Graphic design with emphasis on the visual communication process. Topics include basic terminology and graphic design principles. Using page layout software to create effective static and personalized documents that observe established principles of design, typography, color, photography and ethics.
Prerequisite: Grade of "C" or higher in IMED 1301
Type: TECH

ARTV 1303   Basic Animation
3:2:2
Examination of animation concepts, principles, and storyboard for basic production. Emphasizes creating movement and expression utilizing traditionally or digitally generated image sequences.
Prerequisite: None
Type   TECH

ARTV 1341   3-D Animation I
3:2:2
Intermediate level 3-D course introducing animation tools and techniques used to create movement. Emphasis on using the principles of animation within the 3-D field.
Prerequisite: ARTV 1345
Type: TECH

ARTV 1345   3-D Modeling and Rendering I
3:2:2
Techniques of three-dimensional (3-D) modeling utilizing industry standard software. Includes the creation and modification of 3-D geometric shapes; use of a variety of rendering techniques, camera, light sources, texture, and surface mapping.
Prerequisite: ARTV 1303
Type   TECH

ARTV 1351   Digital Video
3:2:2
Producing and editing video and sound for multimedia or web productions. Emphasizes capture, editing, and outputting of video using a digital video workstation.
Prerequisite: None
Type: TECH

ARTV 2301   2-D Animation I
3:2:2
Skill development in the use of software to develop storyboards and two-dimensional animation including creating, importing, and sequencing media elements to create multimedia presentation. Emphasis on conceptualization, creativity, and visual aesthetics.
Prerequisite: None
Type: TECH

BCIS 1305   Business Computer Applications
3:2:2
Students will study computer terminology, hardware, and software related to the business environment. The focus of this course is on business productivity software applications and professional behavior in computing, including word processing (as needed), spreadsheets, databases, presentation graphics, and business-oriented utilization of the Internet.
Prerequisite: None
Type: ACAD

COSC 1301   Introduction to Computing
3:2:2
Overview of computer systems-hardware, operating systems, the Internet, and application software, including word processing, spreadsheets, presentation graphics, and databases. Current topics such as the effect of computers on society, and the history and use of computers in business, educational, and other modern interdisciplinary settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science.
Prerequisite: None
Type: ACAD

COSC 1436   Programming Fundamentals I
4:3:2
This course introduces the fundamental concepts of structured programming using Java, and provides a comprehensive introduction to programming for computer science and technology majors. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy. This course is included in the Field of Study Curriculum for Computer Science.
Prerequisite: TSI satisfied in Math and Reading
Type: ACAD

COSC 1437   Programming Fundamentals II
4:3:2
This course focuses on the object-orientated programming paradigm, emphasizing the definition and use of classes along with fundamentals of object-orientated design. The course includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering processes. Students will apply techniques for testing and debugging software. (This course is included in the field of study curriculum for computer science.)
Prerequisite: COSC 1436
Type: ACAD

COSC 2336   Programming Fundamentals III
3:2:2
Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms using Java. Topics include recursion, fundamental data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), and algorithmic analysis. (This course is included in the Field of Study Curriculum for Computer Science.
Prerequisite: COSC 1437
Type: ACAD

COSC 2425   Computer Organization
4:3:2
The organization of computer systems is introduced using assembly language. Topics include basic concepts of computer architecture and organization, memory

hierarchy, data types, computer arithmetic, control structures, interrupt handling, instruction sets, performance metrics, and the mechanics of testing and debugging computer systems. Embedded systems and device interfacing are introduced.

Prerequisite: COSC 1436
Type: ACAD

CSIR 2351   **Fiber Optic Communication System**
3:2:2   **Installation & Repair**
Focus on installation and repair of fiber optic communication systems including networks and peripherals. Topics include fiber optic technology, state-of-the-art networking systems, installation/repair of fiber optic systems, and testing equipment. Prepares students for the Electronics Technicians Association Fiber Optics Installer Certification exam.

Prerequisite: None
Type: TECH

GAME 1303   **Introduction to Game Design and**
3:2:2   **Development**
Introduction to electronic game development and game development careers. Includes examination of history and philosophy of games, the game production process, employee factors for success in the field, and current issues and practices in the game development industry.

Prerequisite: None
Type: TECH

GAME 1309   **Introduction to Animation**
3:2:2   **Programming**
Mathematical elements and algorithms involved in basic animation. Includes generating graphics, viewing 3D environments such as visible line detection and 3D surfaces, image processing techniques, and special effects.

Prerequisite: ITSE 1307; GAME 1336; MATH 1316; PHYS 1401
Type: TECH

GAME 1353   **Multi-User Game Programming I**
3:2:2
Network topologies, architecture and protocols, and communication in game and simulation programming. Introduces sockets programming utilizing TCP and UDP protocols in a high-level language. Focuses on blocking and asynchronous modes.

Prerequisite: ITSE 2331
Type: TECH

GAME 2303   **Artificial Intelligence Programming I**
3:2:2
Basic techniques in artificial intelligence related to game and simulation programming. Includes knowledge representation and interference techniques, expert systems, pathfinding algorithms, and search techniques for problem solving.

Prerequisite: ITSE 1307
Type: TECH

GAME 2359   **Game & Simulation Group Project**
3:2:2   (Capstone Course)
Creation of a game and/or simulation project utilizing a team approach. Includes the integration of design, art, audio, programming, and quality assurance. This is the capstone course for the Computer Simulation & Game Development AAS degree.

Prerequisite: Completion of 30 hours in the degree and ITSE 2370; ARTV 2301; GAME 1309
Type: TECH

IMED 1301   **Introduction to Digital Media**
3:2:2
A survey of the theories, elements, and hardware/software components of digital media. Emphasis on conceptualizing and producing digital media presentations. This course introduces students to vector and pixel-based image creation techniques. It provides students with tools to create and/or manipulate illustrations for given media.

Prerequisite: None
Type: TECH

IMED 1359   **Writing for Digital Media**
3:2:2
Written communication for digital media environments including professional websites or other digital content.

Prerequisite: None
Type: TECH

IMED 2313   **Project Analysis and Design**
3:2:2   (Capstone Course)
Application of the planning and production processes for digital media projects. Emphasis on copyright and other legal issues, content design and production management.

Prerequisite: Grade of C or better in IMED 1301; ITSE 1301; ARTC 1302; ARTC 1305
Type: TECH

ITCC 1271   **Select Topics in System, Networking,**
2:1:2   **and LAN/WAN Management**
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the information security technology or occupation and relevant to the professional development of the student. This course may be repeated if topics and learning outcomes vary.

Prerequisite: None
Type: TECH

ITCC 1414   **CCNA I: Introduction to Networks**
4:3:3
This course covers networking architecture, structure, and functions; introduces the principles and structure of IP addressing and the fundamentals of Ethernet concepts,

media, and operations to provide a foundation for the curriculum.
Prerequisite: None
Type: TECH

ITCC 1440   **CCNA II: Routing and Switching**
4:3:3   **Essentials**
Describes the architecture, components, and basic operation of routers and explains the basic principles of routing and routing protocols. It also provides and in-depth understanding of how switches operate and are implemented in the LAN environment for small and large networks.
Prerequisite: Grade of "C" or higher in ITCC 1414
Type: TECH

ITCC 2412   **CCNA III: Scaling Networks**
4:3:3
CCMA R&S: Scaling Networks (ScaN0 covers the architecture, components, and operations of routers and switches in larger and more complex networks. Students learn how to configure routers and switches using advanced protocols.
Prerequisite: Grade of "C" or higher in ITCC 1440
Type: TECH

ITCC 2413   **CCNA IV: Connecting Networks**
4:3:3   **(Capstone Course)**
WAN technologies and network services required by converged applications in a complex network; enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements.
Prerequisite: Grade of "C" or higher in ITCC 2412
Type: TECH

ITNW 1172   **Select Topics in Computer**
1:1:0   **Systems Networking and**
     Telecommunications
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.
Prerequisite: ITNW 2305 or ITNW 1316; and ITSC 1305 with a grade of "C" or better
Type: TECH

ITNW 1308   **Implementing and Supporting Client**
3:2:2   **Operating Systems**
The fundamentals of managing and configuring network clients. Develop skills in management of clients as desktop operating systems.
Prerequisite: ITSC 1305
Type: TECH

ITNW 1313   **Computer Virtualization**
3:2:2
Implement and support virtualization of clients of servers in a networked computing environment. This course explores installation, configuration, and management of computer virtualization workstation and servers.
Prerequisite   None
Type: TECH

ITNW 1316   **Network Administration**
3:2:2
An introduction to the basic concepts of network administration.
Prerequisite: ITSC 1305 and Grade of "C" or better in ITCC 1414 or ITNW 1325
Type: TECH

ITNW 1325   **Fundamentals of Networking**
3:2:2   **Technologies**
Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software.
Prerequisite: None
Type: TECH

ITNW 1335   **Information Storage and Management**
3:2:2
An introduction to data storage-related technologies. Topics include data storage for cloud, Big Data, mobile, social media, and software-defined data centers. Provides a strong understanding of storage technologies and prepares students for advanced concepts, technologies, and processes.
Prerequisite: ITNW 1325 or ITCC 1414
Type: TECH

ITNW 1345   **Implementing Network Directory**
3:2:2   **Services**
In-depth coverage of the skills necessary to install, configure, and administer Network Directory service.
Prerequisite: ITNW 1316 (or archived ITNW 2305)
Type: TECH

ITNW 1370   **Introduction to Cloud Computing**
3:2:2   **Concepts**
Educates students on the differences between today's PC/server based networks and cloud computing. Students investigate the benefits of cloud computing, cloud models and solutions, and deployment methods. Students study hardware, storage, thin clients and virtualization in the cloud. The course also introduces students to cloud applications and cloud-based office productivity software. Students learn how they can apply cloud computing to address corporate information technology challenges.
Prerequisite: ITNW 1313
Type: TECH

ITNW 1375   Amazon Web Services (AWS)
3:2:2
This course will define what Amazon Web Services (AWS) as well as how to configure, secure, and run AWS to meet a specific need of a business or organization.
Prerequisite: ITNW 1330
Type: TECH

ITNW 2335   Network Troubleshooting and Support
3:2:2   (Capstone Course)
Troubleshoot and support networks with emphasis on solving real world problems in a hands-on environment. Topics include troubleshooting and research techniques, available resources, and network management hard/software.
Prerequisite: ITNW 1316 or ITNW 2305; ITNW 1345; and grade of "C" or better in ITCC 1440
Type: TECH

ITNW 2355   Server Virtualization
3:2:2   (Capstone Course)
An in-depth study of the installation, configuration, management, and troubleshooting of a virtualized server environment.
Prerequisite: ITNW 1313; ITNW 1330; ITSY 1342; and ITSY 2301
Type: TECH

ITSC 1301   Introduction to Computers
3:2:2
Overview of computer information systems. Introduces computer hardware, operating systems, software, procedures and human resources. Includes introduction to the Internet, word processing, spreadsheets, presentation graphics, and databases, and current issues such as the effect of computers on society; the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science.
Prerequisite: None
Type: TECH

ITSC 1305   Introduction to PC Operating Systems
3:2:2
Introduction to personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities. Focus is on Microsoft OS.
Prerequisite: None
Type: TECH

ITSC 1316   Linux Installation and Configuration
3:2:2
Introduction to Linux operating system. Includes Linux installation, basic administration, utilities and commands, upgrading, networking, security, and application

installation. Emphasizes hands-on setup, administration, and management of Linux.
Prerequisite: None
Type: TECH

ITSC 1325   Personal Computer Hardware
3:2:2
Current personal computer hardware including assembly, upgrading, setup, configuration, and troubleshooting.
Prerequisite: None
Type: TECH

ITSC 2325   Advanced Linux
3:2:2
Provides instruction in advance open-source Linux operating system. Develops directory services for clients, support users remotely, and install and configure network services.
Prerequisite: ITSC 1316
Type: TECH

ITSC 2339   Personal Computer Help Desk Support
3:2:2   (Capstone Course)
Diagnosis and solution of user hardware and software related problems with on-the-job projects/or simulated projects. This is the Capstone Course for the PC Technical Support Certificate.
Prerequisite: ITSC 1305 and completion of 12 computer credit hours in the certificate
Type: TECH

ITSE 1301   Web Design Tools
3:2:2
Designing and publishing Web documents according to World Wide Web Consortium (W3C) standards. Emphasis on optimization of graphics and images and exploration of tools available for creating and editing Web documents.
Prerequisite: Grade "C" or better in IMED 1301 or instructor's consent
Type: TECH

ITSE 1307   Introduction to C++ Programming
3:2:2
Introduction to computer programming using C++. Emphasis on the fundamentals of object-oriented design with development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files.
Prerequisite: None
Type: TECH

ITSE 2321   Object-Oriented Programming
3:2:2
Introduction to object-oriented programming. Emphasis on the fundamentals of design with classes, including development, testing, implementation, and documentation. Includes object-oriented programming techniques, classes, and objects.

Prerequisite: COSC 1436
Type: TECH

ITSE 2331   Advanced C++ Programming
3:2:2
Further application of C++ programming techniques including file access, abstract data structures, class inheritance, and other advanced techniques.
Prerequisite: ITSE 1307
Type: TECH

ITSE 2370   Android Programming
3:2:2
This course will cover the Android development kit and will focus on the needs for the game programmer. Both 2-D and 3-D graphics programmer will be used.
Prerequisite: COSC 1436
Type: TECH

ITSW 1307   Introduction to Database
3:2:2
Introduction to database theory and the practical applications of a database.
Prerequisite: None
Type: TECH

ITSY 1171   Mobile Networking and Security
1:1:0
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the information security technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.
Prerequisite: None
Type;   TECH

ITSY 1342   Information Technology Security
3:2:2
Instruction in security for network hardware, software, and data, including physical security; backup procedures; relevant tools; encryption; and protection from viruses.
Prerequisite: ITSC 1305 and ITSC 1307 or ITSC 1316
Co-requisite: ITNW 1316
Type: TECH

ITSY 2300   Operating System Security
3:2:2
Safeguard computer operating systems by demonstrating server support skills and designing and implementing a security system. Identify security threats and monitor network security implementations. Use best practices to configure operating systems to industry security standards.
Prerequisite: ITSY 1342 and ITNW 1316
Type: TECH

ITSY 2301   Firewalls and Network Security
3:2:2
Identify elements of firewall design, types of security threats and responses to security attacks. Use Best Practices to design, implement, and monitor a network security plan. Examine security incident postmortem reporting and ongoing network security activities.
Prerequisite: ITSY 1342 and a grade of "C" or better in ITCC 1440
Type: TECH

ITSY 2330   Intrusion Detection
3:2:2
Computer information systems security monitoring, intrusion detection, and crisis management. Includes alarm management, signature configuration, sensor configuration, and troubleshooting components. Emphasizes identifying, resolving, and documenting network crises and activating the response team.
Prerequisite: ITSY 2300; ITSY 2301
Type: TECH

ITSY 2341   Security Management Practices
3:2:2   (Capstone Course)
In-depth coverage of security management practices, including asset evaluation and risk management; cyber law and ethics issues; policies and procedures; business recovery and business continuity planning; network security design; and developing and maintaining a security plan. This is a capstone course in the Information Security Analyst Specialty.
Prerequisite: ITSY 2300 and ITSY 2301
TYPE: TECH

ITSY 2342   Incident Response & Handling
3:2:2
In-depth coverage of incident response and incident handling, including identifying sources of attacks and security breaches; analyzing security logs; recovering the system to normal; performing postmortem analysis; and implementing and modifying security measures.
Prerequisite: ITSY 2300 and ITSY 2301
Type: TECH

LEAD 1100   Workforce Development with Critical
1:1:0   **Thinking**
Development of leadership skills and critical thinking strategies that promote employment readiness, retention, advancement, and promotion.
Prerequisite: None
Type: TECH

CSME 1248   **Principles of Skin Care**
2:1:3
An introduction of the theory and practice of skin care.
Prerequisite: Program Director Approval
Type: TECH

CSME 1401   **Orientation to Cosmetology**
4:2:7
An overview of the skills and knowledge necessary for the field of cosmetology.
Prerequisite: Program Director Approval
Type: TECH

CSME 1405   **Fundamentals of Cosmetology**
4:2:7
A course in the basic fundamentals of cosmetology. Topics include service preparation, manicure, facial, chemical services, shampoo, haircut, wet styling, and comb out.
Prerequisite: Program Director Approval
Type: TECH

CSME 1410   **Introduction to Hair Cutting &**
4:2:7   **Related Theory**
Introduction to the theory and practice of hair cutting. Topics include terminology, implements, sectioning, and finishing techniques.
Prerequisite: Program Director Approval
Type: TECH

CSME 1431   **Principles of Nail Technology I**
4:2:7
A course in the principles of nail technology. Topics include anatomy, physiology, theory, and skills related to nail technology.
Prerequisite: Program Director Approval
Type: TECH

CSME 1451   **Artistry of Hair Theory and**
4:2:7   **Practice**
Instruction in the artistry of hair design. Topics include theory, techniques, and application of hair design.
Prerequisite: Program Director Approval
Type: TECH

CSME 1453   **Chemical Reformation and**
4:2:7   **Related Theory**
Presentation of the theory and practice of chemical reformation including terminology, application, and workplace competencies.
Prerequisite: Program Director Approval
Type: TECH

CSME 2202   **Introduction to Application of Hair**
2:1:3   **Color**
Introduction to basic hair color applications, including safety and sanitation procedures.

Prerequisite: Program Director Approval
Type: TECH

CSME 2401   **The Principles of Hair Coloring and**
4:2:7   **Related Theory**
Presentation of the theory, practice, and chemistry of hair color. Topics include terminology, application, and workplace competencies related to hair color.
Prerequisite: Program Director Approval
Type: TECH

CSME 2439   **Advanced Hair Design**
4:2:7
Advanced concepts in the theory and practice of hair design.
Prerequisite: Program Director Approval
Type: TECH

CSME 2441   **Preparation for the State Licensing**
4:2:7   **Exam**
Demonstrate the skills and knowledge required for completion of the state licensing examination.
Prerequisite: Program Director Approval
Type: TECH

CRIMINAL JUSTICE (CRIJ)

CRIJ 1301   **Introduction to Criminal Justice**
3:3:0
This course provides a historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

CRIJ 1306   **Court Systems and Practices**
3:3:0
This course is a study of the court system as it applies to the structures, procedures, practices and sources of law in American courts, using federal and Texas statutes and case law.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

CRIJ 1307   **Crime in America**
3:3:0   Core 080
American crime problems in historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes, and prevention of crime.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

CRIJ 1310   **Fundamentals of Criminal Law**
3:3:0
This course is the study of criminal law including application of definitions, statutory elements, defenses

and penalties using Texas statutes, the Model Penal Code, and case law. The course also analyzes the philosophical and historical development of criminal law and criminal culpability.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

CRIJ 2301   **Community Resources in**
3:3:0   **Corrections**
An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

CRIJ 2313   **Correctional Systems and**
3:3:0   **Practices**
This course is a survey of institutional and non-institutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

CRIJ 2314   **Criminal Investigation**
3:3:0
Investigative theory, collection and preservation of evidence, sources of information, interview and interrogation, uses of forensic sciences, case and trial preparation.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

CRIJ 2323   **Legal Aspects of Law Enforcement**
3:3:0
Police authority; responsibilities; constitutional constraints; laws of arrest, search and seizure; police liability.
Prerequisite: CRIJ 1306 and 1310 recommended
Type: ACAD

CRIJ 2328   **Police Systems and Practices**
3:3:0
This course examines the establishment, role and function of police in a democratic society. It will focus on types of police agencies and their organizational structure, police-community interaction, police ethics, and use of authority.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

DENTAL HYGIENE (DHYG)

DHYG 1207   **General & Dental Nutrition**
2:2:0
General nutrition and nutritional biochemistry emphasizing the effect nutrition has on oral health.

Prerequisite: DHYG 1301; 1311; 1103; and 1431 with a grade of "C" or higher
Type: TECH

DHYG 1219   **Dental Materials**
2:1:3
Physical and chemical properties of dental materials including the application and manipulation of the various materials used in dentistry.
Prerequisite: DHYG 1339; 1304; 1261; 1227; and 1307 with a grade of "C" or higher
Type: TECH

DHYG 1227   **Preventive Dental Hygiene Care**
2:2:0
The role of the dental hygienist as a therapeutic oral health care provider with emphasis on concepts of disease management, health promotion, communication, and behavior modification.
Prerequisite: DHYG 1301; 1311; 1103; and 1431 with a grade of "C" or higher
Type: TECH

DHYG 1235   **Pharmacology for the Dental**
2:2:0   **Hygienist**
Classification of drugs and their uses, actions, interactions, side effects, contraindications, with emphasis on dental applications.
Prerequisite: DHYG 1339; 1304; 1261; 1227; 1219; and 1207 with a grade of "C" or higher
Type: TECH

DHYG 1261   **Clinical Dental Hygiene I**
2:0:11
A health related work-based learning experience that enables the student to apply specialized dental hygiene theory, skills, and concepts. Direct supervision is provided by the clinical faculty.
Prerequisite: DHYG 1301; 1311; 1431; and 1103 with a grade of "C" or higher
Type: TECH

DHYG 1301   **Orofacial Anatomy, Histology &**
3:3:1   **Embryology**
Histology and embryology of oral tissues, gross anatomy of the head and neck, tooth morphology, and individual tooth identification.
Prerequisite: Open only to students admitted to Dental Hygiene Program
Type: TECH

DHYG 1304   **Dental Radiology**
3:2:3
Fundamentals of oral radiography, including techniques, interpretation, quality assurance, and ethics.
Prerequisite: DHYG 1301; 1311; 1103; and 1431 with a grade of "C" or higher
Type: TECH

DHYG 1311   **Periodontology**
3:3:1
Normal and diseased periodontium including the structural, functional, and environmental factors. Emphasis on etiology, pathology, treatment modalities, and therapeutic and preventive periodontics.
Prerequisite: Open only to students admitted to Dental Hygiene Program
Type: TECH

DHYG 1315   **Community Dentistry**
3:3:1
Principles and concepts of community public health and dental health education emphasizing community assessment, educational planning, implementation, and evaluation, including methods and materials used in teaching dental health education in various community settings.
Prerequisite: DHYG 1339; 1304; 1261; 1227; 1319; and 1307 with a grade of "C" or higher
Type: TECH

DHYG 1339   **General and Oral Pathology**
3:3:0
Disturbances in human body development, diseases of the body, and disease prevention measures with emphasis on the oral cavity and associated structures.
Prerequisite: DHYG 1301; 1311; 1103; and ~~1331~~ 1431 with a grade of "C" or higher
Type: TECH

DHYG 1431   **Preclinical Dental Hygiene**
4:2:8
Foundational knowledge for performing clinical skills and management of medical emergencies for patients with emphasis on procedures and rationale for performing dental hygiene care. Introduction to ethical principles as they apply to dental hygiene care.
Prerequisite: Open only to students admitted to Dental Hygiene Program
Type: TECH

DHYG 2102   **Applied Community Dentistry**
1:0:4
Application of principles and concepts of community public health and dental health education emphasizing community assessment, educational planning, implementation and evaluation including methods and materials used in teaching dental health education in various community settings.
Prerequisite: DHYG 1315
Type: Tech

DHYG 2153   **Dental Hygiene Practice**
1:1:0
Emphasis on the laws governing the practice of dentistry and dental hygiene, moral standards, and the ethical standards established by the dental hygiene profession.

Practice setting for the dental hygienist, office operations, preparations for employment, and introduction of the dental team.
Prerequisite: DHYG 2362; 2201; 1315; and 1235 with a grade of "C" or higher
Type: TECH

DHYG 2201   **Dental Hygiene Care I**
2:2:0
Dental hygiene care for the medically or dentally compromised patient including supplemental instrumentation techniques.
Prerequisite: DHYG 1227; 1261; 1304; 1307; 1219; and 1339 with grade of "C" or higher
Type: TECH

DHYG 2231   **Dental Hygiene Care II**
2:2:0
A continuation of Dental Hygiene Care I. Dental hygiene care for the medically or dentally compromised patient including advanced instrumentation techniques.
Prerequisite: DHYG 2362; 2201; 1315; and 1235 with grade of "C" or higher
Type: TECH

DHYG 2362   **Clinical Dental Hygiene II**
3:0:14
A health related work-based learning experience that enables the student to apply specialized dental hygiene theory, skills, and concepts. Direct supervision is provided by the clinical faculty.
Prerequisite: DHYG 1339; 1304; 1261; 1319; 1227; and 1307 with a grade of "C" or higher
Type: TECH

DHYG 2363   **Clinical Dental Hygiene III**
3:0:14
A health related work-based learning experience that enables the student to apply specialized dental hygiene theory, skills, and concepts. Direct supervision is provided by the clinical faculty.
Prerequisite: DHYG 2362; 2201; 1315; and 1235 with grade of "C" or higher
Type: TECH

DRAMA (DRAM)

DRAM 1120   **Theater Practicum I**
1:0:4
Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.
Prerequisite: None
Type: ACAD

DRAM 1121   Theater Practicum II
1:0:4
Practicum in theater with emphasis on technique and procedures with experience gained in play productions.
Prerequisite: DRAM 1120
Type: ACAD

DRAM 1310   Introduction to Theater
3:3:0   Core 050
Survey of theater including its history, dramatic works, state techniques, production procedures, and relation to other art forms. Participation in productions may be required.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

DRAM 1330   Stagecraft I
3:2:4
Study and application of the methods and components of theatrical production which may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management.
Prerequisite: None
Type: ACAD

DRAM 1341   Makeup
3:3:0
Design and execution of makeup for the purpose of developing believable characters. Includes discussion of basic makeup principles and practical experience of makeup application
Prerequisite: None
Type: ACAD

DRAM 1351   Acting I
3:3:0
An introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor's instrument: voice, body, and imagination.
Prerequisite: TSI satisfied in Reading, Writing, and Math or Consent of Instructor
Type: ACAD

DRAM 1352   Acting II
3:3:0
Exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor's instrument: voice, body, and imagination.

Prerequisite: TSI satisfied in Reading, Writing, and Math and DRAM 1351 or Consent of Instructor
Type: ACAD

DRAM 2120   Theater Practicum III
1:0:4
Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.
Prerequisite: DRAM 1121
Type: ACAD

DRAM 2121   Theater Practicum IV
1:0:4
Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.
Prerequisite: DRAM 2120
Type: ACAD

DRAM 2331   Stagecraft II
3:2:4
Continued study and application of the methods and components of theatrical production which may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management.
Prerequisite: DRAM 1330
Type: ACAD

DRAM 2366   Introduction to Cinema
3:3:0   Core 050
Survey and analyze cinema including history, film techniques, production procedures, selected motion pictures, and cinema's impact on and reflection of society.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

EARLY CHILDHOOD DEVELOPMENT

CDEC 1164   Practicum (or Field Experience) Child
1:0:7   **Development (**Capstone Course)
Practical general workplace training supported by an individualizing learning plan developed by the employer, college, and student. This is the Capstone course for Level II Certificate.
Prerequisite: Approval of the Program Director for enrollment and must have a GPA of 2.0 or higher
Type: TECH

CDEC 1313   Curriculum Resources for Early
3:3:0   **Childhood Program**
A study of the fundamentals of developmentally appropriate curriculum design and implementation in early care and education programs for children birth through age eight.

Prerequisite: None
Type: TECH

CDEC 1319   Child Guidance
3:3:0
An exploration of guidance strategies for promoting pro-social behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement, and cultural influences.
Prerequisite: None
Type: TECH

CDEC 1321   The Infant and Toddler
3:3:0
A study of appropriate infant and toddler programs (birth to age 3) including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques.
Prerequisite: Must be able to pass a criminal history check
Type: TECH

CDEC 1356   Emergent Literacy for Early Childhood
3:3:0
An exploration of principles, methods, and materials for teaching language and literacy through a play-based integrated curriculum to children from birth through age eight.
Prerequisite: None
Type: TECH

CDEC 1358   Creative Arts for Early Childhood
3:3:0
An exploration of principles, methods, and materials for teaching music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking for children birth through age eight.
Prerequisite: None
Type: TECH

CDEC 1359   Children with Special Needs
3:3:0
A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues.
Prerequisite: None
Type: TECH

CDEC 2286   Internship – Child Care Provider/
2:0:6   **Assistant**
                    (Capstone Course)
A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. This is the Capstone Course for the AAS degree in Early Childhood/ Child Development.

Prerequisite: Must be in final semester of AAS degree; must have GPA of 2.0 or higher; and have approval of the program director
Type: TECH

CDEC 2307   Math and Science for Early Childhood
3:3:0
Exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play.
Prerequisite: None
Type: TECH

CDEC 2315   Diverse Cultural/Multilingual
3:3:0   **Education**
An overview of diverse cultural and multilingual education including familial relationships, community awareness, diversity, and the needs of each and every child. This is an intermediate level elective course used to satisfy requirements for the AAS degree in Early Childhood.
Prerequisite: Sophomore standing and approval of the program director
Type: TECH

CDEC 2326   Administration of Programs for
3:2:2   **Children I**
                    (Capstone Course)
Application of management procedures for early care and education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. This course requires students to complete a number of hours in an external learning environment. Contact the program director for more information. This is the Capstone Course for the Level I Certificate.
Prerequisite: 15 hours in early childhood education; GPA of 2.0 or higher; and approval of the program director
Type: TECH

CDEC 2328   Administration of Programs for
3:2:2   **Children II**
An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis, technical applications in programs and planning parent education/partnerships.
Prerequisite: Approval of program director
Type: TECH

CDEC 2341   School Age Child
3:3:0
A study of programs for the school age child, including an overview of development, learning environments, materials, activities and guidance techniques.
Prerequisite: None
Type: TECH

TECA 1303   Family, School, and the Community
3:3:0
A study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experiences.
Prerequisite: TSI Reading and Writing Requirements met; students must pass a criminal history check
Type: ACAD

TECA 1311   Educating Young Children
3:3:0
An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and the course includes a minimum of 16 hours of field experiences.
Prerequisite: TSI Reading and Writing requirement met; students must pass a criminal history check
Type: ACAD

TECA 1318   Wellness of the Young Child
3:3:0
A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and

Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. Course includes a minimum of 16 hours of field experiences.
Prerequisite: Students must pass a criminal history check
Type: ACAD

TECA 1354   Child Growth and Development
3:3:0
A study of the physical, emotional, social, language, and cognitive factors impacting the growth and development of children through adolescence.
Prerequisite: TSI Reading and Writing requirement met
Type: ACAD

ECONOMICS (ECON)

ECON 2301   Principles of Macroeconomics
3:3:0   Core 080
An analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy.
Prerequisite: TSI satisfied in Reading, Writing, and Math
Type: ACAD

ECON 2302   Principles of Microeconomics
3:3:0   Core 080
Analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade.
Prerequisite: TSI satisfied in Reading, Writing, and Math
Type: ACAD

EDUCATION

CUIN 1101   Introductory Teaching Experiences for
1:1:0   **STEM Majors**
Methods of teaching science and mathematics in schools. Requires students with science or math majors to observe and teach science and math activities in elementary school classrooms.
Prerequisite: TSI requirements met in Reading, Writing, and Math
Type: ACAD

CUIN 1102   Intermediate Teaching Experiences for
1:1:0   **STEM Majors**
Methods of teaching science and mathematics in schools. Requires students to observe and teach science and math activities in middle school classrooms.
Prerequisite: CUIN 1101 with a grade of "C" or higher
Type: ACAD

EDUC 1300   Learning Framework
3:3:0   Or PSYC 1300
                 Core 090
A study of the research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. (Cross-listed as PSYC 1300)
Prerequisite: TSI satisfied in Reading and Writing or concurrent enrollment in INRW 0307
Type: ACAD

EDUC 1301   Introduction to the Teaching
3:3:0   **Profession**
An enriched, integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields. The course provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations and provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms. Course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Course must include a minimum of 16 contact hours of field experience in P-12 classrooms.
Prerequisite: TSI Reading and Writing requirements met and students must pass a criminal history check
Type: ACAD

EDUC 2301   Introduction to Special Populations
3:3:0
An enriched, integrated, pre-service course and content experience that provides an overview of schooling and classrooms from the perspectives of language, gender,

socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning. The course provides students with opportunities to participate in early field observations of P-12 special populations and should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Must include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations.
Prerequisite: TSI Reading and Writing requirements met and students must pass a criminal history check
Type: ACAD

ELECTRONICS ENGINEERING TECHNOLOGY

CETT 1321   Electronic Fabrication
3:3:1
A study of electronic circuit fabrication techniques including printed circuit boards, wire wrapping, bread boarding, and various soldering techniques.
Skill in techniques of electronic equipment fabrication is gained through layout and construction of a complete unit. Component recognition, schematic symbols, soldering, wire wrapping, ESD considerations, and re-work techniques for discrete, leaded, and surface-mount components. IPC-A-610B training.
Prerequisite: None
Type: TECH

CETT 1331   Programming for Discrete Devices
3:3:1
Introduction to a high level programming language such as BASIC, PASCAL, or "C". Topics include structured programming and problem solving and how they apply to technical applications. Lecture and lab programming practice using Python.
Prerequisite: None
Type: TECH

CETT 1341   Solid State Circuits
3:3:1
A study of various semiconductor devices incorporated in circuits and their applications.
Emphasis on circuit construction, measurements, and analysis. Multistage transistor amplifiers, common collector circuits; power amplifiers; amplifier class A, B, and C configurations; FET circuits; thyristors; amplifier frequency response; and basic linear operational amplifier circuits.
Prerequisite: CETT 1429
Type: TECH

CETT 1345   Microprocessor
3:2:4
An introductory course in microprocessor software and hardware; its architecture, timing sequence, operation, and programming; discussion of appropriate software

diagnostic language and tools. Includes the organization, construction, and application of stored program LSI computers, both hardware and software; microprocessor architecture: processor, memory, I/O; the bus concept, RAM, and ROM, instruction sets for processors, programming and I/O for open-and closed-loop control, and the laboratory application of concepts using systems with extensive troubleshooting experience.

Prerequisite/ CETT 1425 and ELMT 1301
Co-requisite:
Type: TECH

CETT 1403   DC Circuits
4:3:3
A study of the fundamentals of direct current including Ohm's law, Kirchhoff's laws and circuit analysis techniques. Emphasis on circuit analysis of resistive networks and DC measurements. Voltage, current, resistance, Ohm's Law, Kirchhoff's Voltage and Current Laws, Thevenin, Norton, superposition, and maximum power transfer theorems. Laboratory use of components, meters, power supplies, and oscilloscope.

Prerequisite/ Credit or concurrent enrollment in
Co-requisite: MATH 1314 or higher level math
Type: TECH

CETT 1405   AC Circuits
4:3:3
A study of the fundamentals of alternating current including series and parallel AC circuits, phasors, capacitive and inductive networks, transformers, and resonance. Sinusoidal steady‑state circuit analysis using complex numbers, in-ductance, capacitance, RL and RC time constants, transformers, reso-nance, filters, and frequency response. Laboratory realization of lecture topics.

Prerequisite: CETT 1403 and credit or concurrent
enrollment in MATH 1316 or higher
level math
Type: TECH

CETT 1425   Digital Fundamentals
4:3:3
An entry-level course in digital electronics covering number systems, binary mathematics, digital codes, logic gates. Includes binary mathematics, digital codes, and Karnaugh maps with emphasis on circuit logic analysis and troubleshooting digital circuits, an introduction to flip flops, laboratory realization of logic circuits using TTL and CMOS gates and laboratory use of logic probes, meters, and oscilloscopes for digital troubleshooting.

Prerequisite/ Credit or concurrent enrollment in
Co-requisite: MATH 1314 or higher level math
Type: TECH

CETT 1429   Solid State Devices
4:3:3
A study of diodes, transistor characteristics and other semiconductor devices, including analysis of static and dynamic characteristics, biasing techniques, and thermal considerations. Includes basic power-supply design and application, linear and switching circuits, and laboratory realization of lecture topics.

Prerequisite/ CETT 1403 and credit or concurrent
Co-requisite: enrollment in MATH 1316 or higher
level math
Type: TECH

CETT 1457   Linear Integrated Circuits
4:3:3
A study of the characteristics, operations, and testing of linear integrated circuits. Applications include instrumentation and active filtering. Also covers the stabilization, testing, and feedback techniques of linear integrated circuits and computation, measurements, instrumentation, and active filtering application.

Prerequisite/ CETT 1405 and CETT 1429
Co-requisite:
Type: TECH

CETT 2349   Research and Project Design
3:2:2   (Capstone Course)
Principles of electrical/electronic design encompassing schematics, wiring diagrams, materials lists, operating characteristics, completion schedules, and cost estimates. The student will be required to plan and develop a project consisting of research, design, layout, construction and operation of an electrical-mechanical project. A formal written report and a demonstration and presentation of process and results are required. This course is intended to provide a Capstone experience for graduating Electronics Engineering Technology students.

Prerequisite: Electronics major expecting completion
of all Electronics courses in the current
semester
Type: TECH

EECT 2339   Communication Circuits
3:2:4
A study of communications systems with emphasis on amplitude modulation, frequency modulation, phase modulation, and digital pulse modulation; discussion of several types of modulators, de-modulators, receivers, transmitters, and transceivers. Laboratory realization of lecture topics.

Prerequisite: CETT 1403 and CETT 1425
Type: TECH

ELMT 1301   Programmable Logic Controllers
3:3:1
An introduction to programmable logic controllers as used in industrial environments including basic concepts, programming, applications, troubleshooting of ladder logic, and interfacing of equipment. Laboratory experience in programming and interfacing commercial PLCs.

Prerequisite: None
Type: TECH

ELMT 2433   Industrial Electronics
4:3:3
Devices, circuits, and systems primarily used in automated manufacturing and/or process control including computer controls and interfacing between mechanical, electrical, electronic, and computer equipment. Includes a presentation of programming schemes. Analog and digital control loops and their application in process control and robotics, microprocessors for control and monitoring, sensing devices for pressure, level, flow, temperature, and position, signal processing, and A/D and D/A conversion, feedback, and servos. Laboratory work includes microprocessor and robotics interfacing and control circuits.
Prerequisite: CETT 1405; CETT 1429; CETT 1345
Type   TECH

EMERGENCY MEDICAL SERVICES – PARAMEDIC

EMSP 1160   Clinical-Emergency Medical
1:0:6   **Technology/Technician**
                  (EMT Paramedic)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: None
Co-requisite: EMSP 1501
Type: TECH

EMSP 1291   Special Topics in Emergency Medical
2:2:0   **Technology/Technician**
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course has been developed to meet an area of knowledge for the Advanced EMT that is not addressed in the current curriculum. The course is designed to cover advanced EMT knowledge and skills in the assessment and management of patients with medical emergencies and in diverse populations to include neonatology, pediatrics, geriatrics and other related topics.
Prerequisite: EMSP 1501 and EMSP 1160 or current EMT certification
Co-Requisite: EMSP 1338; EMSP 1355; EMSP 1356; EMSP 2260; and EMSP 2305
Type: TECH

EMSP 1338   Introduction to Advanced Practice
3:3:1
Fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics.

Prerequisite: EMSP 1501 and EMSP 1160 or current EMT certification
Co-requisite: EMSP 1291; EMSP 1355; EMSP 1356; EMSP 2260 and EMSP 2305
Type: TECH

EMSP 1355   Trauma Management
3:2:2
Knowledge and skills in the assessment and management of patients with traumatic injuries.
Prerequisite: EMSP 1501 and EMSP 1160 or current EMT certification
Co-requisite: EMSP 1291; EMSP 1338; EMSP 1356; EMSP 2260; and EMSP 2305
Type: TECH

EMSP 1356   Patient Assessment and Airway
3:2:3   **Management**
Knowledge and skills required to perform patient assessment, airway management, and artificial ventilation.
Prerequisite: EMSP 1501 and EMSP 1160 or current EMT certification
Co-requisite: EMSP 1291; EMSP 1338; EMSP 1355; EMSP 2260; and EMSP 2305
Type: TECH

EMSP 1501   Emergency Medical Technician
5:3:8
Preparation for certification as an Emergency Medical Technician (EMT). Includes all the skills necessary to provide emergency medical care at a basic life support level with an emergency service or other specialized services. **Note:** Interested applicants must apply to program to obtain student information packet. A criminal background, physical/drug screen, immunizations, and current AHA BLS Provider CPR will be required.
Prerequisite: None
Co-requisite: EMSP 1160
Type: TECH

EMSP 2243   Assessment Based Management
2:1:4   **(Capstone Course)**
A capstone experience covering comprehensive, assessment based patient care management and includes specific care when dealing with pediatric, adult, geriatric and special-needs patients. This is a summative experience covering comprehensive, assessment-based patient care management for the paramedic level.
Prerequisite: Current EMT certification or AEMT (EMT-I) certification and EMSP 1355; EMSP 2305: EMSP 2306; EMSP 2330; EMSP 2434; EMSP 2444
Co-requisite: EMSP 2262 and EMSP 2264
Type: TECH

EMSP 2260   **Clinical – Advanced Emergency**
2:0:9   **Medical Technician/Technology-(EMT**
     Paramedic) (Capstone Course)

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: EMSP 1501 and EMSP 1160 or current EMT certification
Co-requisite: EMSP 1291; EMSP 1338; EMSP 1355; EMSP 1356; and EMSP 2305
Type: TECH

EMSP 2261   **Clinical Emergency**
2:0:9   **Medical Technician/Technology-(EMT**
     Paramedic)

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Directed supervision is provided by the clinical professional.

Prerequisite: Current EMT-I certification from the Texas Department of State Health Services **OR** current EMT-I or AEMT certification from the National Registry **OR** EMSP 1355 with a current EMT certification from the Texas Department of State Health Services
Co-requisite: EMSP 2330; EMSP 2306; EMSP 2434; and EMSP 2444
Type: TECH

EMSP 2262   **Clinical- Emergency Medical**
2:0:9   **Technician/Technology-(EMT**
     Paramedic) (Capstone Course)

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Directed supervision is provided by the clinical professional.

Prerequisite: Current EMT certification or AEMT (EMT-I) certification and EMSP 1355; EMSP 2305; EMSP 2306; EMSP 2330; EMSP 2434; EMSP 2444
Co-requisite: EMSP 2264 and EMSP 2243
Type: TECH

EMSP 2264   **Practicum (or Field Experience)**
2:0:14   **Emergency Medical Technology/**
     Technician (EMT Paramedic)
     (Capstone Course)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A health related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Directed supervision is provided by the clinical professional.

Prerequisite: Current EMT certification or AEMT (EMT-I) certification and EMSP 1355; EMSP 2305; EMSP 2306; EMSP 2330; EMPS 2434; EMSP 2444
Co-requisite: EMSP 2262 and EMSP 2243
Type: TECH

EMSP 2305   **EMS Operations**
3:3:1

Knowledge and skills to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents.

Prerequisite: EMSP 1501 and EMSP 1160 or current EMT certification
Co-requisite: EMSP 1291; EMSP 1338; EMSP 1355; EMSP 1356; and EMSP 2260
Type: TECH

EMSP 2306   **Emergency Pharmacology**
3:3:0

A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages.

Prerequisite: Current EMT-I certification from the Texas Department of State Health Services **OR** current EMT-I or AEMT certification from the National Registry **OR** EMSP 1355 with a current EMT certification from the Texas Department of State Health Services
Co-requisite: EMSP 2261; EMSP 2330; EMSP 2434; and EMSP 2444
Type: TECH

EMSP 2330   **Special Populations**
3:3:1

Knowledge and skills necessary to assess and manage ill or injured patients in diverse populations to include neonatology, geriatrics and other related topics.

Prerequisite: Current EMT-I certification from the Texas Department of State Health Services OR current EMT-I or AEMT certification from the National Registry OR EMSP 1355 with a current EMT certification from the Texas Department of State Health Services
Co-requisite: EMSP 2261; EMSP 2306; EMSP 2434; and EMSP 2444
Type: TECH

EMSP 2434   **Medical Emergencies**
4:3:3

Knowledge and skills in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics.

Prerequisite: Current EMT-I certification from the Texas Department of State Health Services OR current EMT-I or AEMT certification from the National Registry OR EMSP 1355 with a current EMT certification from the Texas Department of State Health Services

Co-requisite: EMSP 2261; EMSP 2306; EMSP 2330; and EMSP 2444

Type: TECH

EMSP 2444   Cardiology
4:3:3
Assessment and management of patients with cardiac emergencies. Includes single and multi-lead ECG interpretation.

Prerequisite: Current EMT-I certification from the Texas Department of State Health Services OR current EMT-I or AEMT certification from the National Registry OR EMSP 1355 with a current EMT certification from the Texas Department of State Health Services

Co-requisite: EMSP 2261; EMSP 2306; EMSP 2330; and EMSP 2434

Type: TECH

ENGINEERING (ENGR)

ENGR 1201   Introduction to Engineering
2:2:0
An introduction to the engineering profession with emphasis on technical communication and team-based engineering design.

Prerequisite: MATH 1314 College Algebra or equivalent academic preparation

Type: ACAD

ENGR 2301   Engineering Mechanics - Statics
3:3:0
Basic theory of engineering mechanics, using calculus, involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia.

Prerequisite: PHYS 2425 with a grade of "C" or better and concurrent enrollment in or previous completion of MATH 2414

Type: ACAD

ENGR 2302   Engineering Mechanics - Dynamics
3:3:0
Basic theory of engineering mechanics, using calculus, involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems. This course is the second part of the Statics-Dynamics sequence.

Prerequisite: ENGR 2301 with a grade of "C" or better

Type: ACAD

ENGINEERING DESIGN (DFTG)

ARCE 1352   Structural Drafting
3:2:4
A study of structural systems including concrete foundations and frames, wood framing and trusses, and structural steel framing systems. Includes detailing of concrete, wood, and steel to meet industry standards including the American Institute of Steel Construction and The American Concrete Institute.

Prerequisite/ Co-requisite: DFTG 2319

Type: TECH

DFTG 1405   Technical Drafting
4:3:3
Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projection methods, geometric construction, sections, and auxiliary views.

Prerequisite/ Co-requisite: DFTG 1409; Must be TSI satisfied in Reading, Writing, and Math

Type: TECH

DFTG 1409   Basic Computer-Aided Drafting
4:3:3
An introduction to basic computer-aided drafting. Emphasis is placed on setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinating systems, and plot/print to scale.

Prerequisite: Must be TSI satisfied in Reading, Writing, and Math

Type: TECH

DFTG 1410   Specialized Basic Computer Aided Drafting (CAD)
4:3:3
A supplemental course to Basic Computer Aided Drafting using alternative computer-aided drafting (CAD) software to create detail and working drawings.

Prerequisite: Must be TSI satisfied in Reading, Writing, and Math

Type: TECH

DFTG 1417   Architectural Drafting, Residential
4:3:3
Architectural drafting procedures, practices, terms, and symbols. Preparation of detailed working drawings for residential structures. Emphasis on light frame construction methods.

Prerequisite: DFTG 1405 and DFTG 1409; or ENGR 1304 for Construction Management Majors
Co-requisite: DFTG 2319
Type: TECH

DFTG 2319 **Intermediate Computer Aided**
3:2:4 **Drafting**
A continuation of practices and techniques used in basic computer-aided drafting including the development and use of prototype drawings, construction of pictorial drawings, extracting data, and basics of 3D.
Prerequisite: DFTG 1405 and DFTG 1409
Type: TECH

DFTG 2338 **Advanced Drafting-Final Project**
3:1:4 **(Capstone Course)**
A drafting course in which students participate in a comprehensive project from conception to conclusion. The course is focused on learning experiences based on actual industry projects in selected fields, completed independently or with teams, and in consultation with the instructor. This is the capstone course for the Associate of Applied Science Degree in Engineering Design.
Prerequisite: DFTG 2319 and approval of Program Director
Type: TECH

DFTG 2406 **Machine Design**
4:3:3
Theory and practice of design. Projects in problem-solving, including press fit, bolted and welded joints, and transmission components. Additionally, production of detail and assembly drawings of machine and threads utilizing tolerances, limit dimensioning and surface finishes.
Prerequisite: DFTG 2319 and MATH 1316
Type: TECH

DFTG 2407 **Electrical Drafting**
4:3:3
A study of area lighting, control systems and power layouts, electrical and safety codes, load factors and distribution requirements.
Prerequisite: DFTG 1410 and DFTG 2319
Type: TECH

DFTG 2423 **Pipe Drafting**
4:3:3
A study of pipe fittings, symbols, specifications and their applications to a piping process system. Creation of symbols and their usage in flow diagrams, plans, elevations, and isometrics.
Prerequisite: DFTG 2319 and MATH 1316
Type: TECH

DFTG 2430 **Civil Drafting**
4:3:3
An in-depth study of drafting methods and principles used in civil engineering.
Prerequisite: DFTG 1405, DFTG 1409 or ENGR 1304 (for Construction Majors)
Type: TECH

DFTG 2432 **Advanced Computer-Aided Drafting**
4:3:3
Application of advanced CAD techniques.
This will include database management, advanced skills in viewports and reference files, sheet sets, customized line types and hatch patterns and AutoDesk Inventor.
Prerequisite: DFTG 1410 and DFTG 2319
Type: TECH

ENGLISH (ENGL)

ENGL 1301 **Composition I**
3:3:0 Core 010
Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

ENGL 1302 **Composition II**
3:3:0 Core 010
Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.
Prerequisite: ENGL 1301 or equivalent
Type: ACAD

ENGL 2311 **Technical & Business Writing**
3:3:0
Intensive study of and practice in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters, and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents.
Prerequisite: ENGL 1301with a grade of "C" or better
Type: ACAD

ENGL 2322   **British Literature I**
3:3:0   Core 040
A survey of the development of British literature from the Anglo-Saxon period to the Eighteenth Century. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions.
Prerequisite: ENGL 1302
Type: ACAD

ENGL 2323   **British Literature II**
3:3:0   Core 040
A survey of the development of British literature from the Romantic period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. ENGL 2322 is not a prerequisite for this course.
Prerequisite: ENGL 1302
Type: ACAD

ENGL 2327   **American Literature I**
3:3:0   Core 040
A survey of American literature from the period of exploration and settlement through the Civil War. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character.
Prerequisite: ENGL 1302
Type: ACAD

ENGL 2328   **American Literature II**
3:3:0   Core 040
A survey of American literature from the Civil War to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. ENGL 2327 is not a prerequisite for this course.
Prerequisite: ENGL 1302
Type: ACAD

ENGL 2332   **World Literature I**
3:3:0   Core 040
A survey of world literature from the ancient world through the sixteenth century. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions.
Prerequisite: ENGL 1302
Type: ACAD

ENGL 2333   **World Literature II**
3:3:0   Core 040
A survey of world literature from the seventeenth century to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. ENGL 2332 is not a prerequisite for ENGL 2333.
Prerequisite: ENGL 1302
Type: ACAD

ENGL 2341   **Forms of Literature**
3:3:0
The study of one or more literary genres including, but not limited to, poetry, fiction, drama, and film. The course topic and the nature and specific focus of a field trip (if any) vary by semester. May be repeated for credit.
Prerequisite: ENGL 1302
Type: ACAD

INRW 0306   **Integrated Reading and Writing I**
3:3:0
Integration of critical reading and academic writing skills. The foundation of this course is a performance-based curriculum with a combined lecture/lab designed to develop students' critical reading and academic writing skills. The course integrates preparation in basic academic reading skills with basic skills in writing a variety of essays. This is a course with a required lab. TSI Placement. This course must be successfully completed with a "C" or better to advance to INRW 0307, or the student must pass the TSIA to satisfy TSI requirements.
Prerequisite: None
Co-requisite: NCBI 0306
Type: ACAD

INRW 0307   **Integrated Reading and Writing II**
3:3:2
Integration of critical reading and academic writing skills. The course fulfills TSI requirements for reading and/or writing. The foundation of this course is a performance-based curriculum with a combined lecture/lab designed to develop students' critical reading and academic writing skills. The course integrates preparation in basic academic reading skills with basic skills in writing a variety of essays. This is a course with a required lab. TSI placement or the successful completion on INRW 0306 with a "C" or better. This course must be successfully completed with a "C" or better to satisfy TSI requirements.
Prerequisite: None
Type: ACAD

NCBI 0300   Non-Course Based Option – Integrated
3:3:0   **Reading and Writing**
Integration of critical reading and academic writing skills.
Successful completion of this intervention if taught at the
upper (exit) level fulfills TSI requirements for reading and/or
writing. The Non-Course Based Option – INRW (NCBI 0300)
is an accelerated developmental reading and writing course.
Students must take ENGL 1301 in the same semester that
they take the NCBI 0300. This class includes just-in-time
tutoring and supplemental instruction for ENGL 1301. This
course must be successfully completed with a "C" or better
to satisfy TSI requirements.

Pre-requisite:	NCBI 0300 TSI Placement and/or
	Advisor/Instructor recommendation
	and/or completion of INRW 0306 and
	NCBI 0306
Co-requisite:	ENGL 1301
Type:	ACAD

NCBI 0306   Non–Course Based Option – Integrated
3:3:0   **Reading and Writing I**
Integration of critical reading and academic writing skills.
This intervention is designed specifically for students
assessed at ABE BASE levels 3-4 and must be part of a
student's co-enrollment (co-requisite) enrollment: 1) as a
mainstreamed intensifier providing contact hours for
additional, just-in-time instructional support for the
student's success in the developmental IRW course, or 2)
as a contextualized and/or integrated basic skills
instructional support for a Career/Technical Education
course.

Prerequisite:	None
Co-requisite:	Students must be co-enrolled in INRW
	0306
Type:	ACAD

NCBI 0307   Non-Course Based Option – Integrated
3:3:0   **Reading and Writing II NCBO**
Integration of critical reading and academic writing skills.
This course is an intensive bridge program and provides
individualized instruction for students in preparation for
college-level courses. TSI Placement; this course must be
successfully completed with a "C" or better to satisfy TSI
requirements

Prerequisite:	None
Type:	ACAD

GEOGRAPHY (GEOG)

GEOG 1303   World Regional Geography
3:3:0   Core 080
This course is an introduction to the world's major regions
seen through their defining physical, social, cultural,
political, and economics features. These regions are
examined in terms of their physical and human
characteristics and their interactions. The course
emphasizes relations among regions on issues such as

trade, economic development, conflict, and the roll of
regions in the globalization process.

Prerequisite:	TSI satisfied in Reading and Writing
Type:	ACAD

GEOLOGY (GEOL)

*Note: To fulfill four-semester credit hour science WCJC
Core Curriculum and graduation requirements, students
must have credit for **both** GEOL lecture **and** GEOL lab.

GEOL 1103   Physical Geology Laboratory
1:0:2   Core 090
This laboratory-based course accompanies GEOL 1303,
Physical Geology. Laboratory activities will cover methods
used to collect and analyze earth science data. Topics
include mineral and rock identification, surface processes,
structure, and interpretation of geologic and topographic
maps.

Prerequisite:	Credit for or concurrent enrollment in
	GEOL 1303
Type:	ACAD

GEOL 1104   Historical Geology Laboratory
1:0:2   Core 090
This laboratory-based course accompanies GEOL 1304,
Historical Geology. Laboratory exercises include the study
of plant and animal fossils and practical application of the
principles of historical geology.

Prerequisite:	Credit for or concurrent enrollment in
	GEOL 1304
Type:	ACAD

GEOL 1303   Physical Geology
3:3:0   Core 030
Introduction to the study of the materials and processes
that have modified and shaped the surface and interior of
Earth over time.   These processes are described by
theories based on experimental data and geologic data
gathered from field observations.   Topics include
continental drift, earthquakes, glaciations, mineral
resources, mountain building, oceans, volcanoes,
weathering, and erosion. GEOL 1103 must be taken with
this course to fulfill the 4 semester credit hour
requirement for natural science in a degree plan.

Prerequisite:	TSI satisfied in Reading and Writing
Type:	ACAD

GEOL 1304   Historical Geology
3:3:0   Core 030
A comprehensive survey of the history of life and major
events in the physical development of Earth as interpreted
from rocks and fossils. Introduction to the history of the
earth and its past inhabitants. Provides a broad overview
of fossil records as evidence of the various kinds of plants
and animals that have existed on earth. GEOL 1104 must
be taken with this course to fulfill the 4 semester credit
hour requirement for natural science in a degree plan.

Prerequisite: TSI satisfied in Reading and Writing; Credit for or concurrent enrollment in GEOL 1303
Type: ACAD

GOVERNMENT (GOVT)

GOVT 2305 **Federal Government**
3:3:0 **(Federal Constitution & Topics)**
Core 070
Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties, and civil rights.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

GOVT 2306 **Texas Government**
3:3:0 **(Texas Constitution & Topics)**
Core 070
Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas.
Prerequisite: TSI satisfied in Reading and Writing; GOVT 2305 recommended
Type: ACAD

HEALTH INFORMATION TECHNOLOGY (HITT)

HITT 1167 **Practicum (or Field Experience) –**
1:0:10 **Health Information/Medical Records Technology/Technician**
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Prerequisite: HITT 1249; 1301; 1305; 1345; and 1353
Type: TECH

HITT 1249 **Pharmacology**
2:2:0
Overview of the basic concepts of the pharmacological treatment of various diseases affecting major body systems.
Prerequisite: None
Type: TECH

HITT 1301 **Health Data Content and Structure**
3:2:2
Introduction to systems and processes for collecting, maintaining, and disseminating primary and secondary health related information including content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms and screens.
Prerequisite: None
Type: TECH

HITT 1305 **Medical Terminology I**
3:3:0
Study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures, and medical specialties.
Prerequisite: None
Type: TECH

HITT 1311 **Health Information Systems**
3:3:1
Introduction to health IT standards, health-related data structures, software applications and enterprise architecture in health care and public health.
Prerequisite: HITT 1301 and COSC 1301 (may be taken concurrently)
Type: TECH

HITT 1313 **Coding & Insurance**
3:3:1
An overview of skills and knowledge in ICD and CPT coding and claims forms for reimbursement of medical service.
Prerequisite: None
TYPE: TECH

HITT 1345 **Health Care Delivery Systems**
3:3:0
Examination of delivery systems including organization, financing, accreditation, licensure, and regulatory agencies.
Prerequisite: None
Type: TECH

HITT 1353 **Legal and Ethical Aspects of Health**
3:3:0 **Information**
Concepts of privacy, security, confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.
Prerequisite: HITT 1301
Type: TECH

HITT 1355 **Health Care Statistics**
3:3:1
Principles of health care statistics with emphasis in hospital statistics. Skill development in computation and calculation of health data.
Prerequisite: HITT 1301 and 1311 (may be taken concurrently)
Type: TECH

HITT 1441 **Coding and Classification Systems**
4:2:4
Fundamentals of coding rules, conventions and guidelines using clinical classification systems.
Prerequisite: HITT 1301 and 1305; BIOL 2401 and 2402; and concurrent enrollment in HPRS 2301
Type: TECH

HITT 2166   **Practicum (or Field Experience) –**
1:0:8   **Health Information/Medical Records Technology/Technician**
(Capstone Course)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Course must be completed with a grade of "C" or better.
Prerequisite: Concurrent enrollment in HITT 2339; 2435; and 2443
Type: TECH

HITT 2339   **Health Information Organization and**
3:3:0   **Supervision**
(Capstone Course)
Principles of organization and supervision of human, financial, and physical resources. Course must be completed with a grade of "C" or better.
Prerequisite: HITT 1353 and 1355
Type: TECH

HITT 2435   **Coding and Reimbursement**
4:2:4   **Methodologies**
Advanced coding techniques with emphasis on case studies, health records, and federal regulations regarding prospective payment systems and methods of reimbursement.
Prerequisite: HITT 1311; 1355; 1441; HPRS 2301
Type: TECH

HITT 2443   **Quality Assessment and Performance**
4:4:1   **Improvement**
Study of quality standards and methodologies in the health information management environment. Topics include licensing, accreditation, compilation and presentation of data in statistical formats, quality management and performance improvement functions, utilization management, risk management, and medical staff data quality issues. Approaches to assessing patient safety issues and implementation of quality management and reporting through electronic systems.
Prerequisite: HITT 1301 and 1311
Type: TECH

HPRS 2301   **Pathophysiology**
3:3:0
Study of pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries.
Prerequisite: BIOL 2402 or consent of instructor
Type: TECH

HISTORY (HIST)

HIST 1301   **U.S. History I**
3:3:0   Core 060
A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/ Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

HIST 1302   **U.S. History II**
3:3:0   Core 060
A survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy.
Prerequisite: TSI satisfied in Reading and Writing; HIST 1301 recommended
Type: ACAD

HIST 2301   **Texas History**
3:3:0
A survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

HIST 2311   **Western Civilization I**
3:3:0   Core 040
A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from human origins to the 17th century. Themes that should be addressed in Western Civilization I include the cultural legacies of Mesopotamia, Egypt, Greece, Rome, Byzantium, Islamic civilizations, and Europe through the Middle Ages, Renaissance, and Reformations.

Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

HIST 2312   Western Civilization II
3:3:0   Core 040
A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from the 17th century to the modern era. Themes that should be addressed in Western Civilization II include absolutism and constitutionalism, growth of nation states, the Enlightenment, revolutions, classical liberalism, industrialization, imperialism, global conflict, the Cold War, and globalism.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

HUMAN SERVICES

CHLT 1302   Wellness and Health Promotion
3:3:0
Overview of wellness theory and its application throughout the life span. Focus is on attitude development, impact of cultural beliefs, and communication of wellness. Includes health behavior theories and approaches to behavior modification.
Prerequisite: None
Type: TECH

CHLT 1309   Community Ethics
3:3:0
Discussion of the role of ethics as it pertains to health care and community settings including ethical decision making.
Prerequisite: None
Type: TECH

CHLT 1340   Community Health Advocacy
3:3:0
Study of local, regional and national health care resources. Identification of health organization, support groups, and health care delivery systems to be used for client referral. Activities include visits to various local agencies and attendance/ participation in related activities.
Prerequisite: None
Type: TECH

CHLT 2166   Practicum/Field Experience –
1:0:8   **Community Health Services/Liaison/ Counseling**
                  (Capstone Course)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: CHLT 1309; PSYT 1329; concurrent enrollment in DAAC 1317; and consent of instructor
Type: TECH

CMSW 1309   Problems of Children and Adolescents
3:3:0
Examine common problems and evaluate effective prevention and intervention models of at-risk children and youth. Topics include social, family, educational systems impact, juvenile delinquency, teen sexuality, and mental health including addictive behaviors to promote wellness.
Prerequisite: None
Type: TECH

DAAC 1317   Basic Counseling Skills
3:3:0
An overview and application of the basic counseling skills to develop an effective helping relationship with clients. Develop an understanding in group dynamics/theory necessary in skill development and application of group facilitation.
Prerequisite: CHLT 1309; PSYT 1329
Type: TECH

DAAC 1319   Substance-Related and Addictive
3:3:0   **Disorders**
An overview of causes and consequences of substance-related and addictive disorders, the major drug classifications, and the counselor's code of ethics. Introduces prevention, intervention and treatment strategies as they relate to the individual, family, community, and society. Covers the state licensing requirements/ethical standards in the state of Texas for substance abuse counselors.
Prerequisite: None
Type: TECH

GERS 1342   Aging and Mental Health
3:3:0
Examination of current issues relating to mental health of older adults. Includes the theoretical and empirical foundations relevant to the psychological study of older adults. Theory and application of case management models and client referral processes are included.
Prerequisite: None
Type: TECH

PMHS 2166   Practicum/Psychiatric/Mental Health
1:0:10   **Services Technician** (Capstone Course)
Practical, general workplace training supported by an individualized learning plan developed by employer, college, and student.
Prerequisite: CHLT 1309; PSYT 1329; concurrent enrollment in DAAC 1317; and consent of instructor
Type: TECH

PSYT 1329   Interviewing and Communication Skills
3:3:0
Development of the basic communication skills necessary to develop an effective helping relationship with clients. Emphasis on importance of effective oral communications.

Topics include counseling techniques such as intake interviewing, relationship building, and informed consent.
Prerequisite: None
Type: TECH

PSYT 2164   Practicum – Clinical Psychology-Field
1:0:8   **Experience**
                     (Capstone Course)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: CHLT 1309; PSYT 1329; concurrent enrollment in DAAC 1317; and consent of instructor
Type: TECH

PSYT 2321   Crisis Intervention
3:3:0
Examination of crisis management and intervention theories in assisting clients in crisis situations. Topics include coping skills to increase potential reinstatement of equilibrium to an individual's lifestyle and suicide prevention.
Prerequisite: None
Type: TECH

PSYT 2335   Family Systems
3:3:0
An analysis of family relationships, marriage, and social change from historical and modern perspectives.
Prerequisite: None
Type: TECH

PSYT 2345   Principles of Behavior Management
3:3:0   **and Modification**
An analysis of behavior management and cognitive theories and techniques with emphasis on their applications.
Prerequisite: PSYC 2301
Type: TECH

SCWK 1321   Orientation to Social Services
3:3:0
Introduction to the basic concepts, information, and practices within the field of social services. Topics include the historical development of social services; populations served by social service workers; and review of current treatment and/or services.
Prerequisite: None
Type: TECH

HUMANITIES (HUMA)

HUMA 1301   Introduction to Humanities I
3:3:0   Core 040
This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human value with an emphasis on the historical development of the individual and society and the need to create.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

KINESIOLOGY (PHED)

PHED 1103   Aerobics I
1:0:3
Helps students assess their own fitness and learn how to exercise properly through instruction and participation in aerobic activities.
Prerequisite: None
Type: ACAD

PHED 1105   Aerobics II
1:0:3
Exercise program that provides guidance in the selection of activities for immediate and future needs through instruction in advanced aerobics.
Prerequisite: PHED 1103
Type: ACAD

PHED 1107   Beginning Weight Lifting/Circuit
1:0:3   **Training**
Combines weight lifting with aerobic activities in a structured conditioning program that trains the whole body.
Prerequisite: None
Type: ACAD

PHED 1110   Co-Ed Volleyball
1:0:3
Open to individuals who wish to improve their personal skills in volleyball through supervised practices and game conditions.
Prerequisite: None
Type: ACAD

PHED 1117   Advanced Weight Lifting/Circuit
1:0:3   **Training**
Combines weight lifting with aerobic activities in a structured conditioning program that trains the whole body.
Prerequisite: PHED 1107
Type: ACAD

PHED 1122   **Concepts of Baseball**
1:0:3
Open to talented individuals who wish to improve their personal skills in baseball through supervised practice and game conditions. May be taken for four semesters for credit. Open to baseball team members only.
Prerequisite: None
Type: ACAD

PHED 1123   **Advanced Concepts of Baseball**
1:0:3
Open to talented individuals who wish to improve their personal skills in baseball through supervised practice and game conditions. Class may be taken for two semesters for credit. Open to baseball team members only.
Prerequisite: None
Type: ACAD

PHED 1124   **Concepts of Rodeo**
1:0:3
Open to talented individuals who wish to improve their personal skills in the sport of rodeo. Enrollment is limited by facilities and availability of stock. May be taken for four semesters for credit. Open to rodeo team members only.
Prerequisite: None
Type: ACAD

PHED 1125   **Advanced Concepts of Rodeo**
1:0:2
Open to talented individual who wish to improve their personal skills in the sport of rodeo. Enrollment is limited by facilities and availability of stock. Class may be taken for two semesters for credit. Open to rodeo team members only.
Prerequisite: None
Type: ACAD

PHED 1127   **Concepts of Volleyball**
1:0:3
Open to talented individuals who wish to improve their personal skills in volleyball through supervised practice and game conditions. May be taken for four semesters for credit. Open to volleyball team members only.
Prerequisite: None
Type: ACAD

PHED 1128   **Advanced Concepts of Volleyball**
1:0:3
Open to talented individuals who wish to improve their personal skills in volleyball through supervised practice and game conditions. Class may be taken two semesters for credit. Open to volleyball team members only.
Prerequisite: None
Type: ACAD

PHED 1164   **Introduction to Physical Fitness and Wellness**
1:0:3
Core 090
An introduction and overview of the lifestyle necessary for fitness and health. Students will participate in physical activities and assess their fitness status. Students will be introduced to proper nutrition, weight management, cardiovascular health, flexibility, and strength training.
Prerequisite: None
Type: ACAD

PHED 1301   **Foundations of Kinesiology**
3:3:0
The purpose of this course is to provide students with an introduction to human movement that includes the historical development of physical education, exercise science, and sport. This course offers the student both an introduction to the knowledge base, as well as, information on expanding career opportunities.
Prerequisite: TSI Reading requirement met or concurrent enrollment in INRW 0306 or INRW 0307
Type: ACAD

PHED 1304   **Personal/Community Health**
3:3:0
This course provides an introduction to the fundamentals, concepts, strategies, applications and contemporary trends related to understanding personal and/or community health issues. This course also focuses on empowering various populations with the ability to practice healthy living, promote healthy lifestyles and enhance individual well-being.
Prerequisite: TSI Reading requirements met or concurrent enrollment in INRW 0306 or INRW 0307
Type: ACAD

PHED 1306   **First Aid**
3:3:0
Instruction and practice for emergency care. Designed to enable students to recognize and avoid hazards within their environment, to render intelligent assistance in case of accident or sudden illness, and to develop skills necessary for the immediate and temporary care of the victim.
Prerequisite: TSI Reading requirements met or concurrent enrollment in INRW 0306 or INRW 0307
Type: ACAD

PHED 1346   **Drug Use and Abuse**
3:3:0
Core 080
Study of the use and abuse of drugs in today's society. Emphasizes the physiological, sociological, and psychological factors.

MANUFACTURING TECHNOLOGY

HYDR 1450   Hydraulics, Fabrication and Repair
4:3:3
Fabricate power units to provide fluid power for an industrial or mobile operation. Includes techniques and methods of constructing conduits and fittings. The course will also include a study of hydraulic fundamentals accessories, pumps, motors, actuators, and pneumatics.
Prerequisite: TSI requirements met in Reading, Writing, and Math
Type: TECH

INMT 1305   Introduction to Industrial
3:2:3   **Maintenance**
Basic mechanical skills and repair techniques common to most fields of industrial maintenance. Topics include precision measuring instruments and general safety rules common in industry, including lock-out/tag-out. The course also includes hand tool usage, screws, threads, interpretation of mechanical drawings, tolerances and settings, machinery/mechanical components, couplings and clutches, and materials for mechanical applications.
Prerequisite: TSI requirements met in Reading, Writing, and Math
Type: TECH

INMT 1491   Special Topics in Manufacturing
4:3:2   **Technology**
Topics address recently identified current events, skills knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. This course includes special topics such as statistical process control (SPC), quality, safety, industrial manufacturing processes, and other special manufacturing related topics.
Prerequisite: TSI requirements met in Reading, Writing, and Math
Type: TECH

INMT 2303   Pumps, Compressors, and Mechanical
3:2:4   **Drives**
A study of the theory and operations of various types of pumps and compressors. Topics include mechanical power transmission systems including gears, v-belts, and chain drives. The course also involves bearings, lubrication, valves, reducers, key/keyways, alignment, vibration, and other mechanical topics.
Prerequisite: TSI requirements met in Reading, Writing, and Math
Type: TECH

MCHN 2403   Fundamentals of Computer Numerical
4:3:2   **Controlled (CNC) Machine Controls**
Programming and operation of Computer Numerical Controlled (CNC) machine shop equipment. The course involves machining theory, including a study of conventional machining (with hands-on training), and transitioning to CNC machining (with hands-on training).
Prerequisite: TSI requirements met in Reading, Writing, and Math
Type: TECH

QCTC 1446   Testing and Inspection Systems
4:3:2
A study of testing and inspection systems including pertinent specifications, inspection tools, gauges, instruments, and mechanisms used in illustrating the need for maintaining quality to established standards. This course also includes the principles of non-destructive testing (NDT) and sensory inspection.
Prerequisite: TSI requirements met in Reading, Writing, and Math
Type: TECH

MATHEMATICS (MATH)

MATH 0308   Beginning Algebra
3:3:0
Topics include real number operations, solving linear equations and inequalities, the introduction to the rectangular coordinate system, graphing linear equations and inequalities, properties of exponents, performing operations with polynomials, and factoring polynomials. This course must be successfully completed with a "C" or better.
Prerequisite: TSI Placement
Type: ACAD

MATH 0312   Intermediate Algebra
3:3:0
A study of relations and functions, inequalities, algebraic expression and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. This course must be successfully completed with a "C" or better. This course is intended for students that need to meet TSI requirements for programs that do not require a credit level math course.
Prerequisite: MATH 0308 or TSI Placement
Type: ACAD

MATH 1314   College Algebra
3:3:0   Core 020
In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included.

Prerequisite: Meet TSI college-readiness standard for Mathematics; or concurrently enrolled in NCBM 0314
Type: ACAD

MATH 1316 **Trigonometry**
3:3:0 Core 020
In-depth study and applications of trigonometry including definitions, identities, inverse functions, solutions of equations, graphing, and solving triangles. Additional topics such as vectors, polar coordinates and parametric equations may be included.
Prerequisite: Meet TSI college-readiness standard for Mathematics
Type: ACAD

MATH 1324 **Mathematics for Business & Social**
3:3:0 **Sciences**
Core 020
The application of common algebraic functions including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences are addressed. The applications include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming; and probability, including expected value.
Prerequisite: Meet TSI college-readiness standard for Mathematics; or concurrently enrolled in NCBM 0224
Type: ACAD

MATH 1325 **Calculus for Business & Social Sciences**
3:3:0 Core 020
This course is the basic study of limits and continuity, differentiation, optimization and graphing, and integration of elementary functions, with emphasis on applications in business, economics, and social sciences. This course is not a substitute for MATH 2413 – Calculus I
Prerequisite: MATH 1314 or MATH 1324
Type: ACAD

MATH 1332 **Contemporary Mathematics**
3:3:0 **(Quantitative Reasoning)**
Core 020
Intended for Non STEM (Science, Technology, Engineering, and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability and statistics with appropriate applications. Number sense, proportional reasoning, estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered.
Prerequisite: Meet TSI college-readiness standard for Mathematics; or concurrently enrolled in NCBM 0232
Type: ACAD

MATH 1342 **Elementary Statistical Methods**
3:3:0 Core 020
Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals and hypothesis testing. Use of appropriate technology is recommended.
Prerequisite: Meet TSI college-readiness standard for Mathematics; or concurrently enrolled in NCBM 0242
Type: ACAD

MATH 1350 **Mathematics for Teachers I**
3:3:0 (Formerly known as Fundamentals of Math I)
Core 020
This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the conceptual development of the following: sets, functions, numeration systems, number theory, and properties of the various number systems with an emphasis on problem solving and critical thinking.
Prerequisite: MATH 1314
Type: ACAD

MATH 1351 **Mathematics for Teachers II**
3:3:0 (Formerly known as Fundamentals of Math II)
Core 020
This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the concepts of geometry, measurement, probability, and statistics with an emphasis on problem solving and critical thinking.
Prerequisite: MATH 1314
Type: ACAD

MATH 2312 **Pre-Calculus Math**
3:3:0 Core 020
In-depth combined study of algebra, trigonometry, and other topics for calculus readiness.
Prerequisite: MATH 1314 and MATH 1316; or four years of high school math including trigonometry or pre-calculus; or department head approval
Type: ACAD

MATH 2320 **Differential Equations**
3:3:0
Ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, and boundary values problems; application of differential equations to real-world problems.
Prerequisite: MATH 2414 Calculus II
Type: ACAD

MATH 2413   **Calculus I**
4:4:0   Core 020
Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation areas.
Prerequisite: MATH 2312 or department head approval
Type: ACAD

MATH 2414   **Calculus II**
4:4:0   Core 090
Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; sequences and series; improper integrals.
Prerequisite: MATH 2413 Calculus I; or department head approval
Type: ACAD

MATH 2415   **Calculus III**
4:4:0
Advanced topics in calculus, including vectors and vector-valued functions, partial differentiation, Lagrange multipliers, multiple integrals, and Jacobians; application of the line integral, including Green's Theorem, the Divergence Theorem, and Stokes' Theorem.
Prerequisite: MATH 2414; or department head approval
Type: ACAD

NCBM 0208   **Support Course for Beginning Algebra**
2:2:0
Topics include fundamentals of whole numbers, fractions, decimals, percents, integers, order of operations, prime factorization, greatest common factor, least common multiple, variable expressions and introduction to graphs and linear equations. Additional topics may include measurement, elementary statistics, and basic geometry.
Prerequisite: TSI Placement and Advisor/Instructor recommendation
Co-requisite: MATH 0308 Beginning Algebra
Type: ACAD

NCBM 0224   **Support Course for Mathematics for**
2:2:0   **Business & Social Sciences**
The application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and social sciences are addressed. The applications include mathematics of finances, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming; and probability, including expected value. This course is designed to help students accelerate through the developmental math sequence in one semester. It focuses on the college-readiness concepts necessary to successfully complete Mathematics for Business & Social Sciences concurrently. This class includes directed review, just-in-time instruction, and emphasis on math specific study skills. This course must be successfully completed with a "C" or better to satisfy TSI requirements.
Prerequisite: TSI Placement and Advisor/Instructor recommendation
Co-requisite: MATH 1324 Mathematics for Business and Social Sciences
Type: ACAD

NCBM 0232   **Support Course for Contemporary**
2:2:0   **Mathematics**
Intended for Non-STEM (Science, Technology, Engineering, and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability and statistics with appropriate applications. Number sense, proportional reasoning, estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered. This course is designed to help students accelerate through the developmental math sequence in one semester. It focuses on the college-readiness concepts necessary to successfully complete Contemporary Math concurrently. This class includes directed review, just-in-time instruction, and emphasis on math-specific study skills. This course must be successfully completed with a "C" or better to satisfy TSI requirements.
Prerequisite: TSI Placement and Advisor/Instructor recommendation
Co-requisite: MATH 1332 Contemporary Mathematics
Type: ACAD

NCBM 0242   **Support Course for Elementary**
2:2:0   **Statistical Methods**
Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals and hypothesis testing. Use of appropriate technology is recommended. This course is designed to help students accelerate through the developmental math sequence in one semester. It focuses on the college-readiness concepts necessary to successfully complete Elementary Statistical Methods concurrently. This class includes directed review, just-in-time instruction, and emphasis on math specific study skills. This course must be successfully completed with a "C" or better to satisfy TSI requirements.
Prerequisite: TSI Placement and Advisor/Instructor recommendation
Co-requisite: MATH 1342 Elementary Statistical Methods
Type: ACAD

NCBM 0314   Support Course for College Algebra
3:3:0
The study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. This course is designed to help students accelerate through the developmental math sequence in one semester. It focuses on the college-readiness concepts necessary to successfully complete College Algebra concurrently. This class includes directed review, just-in-time instruction, and emphasis on math specific study skills. This course must be successfully completed with a "C" or better to satisfy TSI requirements.
Prerequisite: TSI Placement and Advisor/Instructor recommendation
Co-requisite: MATH 1314 College Algebra
Type: ACAD

MUSIC (MUAP)
Applied Music Courses

MUAP 1222   Applied Music – Woodwind I
2:2:0
Individual instruction in a woodwind instrument.
Prerequisite: Student must be a music major
Type: ACAD

MUAP 1223   Applied Music – Woodwind II
2:2:0
Individual instruction in a woodwind instrument.
Prerequisite: MUAP 1222; or department head approval
Type: ACAD

MUAP 1246   Applied Music – Brass I
2:2:0
Individual instruction in a brass instrument.
Prerequisite: Student must be a music major
Type: ACAD

MUAP 1247   Applied Music – Brass II
2:2:0
Individual instruction in a brass instrument.
Prerequisite: MUAP 1246; or department head approval
Type: ACAD

MUAP 1260   Applied Music – Percussion I
2:2:0
Individual instruction in a percussion instrument.
Prerequisite: Student must be a music major
Type: ACAD

MUAP 1261   Applied Music – Percussion II
2:2:0
Individual instruction in a percussion instrument.

Prerequisite: MUAP 1260; or department head approval
Type: ACAD

MUAP 1270   Applied Music – Piano
2:2:0
Individual lessons in piano.
Prerequisite: Student must be a music major
Type: ACAD

MUAP 1271   Applied Music – Piano
2:2:0
Individual lessons in piano.
Prerequisite: MUAP 1270; or department head approval
Type: ACAD

MUAP 1281   Applied Music – Voice
2:2:0   Private
Individual instruction in voice.
Prerequisite: Student must be a music major
Type: ACAD

MUAP 1282   Applied Music – Voice II
2:2:0   Private
Individual instruction in voice.
Prerequisite: MUAP 1281; or department head approval
Type: ACAD

MUAP 2222   Applied Music – Woodwind III
2:2:0
Individual instruction in a woodwind instrument.
Prerequisite: MUAP 1223; or department head approval
Type: ACAD

MUAP 2223   Applied Music – Woodwind IV
2:2:0
Individual instruction in a woodwind instrument.
Prerequisite: MUAP 2222; or department head approval
Type: ACAD

MUAP 2246   Applied Music – Brass III
2:2:0
Individual instruction in a brass instrument.
Prerequisite: MUAP 1247; or department head approval
Type: ACAD

MUAP 2247   Applied Music – Brass IV
2:2:0
Individual instruction in a brass instrument.
Prerequisite: MUAP 2246; or department head approval
Type: ACAD

MUAP 2260   **Applied Music – Percussion III**
2:2:0
Individual instruction in a percussion instrument.
Prerequisite: MUAP 1261; or department head
approval
Type: ACAD

MUAP 2261   **Applied Music – Percussion IV**
2:2:0
Individual instruction in a percussion instrument.
Prerequisite: MUAP 2260; or department head
approval
Type: ACAD

MUAP 2270   **Applied Music – Piano**
2:2:0
Individual lessons in piano.
Prerequisite: MUAP 1271; or department head
approval
Type: ACAD

MUAP 2271   **Applied Music – Piano**
2:2:0
Individual lessons in piano.
Prerequisite: MUAP 2270; or department head
approval
Type: ACAD

MUAP 2281   **Applied Music – Voice III**
2:2:0   Private
Individual instruction in voice.
Prerequisite: MUAP 1282; or department head
approval
Type: ACAD

MUAP 2282   **Applied Music – Voice IV**
2:2:0   Private
Individual instruction in voice.
Prerequisite: MUAP 2281; or department head
approval
Type: ACAD

MUSIC ENSEMBLE (MUEN)

MUEN 1121   **Ensemble – Pioneer Band**
1:0:4
Large instrumental ensemble: Concert Band.
Prerequisite: Open to any college student who has
had three years of high school band
experience.
Type: ACAD

MUEN 1122   **Ensemble – Pioneer Band**
1:0:4
Large instrumental ensemble: Pioneer Band.

Prerequisite: Open to any college student who has
had three years of high school band
experience; or MUEN 1121.
Type: ACAD

MUEN 1131   **Ensemble – Jazz Band**
1:0:3
Small instrumental ensemble: Jazz Band.
Prerequisite: Admission by audition
Type: ACAD

MUEN 1132   **Ensemble – Jazz Band**
1:0:3
Small instrumental ensemble: Jazz Band.
Prerequisite: Admission by audition; or MUEN 1131
Type: ACAD

MUEN 1141   **Ensemble – WCJC Choir**
1:0:4
Large choral ensemble: Concert Choir.
Prerequisite: Approval of instructor
Type: ACAD

MUEN 1142   **Ensemble – WCJC Choir**
1:0:4
Large choral ensemble: Concert Choir.
Prerequisite: Approval of instructor; or MUEN 1141
Type: ACAD

MUEN 1151   **Ensemble – Chamber Singers**
1:0:3
Small vocal ensemble: Chamber Singers.
Prerequisite: Admission by audition
Type: ACAD

MUEN 1152   **Ensemble – Chamber Singers**
1:0:3
Small vocal ensemble: Chamber Singers.
Prerequisite: Admission by audition; or MUEN 1151
Type: ACAD

MUEN 2121   **Ensemble – Pioneer Band**
1:0:4
Large instrumental ensemble: Concert Band.
Prerequisite: Open to any college student who has
had three years of high school band
experience; or MUEN 1122
Type: ACAD

MUEN 2122   **Ensemble – Pioneer Band**
1:0:4
Large instrumental ensemble: Concert Band.
Prerequisite: Open to any college student who has
had three years of high school band
experience; or MUEN 2121
Type: ACAD

MUEN 2131   Ensemble – Jazz Band
1:0:3
Small instrumental ensemble: Jazz Band.
Prerequisite: Admission by audition; or MUEN 1132
Type: ACAD

MUEN 2132   Ensemble – Jazz Band
1:0:3
Small instrumental ensemble: Jazz Band.
Prerequisite: Admission by audition; or MUEN 2131
Type: ACAD

MUEN 2141   Ensemble – WCJC Choir
1:0:4
Large choral ensemble: Concert Choir.
Prerequisite: Approval of instructor; or MUEN 1142
Type: ACAD

MUEN 2142   Ensemble – WCJC Choir
1:0:4
Large choral ensemble: Concert Choir.
Prerequisite: Approval of instructor; or MUEN 2141
Type: ACAD

MUEN 2151   Ensemble – Chamber Singers
1:0:3
Small vocal ensemble: Chamber Singers.
Prerequisite: Admission by audition; or MUEN 1152
Type: ACAD

MUEN 2152   Ensemble – Chamber Singers
1:0:3
Small vocal ensemble: Chamber Singers.
Prerequisite: Admission by audition; or MUEN 2151
Type: ACAD

MUSIC (MUSI)

MUSI 1116   Sight Singing and Ear Training I
1:1:0
Singing tonal music in treble, bass clefs, and aural study of elements of music, such as scales, intervals and chords, and dictation of basic rhythm, melody and diatonic harmony.
Prerequisite: Student must be a music major
Co-requisite: Concurrent enrollment in MUSI 1311
Type: ACAD

MUSI 1117   Sight Singing and Ear Training II
1:1:0
Singing tonal music in various clefs, continued aural study of elements of music, and dictation of intermediate rhythm, melody and diatonic harmony.
Prerequisite: Grade of "C" or better in MUSI 1116
Co-Requisite: Concurrent enrollment in MUSI 1312
Type: ACAD

MUSI 1181   Piano Class I
1:0:3
Beginning class instruction in the fundamentals of keyboard technique.
Prerequisite: Student must be a music major
Type: ACAD

MUSI 1182   Piano Class II
1:0:3
Advanced beginning class instruction in the fundamentals of keyboard technique.
Prerequisite: MUSI 1181
Type: ACAD

MUSI 1306   Music Appreciation
3:3:0   Core 050
Understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. (Course does not apply to a music major degree)
Prerequisite: TSI satisfied in Reading
Type: ACAD

MUSI 1307   Music Literature
3:3:0   Core 050
Survey of the styles and forms of music as it developed from the middle ages to the present. This course will familiarize the student with cultural context, terminology, genres, and notation.
Prerequisite: TSI satisfied in Reading and Writing
                requirements
Type: ACAD

MUSI 1310   American Music
3:3:0   Core 050
General survey of various styles of music of the Americas, including but not limited to jazz, folk, rock, and contemporary music.
Prerequisite: TSI Reading requirements met
Type: ACAD

MUSI 1311   Music Theory I
3:3:0
The study of analysis and writing of tonal melody and diatonic harmony, including fundamental music concepts, scales, intervals, chords, 7th chords, and early four-part writing. Analysis of small compositional forms. Optional correlated study at the keyboard.
Prerequisite: Student must be a music major
Co-requisite: MUSI 1116
Type: ACAD

MUSI 1312   Music Theory II
3:3:0
The study of analysis and writing of tonal melody and diatonic harmony, including all diatonic chords and seventh chords in root position and inversions, non-chord tones, and functional harmony. Introduction to more

complex topics, such as modulation, may occur. Optional correlated study at the keyboard.
Prerequisite:	Grade of "C" or better in MUSI 1311
Co-requisite:	MUSI 1117
Type:	ACAD

### MUSI 2116	Sight Singing and Ear Training III
1:1:0
Singing more difficult tonal music in various clefs, aural study including dictation of more complex rhythm, melidy, chromatic harmony, and extended tertian structures.
Prerequisite:	Grade of "C" or better in MUSI 1117
Co-requisite:	MUSI 2311
Type:	ACAD

### MUSI 2117	Sight Singing and Ear Training IV
1:1:0
Singing advanced tonal music and introduction of model and post-tonal melodies. Aural study including dictation of advanced rhythm, melody, and harmony.
Prerequisite:	Grade of "C" or better in MUSI 2116
Co-requisite:	MUSI 2312
Type:	ACAD

### MUSI 2181	Piano Class III
1:0:3
Intermediate class instruction of keyboard techniques.
Prerequisite:	Student must be a music major
Co-requisite:	MUSI 1182
Type:	ACAD

### MUSI 2182	Piano Class IV
1:0:3
Advanced class instruction of keyboard technique.
Prerequisite:	MUSI 2181
Type:	ACAD

### MUSI 2311	Music Theory III
3:3:0
Advanced harmony voice leading, score analysis and writing of more advanced tonal harmony including chromaticism and extended-tertian structures. Optional correlated study at the keyboard.
Prerequisite:	Grade of "C" or better in MUSI 1312
Co-requisite:	MUSI 2116
Type:	ACAD

### MUSI 2312	Music Theory IV
3:3:0
Continuation of advanced chromaticism and surey of analyticl and compositional procedures in post-tonal music. Optional correlated study at the keyboard.
Prerequisite:	Grade of "C" or better in MUSI 2311
Co-requisite:	MUSI 2117
Type:	ACAD

NUCLEAR POWER TECHNOLOGY (NUCP)

### CETT 1409	DC/AC Circuits
4:3:3
Fundamentals of DC circuits and AC circuits operation including Ohm's law, Kirchoff's laws, networks, transformers, resonance, phasors, capacitive and inductive and circuit analysis techniques.
Prerequisite:	Credit for or concurrent enrollment in ENER 1350 or PTAC 1302 or INMT 1305
Type:	TECH

### ELMT 2437	Electronic Troubleshooting,
4:3:3	Service, and Repair
	(Capstone Course)
In-depth coverage of electronic systems, maintenance, troubleshooting, and repair. Topics include symptom identification, proper repair procedures, repair checkout, and preventative maintenance. Emphasis on safety and use of test equipment.
Prerequisite:	PTAC 1432
Co-requisite:	Credit for or concurrent enrollment in CETT 1409 and INTC 1350
Type:	TECH

### ELMT 2441	Electromechanical Systems
4:3:3
Application of electromechanical systems. Emphasizes programmable control devices and solid state systems. Study of various electromechanical systems used in the power generation industry.
Prerequisite:	CETT 1409; INTC 1350; and ELMT 2437
Co-requisite:	Credit for or concurrent enrollment in INTC 1457
Type:	TECH

### ELMT 2452	Power Generation
4:3:3	Instrumentation
Study of the instruments and control systems used in the power generation industry including terminology, power generation variables, piping and instrumentation diagrams (P&ID), control loop diagrams, and basic troubleshooting.
Prerequisite:	CETT 1409; INTC 1350; and PTAC 2436
Co-requisite:	Credit for or concurrent enrollment in INTC 1457 and PTAC 2436
Type:	TECH

### ENER 1350	Overview of Energy Industry
3:3:0
Introduction to the major sectors of the energy industry. Includes a comparison of energy industry careers. The student will be introduced to the equipment and operating systems used to generate electric power from a variety of energy sources. Special attention is given to practical application of the principles of mathematics and physics used in the plant environment.
Prerequisite:	TSI Requirement met in Math
Type:	TECH

INTC 1350   Digital Measurement and Controls
3:2:4
Basic measurement control instrumentation. This includes movement of digital data through common systems employing parallel and serial transfers. This course also includes the study, and application of basic digital measurement and control concepts used in the power generation, and process control industry. The course will also feature an integrated lab using typical test instrumentation, simulation techniques, and equipment capability to demonstrate the basics of Foundation Field bus, Profibus, and HART technologies.
Prerequisite: Credit for or concurrent enrollment in
                          PTAC 1432 or CETT 1409
Type: TECH

INTC 1457   AC/DC Motor Control
4:3:3
A study of electric motors and motor control devices common to a modern industrial environment. A presentation of motor characteristics with emphasis on starting, speed control, and stopping systems.
Prerequisite: CETT 1409; INTC 1350; and ELMT 2437
                          (for NPT-Electrical Technician) or PTAC
                          2436 (for NPT-Instrumentation and
                          Control   Technician   or   MT –
                          Instrumentation   and   Control
                          Specialty); and credit for or
                          concurrent enrollment in ELMT 2441
                          (for NPT-Electrical Technician) or ELMT
                          2452 (for NPT Instrumentation and
                          Control Technician)
Type: TECH

NUCP 1370   Nuclear Fundamentals I
3:3:0
Introduces the student to theory and systems that are foundational to nuclear power plants. Theory topics include nuclear physics, nuclear fission, neutron life cycle, heat transfer, fluid flow, radiation detection and properties of materials used in nuclear plants. Basic overview of specific systems associated with the primary side of a nuclear power plant is included.
Prerequisite: ENER 1350 or PTAC 1302
Type: TECH

NUCP 1371   Math and Chemistry
3:3:0   **Fundamentals for Nuclear Power**
This course teaches algebra, geometry, and trigonometry used at nuclear power plants. It also teaches water chemistry control basics and reactor water chemistry fundamentals including radiochemistry.
Prerequisite: TSI satisfied in Reading and Math
Type: TECH

NUCP 1372   Nuclear Power Plant Organization
3:3:1   **and Processes**
Introduces worker responsibilities specific to nuclear power plants including nuclear security, quality assurance, foreign material exclusion, radiation protection, emergency response, plant access, equipment lock out for maintenance, human performance tools and significant industry events. Includes lab.
Prerequisite: ENER 1350 or PTAC 1302
Type: TECH

NUCP 1373   Nuclear Fundamentals II
3:3:1
This second part introduces basic concepts associated with power plants and overviews of specific systems associated with the secondary side of a nuclear power plant. Includes studies on lubrication, diesel engines, pipe supports, heating and ventilation, valve operations, filters and strainers, pumps, air compressors, and steam traps. Most of this course is general in nature to all power plants but some aspects are specific to nuclear power plants like radioactive waste and fuel handling systems.
Prerequisite: ENER 1350 or PTAC 1302; and NUCP
                          1370; or concurrent enrollment
Type: TECH

NUCP 1480   Cooperative Education
4:1:27
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.
Prerequisite: Requires consent of Program
                          Director
Type: TECH

NUCP 2470   Nuclear Power Plant Systems I
4:3:2
Study of components and systems used in nuclear power plants and their relationship to protecting the reactor core. Topics include valve packing and gland adjustment, electrical safety, electrical switchgear components, procedures, acid and caustic transfer, various cooling water systems, steam systems, electrical distribution and more. Includes lab.
Prerequisite: ENER 1350 or PTAC 1302; NUCP 1370
                          and NUCP 1373
Type: TECH

NUCP 2471   Nuclear Power Plant Systems II
4:3:2   (Capstone Course)
Study of systems used in nuclear power plants and their association with the reactor core. Included is instruction on plant lighting, various cooling water systems, diesel generators, freeze protection, chemical and oily waste and

more. Also includes instruction on some safety related nuclear power plant systems. Includes lab.

Prerequisite: NUCP 1370; NUCP 1373; and NUCP 2470
Type: TECH

PTAC 2436   Process Instrumentation II
4:3:2
Continued study of the instruments and control systems used in the processing industries; including terminology, process variables symbology, control loops, and troubleshooting.

Prerequisite: PTAC 1432
Type: TECH

NURSING (RNSG)

RNSG 1118   Transition to Professional
1:0:4   **Nursing Competencies**
Transition of professional nursing competencies in the care of diverse patients throughout the lifespan. Validates proficiency in psychomotor skills and clinical reasoning in the performance of nursing procedures related to the concepts of: clinical judgment, comfort, elimination, fluid and electrolytes, nutrition, gas exchange, safety, functional ability, immunity, metabolism, mobility, and tissue integrity. Includes health assessment and medication administration. The course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.

Prerequisite: Admission to Concept-Based Transition to Nursing Practice Program
Co-requisite: RNSG 1128; 1324; 1162
Type: TECH

RNSG 1125   Professional Nursing Concepts I
1:1:0
Introduction to professional nursing concepts and exemplars within the professional nursing roles: members of profession, provider of patient-centered care, patient safety advocate, and member of the health care team. Content includes clinical judgment, communication, ethical-legal, evidence-based practice, health promotion, health information technology, patient-centered care, patient education, professionalism, safety, and team/collaboration. Emphasizes role development of the professional nurse. This course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.

Prerequisite: Admission to the ADN Program
Co-requisite: RNSG 1216; 1430; 1128; 1161
Type: TECH

RNSG 1126   Professional Nursing Concepts II
1:1:0
Expanding professional nursing concepts and exemplars within the professional nursing roles. Applying concepts of clinical judgment, ethical-legal, evidence-based practice, patient-centered care, professionalism, safety, and team/collaboration to the exemplars presented in the Health Care Concepts II course. Introduces concept of leadership and management. Emphasizes role development of the professional nurse. This course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.

Prerequisite: RNSG 1216; 1430; 1128; 1161; 1125
Co-requisite: RNSG 1533; 2362
Type: TECH

RNSG 1128   Introduction to Health Care
1:1:0   **Concepts**
An introduction to concept-based learning with emphasis on selected pathophysiological concepts with nursing applications. Concepts include acid-base balance, fluid and electrolytes, immunity, gas exchange, perfusion, metabolism, coping, and tissue integrity. A minimum grade of "C" is required to pass this course.

Prerequisite: Admission to the ADN Program
Co-requisite RNSG 1216; 1430; 1125; 1161
Type: TECH

RNSG 1137   Professional Nursing Concepts III
1:1:0
Application of professional nursing concepts and exemplars within the professional nursing roles. Utilizes concepts of clinical judgment, ethical-legal, evidence-based practice, patient-centered care, professionalism, safety, and teamwork and collaboration. Introduces the concept of quality improvement, health information technology, and health care organizations. Incorporates concepts into role development of the professional nurse. This course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.

Prerequisite: RNSG 1216; 1430; 1128; 1161; 1125; 1533; 2362; 1126
Co-requisite: RNSG 1538; 2363
Type: TECH

RNSG 1161   Clinical – Registered Nursing/
1:0:4   **Registered Nurse**
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A minimum grade of "C" is required to pass this course.

Prerequisite: Admission to the ADN Program
Co-requisite: RNSG 1430; 1125; 1128; 1216
Type: TECH

RNSG 1162   Clinical – Registered Nursing/
1:0:3   **Registered Nurse**
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A minimum grade of "C" is required to pass this course.

Prerequisite: Admission to Concept-Based Transition
                   to Nursing Practice Program
Co-requisite: RNSG 1118; 1170; 1324
Type: TECH

RNSG 1216   Professional Nursing
2:0:8   **Competencies**
Development of professional nursing competencies in the care of patients throughout the lifespan. Emphasizes psychomotor skills and clinical reasoning in the performance of nursing procedures related to the concepts of: clinical judgment, comfort, elimination, fluid and electrolytes, nutrition, gas exchange, safety, functional ability, immunity, metabolism, mobility, and tissue integrity. Includes health assessment and medication administration. This course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.
Prerequisite: Admission to the ADN Program
Co-requisite: RNSG 1430; 1125; 1128; 1161
Type: TECH

RNSG 1324   Concept-Based Transition to
3:2:4   **Professional Nursing Practices**
Integration of previous health care knowledge and skills into the role development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of the health care team, and member of the profession. Emphasis is on clinical decision-making for patients and their families. Review of selected health care and professional nursing concepts with application through exemplars. Health care concepts include comfort, diversity, elimination, functional ability, human development, mobility, nutrition, sensory perception, sleep, coping, thermoregulation, tissue integrity, acid-based balance, clotting, cognition, fluid and electrolyte balance, gas exchange, immunity, metabolism, nutrition, grief, and perfusion. Professional nursing concepts include clinical judgment, communication, ethical-legal, evidenced-based practice, health promotion, health information technology, patient-centered care, patient education, professionalism, safety, teamwork and collaboration. Introduces concepts of leadership and management. This course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.
Prerequisite: Admission to Concept-Based Transition
                   to Nursing Practice Program
Co-requisite: RNSG 1118; 1162; 1170
Type: TECH

RNSG 1430   Health Care Concepts I
4:3:4
In-depth coverage of foundational health care concepts with application through selected exemplars. Concepts include comfort, diversity, elimination, functional ability, human development, mobility, nutrition, sensory perception, sleep, thermoregulation, grief, and tissue

integrity. Emphasizes development of clinical judgment skills in the beginning nurse. This course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.
Prerequisite: RNSG 1216; 1125; 1128; 1161
Type: TECH

RNSG 1533   Health Care Concepts II
5:4:4
In-depth coverage of health care concepts with application through selected exemplars. Concepts include acid-base balance, coping, clotting, cognition, fluid and electrolytes, gas exchange, immunity, metabolism, nutrition, comfort, and perfusion. Provides continuing opportunities for development of clinical judgment skills. The course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.
Prerequisite: RNSG 1128; 1125; 1430; 1161; 1216
Co-requisite: RNSG 1126; 2362
Type: TECH

RNSG 1538   Health Care Concepts III
5:4:4
In-depth coverage of health care concepts with nursing application through selected exemplars. Concepts include cellular regulation, end of life, immunity, interpersonal relationships, grief, human development, intracranial regulation, mood/affect, comfort, sexuality, mobility, and reproduction. Provides continuing opportunities for development of clinical judgment skills. The course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.
Prerequisite: RNSG 1128; 1125; 1430; 1161; 1216;
                   1126; 1533; 2362
Co-requisite: RNSG 1137; 2363
Type: TECH

RNSG 2138   Professional Nursing Concepts IV
1:1:1
Integration of professional nursing concepts and exemplars within the professional nursing roles. Synthesizes concepts of clinical judgment, ethical-legal, evidence-based practice, leadership and management, patient-centered care, professionalism, teamwork, and collaboration through exemplars presented in the Health Care Concepts courses. Emphasizes concept of quality improvement and introduces health policy. Incorporates concepts into role development of the professional nurse. This course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.
Prerequisite: RNSG 1216; 1430; 1128; 1161; 1125;
                   1533; 2362; 1126; 1538; 2363; 1137
Co-requisite: RNSG 2539; 2360
Type: TECH

RNSG 2360   **Clinical – Registered Nursing/**
3:0:12   **Registered Nurse**
       (Capstone Course)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A minimum grade of "C" is required to pass this course.
Prerequisite: RNSG 1430; 1125; 1128; 1216; 1161; 1533; 1126; 2362; 1538; 1137; 2363
Co-requisite: RNSG 2539; 2138
Type: TECH

RNSG 2362   **Clinical – Registered Nursing/**
3:0:12   **Registered Nurse**
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A minimum grade of "C" is required to pass this course.
Prerequisite: RNSG 1430; 1125; 1128; 1216; 1161
Co-requisite: RNSG 1533; 1126
Type: TECH

RNSG 2363   **Clinical – Registered Nursing/**
3:0:12   **Registered Nurse**
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A minimum grade of "C" is required to pass this course.
Prerequisite: RNSG 1430; 1125; 1128; 1216; 1161; 1533; 1126; 2362
Co-requisite: RNSG 1538; 1137
Type: TECH

RNSG 2539   **Health Care Concepts IV**
5:4:4   **(Capstone Course)**
In-depth coverage of advanced health care concepts with nursing application through selected exemplars. Concepts include cognition, immunity, clotting, fluid and electrolyte balance, gas exchange, metabolism, nutrition, perfusion, tissue integrity, and interpersonal relationships. Continuing development of clinical judgment with integration of all health care concepts. The course lends itself to a concept-based approach. A minimum grade of "C" is required to pass this course.
Prerequisite: RNSG 1128; 1125; 1430; 1161; 1216; 1126; 1533; 1538; 1137
Co-requisite: RNSG 2360; 2138
Type: TECH

PARALEGAL STUDIES (LGLA)

LGLA 1303   **Legal Research**
3:3:0
Presents legal research techniques emphasizing the paralegal's role.
Prerequisite: TSI satisfied in Reading
Type: TECH

LGLA 1305   **Legal Writing**
3:3:0
Fundamentals of legal writing techniques including case and fact analysis, citation formats, and legal writing styles emphasizing the paralegal's role in legal writing.
Prerequisite: TSI satisfied in Writing
Type: TECH

LGLA 1313   **Introduction to Paralegal Studies**
3:3:0
An overview of the paralegal profession including professional regulation, trends and issues, ethical obligations, and the paralegal's role in the delivery of legal services.
Prerequisite: None
Type: TECH

LGLA 1345   **Civil Litigation**
3:3:0
Presents fundamental concepts and procedures of civil litigation including pretrial, trial, and post-trial phases of litigation and emphasizes the paralegal's role in civil litigation.
Prerequisite: None
Type: TECH

LGLA 1351   **Contracts**
3:3:0
Presents fundamental concepts of contract law including formation, performance, and enforcement of contracts under the common law and the Uniform Commercial Code with emphasis on the paralegal's role in contract law.
Prerequisite: None
Type: TECH

LGLA 1353   **Wills, Trusts, and Probate**
3:3:0   **Administration**
Presents fundamental concepts of the law of will, trusts, and probate administration with emphasis on the paralegal's role.
Prerequisite: None
Type: TECH

LGLA 1355   Family Law
3:3:0
Fundamental concepts of family law including formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship with emphasis on the paralegal's role in family law.
Prerequisite: None
Type: TECH

LGLA 1359   Immigration Law
3:3:0
Presents fundamental concepts of immigration law including substantive and procedural law related to visa applications, deportation, naturalization, and citizenship emphasizing the paralegal's role in immigration law.
Prerequisite: None
Type: TECH

LGLA 2303   Torts and Personal Injury Law
3:3:0
Presents the fundamental concepts of tort and personal injury law including intentional torts, negligence, and strict liability with emphasis on the paralegal's role.
Prerequisite: None
Type: TECH

LGLA 2307   Law Office Management
3:3:0
Fundamentals of principles and structure of management, administration, and substantive systems in the law office including law practice technology as applied to paralegals.
Prerequisite: None
Type: TECH

LGLA 2309   Real Property
3:3:0
Presents fundamental concepts of real property law including the nature of real property, rights and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents emphasizing the paralegal's role in property law.
Prerequisite: None
Type: TECH

LGLA 2313   Criminal Law and Procedure
3:3:0
Fundamental concepts of criminal law and procedure from arrest to final disposition including principles of federal and state law emphasizing the role of the paralegal in the criminal justice system.
Prerequisite: None
Type: TECH

LGLA 2388   Internship – Legal Assistant/Paralegal
3:0:9   (Capstone Course)
A work-based learning experience that enables the student to apply specialized occupational theory, skills and

concepts. A learning plan is developed by the college and the employer.
Prerequisite: Successful completion of at least 21 hours of Paralegal Studies coursework
Type: TECH

PHILOSOPHY (PHIL)

PHIL 1301   Introduction to Philosophy
3:3:0   Core 040
A study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics in philosophy may include theories of reality, theories of knowledge, theories of value, and their practical applications.
Prerequisite: Concurrent enrollment or completion of ENGL 1301
Type: ACAD

PHYSICAL THERAPIST ASSISTANT (PTHA)

PTHA 1321   Pathophysiology
3:3:0
Study of the pathophysiology of diseases/conditions commonly encountered in physical therapy.
Prerequisite: BIOL 2401; 2402; PTHA 2205; and 1360
Type: TECH

PTHA 1360   Clinical Physical Therapist Assistant I
3:0:15
A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: PTHA 2205
Type: TECH

PTHA 1409   Introduction to Physical Therapy
4:3:4
Introduction to the profession of physical therapy and the role of the physical therapist assistant. Includes the application of basic patient handling, functional skills, communication, and selected data collection techniques.
Prerequisite: Admission to the PTA Program
Type: TECH

PTHA 1413   Functional Anatomy
4:3:4
The relationship of the musculoskeletal and neuromuscular systems to normal and abnormal movement.
Prerequisite: Admission to the PTA Program
Type: TECH

PTHA 1531   Physical Agents
5:4:4
Biophysical principles, physiological effects, efficacy and application of physical agents.

Prerequisite: PTHA 1409; 1413
Type: TECH

PTHA 2205   Neurology
2:2:0
Study of neuroanatomy and neurophysiology as it relates to neurological conditions.
Prerequisite: PTHA 1531; 2201; 2409
Type: TECH

PTHA 2301   Essentials of Data Collection
3:2:4
Data collection techniques used to prepare the physical therapist assistant to assist in patient/client management.
Prerequisite: PTHA 1409; 1413
Type: TECH

PTHA 2339   Professional Issues
3:3:0   (Capstone Course)
Engages the student in the discussion of professional issues and behaviors related to clinical practice and which prepares the student for transition into the workforce.
Prerequisite: PTHA 1321; 2431; 2435
Type: TECH

PTHA 2360   Clinical Physical Therapist Assistant II
3:0:15
A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: PTHA 1321; 1360; 2431; 2435
Type: TECH

PTHA 2409   Therapeutic Exercise
4:3:4
Concepts, principles, and application of techniques related to therapeutic exercise and functional training.
Prerequisite: PTHA 1409; 1413
Type: TECH

PTHA 2431   Management of Neurological
4:3:4   **Disorders**
Comprehensive rehabilitation techniques of selected neurological disorders.
Prerequisite: PTHA 1360; 2205
Type: TECH

PTHA 2435   Rehabilitation Techniques
4:3:4
Comprehensive rehabilitation of selected diseases and disorders.
Prerequisite: PTHA 1360; 2205
Type: TECH

PTHA 2460   Clinical Physical Therapist Assistant III
4:0:15   (Capstone Course)
A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: PTHA 2360
Type: TECH

PHYSICS (PHYS)

PHYS 1401   College Physics I
4:3:2   Core 030
Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; with emphasis on problem solving. Laboratory activities will reinforce these concepts.
Prerequisite: MATH 1314 or MATH 2312 or higher; MATH 1316 is recommended
Type: ACAD

PHYS 1402   College Physics II
4:3:2   Core 030
Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Laboratory activities will reinforce these concepts.
Prerequisite: PHYS 1401 with a grade of "C" or better
Type: ACAD

PHYS 2425   University Physics I (Engineering
4:3:3   **Physics I)**
                 Core 030
Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics. Emphasis is placed on problem solving. Laboratory experiments support theoretical principles presented in lecture; includes experimental design, data collection and analysis, and preparation of laboratory reports.
Prerequisite: MATH 2413; concurrent enrollment in Math 2414 is recommended (see PHYS 2426 prerequisites)
Type: ACAD

PHYS 2426   University Physics II (Engineering
4:3:3   **Physics II)**
                 Core 030
Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles

of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics. Laboratory experiments supporting theoretical principles presented in lecture will be reinforced in lab.

Prerequisite: PHYS 2425 with a grade of "C" or better and MATH 2414
Type: ACAD

POLICE ACADEMY (CJLE)

CJLE 1506 — Basic Peace Officer I
5:3:8

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer II, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Basic Peace Officer Training Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.*** Topics covered are introduction to fitness and wellness, history of policing, professionalism and ethics, United States Constitution and Bill of Rights, Criminal Justice system, Texas Penal Code, Texas Code of Criminal Procedure, civil process, and stress management.

Prerequisite: None
Type: TECH

CJLE 1512 — Basic Peace Officer II
5:3:8 (Capstone Course)

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Basic Peace Officer Training Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.*** Topics covered are field note taking, report writing, "use of force" law and concepts, problem solving, multiculturalism, professional policing approaches, patrol procedures, victims of crime, family violence, MHMR, crowd management, HAZMAT, and criminal investigation.

Prerequisite: None
Type: TECH

CJLE 1518 — Basic Peace Officer III
5:3:8 (Capstone Course)

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Basic Peace Officer Training Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.*** Topics covered are laws pertaining to controlled substances, crowd management, personal property, and crime scene investigation.

Prerequisite: None
Type: TECH

CJLE 1524 — Basic Peace Officer IV
5:3:8

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, III, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Basic Peace Officer Training Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.*** Topics covered are laws directly related to police field work, Texas Transportation Code, intoxicated driver, Texas Penal Code, elements of crimes, Texas Family Code, Texas Alcoholic Beverage Code, and civil liability. Requires the demonstration and practice of the skills of a police officer including patrol, driving, traffic-stop skills, use of force, mechanics of arrest, firearm safety, and emergency medical care. Also includes study of the techniques and procedures used by police officers on patrol. Includes controlled substance identification, handling abnormal persons, traffic collision investigation, note taking and report writing, vehicle operation, traffic direction, crowd control, and jail operations.

Prerequisite: None
Type: TECH

PROCESS TECHNOLOGY (PTAC)

CTEC 1401 — Applied Petrochemical Technology
4:3:2

Instruction in the basic principles of physics and their application to process facilities. Topics include physical laws and properties and how these relate to the operation of processes.

Prerequisite: Credit for or concurrent enrollment in MATH 1314
Type: TECH

CTEC 1480 — Cooperative Education-Chemical Technology/Technician
4:1:27

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Class time will focus on work related topics such as safety, self-initiative, goal setting, time management, leadership, communication, team skills, and continuous improvement. Students may register in only one co-op class per semester (4sch, 1 lecture, 20 minimum practicum in plant) and it must be approved by both the employer offering the co-op and WCJC. The employer will usually select from second year students who have completed at least 30 semester hours toward the PTAC degree and have satisfactorily completed the company's tests and interviews. The student will work at the facility during the day, averaging at least 20 hours per week, and is paid a commensurate rate (approximately 80% of entry level).

Prerequisite: Credit for or concurrent enrollment in PTAC 2420 and approval of Program Director and Co-op employer
Type: TECH

PTAC 1302 Intro to Process Technology
3:3:0
An introduction overview of the various processing industries. Introduction to chemical and refinery plant operations. Topics include process technician duties, responsibilities and expectations, plant organizations, plant process and utility systems, and the mental requirements of the process technician.
Prerequisite: TSI Reading and Math requirements met or concurrent enrollment in INRW 0307 and/or MATH 0308
Type: TECH

PTAC 1408 Safety, Health & Environment
4:3:2
An overview of safety, health, and environmental issues in the performance of all job tasks. Development of knowledge and skills to reinforce the attitudes and behaviors required for safe and environmentally sound work habits. Emphasis on safety, health, and environmental issues in the performance of all job tasks and regulatory compliance issues.
Prerequisite: TSI Reading requirement met or concurrent enrollment in INRW 0307
Type: TECH

PTAC 1410 Process Technology I – Equipment
4:3:2
Introduction to the use of common processing equipment. Students will learn to use appropriate terminology to describe components of process equipment, describe basic functions of process equipment, and relate scientific principles associated with process equipment.
Prerequisite: PTAC 1302
Type: TECH

PTAC 1432 Process Instrumentation I
4:3:2
Study of the instruments and control systems used in the process industry including terminology, process variables, symbology, control loops and basic troubleshooting.
Prerequisite: Credit for or concurrent enrollment in PTAC 1302 or ENER 1350 or INMT 1305
Type: TECH

PTAC 1454 Industrial Processes
4:3:2
The study of the common types of industrial processes. This course will examine some of the major types of process units in chemical and refining industries; and the generic procedures for startups, shutdowns, normal and abnormal operations for these units. Processes covered will include polyethylene (loop, CSTR and fixed bed),

hydrogen reforming, syn gas reforming, crude distillation, catalytic cracking (FCCU), olefin (specifically ethylene) production, hydrotreating/desulfurization (HT/HDS and CCR) mercaptin treating and sulfur recovery units. <u>MUST be taken if not selected for CTEC 1480.</u>
Prerequisite: PTAC 1410 and PTAC 1432
Type: TECH

PTAC 2314 Principles of Quality
3:3:0
Study of the background and application of quality concepts. Topics include team skills, quality tools, statistics, economics, and continuous improvement.
Prerequisite: TSI requirements met
Type: TECH

PTAC 2420 Process Technology II – Systems
4:3:2
A study of the various process systems, including related scientific principles.
Prerequisite: PTAC 1410 and PTAC 1432
Type: TECH

PTAC 2438 Process Technology III – Operations
4:3:2 (Capstone Course)
This course emphasizes activities associated with the hands-on operation of process equipment. Topics include typical duties of an operator.
Prerequisite: PTAC 1410 and PTAC 1432 or concurrent enrollment in PTAC 2420
Type: TECH

PTAC 2446 Process Troubleshooting
4:3:2 (Capstone Course)
Instruction in the different types of troubleshooting techniques, procedures, and methods used to solve process problems. Topics include application of data collection and analysis, cause-effect relationships and reasoning.
Prerequisite: Credit for or concurrent enrollment in PTAC 2420
Type: TECH

PSYCHOLOGY (PSYC)

PSYC 1300 Learning Framework
3:3:0 Or EDUC 1300
Core 090
A study of the 1) research and theory in the psychology of learning, cognition, and motivation, 2) factors that impact learning, and 3) application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills

discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. (Cross listed as EDUC 1300)

Prerequisite: TSI satisfied in Reading and Writing or concurrent enrollment in INRW 0307
Type: ACAD

PSYC 2301   General Psychology
3:3:0   Core 080
General Psychology is a study of the major psychological topics, theories and approaches to the scientific study of behavior and mental processes.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

PSYC 2306   Human Sexuality
3:3:0   Or SOCI 2306; Core 080
This course will provide an overview of the broad field of human sexuality. Topics will be covered from various perspectives – biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically-based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom. (Cross-listed as SOCI 2306)
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

PSYC 2314   Life Span Growth and Development
3:3:0   Core 080
Life-Span Growth and Development is a study of social, emotional, cognitive and physical factors and influences of a developing human from conception to death. Recommended for Nursing and Allied Health students.
Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

PSYC 2319   Social Psychology
3:3:0   Or SOCI 2326
Study of individual behavior within the social environment. Topics may include socio-psychological process, attitude formation and change, interpersonal relations, group processes, self, social cognition, and research methods. (Cross-listed as SOCI 2326)
Prerequisite: PSYC 2301 required; SOCI 1301 recommended
Type: ACAD

RADIOLOGIC TECHNOLOGY (RADR)

RADR 1166   Practicum (or Field Experience) –
1:0:10   **Radiologic Technology/Science –**
                  Radiographer
Practical, general workplace training supported by an individualized learning plan developed by the employer,

college, and student. A minimum grade of "C" is required to pass this course.
Prerequisite: Acceptance into Radiologic Technology Program; BIOL 2401; and BIOL 2402
Type: TECH

RADR 1266   Practicum (or Field Experience) –
2:0:16   **Radiologic Technology/Science –**
                  Radiographer
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 1409; 1411; and 1166 with a "C" or better
Type: TECH

RADR 1267   Practicum (or Field Experience) –
2:0:15   **Radiologic Technology/Science –**
                  Radiographer
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2401; 1313; and 1266 with a "C" or better
Type: TECH

RADR 1313   Principles of Radiographic Imaging I
3:2:4
Radiographic image quality and the effects of exposure variables. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 1409; 1411; and 1166 with a "C" or better
Type: TECH

RADR 1409   Introduction to Radiography and
4:3:3   **Patient Care**
An overview of the historical development of radiography, basic radiation protection, and introduction to medical terminology, ethical and legal issues for health care professionals, and an orientation to the profession and to health care systems. Patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology are also included. A minimum grade of "C" is required to pass this course.
Prerequisite: Acceptance into Radiologic Technology Program; BIOL 2401; and BIOL 2402
Type: TECH

RADR 1411   Basic Radiographic Procedures
4:3:4
An introduction to radiographic positioning terminology, manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for demonstration of basic anatomy.

A minimum grade of "C" is required to pass this course.
Prerequisite: Acceptance to Radiologic Technology Program; BIOL 2401; and BIOL 2402
Type: TECH

RADR 2117   Radiographic Pathology
1:1:1
Disease processes and their appearance on radiographic images. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2205 and 1267 with a "C" or better
Type: TECH

RADR 2205   Principles of Radiographic Imaging II
2:1:4
Radiographic image quality and the effects of exposure variables, and the synthesis of all variables in image production. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2401; 1313; and 1266 with a "C" or better
Type: TECH

RADR 2235   Radiologic Technology Seminar
2:1:4   (Capstone Course)
A Capstone course focusing on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2333; 2313; and 2366 with a "C" or better
Type: TECH

RADR 2266   Practicum (or Field Experience) –
2:0:16   **Radiologic Technology/Science –**
                   Radiographer
Practical, general workplace training supported by an individual learning plan developed by the employer, college, and student. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2205 and 1267 with a "C" or better
Type: TECH

RADR 2267   Practicum (or Field Experience) –
2:0:15   **Radiologic Technology/Science –**
                   Radiographer
Practical, general workplace training supported by an individual learning plan developed by the employer, college, and student. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2333; 2213; and 2366 with a "C" or better
Type: TECH

RADR 2309   Radiographic Imaging Equipment
3:2:4
Equipment and physics of x-ray production. Includes basic x-ray circuits. Also examines the relationship of conventional and digital equipment components to the imaging process. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2205 and 1267 with a "C" or better
Type: TECH

RADR 2313   Radiation Biology and Protection
3:3:0
Effects of radiation exposure on biological systems. Includes typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2309; 2117; 2331; and 2266 with a "C" or better
Type: TECH

RADR 2331   Advanced Radiographic Procedures
3:2:4
Positioning and alignment of the anatomic structures and equipment, evaluation of images for demonstration of anatomy and related pathology. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2205 and 1267 with a "C" or better
Type: TECH

RADR 2333   Advanced Medical Imaging
3:3:0
An exploration of specialized imaging modalities. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2309; 2117; 2331; and 2266 with a "C" or better
Type: TECH

RADR 2366   Practicum (or Field Experience –
3:0:24   **Radiologic Technology/Science –**
                   Radiographer
Practical, general workplace training supported by an individual learning plan developed by the employer, college, and student. A minimum grade of "C" is required to pass this course.
Prerequisite: RADR 2309; 2331; 2117; and 2266 with a "C" or better
Type: TECH

RADR 2401   Intermediate Radiographic
4:3:4   **Procedures**
A continuation of the study of the manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of

images for demonstration of anatomy. A minimum grade of "C" is required to pass this course.

Prerequisite: RADR 1409; 1411; and 1166 with a "C" or better
Type: TECH

SOCIOLOGY (SOCI)

SOCI 1301   Introduction to Sociology
3:3:0   Core 080

The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance.

Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

SOCI 1306   Social Problems
3:3:0   Core 080

Application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems.

Prerequisite: TSI Reading requirements met or concurrent enrollment in INRW 0307
Type: ACAD

SOCI 2301   Marriage and the Family
3:3:0

Sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society.

Prerequisite: TSI Reading requirements met or concurrent enrollment in INRW 0307
Type: ACAD

SOCI 2306   Human Sexuality
3:3:0   Or PSYC 2306; Core 080

This course is an overview of the broad field of human sexuality. Topics will be covered from various perspectives – biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom. (Cross-listed as PSYC 2306)

Prerequisite: TSI satisfied in Reading and Writing
Type: ACAD

SOCI 2319   Minority Studies
3:3:0   Core 080

This course studies minority-majority group relations, addressing their historical, cultural, social, economic, and institutional development in the United States. Both sociological and social psychological levels of analysis will be employed to discuss issues including experiences of minority groups within the context of their cultural heritage and tradition, as well as that of the dominant culture. Core concepts to be examined include (but are not limited to) social inequality, dominance/subordination, prejudice, and discrimination. Particular minority groups discussed may include those based on poverty, race/ethnicity, gender, sexual orientation, age, disability, or religion.

Prerequisite: TSI Reading requirements met or concurrent enrollment in INRW 0307
Type: ACAD

SOCI 2326   Social Psychology
3:3:0   Or PSYC 2319

Study of individual behavior within the social environment. Topics may include socio-psychological process, attitude formation and change, interpersonal relations, group processes, self, social cognition, and research methods. (Cross-listed as PSYC 2319).

Prerequisite: PSYC 2301 required; SOCI 1301 recommended
Type: ACAD

SPANISH (SPAN)

SPAN 1411   Beginning Spanish I
4:4:0

Basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level.

Prerequisite: TSI satisfied in Reading
Co-requisite: If not TSI satisfied, concurrent enrollment in INRW 0307
Type: ACAD

SPAN 1412   Beginning Spanish II
4:4:0

Continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level.

Prerequisite: TSI satisfied in Reading or concurrent enrollment in INRW 0307; SPAN 1411 or passing grade on Spanish placement test
Type: ACAD

SPAN 2311   Intermediate Spanish I
3:3:0
The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world.
Prerequisite: SPAN 1412 or passing grade on Spanish placement test
Type: ACAD

SPAN 2312   Intermediate Spanish II
3:3:0
Continuation of SPAN 2311. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world with emphasis on selected readings from modern works of Spanish and Latin American authors. Selections are discussed in class, with emphasis on speaking Spanish.
Prerequisite: SPAN 2311
Type: ACAD

SPEECH (SPCH)

SPCH 1311   Intro to Speech Communication
3:3:0
Introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking.
Prerequisite: TSI satisfied in Reading or concurrent enrollment in INRW 0306 or INRW 0307
Type: ACAD

SPCH 1315   Public Speaking
3:3:0   Core 090
Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations.
Prerequisite: TSI satisfied in Reading or concurrent enrollment in INRW 0306 or INRW 0307
Type: ACAD

SPCH 1318   Interpersonal Communication
3:3:0   Core 090
Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.
Prerequisite: TSI satisfied in Reading or concurrent enrollment in INRW 0307
Type: ACAD

SPCH 1321   Business and Professional
3:3:0   **Communication**
Study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats.
Prerequisite: TSI satisfied in Reading or concurrent enrollment in INRW 0307
Type: ACAD

SPCH 1342   Voice and Diction
3:3:0
Physiology and mechanics of effective voice production with practice in articulation, pronunciation, and enunciation.
Prerequisite: TSI satisfied in Reading or concurrent enrollment in INRW 0306 or INRW 0307
Type: ACAD

SPCH 2341   Oral Interpretation
3:3:0
Theories and techniques in analyzing and interpreting literature. Preparation and presentation of various literary forms.
Prerequisite: TSI satisfied in Reading or concurrent enrollment in INRW 0306 or INRW 0307
Type: ACAD

VOCATIONAL NURSING (VNSG)

VNSG 1119   Leadership and Professional
1:1:0   **Development**
Study of the importance of professional growth. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education. 16 contact hours.
Prerequisite: Successful completion of all second semester courses
Type: TECH

VNSG 1133   Growth and Development
1:1:0
Study of the basic aspects of growth and development throughout the life span. Focus on growth and development of the individual's body, mind, and personality as influenced by the environment. 16 contact hours.
Prerequisite: Admission to Program
Type: TECH

VNSG 1160   Clinical I-Licensed Practical/Vocational
        Nurse Training
1:0:6
A health related, work based learning experience that enables the student to apply specialized occupational

theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences.

Prerequisite: Admission to Program
Co-requisite: Student must have course average of "C" or above in VNSG 1423, VNSG 1429, VNSG 1204, VNSG 1327, VNSG 1226, VNSG 1133, VNSG 1515 on the first day of this course.
Type: TECH

VNSG 1204   Foundations of Nursing
2:2:0
This is an introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness. 32 contact hours.
Prerequisite: Admission to Program
Type: TECH

VNSG 1226   Gerontology
2:2:0
Overview of the physical, psychosocial, and cultural aspects of the aging process. Addresses disease processes of aging. Exploration of perceptions toward care of the older adult. 32 contact hours.
Prerequisite: Admission to Program
Type: TECH

VNSG 1230   Maternal-Neonatal Nursing
2:2:0
A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Utilization of the nursing process in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. 32 contact hours.
Prerequisite: Successful completion of all first semester courses
Type: TECH

VNSG 1234   Pediatrics
2:2:0
Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and developmental needs utilizing the nursing process. 32 contact hours.
Prerequisite: Successful completion of all first semester courses
Type: TECH

VNSG 1238   Mental Illness
2:2:0
Study of human behavior with emphasis on emotional and mental abnormalities and modes of treatment incorporating the nursing process. 32 contact hours.
Prerequisite: Successful completion of all second semester courses
Type: TECH

VNSG 1327   Essentials of Medication
3:3:0   Administration
General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement. 48 contact hours.
Prerequisite: Admission to Program
Type: TECH

VNSG 1331   Pharmacology
3:3:0
Fundamentals of medications and their diagnostic, therapeutic, and curative effects are surveyed. Includes nursing interventions utilizing the nursing process. 48 contact hours.
Prerequisite: Successful completion of all first semester courses
Type: TECH

VNSG 1423   Basic Nursing Skills
4:3:5
Mastery of basic nursing skills and competencies for a variety of healthcare settings using the nursing process as the foundation for all nursing interventions. 128 contact hours.
Prerequisite: Admission to Program
Type: TECH

VNSG 1429   Medical-Surgical Nursing I
4:4:0
Application of the nursing process to the care of adult patients experiencing medical-surgical conditions in the health-illness continuum.
A variety of health care settings utilized. 64 contact hours.
Prerequisite: Admission to Program
Type: TECH

VNSG 1432   Medical-Surgical Nursing II
4:4:0
Continuation of Medical-Surgical Nursing I with application of the nursing process to the care of the adult patients experiencing medical-surgical conditions along the health illness continuum. Includes a variety of health care settings. 64 contact hours.
Prerequisite: Successful completion of all first semester courses
Type: TECH

VNSG 1505   Health Science
5:4:2
An introduction to the general principles of anatomy and physiology, nutrition, and microbiology that are necessary for understanding body processes and basic principles underlying health promotion and therapeutic interventions. 96 contact hours.
Prerequisite: Admission to Program
Type: TECH

VNSG 1661   Clinical II-Licensed Practical Nurse
6:0:24   **(LVN)**
A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.   Clinical experiences are unpaid external learning experiences. 378 clinical hours.
Prerequisite: Successful completion of all first semester courses
Type: TECH

VNSG 2331   Advanced Nursing Skills
3:2:2
Mastery of advanced level nursing skills and competencies in a variety of health care settings utilizing the nursing process as a problem-solving tool. 64 contact hours.
Prerequisite: Successful completion of all first semester courses
Type: TECH

VNSG 2661   Clinical III-Licensed Practical Nurse
6:0:23   **(LVN)**
          (Capstone Course)
A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts.
Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences. 368 clinical hours. This course is the culminating evaluative course that assesses the outcomes of the vocational nursing major. All students must complete this course with a grade of "B" or better.
Prerequisite: Successful completion of all second semester courses
Type: TECH

WELDING TECHNOLOGY (WLDG)

WLDG 1412   Intro to Flux Cored Arc Welding
4:3:4   **(FCAW)**
An overview of terminology, safety procedures and equipment set-up.   Practice in performing T-joints, lap joints, and butt joints using Flux Cored Arc Welding (FCAW) equipment.
Prerequisite: None
Type: TECH

WLDG 1413   Intro to Blueprint Reading for
4:3:4   **Welders**
A study of industrial blueprints. Emphasis placed on terminology, symbols, graphic description, and welding processes. Includes systems of measurement and industry standards. Also includes interpretation of plans and drawings used by industry to facilitate field application and production.
Prerequisite: None
Type: TECH

WLDG 1417   Intro to Layout and Fabrication
4:2:6
A fundamental course in layout and fabrication related to the welding industry. Major emphasis on structural shapes and use in construction.
Prerequisite: WLDG 1428
Type: TECH

WLDG 1428   Intro to Shielded Metal Arc
4:3:4   **Welding (SMAW)**
An introduction to the shielded metal arc welding process. Emphasis placed on power sources, electrode selection, oxy-fuel cutting, plasma cutting, and various joint designs. Instruction provided in SMAW fillet welds in various positions.
Prerequisite: None
Type: TECH

WLDG 1434   Intro to Gas Tungsten Arc Welding
4:3:4   **(GTAW)**
Principles of gas tungsten arc welding (GTAW), including set-up of GTAW equipment. Instruction in various positions and joint designs.
Prerequisite: WLDG 1428
Type: TECH

WLDG 1435   Intro to Pipe Welding
4:3:4
An introduction to welding of pipe using the shielded metal arc welding process (SMAW), including electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 1G and 2G using various electrodes.
Prerequisite: WLDG 1428
Type: TECH

WLDG 1457   Intermediate Shielded Metal Arc
4:3:4   **Welding (SMAW)**
A study of the production of various fillets and groove welds. Preparation of specimens for testing in various positions.
Prerequisite: WLDG 1428
Type: TECH

WLDG 2451 **Advanced Gas Tungsten Arc**
4:2:6 **Welding (GTAW)**
Advanced topics in GTAW welding, including welding in various positions and directions.
Prerequisite: WLDG 1417
Type: TECH

WLDG 2452 **Advanced Flux Cored Arc Welding**
4:3:4 **(FCAW)**
Advanced concepts of flux cored arc welding of structural and fabricated steel products. Skill development in multi-pass fillet and V-groove welding.
Prerequisite: WLDG 1417
Type: TECH

WLDG 2453 **Advanced Pipe Welding**
4:3:4 (Capstone Course)
Advanced topics involving welding of pipe using the shielded metal arc welding (SMAW) process. Topics include electrode selection, equipment setup and safe shop practices. Emphasis on weld positions 5G and 6G using various electrodes.
Prerequisite: WLDG 1417
Type: TECH

College Personnel

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B.S., Sam Houston State University
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Philip Cox	Barbee Electric, Wharton, TX
Mark Mata	Business Owner, Wharton, TX
Jared Newsom	Gulf Coast A/C & Electrical, Wharton, TX
Bill Roy	Century Supply, Bay City, TX
Koby Sanchez	Martin Electric, El Campo, TX
Kurt Stern	EB Air Conditioning, East Bernard, TX
Philip Villaloboz	Fort Bend Air & Heat, Rosenberg, TX

Associate Degree Nursing

Kathy Beddingfield, MSN, RN, CCRN	Memorial Hermann Surgery Center, Katy, TX
Stephany Coleman, DNP, RN-BC, NEA-BC	Memorial Hermann Katy Hospital, Katy, TX
Brian Domsch, RN	Oak Bend Medical Center, Richmond, TX
Brian Duncan, RN	Memorial Herman, Houston, TX
Sharon Glentzer, RN, BSN	CHI St. Joseph Health Hospital, Bellville, TX
Christie Jacobus, RN M.Ed	Memorial Hermann Sugar Land Hospital, Sugar Land, TX
Janet Johnson, RN	Wharton ISD, Wharton, TX
Lisa Machen	Houston Hospice, Houston, TX
Cheryl Pekar	Stanzel Foundation, Schulenburg, TX
Mayra Polio, RN	Cambridge Health & Rehabilitation Center, Richmond, TX
Christian Rivera, RN	Memorial Hermann, Katy, TX
Judy Sablatura, RN, BSN	Matagorda Regional Medical Center, Bay City, TX
Kathryn Tart, Ed.D., RN, CNE	University of Houston, Sugar Land, TX
Stacey Upton, PhD., MS, RNC-NIC	CHI St. Luke's Hospital, Sugar Land, TX
Michelle Ziakas, RN, BSN, MSN, MBA	Oak Bend Medical Center, Richmond, TX

Automotive Technology

Ramiro Castellano	Owner – Richmond Rd Truck & Auto, Wharton, TX
Keith Cline	Jeff Haas Mazda, Houston, TX
Tim Dufner	Southwest Kia, Rosenberg, TX
Jim Farrar	El Campo ISD, El Campo, TX
Gary Gensler	WCJC Faculty (retired), Wharton, TX
Kyle Krempel	Christian Brothers Automotive, Katy, TX
Larry Kuretsch	El Campo High School Faculty (retired), El Campo, TX
Theresa Salley	Don Elliott Auto, Wharton, TX

AJ Sitka	Retired, Wharton, TX
David Voulgaris	Self Employed, Wharton, TX
Mike Watson	Owner – Boling Equipment, Boling, TX

Business Office Technology (Business Office Technology, Office Specialist, Administrative Assistant)

Marie T. Barth, CAP/OM	MD Anderson Cancer Center, Houston, TX
Belinda Bonilla	CGG, Houston, TX
Eric Dargan	City of Houston, Houston, TX
Janice Golding	Fulbright & Jaworski L.L.P., Houston, TX
Rhoda Jones, CAP	Williams Gas Pipeline, Houston, TX
Lauren Krasucky	Needville High School, Needville, TX
Kathleen Naylor	Retired, Secretary, Wharton County Junior College, Wharton, TX
Debra Pruitt, CAP/OM, CPM	City of Houston, Houston, TX
Vickie Randall, CAP/OM	Reliant Energy, Houston, TX
Carol Treude	Louise, TX
Shelly Utz	Lamberti USA, Inc., Hungerford, TX

Computer Science

J.R. Atkins	Conoco Phillips, Houston, TX
David Bergstrom	YK Communications, Ganado, TX
Eric Brenk	NewFirst National Bank, Sugar Land, TX
Paul Bullard	Needville ISD, Needville, TX
Ron Campbell	All-Tex Networking Solutions, Richmond, TX
Jay Clancy	Strategic Ascent, Houston, TX
Stephanie Dees	Proofpoint, Houston, TX
Adam Guevara	Wm. Rigg Co., Houston, TX
Russell Hill	All-Tex Networking Solutions, Richmond, TX
Marty Ragusky	VLNComm, Charlottesville, VA
Dennis Rawlings	STP Nuclear Operations Center, Palacios, TX
Larry Swonke	Microsoft Corporation, Houston, TX
Joshua Solis	Bay City ISD, Bay City, TX
Jimmy Taylor	CPAP.com, Houston, TX
Ashley Thompson	Houston Police Department, Houston, TX
Dr. Akireza Tavakkoli	University of Houston – Victoria, Victoria, TX

Cosmetology

Ann Cochrum	The Salon on Fulton, Wharton, TX
Darla Ermis	WCJC PT Cosmetology Instructor, Louise, TX
Kelli Graham	Owner, Southern Charm Salon, Weimar, TX
Patti Ragsdale	Sport Clips Franchise Owner, Rosenberg, TX
Eliaz Sanchez	Hair Evolutions by Eliaz, Sugar Land, TX

| Miguel Santes | Owner, Cutting Edge, Wharton, TX |
| Linda Svatek | Owner, Razzmatazz Hair Salon, Wharton, TX |

Dental Hygiene

Sandra Brito, RDH	El Campo, TX
Larry Caldwell, DDS	Sugar Land, TX
LeAnn Campbell, RDH	The Woodlands, TX
Nannette Carmon, RDH	Sugar Land, TX
Amy Lehmann, RDH	Bay City, TX
Carol Heath, DDS	Richmond State Supported Living Center, Richmond, TX
Heather Hull, RDH	Richmond, TX
Martha Malik, RDH, DDS	Victoria, TX
Marcy Martinez, RDH	Missouri City, TX
Byron Novosad, DDS	Sugar Land, TX
Rachel Pruitt	Rosenberg, TX
Patti Rhoades, RDH	Rosenberg, TX
Carol Smolik, RDH	El Campo, TX
Brian Swenson, DDS	El Campo, TX
Kendahl Yanez, RDH	Richmond, TX

Early Childhood Development

Milton Burrell	Site Supervisor/Family Engagement for Wharton Head Start Program, Bay City, TX
Dana Foyt	Principal, Sivells Elementary School, Adjunct Faculty, Wharton, TX
Dianne Gertson	Texas AgriLife Extension, Fort Bend County, Rosenberg, TX
Aurora Haller	Director, Creative Minds CDC, Sugar Land, TX
Consuelo Haller	Office Manager, Creative Minds CDC, Sugar Land, TX
Stephanie Haynes	Graduate of WCJC, Adjunct Faculty, and Elementary Teacher, Fort Bend ISD, Hungerford, TX
Tammy Herrera	Director, First Baptist CDC, Wharton, TX
Linda Hines	Former Children's Librarian, Wharton County Library, Wharton, TX
Tim Kaminski	Director, Gingerbread House and Gingerbread Academy, Rosenberg, TX
Inez Kucera	Principal, Holy Cross Catholic School, Bay City, TX
Lori Schindler	CEA-FCS Wharton County Texas A&M AgriLife Extension Service, Wharton, TX
Kashara Shelton Bell	Texas AgriLife Extension, Wharton County, Wharton, TX

Electronics Engineering Technology

Leonard Durham	Performance Technician, South Texas Project, Wadsworth, TX
Clarence Foytik	Micro-Smart Systems, Houston, TX
Bruce Garrett	HP (Retired), Houston, TX

Emily Gresham	George Ranch High School, Project Lead the Way, Richmond, TX
Dustin Hruzek	FW Murphy Production Controls, Controls Engineer, Rosenberg, TX
Marty Janak	Tidal Power Services LLC, Rosharon, TX
Donald Locke	Texas Consulting Service-Mears HDD Services, Houston, TX
Johnathan Klotz	EJK Services LLC, Houston, TX
Ryan Ragus	Texas Instruments, Sugar Land, TX
Roel Rodriguez	FW Murphy Production Controls, Rosenberg, TX
Rachal Salazar	R. Stahl, Houston, TX
Art Schulze	Healthcare Technology Group, Wharton, TX
Trey Thevenet	Tidal Power Services LLC, Rosharon, TX

Emergency Medical Services

Garret Bubela	Assistant EMS Director, El Campo EMS, El Campo, TX
Amanda Campos	Director, Matagorda County EMS, Bay City, TX
Belma Cruz	ER Director, Matagorda Regional, Bay City, TX
Weston Davis	Director, El Campo EMS, El Campo, TX
Ron Dille	Director, Austin County EMS, Bellville, TX
Michael Furrh	Director, Colorado County EMS, Columbus, TX
Jessica Gann	Trauma Coordinator/Safety Officer, Matagorda Regional, Bay City, TX
Christy Gonzales	EMS Supervisor, Wharton EMS, Wharton, TX
Ann Gooden	Retired, Health Care Provider/User of EMS, Wharton, TX
Kathleen Hartley	Assistant Chief, Fort Bend County EMS, Richmond, TX
John Kowalik	Director, Wharton EMS, Wharton, TX
Charla Kulcak	Public Member, El Campo, TX
Garland Mann	Paramedic, Wharton EMS, Wharton, TX
Mike Nixon	Deputy Chief, Fort Bend County EMS, Richmond, TX
Dr. Nathan Nguyen	WCJC Medical Director, Wharton, TX
Jacqueline Scarborough	ER Nurse/Paramedic, Memorial Hermann, Sugar Land, TX
JA Szymanski	Wharton County Constable – Precinct 2, East Bernard, TX
2 positions	Current WCJC EMT-P Students
3 positions	Recent WCJC EMT-P Graduates
TBD	TDSHS Representative

Engineering Design

Stephen Berckenhoff	AECOM, Houston, TX – Civil Design & Construction Management
Steve Blanchard	Atkinson Builders, Edna, TX – Construction Management
Juanita Olivarez Cantu	Flour, Houston, TX – Pipe Design
David Hartness	H2B Engineers, Houston TX – Civil Design
Amanda Johnson	Civil Structural Design Lead, Flour, Sugar Land, TX
Carl Merta	Jacobs Engineering – Piping Design, Houston, TX
David Salley	BGE Inc. – Design Infrastructure Design & Production Manager
Ken Shanks, AIA	Ken Shanks & Associates, Inc., El Campo, TX – Architectural
Rory A. Starling	SCA Consulting Engineers, Houston, TX – Structural
Timothy Teague	TechnipFMC, Houston, TX Manager | EMS – Design Drafting
Llarance Turner	Kelly R. Kaluza & Assoc., Inc., Rosenberg, TX – Surveying
James Verzwyvelt	Schlumberger, Rosharon, TX, Sr. – Mechanical Designer
Chelsee Wright	Commercial Metal Company, Houston, TX – Estimating Manager

Health Information Technology

Carol Bartek, RHIA, CCS	Oak Bend Medical Center, Richmond, TX
Sarah Glass, MA, RHIA, CCS	Consultant, Wharton, TX
Judy Hardin, RHIA	Memorial Hermann Medical Group, Wharton, TX
Mary W. King, MS, RHIA	Retired WCJC Faculty, Wharton, TX
Becky Malone, RHIA, CCS	Oak Bend Medical Center, Richmond, TX
Elaine Powers, RHIT	Oak Bend Medical Center, Richmond, TX
Linda Rosenbaum, RHIA	Medical Clinic of Houston, L.L.P., Houston, TX
Mary Jo Spanihel, RHIA	Rice Medical Associates, Eagle Lake, TX
Karen Wells, RHIT	El Campo Memorial Hospital, El Campo, TX

Human Services

| Julie Aaronson | Manager of Student Recruitment, Wharton County Junior College, Wharton, TX |
| Billie Jean Bram | Chief Probation Officer Wharton and Matagorda Counties Juvenile Division, Wharton, TX |

Chad Bridges	Fort Bend County Chief Prosecutor/District Attorney's Office Family Violence Division, Richmond, TX
Eric Castillo	Assistant Dean/Campus Director, Springfield College, Houston Campus, Houston, TX
Kimberly Castillo	AAS Graduate of Human Services Program Community Member at-Large, Wharton, TX
Cynthia Fannin	Assistant Director of Programs, Richmond State Supported Living Center, Richmond, TX
Sheri Frug'e	Clinical Director, Behavioral Healthcare Services, Texana, Rosenberg, TX
Roxane Marek	Chief Probation Officer Wharton and Matagorda Counties Adult Probation Division, Wharton, TX
Brittany Matthews	Program Director of the Child Advocacy Center (CAC), Bay City, TX
Kelli Wright	Program Director for SADV, Bay City, TX

Nuclear Power Technology

Clarence Fenner	Workforce Development Coordinator, South Texas Project, Wadsworth, TX
Gary Hicks	Division Chair, Brazosport College Lake Jackson, TX
Kenneth Hilscher	Technical Training Manager, South Texas Project, Wadsworth, TX
Dr. John Poston	Professor, College of Engineering, Texas A&M, College Station, TX

Paralegal Studies

Eric Ashford	Attorney at Law, Houston, TX
Kathy Carpenter	Attorney at Law, Sugar Land, TX
Judge Randy Clapp	329th District Court, Wharton, TX
William Colgin	Attorney at Law, Richmond, TX
Rudy Cuellar	Paralegal, Traditions Bank, Houston, TX
Fred Guess, JD	Lamar Consolidated ISD, Richmond, TX
De Henderson	Paralegal-Hermann Memorial Hospital, Katy, TX
Traci Morrison	Paralegal, The Chaudhary Law Firm, Houston, TX
James L. Perez	Attorney at Law, Wharton, TX
Holly Reyes	Fort Bend County Health Center, Richmond, TX

Physical Therapist Assistant

Allison Bennet, PT	Brazosport Rehabilitation, Lake Jackson, TX
Terri Conner, PTA	Wharton Rehab & Nursing, Wharton, TX
Carrie Crabb, PT	Harris Department of Education, Houston, TX

Grace Hankins, PT	Kittie Nash Groce Rehabilitation, West Columbia, TX
Laurie McGrew, PTA	School Systems/Private Clinic, Victoria, TX
Colleen Rasmussen, PT	STMC, Memorial Hermann, El Campo, TX

Police Training and Criminal Justice

Colin Davidson	Fort Bend Co. District Attorney's Office, Richmond, TX
Tracie Dunn	Police Academy P/T Faculty, Rosenberg, TX
Lewis Fortenberry, Jr.	Retired, Wharton, TX
Raymond Harrison, Jr	Harrison Realty, Wharton, TX
Robert Lister	Bay City Police Department, Bay City, TX
Terry Lynch	Chief of Police, Wharton Police Department, Wharton, TX
Steve May	Retired, Wharton ISD, Rosenberg, TX
Roxanne Marek	Wharton County Adult Probation, Wharton, TX
Travis Raun	Retired, El Campo, TX

Process Technology

Tim Allen	OXEA, Bay City, TX
Dwight Ayers	Dow Chemical, Freeport, TX
Raymond Brooker	Celanese Chemical, Bay City, TX
Stuart Hightower	Celanese Chemical, Bay City, TX
Joe Hoinkis	LyondellBasell, Bay City, TX
Kathy Hunt	Victoria High School, Victoria, TX
Matt McCall	Celanese Chemical, Bay City, TX
Shelly Nelson	OXEA, Bay City, TX
Mason Nichols	Phillips 66, Sweeny, TX
David Parsley	Chevron Phillips Chemical Company, Sweeny, TX
David Pena	LyondellBasell, Bay City, TX
Bruce Punswell	Williams Gas Company, Markham, TX
James Rozner	OXEA, Bay City, TX
Ricky Schooler	Phillips 66 (Retired), WCJC PTAC Instructor, Wharton, TX
Tony Wood	LyondellBasell, Bay City, TX

Radiologic Technology

Mary Chambless	Oak Bend Medical, Richmond, TX
Jorge Colesio	Matagorda General Hospital, Bay City, TX
Chiekezi (CK) Ekechi	Methodist Healthcare System, Sugar Land, TX
Carlos Gonzales	DeTar Hospital, Victoria, TX
Farah Janak	Memorial Medical Center, Port Lavaca, TX
Nancy Kopeckey	Citizens Medical Center, Victoria, TX
Kelsey Mach	Brazosport Regional Health System, Lake Jackson, TX
Amy Schoppe	El Campo Memorial Hospital, EL Campo, TX
Michael Thomas	Public Representative, St. Luke's CHI, Sugar Land, TX

Student Representative   Sophomore Student

Vocational Nursing

Danny Alvarez, RN	Gulf Coast Medical Center, Wharton, TX
Rhonda Brown, RN	Bay City, TX
Dee Holmes	Oak Bend Medical Center, Richmond, TX
Michelle Morales, LVN	Avalon Place, Wharton, TX
Liz Prather, RN	Richmond, TX

Welding

Chuck Bagnato	Adaptive Construction Solutions, Houston, TX
Jeff Bates	Airgas, Bay City, TX
Frank Becak	WCJC, Wharton, TX
Joey Coatney	Hudson Productions, Beasley, TX
John Huddleston	CMF, Wharton, TX
Mark Kansteiner	KW International, Houston, TX
Danny Rejda	Rejda Inspection and Custom Fabrication, Owasso, OK
Michael Skinkle	Fluor Enterprises, Sugar Land, TX
Jared Stackman	Schlumberger, Richmond, TX
Donnie Templeton	KW International, Houston, TX

Adult Education and Literacy

Paula Bauer	Coordinator, Project LEARN, Richmond, TX
Lindsey Clark	Manager/Membership Development, Greater Fort Bend Economic Development Corp., Sugar Land, TX
Kathleen Collins	Director, Family Literacy Program, Missouri City, TX
Joanne Downing	Assistant Director, Fort Bend County Library, Sugar Land, TX
Julia Gonzales	Director, Matagorda United Way, Bay City, TX
Barbara Goodell	Director, Fort Bend County Library, Richmond, TX
Michael Koehl	GED Liaison, Columbus ISD, Columbus, TX
Kay Lawson	Community Liaison, Palacios ISD, Palacios, TX
Amelia Perez	Director, Fort Bend Literacy Council, Sugar Land, TX
Clara Russell	Director, Fort Bend County Library, Missouri City, TX
David Schroeder	Executive Director, Wharton Economic Development Corp., Wharton, TX
Leeanna Shimek	Executive Director, El Campo Northside Education Center, El Campo, TX
Mitch Thames	Vice President, Bay City Chamber of Commerce, Bay City, TX
Ella Williams	Employment Counselor, Wharton Workforce Solutions, Wharton, TX

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    B.S., M.A., Missouri State University
James L. Allen, Jr.   Economics
    B.S., University of Notre Dame
    M.B.A., Lehigh University
*Louise Parry Sealock Aldrich   Mathematics
    B.S., Texas Woman's University
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    B.B.A., Texas A&I University
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    B.S.E., University of Central Arkansas
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    B.A., University of Rochester
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    B.S., Southwest Texas State University
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    B.S., M.A., Sam Houston State University
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    B.S., Lamar University
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   M.S., New York University
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   M.S., Texas woman's University
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   M.A., Indiana University
   M.L.S., University of Oklahoma
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   B.S., University of Texas
   M.Ed., Texas A&M University
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   M.Ed., Prairie View A&M University

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  B.S., Southwest Texas State University
  M.Ed., University of Houston
Mary Austin Newman Speech
  B.S., S.F. Austin State University
  M.A., University of Houston
  Ph.D., Penn State University
*Charles T. Norton Business, Office Administration
  Division Chair, Business and Management
  Diploma, Navarro Junior College
  B.S., University of Texas
  M.S., Texas A&I University
  Ed.D., University of Houston
*Frank E. Norton, Jr. Psychology
  B.S., University of Texas
  A.M., University of Chicago
*Patsy L. Norton Director of Library Services
  B.A., Pan American College
  M.L.S., Texas Woman's University
*Robert E. Nottebart History
  B.A., Lubbock Christian University
  M.A., University of Houston
Caroline Osborne Senior Citizens Coordinator
  B.S., Valparaiso University
Dr. Joyce O'Shea English
  B.A., Catawba College
  M.A., Appalachian State University
  Ph.D., Kent State University

Jose Benito Pastora   Engineering, Physics, Mathematics
  B.S., Wilmington College
  M.S., University of Dayton
  Ph.D., Texas A&M University
*Dr. Tyler G. Pate   Sr. Vice President of Instruction
  A.A., Wharton County Junior College
  B.S., Kansas State College, Pittsburgh
  M.Ed., University of Missouri, Columbia
  Ed.D., University of Houston
Nancy Partlow   Biology
  B.S., M.S., Texas Woman's University
Joe L. Pennington   Computer Science
  B.A., M.A., Texas A&I University
*Lola Phillippi   Vocational Nursing
  R.N., Santa Rosa School of Nursing
*Guy Tom Phillips   Music
  B.F.A., University of Texas
  M.M.Ed., University of Colorado
*Helen H. Pickett   Vocational Nursing
  RN., Baylor University School of Nursing
*Lyndon Dale Pinson   Geology
  B.S., M.A., Sam Houston State University
Carolyn Sue Poor   English
  A.A., Westark Junior College
  B.S., M.S.E., University of Central Arkansas
  M.Ed., University of Houston – Victoria
  Ph.D., Oklahoma State University
Kirby S. Pressly   Mathematics
  B.A., M.A., North Texas State University
Elizabeth Anne Prather   Associate Degree Nursing
  B.S.N., University of Texas at Houston
  M.S., Texas Woman's University
*Frank C.Prochaska   Economics
  B.S., M.S., East Texas State University
Sara Pauline Pynes   Business, Office Education
  B.S., M.S., East Texas State University
*Oscar A. Rasmussen   Mathematics
  B.S., Southwest Texas State University
  M.Ed. University of Houston
*Thomas J. Risinger   Industrial Arts
*Ora E. Roades   Dean of University Parallel Programs
  A.A., Victoria College
  B.A., M.A., Ph.D., University of Texas
Kathy Rod   College Readiness/Mathematics
  B.S., Texas A&M University
Robert Rosebush   History
  B.A., University of Tulsa
  M.A., University of Oklahoma
Frances Sablatura   Associate Degree Nursing
  B.S.N., University of Texas
  M.S.N., Texas Woman's University
Betty T. Salas   Physical Therapist Assistant
  A.A.S, Wharton County Junior College
  B.S., UTMB School of Allied Health Sciences
  D.P.T., University of Montana
Mariakutty M. Samuel   Associate Degree Nursing
  Diploma in Nursing, Christian Medical College and
  Hospital, India
  B.S.N., M.S.N., University of Texas Health Science Center
*Mary Ann Sandel   English
  B.A., University of Texas
  M.A., Sam Houston State University
*Mary Lois Sanders   English
  B.A. Southern Methodist University
  M.A., Southwestern University
*Alvin Schultz   Assistant Director of Facilities/Senior Electrician

Margaret Penn Sherrod   Sociology
  B.A., M.A., Prairie View A&M University
  J.D., Texas Southern University
Patricia Sikora   Academic Advisor
  A.A.S., Wharton County Junior College
  B.A.A.S., University of Houston – Victoria
Harold W. Shilk   History/Volleyball Coach
  B.A.T., M.A., Sam Houston State University
Wanda Kellar Sivells   Director of Learning Center
  B.S., North Texas State University
  M.L.S., Texas Woman's University
*Robert Smethers   Chemistry
  B.S., M.Ed., Central State University
Joy E. Smith   Home Economics
  B.S., Sam Houston State University
  M.A., Colorado State College of Education
*Elsie M. Smothers   Art
  B.S., Sam Houston State University
  M.A., Colorado State College of Education
*Robert F. Smothers   Business
  B.S., Sam Houston State University
  M.A., Colorado State College of Education
Doug Soderstrom   Psychology
  B.S., Kansas State University, Manhattan
  M.A., Colorado State College
  M.S., Central Missouri State College
  Ph.D., Utah State University
Horace A. Spell   Assistant to the President for Fiscal Affairs
  B.S., Stephen F. Austin State University
  Th.M., Southwestern Seminary
Raymond D. Spitzenberger   English
  Division Chair, Communications and Fine Arts
  A.A., Blinn College
  B.S, Sam Houston State University
  M.A., University of Houston
  D.A., University of Michigan
*Wayne Stephens   Process Technology
  A.A.S., Wharton County Junior College
  B.S., Stephen F. Austin State University
Gerard P. Stewart   Heating, Air Conditioning and Refrigeration
  A.A.S., Alvin Community College
Kenneth C. Stupka   Engineering Design
  B.S., M.A., Sam Houston State University
*James H. Thompson   History
  B.A., Ohio State University
  M.A., University of Texas
Mary Ann Thornton   Physical Education
  B.S.E., Southern State College
  M.S.E., Henderson State College
Rosella Tucker   Biology
  B.S., Fourah Bay College, University of Sierra Leone
  M.S., University of Edinburg, Scotland
Ronald Vardy   Government
  B.A., University of South Florida
  M.S., Troy State University
  M.B.A., Central Michigan State
  M.A., Ph.D., University of Houston
*H.H. Volz   Geography and History
  A.B., A.M., College of William and Mary
Douglas B. Walker   Biology
  B.A., Texas Christian University
  M.A., Southern Methodist University
*Pattye Dave Ward   Counselor
  B.S., Stephen F. Austin State University
  M.Ed., University of Houston

*C.L. Weigel   English
B.S., University of Central Arkansas
M.A., University of Texas
Candace Weiss   Paralegal Studies
B.A., Southern Methodist University
J.D., University of Houston
Ginger White   Vocational Nursing
A.D.N., Dallas County Community College District
*C.P. Williams   Psychology
B.S., M.S., North Texas State University
Ed.D., University of Houston
Mary Wilson, CAP Business & Office Administration
B.S., Southwest Texas State University
M.Ed., University of Houston
*Mary Lou Wright   Home Economics
B.S., M.S., North Texas State University
Robert C. Ziegenhals Electronics Technology
B.S. in E.E., Texas A&M University

WHARTON COUNTY JUNIOR COLLEGE PRESIDENTS

John M. Hodges	1946 – 1962
Travis M. McKenzie	1962 – 1966
Theodore Nicksick, Jr.	1966 – 1984
Elbert C. Hutchins	1984 – 1994
Frank Robert Vivelo	1994 – 2001
Betty McCrohan	2001 – present

WHARTON COUNTY JUNIOR COLLEGE FOUNDERS

Post – War Planning: Planning Committee (1944 – 1945)	Wharton County Junior College Committee (1945 – 1946)
Sol Alpard	PD. Gertson (Chair)
Jack Bond	A.T. Green
J.B. Damron	F.S. Haines (Vice-Chair)
Julius Gensberg	Alex Harrison
Frank Haines	Ed Holub
Alex Harrison	A.J. Labay
Charles P. McElroy (Chair)	Henry L. Langford (Treasurer)
Clarence Nash	Charles P. McElroy
T.M. Neal	George C. Mick
John Roten	A.S. Mitchell
C.H. Rugeley	John Roten
Carl Shannon	C.H.Rugeley
Aaron Sharman	A.H. Sharman
W.T. Volding	Harold Stevens (Secretary)
Paul Wadler	W.D. Stovall
Louie f. Worthing	Alfred Thonsgaard
R.D. Wright	

WHARTON COUNTY JUNIOR COLLEGE FIRST BOARD OF TRUSTEES
Installed April 17, 1946

F.J.L. Blasingame (Chair)	Donald M. Duson (Vice-Chair)
J.R. Peace (Secretary)	Harold Hansen
Richard E. Meek	Lottie N. Mullins
Carl N. Reynolds	

To Do List:

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Index

Wharton County Junior College

Term: Fall ___ 20__   Spring ___ 20__

Name: _____
　　　　　　　　　Last　　　　　　　　　　　　　First　　　　　　　　　　　　　M I

Home Address _____
　　　　　　　Street or P O Box　　　　　City　　　　　　State　　　　　　Zip

Date of Birth _____　　**Age** _____　　**Social Security #**_____

Student Cell # _____　　**Classification:** Freshman ☐　Sophomore ☐

Parents' Name _____　　**Parents' Phone** _____

Parents' Address (if different from above) _____

Wharton County Junior College seeks to provide equal education opportunities without regard to race, color, religion, national origin, sex, age, handicap, or veteran status.

Sex:　Male ☐　　Female ☐

Dorm Preference: Frankie Hall (**male dorm**) ☐　　Mullins Hall (female dorm) ☐

Roommate Preference (if known) _____

College Major:_____　**Hobbies**:_____

WCJC Scholarship (if applicable): Art ☐　Band ☐　Baseball ☐　Choir ☐　Drama ☐　Rodeo ☐　Volleyball ☐

To be valid, this application must be accompanied by a $200 deposit and the release of background information form along with the $15 fee. To cancel the residence hall reservation and contract, the student must submit a request in writing to the Student Housing Department 15 calendar days before the first day of class. Failure to cancel a reservation as outlined above will result in the forfeiture of the entire room deposit.

Bacterial Meningitis Vaccination Requirement

In compliance with HB 4189, a first time student attending an institution of higher education, including a transfer student, who has been approved to reside in an on-campus student housing facility, must provide written documentation of having received the bacterial meningitis vaccination. Evidence of the student having received the vaccination from an appropriate health practitioner must be received by the Office of Student Services – Housing. The student must have received the vaccination at least 10 days prior to the student taking up residence in on-campus housing. A student, or a parent or guardian of a student, is not required to submit evidence of receiving the vaccination against bacterial meningitis under the following circumstances, the student, or a parent or guardian of a student, submits one of the following to the institution: 1) an affidavit or a certificate signed by a physician who is duly registered and licensed to practice medicine in the United States, in which it is stated that, in the physician's opinion, the vaccination required would be injurious to the health and well-being of the student; or 2) an affidavit signed by the student stating that the student declines the vaccination for bacterial meningitis for reasons of conscience, including a religious belief. An Exemption From Meningococcal Vaccination Requirements Form (https://corequestjc.dshs.texas.gov) from the Texas Department of State Health Services must be used.

Applicant's Signature _____　Date _____

Parent/Guardian Signature _____　Date _____
　　　　　　　　　　(if applicant is under 18 years of age)

Return to　　Student Housing Department
　　　　　　Wharton County Junior College
　　　　　　911 Boling Highway
　　　　　　Wharton, TX 77488
　　　　　　(979) 532-4560　or　(800) 561-9252

Wharton County Junior College

RELEASE OF BACKGROUND INFORMATION

All housing applicants are required to complete a Release of Background Information form. Documentation is required to obtain the criminal history record information. The required documentation includes a copy of the applicant's current Driver's License or State Identification number. A Passport or Military I.D. may be used. In addition, you must enclose a $15 non-refundable fee. The fee may be in the form of a check or money order and may be added to the $200.00 residence hall damage deposit (total check or money order would be $215.00). Applicants with declined housing applications may request a full refund of their damage deposit. Questions should be directed to Wharton County Junior College at 979-532-6368 or 979-532-6388.

I, _____, an applicant for residency in Wharton County Junior College's Student Housing, hereby authorize Wharton County Junior College to obtain criminal history record information from any law enforcement agencies, which may have criminal history record information on me, including but not limited to arrests, investigation, convictions, and other reports. I hereby release Wharton County Junior College and any law enforcement agencies receiving a copy of authorization from liability for the release of any information to Wharton County Junior College. An applicant with a pending charge or a conviction for a felony, class A misdemeanor or class B misdemeanor may have their housing application declined by Wharton County Junior College. In addition, I certify that I have submitted correct and updated information concerning any legal issues.

Applicant's Name (print) _____

Social Security No. _____

Applicant's Signature _____

M / F (circle one) Date of Birth _____

Maiden Name (if applicable) _____

Type of Documentation (**check one and send a copy**):

[ ]   Driver's License No. _____ State Issued _____

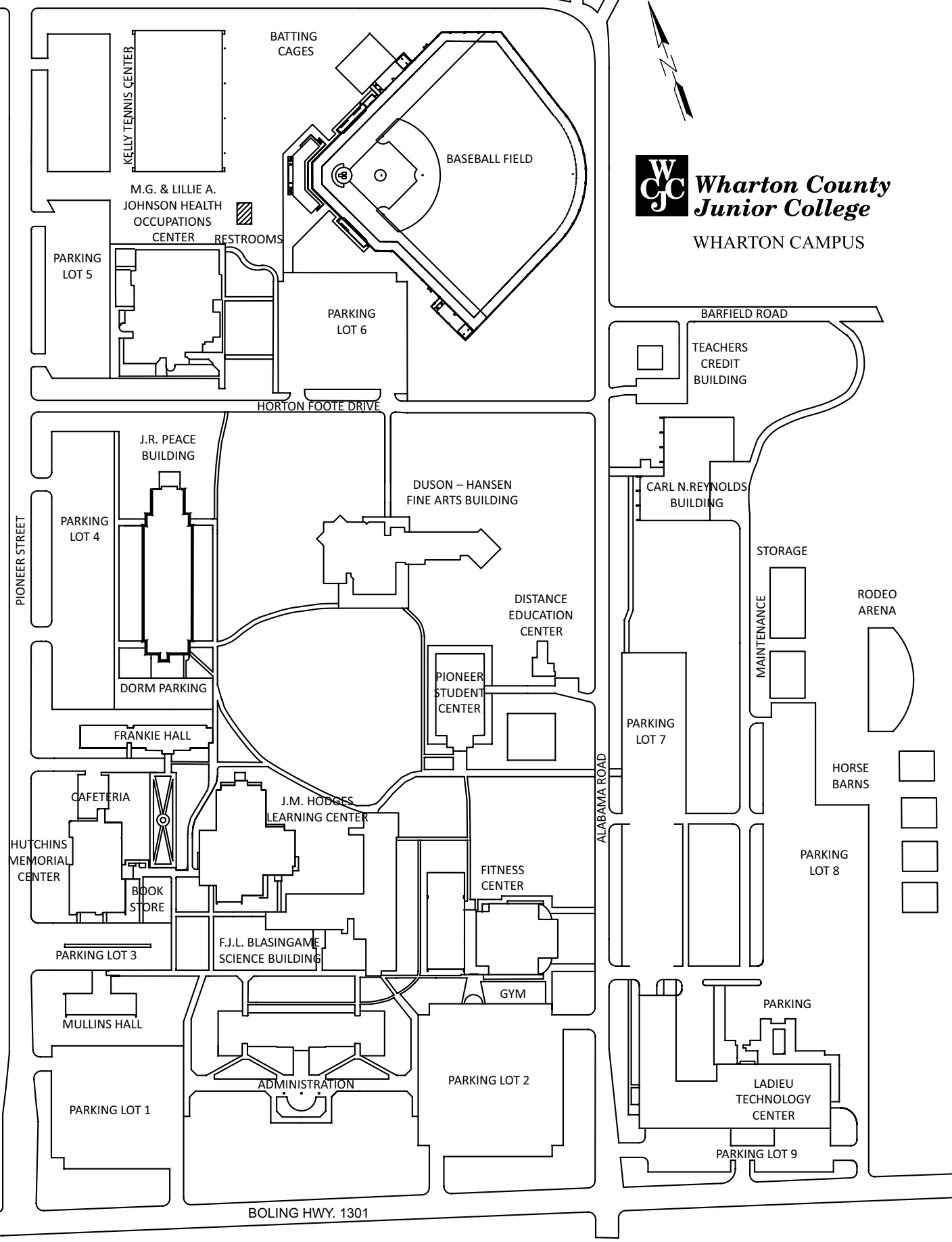[ ]   State Identification No. _____ State Issued _____

[ ]   Passport No. _____

Please list all Convictions or Pending Charges

AHLDAG STREET

BATTING
CAGES

KELLY TENNIS CENTER

BASEBALL FIELD

W
C J C *Wharton County*
Junior College

WHARTON CAMPUS

M.G. & LILLIE A.
JOHNSON HEALTH
OCCUPATIONS
CENTER

RESTROOMS

PARKING
LOT 5

PARKING
LOT 6

BARFIELD ROAD

TEACHERS
CREDIT
BUILDING

HORTON FOOTE DRIVE

J.R. PEACE
BUILDING

DUSON – HANSEN
FINE ARTS BUILDING

CARL N.REYNOLDS
BUILDING

PIONEER STREET

PARKING
LOT 4

STORAGE

RODEO
ARENA

DISTANCE
EDUCATION
CENTER

MAINTENANCE

DORM PARKING

PIONEER
STUDENT
CENTER

FRANKIE HALL

PARKING
LOT 7

HORSE
BARNS

CAFETERIA

J.M. HODGES
LEARNING CENTER

ALABAMA ROAD

HUTCHINS
MEMORIAL
CENTER

FITNESS
CENTER

PARKING
LOT 8

BOOK
STORE

PARKING LOT 3

F.J.L. BLASINGAME
SCIENCE BUILDING

GYM

PARKING

MULLINS HALL

PARKING LOT 2

ADMINISTRATION

LADIEU
TECHNOLOGY
CENTER

PARKING LOT 1

PARKING LOT 9

BOLING HWY. 1301

2019-2020

Wharton County Junior College

WHARTON CAMPUS
911 Boling Hwy
Wharton, TX 77488
979.532.4560

RICHMOND CAMPUS
5333 FM 1640
Richmond, TX 77469
281.239.1500

SUGAR LAND CAMPUS
14004 University Blvd.
Sugar Land, TX 77479
281.243.8447

BAY CITY CAMPUS
4000 Avenue F, Ste. B
Bay City, TX 77414
979.244.4236

wcjc.edu | 1.800.561.WCJC