BRING YOUR AMBITION.
TCC
TULSA
COMMUNITY
COLLEGE

2017-2018

TCC College Catalog

Online version posted at catalog.tulsacc.edu

Catalog Disclaimer

This catalog was prepared for informational purposes and should not be construed as the basis of a contract between a student and Tulsa Community College. Every effort is made to provide information that is accurate at the time the Catalog is prepared.

The College reserves the right at all times to discontinue, modify, or otherwise change any provisions of its policies, procedures, regulations, fees, courses, or other matters, without prior notice. Academic programs are kept relevant by continuous revision of the curricula and the College reserves the right at all times to discontinue, modify, or otherwise change its degree programs when it determines it is in the best interest of the College to do so.

Notice of Non-Discrimination

Tulsa Community College is committed to establishing an environment for its students and employees that fosters inclusion, values equity and diversity, embraces and respects the dignity of people, and provides equal educational and employment opportunity. In compliance with all applicable federal and state laws and regulations does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, status as a veteran, sexual orientation, gender identity, genetic information, or any other basis protected by applicable discrimination law in its policies, practices, or procedures. This includes, but is not limited to admissions, employment, financial aid and educational programs, activities, or services. The Title IX Coordinator, 6111 East Skelly Drive Room 627, Tulsa, Oklahoma; Phone 918-595-7842; email: TCCTitleIX@tulsacc.edu has been designated to handle inquiries regarding non-discrimination policies.

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2017-2018

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Our Vision

TCC will excel as an inclusive, engaged center of life-long learning that transforms the world by empowering learners intellectually, culturally, and socially.

Learning - for students, faculty, staff, and community members - comprises the heart of our institutional mission, and our core values ensure the primacy of learning. An aspiration without end, learning must be undertaken with passion, tended with reason, and shared with integrity. A collaborative endeavor, learning reveals the possibilities of our world, thus making our lives more meaningful and more productive.

Accordingly, our priorities are as follows:

- TCC academic programs will be timely and timeless.
- TCC will foster a dynamic, collaborative intellectual environment wherein students are fully engaged in the learning process, thereby becoming independent, globally aware, lifelong learners.
- TCC will nurture the development of the whole student.
- TCC will promote professional development among faculty and staff.
- TCC will enrich the community through active participation and dedicated leadership in the public sphere.
- TCC will secure the financial and human resources necessary to achieve our vision.

Core Values

As an educational institution charged with providing lifelong learning opportunities for its students and its community, Tulsa Community College identifies integrity and quality as the cornerstones upon which all other values rest - shaping both priorities and decision making throughout the institution.

Student Success is the reason TCC exists. We strive for all students to be successful in their education and we strive for the education to effectively prepare students for their lives. Learning is the focus because it is the essence of an institution of learning.

Excellence drives us. We strive to provide excellent education to our students, excellent resources to our community, and excellent administration and management for our employees.

Stewardship guides our daily decision-making. We investigate community needs and expectations and then respond by providing quality education that is responsive, convenient and affordable.

Innovation sparks our creativity and ensures that the hearts and minds of our students, faculty, staff and administration are actively engaged in acquiring learning, increasing our knowledge, and leading the community forward.

Diversity is our common bond. Sincere appreciation for and cultivation of differences enriches our lives, the community, and the education we offer. It is a source of our pride and integral to our success.

Our Mission

Tulsa Community College betters its community through the intellectual achievement, creative energy, and responsible citizenship of its students, faculty, and staff by their engagement in teaching, learning, and service opportunities that transform and enrich lives. Tulsa Community College commits to innovative, flexible, and affordable public higher education that responds to a dynamic global environment.

Our Function Within Our Community

As defined by the Oklahoma State Regents for Higher Education, TCC's function is to:

- Provide general education for all students.
- Provide education in several basic fields of university-parallel study for those students who plan to transfer to a senior institution and complete a bachelor's degree.
- Provide one and two-year programs of workforce development education to prepare individuals to enter the labor market.
- Provide developmental education for students who lack required high school academic requirements for college admission or competency in the basic academic skills.
- Provide both formal and informal programs of study especially designed for adults and out-of- school youth in order to serve the community generally with a continuing education opportunity.

- Carry out programs of institutional research designed to improve the institution's efficiency and effectiveness of operation.
- Participate in programs of economic development independently or with universities to meet the needs of each institution's geographic service area.

Accreditation

Tulsa Community College is accredited by the Higher Learning Commission, located at 230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604, telephone (800) 621-7440, www.hlcommission.org. The College is a member of the American Association of Community Colleges and is also approved by the federal government to offer education under the Veterans and Social Security laws. Some programs at TCC receive accreditation approval from additional organizations or agencies. These programs are listed below.

Tulsa Community College is authorized by the Oklahoma State Regents for Higher Education located at 655 Research Parkway, Suite 200, Oklahoma City, Oklahoma 73104, telephone (405) 225-9100, to offer certificate, associate in arts, associate in science, and associate in applied science programs.

Tulsa Community College supports all accreditation processes for the purpose of program education and improvement in order to maximize student achievement. TCC recognizes that participation in the rigorous and detailed self-study activities necessary for accreditation assures quality programs that will reflect the preparation necessary for our graduates to successfully transition to the workplace.

Tulsa Community College continuously strives to maintain good standing with each accrediting organization or agency by voluntarily complying with all accreditation criteria. This includes the timely submission of required fees and any documentation requested by the accrediting agency. Tulsa Community College will also notify the appropriate accrediting body of any changes in program leadership, administrative structure, significant decreases in resources available to the program, substantive changes in class size, curriculum pattern or the establishment of an expansion program.

Cardiovascular Technology (Fully Approved)
Joint Review Committee on Education in Cardiovascular Technology
(978) 456-5594 1449 Hill Street, Whitinsville, MA 01488
www.jrccvt.org

Child Development (Fully Approved)
National Association for the Education of Young Children (NAEYC)
(202) 232-8777 1313 L St. NW, Suite 500, Washington, D.C. 20005
(Fully Approved)

Dental Hygiene (Fully Approved)
American Dental Association Commission on Dental Accreditation
(800) 621-8099 211 E. Chicago Avenue Chicago, IL 60611

Diagnostic Medical Sonography (Fully Approved)
The Commission on Accreditation of Allied Health Education Programs (CAAHEP),
upon the recommendation of the Joint Review Committee on Education in
Diagnostic Medical Sonography (JRC-DMS).

CAAHEP
(727) 210-2350 25400 US Highway 19 N., Suite 158 Clearwater, FL 33763
www.caahep.org

JRC-DMS
(443) 973-3251 6021 University Blvd., Suite 500, Ellicott City, MD 21043
www.jrcdms.org

Health Information Technology (Fully Approved)
Associate Degree Program
Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)
(312) 233-1132 233 N. Michigan Ave., Suite 2150 Chicago, IL 60601-5519

Coding & Reimbursement Specialist Certificate Program (Fully Approved)
American Health Information Management Association
(800) 224-4621 233 N. Michigan Avenue, Suite 2150 Chicago, IL 60601-5519

Medical Laboratory Technology (Fully Approved)
National Accrediting Agency for Clinical Laboratory Sciences
(847) 939-3597 5600 N. River Road, Suite 720 Rosemont, IL 60018-5199

Nursing (Fully Approved)
Oklahoma Board of Nursing
(405) 962-1800 2915 N. Classen Blvd., Suite 524 Oklahoma City, OK 73106
Accreditation Commission for Education in Nursing
(404) 975-5000 3343 Peachtree Road NE, Suite 850 Atlanta, GA 30326

Occupational Therapy Assistant (Fully Approved)
Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA)
(301) 652-2682 4720 Montgomery Lane, Suite 200 Bethesda, Maryland 20814-3425

Phlebotomy Certificate (Fully Approved)
National Accrediting Agency for Clinical Laboratory Sciences
(847) 939-3597 5600 N. River Road, Suite 720 Rosemont, IL 60018-5199

Physical Therapist Assistant (Fully Approved)
Commission on Accreditation in Physical Therapy Education (CAPTE)
(703) 706-3245 1111 North Fairfax St. Alexandria, VA 22314
www.capteonline.org

Radiography (Fully Approved)
Joint Review Committee on Education in Radiologic Technology
(312) 704-5300 20 N. Wacker Dr., Suite 2850 Chicago, IL 60606

Respiratory Care (Fully Approved)
Commission on Accreditation for Respiratory Care
(817) 283-2835 1248 Hardwood Rd., Bedford, TX 76021

Veterinary Technology (Fully Approved)
American Veterinary Medical Association/Committee on Vet. Tech. Education & Activities
Headquarters: (800) 248-2862 1931 N. Meacham Rd., Suite 100 Schaumburg, IL 60173-4360

General Information

College Overview

Tulsa Community College is a premier two-year college that combines exciting campus life with the academic excellence to prepare for a four-year university or new career. Through four fully equipped campuses in the Tulsa area, along with community campuses and satellite locations throughout Tulsa County, TCC was established in 1970 and serves 25,000 students annually.

The largest two-year college in Oklahoma, TCC reports the state's largest enrollment of high school concurrent students and leads in offering online credit. TCC students can take advantage of the Tulsa Achieves program, which offers free tuition to Tulsa County high school graduates, take part in Honors Program and study abroad opportunities, and transfer to a four-year school under one of 100+ transfer program agreements.

TCC is consistently ranked in the top two percent of community colleges nationally in the number of associate degrees awarded in all disciplines. TCC serves more students in higher education in northeastern Oklahoma than any other public college or university. The College is regularly among the state's top three institutions in first-time college freshman enrollment.

TCC has four campuses in operation: the Metro Campus, located in the heart of downtown Tulsa; the Northeast Campus, located at Apache and North Harvard; the Southeast Campus, located at 81st and Highway 169; and the West Campus, at 7505 W. 41st St. In addition, the Education Outreach Center at 21st and Garnett provides a variety of services to students in East Tulsa; the Owasso Community Campus serves students living in Owasso and neighboring communities; and the Riverside Community Campus and Aviation Center serves students living in Jenks and the surrounding communities.

The primary reasons for TCC's growth are:

- Wide variety of courses
- Qualified and dedicated faculty
- Emphasis on student learning
- Low cost
- Day, evening, and weekend classes
- Located close to home and/or work
- Career guidance and academic advising
- Job placement service
- Comprehensive services for part-time as well as for full-time students

The College provides programs of study for people who are:

- Preparing to transfer to the junior level at a four-year college or university
- Preparing for specific occupational careers
- Retraining or updating in specific career skills
- Seeking continuing education opportunities
- Needing developmental programs in basic skills

Tulsa Community College programs are designed to prepare students for advanced studies or careers in their chosen fields of interest. For many students, the College remains an ongoing source of continuing education.

Why Should I Go To Tulsa Community College?

You don't have to leave home or friends to get a good college education. You can find it right here. Tulsa Community College, one of the largest and most comprehensive community colleges in the country, has a reputation for offering academic quality at a reasonable cost. Our faculty members dedicate themselves to teaching and offer students the individual attention needed in any academic pursuit. Our many choices in courses give you flexibility to explore your interests.

How Much Does It Cost?

The combined tuition and fees for Oklahoma residents is approximately $126.42* per credit hour. Costs could range from approximately $126.42* for a one-credit course to $3035.00* for tuition and fees for a full-time student (12 credit hours a term) for a full academic year. For example, if you enroll in a three-credit-hour history course, the cost would be approximately $380.00*.

*Tuition and fees are subject to change. Course fees, admission fee, international student fee, and book costs are not included.

Can I Get Financial Aid?

Financial aid is designed to supplement the financial resources of the student and student's parent(s). Financial aid is available through grants, scholarships, loans and part-time employment, funded by federal, state, institutional and private sources. At Tulsa Community College, the Financial Aid and Scholarships office is available to assist qualified students to meet the costs of their education. TCC offers tuition waivers and/or scholarships to eligible students. For more information, visit the financial aid section of TCC's website: www.tulsacc.edu/finaid.

What Degrees Are Offered?

Tulsa Community College awards three degrees: Associate in Arts, Associate in Science, and Associate in Applied Science. Each degree requires the completion of a program of study totaling a minimum of 60 credit hours. A full-time student can complete degree requirements in two years or less, but many of our students are employed and take longer. Tulsa Community College also offers shorter Certificate of Achievement programs designed for students who are not currently studying for an associate degree but who want certification that they have completed a program of study.

Who Can Attend?

You are eligible to enroll at Tulsa Community College if you are a graduate of an accredited high school or at least 18 years of age and capable of benefiting from the courses offered. Special permission may be granted to others. Prior to registration, your official transcripts should be sent to: Tulsa Community College, Student Completion Services, Attn: Transcripts, 909 S. Boston, Tulsa, OK 74119 directly from the high school or college you previously attended.

What If I Enroll and Then Can't Attend?

Students who enroll at Tulsa Community College and are not able to attend should follow the published withdrawal or drop procedures. It is the student's responsibility to be sure that unwanted courses are dropped.

Will My Courses Transfer?

All state-supported four-year colleges and universities in Oklahoma have an articulation agreement with Tulsa Community College. This means that if you earn the Associate in Arts (A.A.) or Associate in Science (A.S.) degree at Tulsa Community College, you automatically satisfy the general education requirements of these four-year colleges or universities. The articulation agreement does not apply to out-of-state colleges/universities or to private Oklahoma colleges/universities. Any student who wants to be assured that a specific course, group of courses, or degree program will transfer for equivalent credit should work with a TCC academic advisor or contact the senior transfer institution for academic advisement. Many courses in Certificate of Achievement or Associate in Applied Science (A.A.S.) degree programs will also transfer. Again, students who want to be assured that a specific course, group of courses, or workforce degree program will transfer for equivalent credit should work with a TCC academic advisor or contact the senior transfer institution for academic advisement.

What About Student Life?

Student Life provides a multitude of programs in the areas of education, recreation, entertainment, discounts, and services. Students can participate in leadership development, intramural sports, free movies, family events, lectures and discount tickets - just to name a few. The Student Union on each campus provides a relaxed and enjoyable atmosphere. Students can also get involved in Student Government Association (SGA) or join any of the student organizations offered on each campus. Most activities are free and designed to enhance the social, recreational, and educational aspects of your college life. Each campus has a Fitness Center where students may take classes or engage in independent fitness activities.

Day, Evening, and Weekend Classes

Tulsa Community College operates on a daytime, evening, and weekend schedule to serve both full- and part-time students from the Greater Tulsa Metropolitan Area. The College's flexible schedule is designed to offer a wide range of courses at various times for students with different educational interests and work hours. Students can choose from classes that are 16 weeks long (one term) or from those scheduled for shorter periods, including eight and four week terms. In addition, many courses are offered online.

Summer Classes

The College offers a summer program in professional, occupational, and general education for: (1) current Tulsa Community College students; (2) high school graduates who plan to attend Tulsa Community College or another college or university during the fall; (3) Tulsa area students who are home from other colleges or universities for summer vacation; and (4) high school students ranked as juniors or seniors (see concurrent enrollment for high school students) who intend to accelerate their collegiate program to reduce their academic load during the fall and spring terms. Students attending another college should coordinate Tulsa Community College classes with their primary college.

The summer term consists of one eight-week session, day and evening, usually beginning during the first week of June, with each daytime class meeting two or four times a week (depending on the scheduled time), and evening classes meeting twice a week. Shorter courses are also available within the eight week summer term.

Intersession Courses

May Intersession begins on the day after spring graduation and is completed the day prior to the start of summer classes. Intersession courses are also available in August, December, and January.

Student Enrollment and Achievement Data

The number of students enrolled in Tulsa Community College collegiate credit classes for the Academic Year 2015-2016 was 25,039*. Of these students, 33% were enrolled full-time and 67% were enrolled part-time. Approximately two percent of those enrolled in credit programs already possessed a baccalaureate or higher degree. Forty-seven percent of the students are 21 years of age or less, 42% are between the ages of 22-39 years and 11% are over 40 years old.

**unduplicated, collegiate credit seeking student enrollment for the academic year.*

Academic Calendar

Fall 2017

- **Apr. 3**: Enrollment Opens
- **Aug. 21**: Classes Begin
  On-Time Registration (Enrollment and Schedule Adjustments) completed prior to first class meeting
- **Aug. 21 - Sept. 1**: 100% Refund on Drop(s) *
- **Aug. 21**: First 8-week session begins
- **Sept. 4**: Labor Day (College is Closed)
- **Sept. 5**: Professional Development Day/Convocation -No classes (College is Closed - All Employees Work)
- **Sept. 29**: Last day to withdraw and/or change from credit to audit from first 8-week session
- **Oct. 15**: First 8-week session ends
- **Oct. 16**: Second 8-week session begins
- **Oct. 27**: Deadline to File for Graduation
- **Oct. 30**: Priority Enrollment opens for Spring 2018 for students with 48+ earned credit hours
- **Nov. 6:** Priority Enrollment opens for Spring 2018 for students with 25+ earned credit hours
- **Nov. 10**: Last Day to Change from Credit to Audit & Last Day to Withdraw with W Grade* (16 week session)
- **Nov. 13:** Enrollment opens for all students
- **Nov. 22 - 26**: Thanksgiving - No Classes (College is Closed)**
- **Dec. 1**: Last day to withdraw and/or change from credit to audit from second 8-week session
- **Dec. 11 - Dec. 17**: Final Week of Term - Final Exams scheduled during this week
- **Dec. 17**: Semester Closes
- **Dec. 17**: Second 8-week session ends
- **Dec. 22 - Jan. 1**: Winter Break (College is Closed)**

Spring 2018

- **Oct. 30**: Enrollment Opens
- **Jan. 16**: Classes Begin
  On-Time Registration (Enrollment and Schedule Adjustments) completed prior to first class meeting
- **Jan. 16**: First 8-week session begins
- **Jan. 16 - Jan 29**: 100% Refund on Drop(s) *
- **Jan. 15**: Martin Luther King Day (College is Closed)
- **Feb. 16**: Professional Development Day/Convocation -No classes (College is Closed - All Employees Work)
- **Feb. 23**: Last day to withdraw and/or change from credit to audit from first 8-week session
- **Mar. 11**: First 8-week session ends
- **Mar. 12**: Second 8-week session begins
- **Mar. 19 - 25**: Spring Break - No Classes
- **Mar. 30**: Deadline to File for Graduation
- **April 2**: Summer and Fall Priority Enrollment Opens for students with 48+ earned credit hours
- **April 9:** Summer and Fall Priority Enrollment Opens for students with 25+ earned credit hours
- **April 13**: Last Day to Change from Credit to Audit & Last Day to Withdraw with W Grade * (16 week session)
- **April 16:** Summer and Fall Enrollment opens for all students
- **April 27**: Last day to withdraw and/or change from credit to audit from second 8-week session
- **May 7 - May 13**: Final Week of Term - Final Exams scheduled during this week
- **May 13**: Semester Closes
- **May 13:** Second 8-week Session Ends
- **May 14**: Commencement Ceremony

Summer 2018

- **May 14**: Summer Intersession Begins
- **May 28**: Memorial Day (College is Closed)
- **June 3**: Summer Intersession Ends
- **June 4**: Classes Begin
  On-Time Registration (Enrollment and Schedule Adjustments) completed prior to first class meeting

- **June 4 - June 8**: 100% Refund on Drop(s) *
- **July 4**: Independence Day (College is Closed)
- **July 13**: Deadline to File for Graduation
- **July 13**: Last Day to Change from Credit to Audit & Last Day to Withdraw with W Grade * (16 week Spring)
- **July 25 - July 29**: Final Week of Term - Final Exams scheduled during this week
- **July 29**: Semester Closes

**Terms of a duration less than a regular semester will have different drop dates.*
Schedule adjustment or 100% refund on a drop:

- *8 week terms - the first week of the term*
- *Short Courses - before 5pm on the second day of class for internet classes or before 5pm of the next regular work day for other classes.*

*** Use MyTCC online services to add, drop or pay daily. Go to the TCC homepage: www.tulsacc.edu.*

Admissions and Registration

The admission criteria set forth below are the minimum standards established by the Oklahoma State Regents for Higher Education. Although they provide for "open door" admission to the College, certain programs require additional standards to be met before a student is admitted. Selected workforce development programs require that a separate program application for admission be submitted prior to entry into specific courses.

Qualifications for Admission

The Oklahoma State Regents for Higher Education require students to document their prior education within completion of the first nine credit hours of college coursework. As a result, although students may enroll for their first term at TCC without presenting their credentials (ex: high school transcript or transcripts from other colleges attended), students must submit the required records prior to reenrollment to avoid an enrollment hold. For questions, visit any TCC Enrollment Services Office.

The Oklahoma State Regents require students to clear all curricular and/or academic performance deficiencies within their first 24 credit hours of college coursework. Students who have not removed all deficiencies or demonstrated appropriate proficiencies at the time will have a hold placed on enrollment and must work with a TCC academic advisor, who will recommend appropriate courses to clear all remaining curricular and/or academic performances deficiencies. For questions, visit any TCC Academic Advising office.

The college student is considered a responsible adult. The student's admission indicates acceptance of those standards of conduct which appear in the Student Code of Conduct. The Student Code of Conduct is published on the TCC web site at www.tulsacc.edu and can be requested in print from any campus Dean of Student Affairs Office.

Students may qualify for admission to Tulsa Community College in a variety of ways. The different types of admissions are as follows:

I. Admission Directly from High School/GED

Students Seeking Admission to Associate Degree and Certificate Programs

Any individual who (a) is a graduate of an accredited high school or has achieved a high school equivalency certificate based on the GED (high school class must have graduated), and (b) has participated in the ACT or a similar acceptable battery of tests, is eligible for admission. (If there is an enrollment limit, Oklahoma residents will be given priority.) GED recipients whose high school class has not graduated should contact the Enrollment Service Office on any TCC campus to inquire about the current admissions requirements and admission procedure.

High School Curriculum Requirements for Programs Leading to Associate in Arts and Associate in Science Degrees

Units (Years)	**Course Areas**
4	English (Grammar, Composition, Literature; should include an integrated writing component)
3	Lab Science (Biology, Chemistry, Physics, or any lab science certified by the school district; General Science with or without a lab may not be used to meet this requirement)
3	Mathematics (from Algebra I, Algebra II, Geometry, Trigonometry, Mathematics Analysis, Pre-Calculus, Statistics and Probability - must have completed Geometry and Algebra II) Calculus, Advanced Placement Statistics)
3	History and Citizenship Skills (including one unit of American History and two additional units from the subjects of Economics, Geography, Government, History and Non-Western Culture
2	Other (from any of the subjects listed above or selected from the following: Computer Science, Foreign Language or any Advanced Placement Course except applied courses in fine arts)
15	**Total Required Units**

In addition to the previous requirements, the following subjects are recommended for college preparation:

Units	**Course Areas**
2	Fine Arts (Art, Drama, Music, Speech)
1	Lab Science (as described above)
1	Mathematics (as described above)
4	**Recommended Units**

While these curricular requirements will normally be met by students in grades 9 through 12, advanced students who complete these courses in earlier grades will not be required to take additional courses for purposes of admission. The remainder of the units required by the State Board of Education for high school graduation may be selected from courses to meet students' individual needs and interests.

Students lacking curricular requirements in the basic skills courses (English, Mathematics and Science) are admissible into Associate in Science or Associate in Arts programs in the community colleges but must remove the deficiencies at the earliest possible time, but no later than within the first 24 hours attempted, or have all subsequent enrollments restricted until the deficiencies are removed. In addition, students must remove curricular deficiencies in a discipline area before taking a collegiate level course in that discipline.

High School Curricular Requirements for Admission to Other Degree or Certificate Programs

Students entering Associate in Applied Science degree or certificate programs must meet high school curricular requirements for a particular course area before taking courses in the same discipline as part of the degree. Students admitted under this provision must meet all the high school curricular requirements noted above before transferring into an Associate in Arts or Associate in Science program.

Removing High School Curricular Deficiencies

- **Curricular deficiencies in English, Mathematics and Science may be removed by:**
  a) successful completion (grade "C" or higher) of a zero-level course: English - ENGL 0933; Mathematics - MATH 0123 or **b)** testing (ACT or appropriate placement examination score) at the appropriate proficiency levels. (Zero-level courses do not count toward satisfaction of degree program requirements.)
- A history deficiency may be removed by successfully completing a three-credit-hour history course in addition to the three-credit-hour U.S. History needed for graduation.
- All other elective curricular deficiencies may be met by completing a course in the stated subject area.

II. Special Admission Categories

Adult Admission

- Students who are 21 years of age or older or on active military duty may be admitted based on criteria established at Tulsa Community College and approved by the State Regents. The College must consider the probability of the academic success of the student and students admitted under this category must demonstrate proficiency to the satisfaction of the College in the subject area the student desires to pursue. Students should contact the Enrollment Services office on any campus for admissions processing.
- Any student who (a) is not a high school graduate but whose high school class has graduated and (b) has participated in the ACT or appropriate placement examination is eligible for admission. This includes GED students. Remediation may be required depending on level of test score. Contact the Enrollment Services office for admissions processing.

Special Non-Degree-Seeking Students

Students who wish to enroll in courses without intending to pursue a degree may enroll in no more than nine hours without providing transcripts. Proficiency assessments and prerequisite verification are required before enrolling in certain courses. Retention GPA requirements will be enforced for all students. (See the Policy for Continued Enrollment in the Academic Information section for additional information.) Students should understand that to be eligible for financial aid they must be degree seeking and provide all credentials. Contact the Enrollment Services Office on any campus to discuss the non-degree objective.

Home Study or Unaccredited High School Graduates

Graduates of private, parochial, or other non-public high schools which are not accredited by a recognized accrediting agency are eligible for admission to Tulsa Community College as follows:

- The student must have participated in the American College Testing (ACT) or Scholastic Aptitude Test (SAT).
- The student's high school class of his or her peers must have graduated.
- The student must satisfy the high school curricular requirements as stated above, certified by the high school or, in the case of home study, the parent.
  Note: *Students under 17 years of age are not eligible for Federal Title IV funds. (Pell, SEOG, Loans)*

Concurrent Enrollment of High School Students

Admission Requirements

- Students must be juniors or seniors. Students who are home schooled or attending unaccredited high schools must be at least 16 years of age as a junior and 17 years of age as a senior.
- Students must have participated in the ACT and made the following composite scores: juniors 21 (ACT) and seniors 19 (ACT).
  or
- Those who have participated in the ACT and did not meet the score requirements may be considered for admission based on their high school GPA. Juniors must have a 3.5 GPA and seniors must have a 3.0 GPA on a 4.0 scale.

Enrollment Requirements

- Juniors and seniors must score 20 (ACT) in Mathematics to enroll in a Mathematics course and 19 (ACT) in all other subject areas to be eligible to enroll in other courses.
- Students must also meet the high school curricular requirements for a particular course area before taking courses in that same discipline. High school seniors desiring to enroll in English courses must have completed three (3) units of high school English and be currently enrolled in senior English.

Students must complete an Application for Admission online at www.tulsacc.edu at least two business days prior to enrollment and provide the following documents to the Director of Enrollment Services on the campus offering the class:

- Concurrent Enrollment Application (Available from student's principal, counselor or the Enrollment Services office on any TCC campus.)
- Current official high school transcript
- Official ACT

All documents must be received in advance of intended enrollment to allow time for processing.

ACE Tuition Waiver Scholarships are awarded as funds are available. Students must be enrolled in a minimum of three (3) and a maximum of six (6) credit hours per term and must follow the policy regulations. *Contact Enrollment Services staff on any TCC campus for high school concurrent enrollment details.*

High school students who have provided the appropriate documents and meet score requirements must follow the criteria below:

- Combined high school and college courses enrollment will not exceed 19 credit hours per long term or 9 credit hours in the summer.
- Students may not enroll in zero-level courses designed to remove deficiencies.
- Re-enrollment is contingent upon the student achieving a 2.0 GPA at TCC.

All other students not qualified by grade level may be considered for enrollment under the Opportunity Admissions category. A detailed explanation of the Oklahoma State Regents' policy on concurrent enrollment is available from any TCC Admission/Enrollment Services Office.
Note: *Questions regarding admissions or enrollment should be directed to the Enrollment Services Office on the campus the student plans to attend. Admission to the College does not guarantee eligibility for course placement.*

Opportunity Admissions Category

Students who have not graduated from high school but whose Composite Standard Score on the ACT places them at the 99th percentile using Oklahoma norms, or whose combined Verbal and Mathematical score on the Scholastic Aptitude Test (SAT) places them at the 99th percentile using national norms, may apply for full enrollment at a college or university of The Oklahoma State System of Higher Education. The College will determine admissibility based on test score, evaluation of the student's level of maturity and ability to function in the adult college environment, and whether the experience will be in the best interest of the student intellectually and socially. Proficiency assessments may be required before enrolling in certain courses.

Undocumented Eligible High School Graduates

(HB 1804 Title 70, Section 3242 [2007])

Students with undocumented immigration status must meet the requirements set forth by law to be eligible for enrollment in an institution of the Oklahoma State System of Higher Education. Students should contact any Enrollment Services Office for admissions criteria, procedures and the Affidavit of Intent form.

Senior Citizens (Oklahoma Residents Age 65 or Older)

Tuition waivers are available for Oklahoma residents age 65 or older who wish to audit a course. Auditing of academic courses is contingent upon space available on the date the class begins. See section "Audit of Courses" for detailed procedures. Questions regarding this process should be directed to the Enrollment Services Office on the campus the student plans to attend.

International Students

Tulsa Community College is authorized under federal law to enroll international students. An international student is defined as "a student who is, or will be, in the U.S. on a student visa." At Tulsa Community College, this refers specifically to the student (F) visa. The International Student Service Office provides admission and support services to these students. International admission information is available from the International Student Services Office located on the Northeast Campus, by telephone at (918) 595-7478 or online at www.tulsacc.edu/iss.

Admission of Students for Whom English is a Second Language

All students for whom English is a second language shall be required to present evidence of proficiency in the English language prior to admission to a college or university of the State System, either as first-time students or by transfer from another college or university. The intent of this policy is to admit into an institution only those students who have a reasonable chance of success based on their ability to comprehend and use spoken and written English.

The following minimum standards shall be utilized by all State System institutions to determine English language proficiency:

1. Students must either demonstrate their competency in English through **a)** passing the test as described or **b)** demonstrating proficiency through successfully completing the State Regents' high school core requirements in an English-speaking school or **c)** graduating from an English-speaking high school and demonstrating competency as described in "Removing High School Curricular Deficiencies".

2. Applicants for first-time admission at the undergraduate level must present evidence of English language proficiency. The Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) is used to satisfy the requirement.

   Applicants must attain at least a score of
    - 500 on the traditional TOEFL, or
    - 173 on the computerized TOEFL version, or
    - 61 on the Internet based TOEFL version, or
    - a score of 5.5 on the IELTS.

   Applicants who do not meet these requirements may be admitted to the English as a Second Language Intensive English "Bridge to College" program by meeting the following requirements:
    - presenting a score of 460 or higher on the traditional TOEFL, or
    - a score of 140 or higher on the computerized TOEFL version, or

- a score of 48 or higher on the Internet based TOEFL version, or
- a score of 5.0 or higher on the IELTS, and
- immediately, after taking the TOEFL or IELTS and prior to admission, successfully complete a program of 12 weeks of study at an approved English language center or program operated by an institution of higher learning or a private school approved by the State Regents.

System institutions with an approved program of English as a Second Language may admit students into this program, but no other courses, without meeting the other requirements of this policy. Results of TOEFL tests administered at Institutional Testing Centers are not accepted by colleges and universities other than the administrating institution. Information about the TOEFL and a testing schedule is available from the Testing Center, located on the Northeast Campus, by telephone at (918) 595-7534 or online at www.tulsacc.edu/Testing.

3. Applicants seeking admission by transfer who have attended an accredited college or university for a minimum of 24 semester credit hours with passing grades shall be admitted on the same basis as other transfer students.
4. Students who do not have the 500 TOEFL score may study English as a Second Language after taking the ESL Placement Exam. This test is free, but a testing appointment should be made in advance. The exam can be taken at any of the following locations: Northeast Campus Language Center & ESL Department Office, NE 1521, (918) 595-7536; Southeast Campus, International Language Center, SE 1120, (918) 595-7750; Metro Campus International Language Center, MC 413, (918) 595-7309; West Campus International Language Center, WC 1244, (918) 595-8088; TCC Education Outreach Center, 2201 S Garnett Rd, Tulsa, (918) 595-2020.

III. Admission by Transfer from a State System Institution

An Oklahoma State System student who wishes to transfer to another State System institution may do so under the following conditions:

Admission Requirements

1. Provide official transcripts from each college/university previously attended and, if fewer than seven (7) credit hours have been completed at other colleges/universities, excluding credit hours completed as a concurrently enrolled high school student, a high school transcript with graduation date or passing GED scores.
2. A student under 21 years of age must meet the high school curricular requirements as indicated in Section I of this policy and have a grade point average high enough to meet TCC's retention standards. (See the Policy for Continued Enrollment in the Academic Information section for retention standards.)

Transfer Credit Policies

1. **Transfer Credit Evaluation**
   a. Courses will be listed under the name of the transferring institution. Courses will be equated to TCC disciplines, course numbers, and credit hours and the grade assigned will be the grade awarded by the transferring institution.
   b. Courses evaluated as semi-equivalent or a general elective will be accepted for transfer credit and may be applicable toward graduation requirements as elective credits.
   c. Courses evaluated with passing grades (P or S) will be accepted for credit.
   d. Courses recognized as semi-equivalents will be accepted and credit given even though TCC does not have a like equivalent for that course.
2. **Academic Status of Transfer Students**
   a. Transfer students with a cumulative GPA of 2.0 or higher (as calculated by A, B, C, D, and F systems, 4.0 scale) will be admitted to Tulsa Community College in good standing.
   b. Students with a cumulative GPA of less than 2.0 average will be admitted to their first enrollment at TCC on academic probation or academic notice and will be expected to meet the standards for continued enrollment.

    c. Students returning to TCC after enrollment at another institution or institutions will be considered for admission based on academic records at all the college(s), including the grades earned at TCC.

3. Disciplinary Probation or Suspension - Students on disciplinary suspension or social probation from another institution will not be considered until the suspension or probation is removed by the enacting institution or the student is accepted by the Admissions Committee.

IV. Admission of Nonresidents of Oklahoma

Admission of First-time Entering Freshmen

In order to be eligible for admission to any institution in The Oklahoma State System of Higher Education, a nonresident of Oklahoma (a) must be a graduate of a high school accredited by the appropriate regional association or by an appropriate accrediting agency of his/her home state, (b) must have participated in the ACT or a similarly acceptable battery of tests, and (c) must meet the high school curricular requirements outlined in Section I of this policy.

Undergraduate Students Entering by Transfer From Out-of-State College or University

Undergraduate students wishing to transfer from an out-of-state college or university to Tulsa Community College may do so as follows:

1. Transcripts of record from colleges or universities accredited by the Higher Learning Commission (HLC) or other regional associations will be given full value. Each nonresident applicant must:
    a. be in good standing in the institution from which he/she plans to transfer;
    b. have made satisfactory progress (an average grade of "C" or better) in the institution from which he/she plans to transfer; and
    c. meet the high school curricular requirements outlined in Section I of this policy.
2. Transcripts of record from institutions not accredited by a regional association may be reviewed for transfer acceptance when appropriate to the student's degree program and when the College has had an opportunity to validate the courses or programs. Each nonresident applicant must meet the same conditions listed above for students transferring from HLC or other regionally accredited institutions, and will also be required to validate the transferred credit by making satisfactory progress (an average of "C" or better) for at least one term.
3. Any student who does not meet the criteria stated above may petition the Admissions Committee for further consideration.

This school is authorized under Federal law to enroll non-immigrant alien students.

Admission Procedures

I. First Enrollment at Tulsa Community College

Application for Admission

1. An application is required for admission and should be submitted prior to expected enrollment. All questions must be answered. Application information may be submitted initially via the TCC web site at www.tulsacc.edu. This information must be verified upon each registration at the College.
2. A twenty dollar ($20) one-time, non-refundable processing fee will be assessed with the first term's tuition and fees. The Social Security number is used by Tulsa Community College for identification purposes only and will not be given out to any individual or agency (unless required by law or as provided for in federal regulations), without the student's written permission. TCC will assign a student identification number, but will collect your Social Security number for business transactions and verification purposes. Omission or falsification of information on the application is grounds for rejection of the application and/or disciplinary action against an enrolled student. Students seeking Financial Aid must use their Social Security numbers.

3. High school transcript, ACT, SAT, appropriate placement exam score, and/or college transcript should be sent to Student Completion Services, Attn: Transcripts, Tulsa Community College, 909 South Boston, Tulsa, OK 74119 prior to enrollment. (See "Qualifications for Admissions"). Credentials submitted to the College will not be copied or returned. Credentials provided in person must be in a sealed envelope of the issuing institution and may be delivered to the Enrollment Services office on any campus. SAT scores are not used for placement into courses.
4. First-time entering college, degree-seeking students are required to participate in New Student Orientation (NSO) before they enroll in classes for the first time and are required to be assessed for placement in courses. (See New Student Orientation for details.)

II. Re-admission After One Regular Term of Non-Enrollment

Application information is verified to update student information. Re-entering degree-seeking students must submit transcripts from each college attended since the last enrollment at Tulsa Community College, along with any credentials not submitted previously. Previous attendance at TCC does not mean a student was officially admitted to the College.

III. Admission After Suspension

Academic Suspension

Students who have been placed on suspension from Tulsa Community College may petition the Admissions Committee for admission after a one-term lapse in enrollment (not including summer). The student must:

1. Complete the Petition for Re-Admission after Suspension form found on the TCC website.
2. Provide official transcripts from all previous schools. (It is the student's responsibility to contact the Enrollment Services Office to verify all credentials are received.)
   The Re-Admission Petition and all supporting credentials must be received 30 days before enrolling. Please submit all credentials to any campus Enrollment Services office.
3. Upon receipt of the completed petition and all credentials, the request will be reviewed by the Admissions Committee and the student will be notified of the results. (See the Policy for Continued Enrollment in the Academic Information section for more information.) Students suspended from another college or university may attend TCC immediately after academic suspension; contact the Enrollment Services Office on any campus.

Disciplinary Suspension

Students who have been placed on disciplinary suspension from Tulsa Community College must contact the Senior Student Affairs Officer for re-admission. All criteria outlined in the suspension letter must be met before a suspended student may apply for consideration of re-admission after disciplinary suspension.

Admission to Continuing Education (no credit/no degree)

Visit the Continuing Education and Workforce Development website at www.tulsacc.edu/ce for admission into the classes. There are no applications or application fees associated with our classes. Visit the website, pick out the classes want and follow the easy steps to register and pay online. You can also call 918-585-7200 for assistance if needed. There may be some classes that have prerequisites associated with the class, but they will be noted in the class description.

Credit by Prior Learning Assessment (Advanced Standing Credit)

Students who believe they are qualified to establish college credit as a result of previous training or experience should inquire about Prior Learning Assessment (PLA) options. PLA credit awarded for military training schools, business and industry, labor union, governmental agencies, and other non-collegiate learning shall not exceed the criteria or recommendations contained in publications of the American Council on Education. Credit is limited to existing Tulsa Community College courses in the curriculum for the student's declared major. The combination of PLA credit and college transfer credit for degree or certificate requirements at TCC shall not exceed 75% of the total credit hours required for graduation. Students who establish credit through PLA will be assigned a grade of "S" on their academic record to indicate successful completion.

Credit may be established in specific academic programs by the evaluation of documents indicating formal education, test scores, and/or transcripts relating directly to a specific course. These documents will be reviewed by the related academic school or designate and the resulting recommendation will be considered final. Contact an Academic Advising office for procedures.

Prior Learning Credit may be established by several different methods:

Departmental Examinations Offered by TCC

Currently or previously enrolled students who feel they are qualified for advanced standing credit by examination in an area not offered or administered through the CLEP program may attempt to establish credit through a departmental examination. Students seeking these examinations should inquire through an Academic Advising office on campus and may be required to have approval for the examination by the Dean or Associate Dean of the academic school for that subject area. The departmental examinations are written and scored by TCC faculty and are intended to measure competence comparable to what would be required if the student took and received credit for that course at TCC. A score equivalent to a grade of "C" shall be the cut-off score.

Fees for advanced standing examinations are listed in the Tuition and Fees section of this catalog. No refund of fees will be given for advanced standing examinations that are not passed. More information about advanced standing examinations can be found in the Academic Advising office on each campus or online at www.tulsacc.edu/student-resources/testing-services.

Advanced Placement Program (AP)

This program enables high school students to take comprehensive examinations for credit at the college level. Inquiries concerning this program should be directed to the high school counselor and arrangements for taking the examination and scoring will be coordinated at the high school in which the student is enrolled. TCC does not administer the AP exam. TCC will award college credit with qualifying scores in specified subject areas that are determined by the academic school that administers the subject area for that course. Official AP score reports can be requested through College Board.

College Level Examination Program (CLEP)

Tulsa Community College is a national test site for the College Board's College Level Examination Program (CLEP). Examinations are administered in the Testing Center on the Northeast Campus. For a list of exams accepted at TCC or for minimum scores required for establishing credit through CLEP, contact an Academic Advising office or view online at www.tulsacc.edu/student-resources/testing-services.

International Baccalaureate (IB)

Advanced standing credit may be awarded to a student who has taken "higher level" courses in the International Baccalaureate program and has scored at least a four (on a seven-point scale) on the higher level course examination. Students should request that official IB scores be mailed to TCC Student Completion Services, 909 S. Boston, Tulsa, OK 74119.

Military Training Experience

In evaluating armed services credit, Tulsa Community College follows recommendations of the Guide to the Evaluation of Educational Experiences in the Armed Services, published by the American Council on Education. Credit for military service will be granted only for equivalent courses offered in the Tulsa Community College degree major declared by the student. Tulsa Community College may accept, modify, or reject military training credit depending upon the evaluation. Students should submit their Joint Services Transcript (JST) to TCC Student Completion Services, Attn: Transcripts, 909 S. Boston, Tulsa, OK 74119.

For more information on Credit by Prior Learning Assessment, visit the Student Resources website at www.tulsacc.edu/student-resources/student-records/earn-college-credit-prior-learning-assessment.

New Student Orientation

The first step on your successful academic journey is New Student Orientation. You will gain information on a wide variety of critical topics, including searching for classes, payment options, accessing your TCC email, types of financial aid available, student support services, and much more. All first time entering college, degree-seeking students are required to attend new student orientation. For more information, visit www.tulsacc.edu/orientation.

Before attending New Student Orientation, there are certain milestones you must complete. Steps to attend new student orientation:

- Apply to TCC.
- Turn in official high school transcripts, GED scores, and/or any college transcripts.
- If you have not taken the ACT, or scored below 19 in reading or writing, or below a 20 in math, you will need to take a placement test. For more information, visit an academic advising office.
- Sign up for a New Student Orientation session.

Secure Payment:

- If you plan on applying for student grants or loans, please complete the FAFSA and check your MyTCC Financial Aid Dashboard for outstanding documents.
- If you will be paying out of pocket, ensure that you come to the NSO session with the ability to pay in full or to set up a payment arrangement.
- If you are a Tulsa Achieves Student, complete the Tulsa Achieves Program Agreement form and your FAFSA.

On-Time Enrollment

TCC has an On-Time Enrollment process. This means that a student must be enrolled in a class prior to the first time the class meets. Students may not add a class once the class has started.

Proficiency Requirements

In compliance with the requirements of the Oklahoma State Regents for Higher Education (OSRHE), all TCC students must demonstrate proficiency in English, math, and science before enrolling in college-level courses in these disciplines. Students must also demonstrate college-level reading competency before enrolling in General Education courses. ACT scores, appropriate placement examination scores, and college transcripts can be used to demonstrate proficiency. Any degree-seeking, first-time college student who has not satisfied his or her proficiency requirements is required to enroll in and successfully complete COLL 1002 - First Year Experience Seminar within the first two semesters of attendance.

Support for students for whom English is a second language and who do not meet proficiency requirements for placement in English and Reading on the appropriate placement exam, will be referred to the ESL Department Office, an International Language Center, or the Education Outreach Center to take the ESL Placement Exam. See Admission of Students for Whom English is a Second Language above for further information.

Withdrawal from Classes

Results of Withdrawing

- A "W" or "Withdrawal" grade will be awarded on student's transcript for the courses from which the student withdraws.
- The "W" grade will not affect student's GPA.
- The Student may have financial aid repercussions for unsatisfactory academic progress and become ineligible for financial aid in the following semester.

Deadlines

- Withdrawal deadlines for regular semester courses (16 week) or eight-week courses are published in the Academic Calendar.
- Students are strongly encouraged to visit with any Enrollment Services Office regarding the deadlines for shorter courses.

Financial Aid Recipients

- Students who withdraw from any or all courses may be required to have a recalculation of Federal Student Aid as of the date of withdrawal. As a result of the recalculation, the student may owe money to TCC.
- Students who withdraw from one or more courses may affect their satisfactory academic progress (SAP) and may become ineligible to receive financial aid.
- Students who receive scholarships, veteran's benefits, loans, grants, and/or Tulsa Achieves are required to meet with a Financial Aid representative for advisement before withdrawing.

Process for Withdrawal

The withdrawal process has changed in recent semesters due to changes in financial aid requirements. It is understandable that it is not always convenient or possible to come into campus to withdraw, but due to some of these changes, it is highly recommended that students come to an Academic Advising office to discuss the potential impact of withdrawal.

In Person Process

- Notify and discuss withdrawal with instructor.
- Complete, sign and submit a TCC Request for Withdrawal to a TCC Academic Advising office. Forms are available in Academic Advising offices.

Off Campus Process

If it is not possible to come to a campus, students may download the TCC Request for Withdrawal located under Student Resources at www.tulsacc.edu. Read through the instruction sheet carefully, then fill out the first page of the form completely. Fax both front and back pages of the form to any TCC Academic Advising office. Fax numbers are listed on the form. TCC will only process withdrawals that are requested on this form.

Make sure to initial where appropriate and sign and date under the "Student Responsibility" section. Also, remember to include a clear and legible copy of an official photo ID such as a Driver's License or TCC Student ID and submit with your fax. Withdrawals will not be processed without this form of identification.

If you receive financial aid and are enrolled in classes that have not started yet, make sure to sign and date under the "Affidavit of Enrollment" section.

Audit of a Course

Regular Course Audit

The student must complete the "Audit Contract" for each class being audited. The student and appropriate instructor must sign the form and the request to audit must be completed prior to the close of the withdrawal period for the specific class. The student may revert from audit to credit only during the schedule adjustment period for the specific course. The auditing student must adhere to the instructor's class attendance and participation requirements. A student not adhering to the instructor's requirements may be withdrawn by the instructor for non-attendance. A grade of AU (audit) counts in hours attempted. Audited courses will not apply toward graduation requirements, or for financial aid or veteran's benefits. For other options, see II. Special Admission Programs, Adult Admission section.

Audit for Oklahoma Residents Who Are Age 65 or Older and Desire a Tuition Waiver

The Oklahoma State Regents for Higher Education approved a policy authorizing institutions of the State System to waive the fees for Oklahoma residents who are sixty-five (65) years of age, or older, for auditing of academic courses contingent upon space being available in the classrooms and laboratories housing such courses. Information relative to this program is as follows:

- Enrollment is open on a space-available basis on the date the class begins. People will be allowed to enroll at TCC under this plan only after the regular enrollment period preceding each term and at times designated by the College. Enrollment is allowed only if the normal class limit has not been met. No class overloads will be allowed. Students must meet any proficiency requirements or prerequisites prior to enrollment.

- Students must meet Oklahoma residency requirements as defined by the Oklahoma State Regents, be age sixty-five (65) or older, and must verify both residency and age (i.e., by presenting a valid birth certificate, driver's license, etc.).

- A maximum of seven (7) semester credit hours per regular term and four (4) semester credit hours in a summer term is allowed under this policy. If a student wishes to enroll in more than the maximum credit hours allowed, he/she must pay the regular fees for hours beyond the maximum.
- Since audit is mandatory under the fee waiver, the Director of Enrollment Services signature will authorize the audit status in lieu of other College officials.

TCC Dual Admission Agreements

The Dual Admission program will allow students who are fully admissible to Langston University, Oklahoma State University, or Northeastern State University either as high school seniors or as transfers, to gain admission to Tulsa Community College and either selected institution at the same time. Dually admitted students are able to take full advantage of academic and student development programs and resources at TCC and on all campuses of the selected educational partner. Admission to the dual enrollment program is contingent upon meeting the admission requirements of LU, NSU or OSU. Applications are available through the Office of Admissions and Recruitment at LU Langston or Tulsa, Office of Undergraduate Admissions at OSU Stillwater, Northeastern State University, at the Enrollment Services Office on any Tulsa Community College campus, or via each institution's Website.

Fees, Expenses, Financial Aid

Tuition and Fees

Fee amounts are approved by the State Regents for Higher Education and may be changed by direction of the State Regents. Payment arrangements are required for tuition and fees at time of enrollment.

Tuition

Oklahoma Residents: $103.22 per credit hour
Non-Oklahoma Residents: $313.22 per credit hour

Audit (Without Credit)

Same fees apply as a credit course

Advanced Standing (Credit for Prior Learning Assessment)

Advanced Standing Credit Evaluation/Transcription	$5.00 per credit hour (non-refundable)
Department Exams	$5.00 per credit hour (non-refundable)
CLEP Exams	National Testing Agency Rate
ACT Exams	National Rate + $5.00

Special Fees

Admission Fee	$20.00 one-time only, non-refundable
Facility Fee	$2.00 per credit hour
International Student Status Maintenance Fee (Fall, Spring & Summer Terms)	$50.00 per semester
Library Fee	$2.75 per credit hour
Remedial Fee	$13.00 per credit hour
Student Assessment Fee	$1.50 per credit hour
Technology Fee	$8.00 per credit hour

Fees for Student Services

Cultural & Recreational Service Fee	$1.25 per credit hour
Parking Fee	$1.50 per credit hour (up to $18.00)
Student Activity Fee	$5.15 per credit hour
Student Center Fee	$7.30 per credit hour
Student ID Card (non-refundable)	$5.00 per semester

Continuing Education (non-credit)

Fees vary by course

Special Course Supplies and Institutional Services

Students are expected to furnish expendable supplies in certain courses. The College may furnish a portion of all these expendable supplies to the student at a fixed cost per course, and these materials will be available at the proper scheduled time. Certain other services may also be provided for the student by the College at a fixed cost. The price schedule is listed below:

Course Lab Fees

Allied Health	$12.00 per course
Art	$12.00 per course
Dental Hygiene	$12.00 per course
Electronics	$12.00 per course
Engineering	$12.00 per course
Health Information Technology	$12.00 per course
Interior Design	$12.00 per course
Nursing	$12.00 per course
Science	$22.00 per course
Veterinary Technology	$25.00 per course

Special Instruction Fees

Accounting (Software Courses) Course Fee	$12.00 per course
Allied Health Programs:	
Drug Screening Fee	$50.00
Criminal Background Check Fee	$49.00
Immunization Tracking Services Fee	$35.00
Immunization Tracking Services Fee (Phlebotomy & Pharmacy Technology)	$20.00
Student Malpractice Insurance Fee	$13.00 (assessed annually)
Aviation Programs:	
Air Traffic Control Course Fee	$75.00 per course
Air Traffic Control Program Fee	$150.00
Computer Information Systems Course Fee	$12.00 per course
Dental Hygiene Clinical Equipment Utilization Fee	$100.00
Drafting Course Fee	$12.00 per course
English Developmental Studies Course Fee	$7.00 per course
Fire and Emergency Medical Services Program:	

Assessment Fee	$20.00
Criminal Background Check Fee	$44.00
Drug Screening Fee	$40.00
Scheduler/Tracker Fee	$30.00
Student Malpractice Insurance Fee	$13.00
First Aid Course Fee	$27.00 per course
Legal Research Law Library Fee	$60.00 per course
Music Lessons Fee (Private)	$50.00 per credit hour
Nursing Program:	
Assessment Fee, Traditional Track	$100.00 per assessment
Assessment Fee, Career Mobility Track	$115.00 per assessment
Criminal Background Check Fee	$49.00
Drug Screening Fee	$50.00
Immunization Tracking Services Fee	$35.00
Student Malpractice Insurance Fee	$13.00 (assessed annually)
Online Learning Online Course Fee	$12.00 per credit hour
Online Learning Blended Course Fee	$6.00 per credit hour
Paralegal Course Fee	$12.00 per course
Paramedic Program:	
Assessment Fee	$25.00
Criminal Background Check Fee	$44.00
Drug Screening Fee	$40.00
Scheduler/Tracker Fee	$80.00
Student Malpractice Insurance Fee	$13.00
Theatre Private Acting Course Fee	$50.00 per credit hour
Veterinary Technology Program:	
Criminal Background Check Fee	$49.00
Drug Screening Fee	$50.00
Medical Insurance Fee	$45.00 (assessed annually)
Student Malpractice Insurance Fee	$13.00 (assessed annually)
Vaccination Fee	Market rate, currently $960

In-State/Out-of-State Resident Classification

The definition of a legal resident of Oklahoma to be used in the assessment of fees at TCC is as follows: The legal residence of a dependent person is that of his/her father, mother or legal guardian(s) as defined by the Oklahoma State Regents for Higher Education. Proof (if requested) of residency may be defined as establishing domicile in Oklahoma and physical residence for the previous 12 months. Domicile is defined as having two components - residence and the intention to remain. If it is determined that an applicant entered the state with the express purpose of attending college, non-resident status will be assigned. Other classification options may be available for military personnel or spouses and dependents. Contact the Director of Enrollment Services on any campus for clarification and to petition for resident classification. Complete In-State and Out-of-State policy information is also available at www.osrhe.edu.

Costs and Payments

Student Statement of Financial Responsibility

- I understand that enrollment at Tulsa Community College constitutes a contractual financial obligation to pay tuition and fees for classes in which I am enrolled. I further understand my financial obligations are due by the College's set due date each semester.
- I understand that I will receive an email notification when my billing statement is available to view online.
- I understand that my account information can only be released to me. It is my responsibility to notify my parents/legal guardian of my account balance.
- I understand that in the event I have a returned check on my account I will be charged a $25 return check fee. I understand that I am responsible for all dishonored payments which have been presented on my behalf.
- I understand financial aid funds only pay tuition/fees and bookstore charges.
- I understand that once all my financial aid is applied to my bursar account, I am responsible to pay any new or unpaid charges I incur prior to the end of the semester.
- If my federal or institutional financial aid is either not received by Tulsa Community College or I lose my eligibility to retain financial aid for the semester, I assume responsibility for paying all student obligations.
- I understand that if I enroll prior to the enrollment hold being placed on my account, my enrollment is subject to possible cancellation if my balance is not paid to current. I also understand that if I am participating in the Payment Option Plan and my payments are not current, my enrollment is also subject to cancellation.
- I understand failure to pay my account prior to the 15th of the month will result in my account being assessed a 1.5% monthly (19.56% APR) finance charge on any past due balance. In addition on the last day of the semester if I still have a past due balance, I will be assessed a $50 late fee.
- It is my responsibility to know the College's drop and withdraw policy including deadlines. It is also my responsibility to drop or withdraw myself from my classes. My failure to drop or withdraw in a timely manner does NOT relieve me from my financial responsibility to the College for tuition and fees.
- I also understand that if I enroll in classes and I do not attend these classes, I am still held responsible to pay the required tuition and fees if I fail to drop by the designated dates.
- I understand that if I drop, withdraw, graduate, or do not return to the College, it is my responsibility to update my address, phone number, and email address.
- I understand that if I have a student Direct Subsidized/Unsubsidized Loan that I am responsible for completing the required exit counseling upon leaving the College.
- I understand that if I have a College outstanding balance, holds are placed on my account and I will not be able to enroll in future semesters nor receive an academic transcript or diploma.
- I consent to being contacted on my cell phone if provided to the College as a source of contact.
- I understand if I leave the College with an unpaid balance and do not make satisfactory payment arrangements, my account will be placed with an external collection agency. I will be assessed collection costs (up to 33% of the original debt), legal costs and attorney fees. This will result in endangering my credit rating on a local and/or national level by being reported to all three credit bureau's (Equifax, TransUnion, Experian). The College will also exercise the right to request an Oklahoma State Tax refund intercept to offset the outstanding debt.
- Tulsa Community College corresponds electronically with students using their TCC email address. I understand that I am responsible for regularly reading important information sent to my TCC email account and for taking action on any important correspondence sent to this address.
- I further consent that any phone number or email address provided can be used to contact me by TCC or any debt collection agency hired by TCC either directly or through an automated or predictive dialing system or prerecorded messaging in an effort to recover any unpaid obligation owed to TCC. This can also include text messages or emails.

Student Account Payment Policy

It is the policy of Tulsa Community College that students must make college approved payment arrangements at the time of enrollment. The following are the options available for enrollment.

Option 1: Pay In Full or Payment Plan

- Students can sign up online to pay in full or pay cash in person at any campus Bursar office. There is no administrative fee if the student is paying in full.
- Students can go online and choose a payment plan. There is a $35 non-refundable service fee charged to students who select a payment plan.

Payment Plans

These plans are detailed on the TCC website and vary with each term. Students can also pick up information regarding payment plans in any bursar office.

A $35 non-refundable setup fee is required at the time of enrollment in the Tuition Option Plan (TOP). This payment will automatically be debited from your payment method at the time of enrollment in the Tuition Option Plan.

When students make a schedule adjustment or if charges and/or payments are applied to a student's account, the student's TOP installment amounts will change.

Students using a credit card as the payment method for TOP should be aware of the card's expiration date. It is the student's responsibility to update this information, if applicable. If this is not done, it could result in a late fee assessed to the student's account.

Option 2: Financial Aid (FA)

- Students who have met priority financial aid deadlines by turning in all requested documents and are qualified to receive financial aid will be able to secure enrollment without making payment arrangements.

FA Priority Deadlines

June 1	Fall Term
November 1	Spring Term
April 1	Summer Term

Option 3: Third Party Payments

- Students can use third party methods of payment under the condition that the College can verify the payment source or that the student can provide acceptable documentation of the payment source.

TCC Verified 3rd Party Payments	Student Verified 3rd Party Payments
General Tuition Waiver	Employee Reimbursement
Tulsa Achieves Program	Scholarships
Oklahoma's Promise/OHLAP*	Other
Grants (Tribal, Veterans, Voc Rehab)*	
ACE Waiver (Concurrent/Senior Citizen Waiver)	

*Student must present evidence of scholarship, etc., to the Bursar office in order to use this option prior to enrollment.

There will be a 1.5 percent monthly service charge (50 cent minimum) assessed to the student's account on the 15th of each month for any unpaid balance based upon enrollment for those not in payment plan. Service charges will continue to be assessed to the student's account if all current charges are not paid in full.

Refunds

Refund Procedure

When a student enrolls in a class at Tulsa Community College, he/she reserves a place which cannot be made available to another student until he/she officially drops from the class. Many students cannot enter Tulsa Community College each term because classes are filled. Students processing a complete drop prior to the first day of classes may receive a 100 percent refund, except for Tuition Option Plan (TOP) fees. Refunds will not be honored until all financial obligations to Tulsa Community College have been cleared.

TCC uses a variety of methods to distribute refunds to students. Students with questions about how they will receive a refund should contact the Bursar's office on any campus.

Refund Policy

Complete Withdrawal from the Institution

- **100 percent** refund for dropping all classes during the first two weeks of a regular 16-week semester, first week of a summer or eight-week term or before the second class session of a course that is less than eight weeks in length. In order to receive a refund for courses shorter in duration than eight weeks, the student must drop the class before 5 p.m. on the second day of class for an online class or before 5 p.m. of the next regular work day following the first class session for all other classes.

- **Zero percent** refund for students withdrawing after the second week of a regular 16-week term or after the first week of a summer or eight-week term. For courses shorter in duration than eight weeks, there is no refund if the student drops the class after 5 p.m. on the second day of class for an online class or after 5 p.m. of the next regular work day following the first class session for all other classes.

NOTE: Financial aid recipients who complete a full withdrawal from the institution may be required to return Title IV funds. See the Financial Aid Warning and Suspension section of this catalog.

Enrolling and Dropping from Classes

- Students may enroll in courses during the published dates in the **Academic Calendar** .
- It is the student's responsibility to be sure unwanted courses are dropped by the scheduled deadline.
- Students may drop classes using MyTCC or in person by contacting any Enrollment Services Office.

Withdrawing from Classes

See the Withdrawal from Classes information in the Admissions and Registration section of this catalog for more details. **The Academic Calendar shows relevant dates for withdrawal.**

- After the Schedule Adjustment Deadline, students may withdraw from a credit course, however, no refund will be administered. To withdraw, students must adhere to the following requirements:
    - Students may withdraw from a credit course within the first 75 percent of the course.
    - To initiate the withdrawal process, students should visit Academic Advising on any campus.
    - Students' financial aid may be placed in jeopardy when they withdraw from any course. Students should contact the Student Financial Services office and/or the Veterans' Services office (if applicable) before completing a withdrawal form.

Concurrent High School Student Schedule Adjustment and Withdrawal Policy

- Students must fill out a High School Concurrent Schedule Adjustment Form and have it signed by the high school counselor. Forms are available online and in any TCC Enrollment Services office.

Refund Policy for Continuing Education (non-credit classes)

- **100 percent** refund will be given if a written, telephone, faxed, or in-person request is made to the Continuing Education office **two full business days (M-F) before the first scheduled class meeting.** Refunds cannot be issued for non attendance. All fees will be refunded if class is cancelled due to insufficient enrollment. Refunds may require up to 30 days to process. The Continuing Education Department reserves the right to amend this policy for specialized events and programs.

Refund Policy for Students Entering Military Service

- If a student enters military service during the term in which he/she is enrolled and has not completed sufficient work for receiving his/her grades, but is in good standing academically, Tulsa Community College will refund to the student the full amount of fees paid. The student must forward a copy of the induction orders with a written request for a refund directed to the Enrollment Services office on any campus.

Fees Applicable Only Current Term

Fees are applicable only for the current semester or term. If a student withdraws and is entitled to a refund, the amount of the refund cannot be carried forward as a credit to a subsequent term.

Course Book Refunds

Course Books

- Students should purchase course books at the campus they will be attending or at www.tccstores.com.
- Internet course books may be purchased at www.tcc.stores.com or at the Northeast Campus Store.
- Community Campus course books may be purchased at www.tccstores.com or at the sponsoring Campus Store.

Campus Store Refund Policy

Campus Stores may grant course book refunds to students with a current semester TCC sales receipt and who meet the following criteria:

Course Book Refund Deadlines

- The end of the first week of an 8 or 16 week term.
- The end of the second week of the 16 week term to students who have dropped the class.
- Until the first class meeting of a class lasting less than 8 weeks.
- Course books purchased after these deadlines must be returned within 24 hours for a refund.

Merchandise Condition for Refund

- Merchandise must be in resalable condition.
- A (100%) refund may be granted on a new course book that is clean, complete, with shrink wrap unopened or eBooks that have not been activated.
- If a new course book has been marked in or is not in new condition, it may be refunded at (50%) of the new course book price.
- Used books in resalable condition may be refunded at (100%) of the price paid at the time of purchase.
- Non-refundable items include: electronics, computers, computer software, opened computer supplies, and clearance items.

Campus Stores Course Books Buyback Information

Buyback is presented as a service to the TCC student. It is an opportunity afforded to the student to reap some benefit from those course books no longer wanted or needed. Buyback dates and times may be found at www.tccstores.com. A photo I.D. is required.

Financial Aid and Scholarships

Note: Financial aid eligibility and processing at TCC are subject to change based upon changes in federal regulations and guidelines.

The Financial Aid and Scholarships office at Tulsa Community College (TCC) is available to assist qualified students to meet the costs of their education. Financial aid is designed to supplement the financial resources of the student and student's parent(s).

Financial aid is available through grants, scholarships, loans, and part-time employment from federal, state, institutional and private sources. Grants and scholarships are a part of financial aid students do not have to pay back. Loans are borrowed money that must be repaid with interest. Work-study allows students to work and earn money for school expenses. The types and amounts of aid awarded are determined by financial need, availability of funds, student classification, and academic performance.

The Higher Education Act of 1965, as amended, requires each recipient of funds under the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study, Oklahoma Tuition Aid Grant (OTAG), Oklahoma's Promise, Direct Student Loans, or PLUS programs to maintain satisfactory progress in his/her course of study. The following policy does not preclude a recipient from continuing to enroll as a student or to receive other types of financial aid. In order to receive financial aid at the institution to which he/she is applying, according to the guidelines set forth by the Department of Education the applicant must have:

- a high school diploma;
- a GED; or
- completed homeschooling at the secondary level as defined by state law.

Some additional requirements for financial aid are:

- Students must maintain a cumulative 1.70 grade point average (GPA) for the first 30 credit hours attempted; and a cumulative 2.00 GPA for all hours attempted thereafter (See Satisfactory Academic Progress Policy).
- Students must successfully complete at least 67 percent of all attempted course hours, regardless of whether financial aid has been received for those hours. Withdrawals, I, F, and other unsatisfactory grades are examples of grades that will be counted against this completion rate (See Satisfactory Academic Progress Policy).
- Audit grades do not qualify for financial aid. A student who receives financial aid for any classes, or hours, which are later changed to an audit (AU), will be required to repay any applicable financial aid funds.
- Students attempting 95 or more college hours will be required to justify the applicability of all coursework by submitting a Request for Extension of Excessive Hours and an evaluated degree audit, which will be submitted to the Financial Aid and Scholarships office. The appeal will be reviewed by the Satisfactory Academic Progress (SAP) Appeals Committee and the determination posted on the student's MyTCC portal account in the Financial Aid Dashboard. Students may appeal once a semester and all decisions by the Appeals Committee are final. (See Satisfactory Academic Progress Policy).
- A student who does a complete withdrawal, stops attending all courses, is dismissed or takes a leave of absence, prior to completion of 60 percent of a term, will be subject to the return of Title IV funds. The student will be required to return to the federal aid program the amount of aid received that is in excess of aid "earned" for the time period the student remained enrolled. Students who receive any Title IV funds (Pell, FSEOG, OTAG and Direct Student Loans) should consult with their financial aid counselor before completing a full withdrawal.
- Students operating "under appeal" will be suspended from financial aid their next entering term, if they fail to meet the requirements of their Academic Plan which was submitted with their financial aid appeal.
- Students must be degree-seeking, enrolled, and making satisfactory academic progress toward the completion of their course of study.

Financial Aid Programs Requiring the Free Application for Federal Student Aid (FAFSA)

There are a number of financial aid programs available at Tulsa Community College. Some scholarships are need based and require the FAFSA application. The FAFSA application is used to apply for the following financial aid programs:

- Federal Pell Grant
- Federal Supplemental Education Opportunity Grant (FSEOG)
- Oklahoma Tuition Aid Grant (OTAG)
- Federal Work-Study (FWS)
- Direct Subsidized Loan
- Direct Unsubsidized Loan
- Direct Parent PLUS Loan (PLUS)

Other programs available through TCC's Financial Aid and Scholarships office that require a separate application:

- State Regents Tuition Waiver (Academic or Need Base)
- TCC Honors Scholar Tuition Waiver
- TCC Foundation & Trust Scholarship
- TCC Provost Scholarship
- Need Based Grants (Tribal, Voc-Rehab, etc.)

Based on eligibility, the student may qualify for a combination of award programs. Some programs are need based. Need is the difference between expected educational expenses and available family financial resources. The student and parent(s) should be prepared to verify information reported on the FAFSA. Students will be notified via college email (MyTCC) of requests for documentation. The specific document request(s) will be viewable through the student's MYTCC portal account in the Financial Aid Dashboard. TCC's Financial Aid and Scholarships office will award students for all federal, state, and institutional programs. Failure to provide the requested documentation may result in a delay or the termination of the financial aid application process. When the awards are determined, an award notification is sent to the student via college email (MyTCC). The award notification will direct the student to their Financial Aid Dashboard account view and/or accept the awards. To ensure that financial aid will be available by the start of the term, students MUST have their FAFSA application completed, and all requirements satisfied on or before the financial aid priority consideration deadline. Financial aid priority consideration deadlines are June 1 for fall term, November 1 for spring term and April 1 for summer term. Early application is encouraged as some funds are limited.

Grants

Federal Pell Grant

The Federal Pell Grant, unlike a loan, does not have to be repaid. An undergraduate student, who has not received a bachelor's degree, is a U.S. citizen, or eligible non-citizen, may be eligible for a Pell Grant. Eligibility to receive a Federal Pell Grant is determined by the U. S. Department of Education based upon a standard formula, established by Congress, using family financial information submitted on the FAFSA and reported on the Student Aid Report (SAR). The formula produces an Expected Family Contribution (EFC) number. Your Student Aid Report will contain this number.

Oklahoma Tuition Aid Grant (OTAG)

OTAG is a grant based on need for up to 75 percent of tuition and fees to Oklahoma resident students making satisfactory academic progress. To apply, submit the FAFSA by March 1 for priority consideration, as funds are limited. This program is administered by the Oklahoma State Regents for Higher Education.

Federal Supplemental Educational Opportunity Grant (FSEOG)

FSEOG provides grants to students with the greatest financial need as determined from the SAR analysis and on the availability of funds. The grant may not exceed $4,000 a year. Students must be making satisfactory academic progress.

Tribal Grants

Tribal grants are for Native American students. Application procedures are initiated in the appropriate Tribal Education Office and by submitting the FAFSA application.

Scholarships and Tuition Waivers

Tulsa Community College offers many scholarships to students with scholastic achievement and/or economic need. Students may apply for scholarships of varying amounts which are generally for specific educational costs. A current descriptive list is available in any TCC campus Financial Aid and Scholarships office. Recipients are selected by the TCC Scholarship Committee during the spring term for the following academic year. To apply, submit the TCC Scholarship Application (available online in the student's MyTCC portal account) to the Financial Aid and Scholarships office by the announced deadline(s). New scholarship opportunities become available throughout every term. Check the Scholarship Opportunities Bulletin Board at any Financial Aid and Scholarships office and the TCC Connection for new scholarships. Scholarships are also listed at www.tulsacc.edu/finaid under the Financial Aid section.

TCC ACE Tuition Waiver Scholarships

Concurrently enrolled high school students who take three to six credit hours per semester may be eligible for the ACE Tuition Waiver Scholarship. ACE is Attend College Early and ACE Tuition Waiver Scholarships are awarded on a first-come, first serve basis as funds are available. Concurrently enrolled students should contact the Enrollment Services Office for more information.

TCC State Regents Tuition Waiver

Tulsa Community College offers an annual waiver of tuition of up to $1200 for Oklahoma residents. Recipients are determined by their cumulative grade point average and completion rate, with 70 percent of the scholarships awarded to students with financial need. Students who are awarded based on financial need are required to have a 2.50 cumulative grade point average (GPA). Students who are awarded based on scholastics are required to have a 3.00 cumulative GPA. To apply and receive priority consideration, submit the Free Application for Federal Student Aid (FAFSA) annually by March 15th.

TCC State Regents Tuition Waivers are also available for Oklahoma residents who are 65 years of age or older, former POWMIA; dependents (children) of POW/MIA; and, dependents of Oklahoma peace officers and firefighters who have given their lives in the line of duty. Students should contact a campus Director of Enrollment Services for more information.

TCC Honors Scholar State Regents Tuition Waiver

Tulsa Community College offers a tuition waiver of three to 18 credit hours per fall and spring term for students who are TCC Honors Scholars in good standing. To apply, submit the TCC Honors Scholar application to the TCC Honors office on Metro Campus. To remain eligible for the waiver, students are required to maintain a TCC grade point average of at least 3.5 and complete a minimum of three credit hours each term, including at least one Honors course each term until minimum Honors Scholars credit requirements are fulfilled.

TCC State Regents Leadership Scholarship

Tulsa Community College offers a waiver of tuition only for three (3) to 18 credit hours per academic year for Oklahoma High School Valedictorians, Salutatorians, and some Honor students. To apply, have your high school counselor submit a Leadership Scholarship Application by April 3 to any TCC Financial Aid and Scholarships office. Students are required to complete three credit hours in the fall to maintain eligibility in the spring.

TCC TrueBlue Lead

Each year students may apply for TrueBlue Lead, a leadership development program. This program waives up to 18 credit hours of tuition each term or allows for a cash stipend. This award is based on scholarship, leadership, and community service involvement, with students selected via an interview process. Students should contact Student Life for criteria and application information. Students are required to complete six credit hours in the fall to maintain eligibility in the spring.

Federal Work-study Program (FWS)

Students may earn up to $9.11 an hour, depending on the position, for up to 20 hours a week during the academic year, which includes breaks between terms. Placement may be either on or off campus with public or private non-profit agencies. Maximum earnings are determined from the estimated family contribution as determined by the FAFSA and the availability of funds. Applicants must be enrolled, complete a TCC work- study employment application, and be interviewed for placement. Students seeking Federal work-study employment should visit the TCC FWS website for more information at: https://careers.tulsacc.edu.

Loans

Direct Loan Program (DLP)

The DLP offers subsidized, unsubsidized and PLUS loans through the federal treasury for students enrolled at least half-time in an eligible program. Dependent undergraduate students can borrow up to $5,500, if they are first-year students enrolled in a program of study that is at least a full academic year, and $6,500, if they have completed their first year of study and the remainder of their program is at least a full academic year. The maximum for an independent undergraduate student loan is up to $9,500 for the first year and up to $10,500 for the second year. A student completing prerequisites for an approved program of study may receive up to $2,625 for one academic year.

The aggregate amount a student may qualify for is $31,000 for a dependent undergraduate and $57,500 for an independent undergraduate (only $23,000 of this amount may be in subsidized loans). According to federal guidelines, all student loans must come in two disbursements per loan period, and delivery to TCC for first year, first time borrowers must be delayed for thirty days. Students must also complete the Master Promissory Note (MPN) at www.studentloans.gov.

Regardless of the type of loan, students must complete entrance counseling before they can be given their first loan disbursement. A student dropping below half-time status, through withdrawal, transfer or graduation, must complete exit counseling. These counseling sessions are available online at www.studentloans.gov and provide student borrowers with important information about their loan, borrower rights, and repayment.

Federal Direct Stafford Loans

A subsidized loan is awarded on the basis of financial need. Student borrowers will not be charged any interest, before they begin repayment or during authorized periods of deferments. The federal government "subsidizes" the interest during these periods. An unsubsidized loan is not awarded on the basis of need. Interest is charged from the time the loan is disbursed until it is paid in full. If interest is allowed to accumulate, it will be capitalized - that is, the interest will be added to the principal amount of the loan and additional interest will be based upon the higher amount. Both a subsidized loan and an unsubsidized loan may be received for the same enrollment period.

Federal Direct Parent PLUS Loan

PLUS loans enable parents with good credit histories to borrow funds to pay the educational expenses of each child who is a dependent undergraduate student enrolled at least half-time. The yearly limit on a PLUS Loan is equal to the student's cost of attendance at TCC minus any other financial aid he or she receives. Interest is charged on the loan from the date the first disbursement is made until the loan is paid in full. Parents will be notified by lender or service provider of interest rate changes throughout the life of the loan. Loan funds are sent to TCC by the U.S. Department of Education in two installments.

Financial Aid Application Procedure and Process

The 2017-2018 FAFSA application is for the fall 2017, spring 2018, and summer 2018 terms.

1. Complete the TCC Application for Admission through the college's website at www.tulsacc.edu. To receive financial aid, a student must be admitted as a degree-seeking student in an eligible degree or certificate program.
2. Students must file their FAFSA application electronically. Students may access "FAFSA on the Web" at http://www.fafsa.ed.gov. Be sure to use the 2017-2018 FAFSA on the Web.
3. After the FAFSA application is sent to the federal processor, the student will receive a Student Aid Report (SAR) in approximately one to six weeks from the U. S. Department of Education. The student must carefully review the instructions on the SAR. If the SAR is incorrect, refer to the instructions on the SAR for correction information. Students may monitor the progress of their financial aid application through the Financial Aid Dashboard by logging on to the MyTCC portal account using their CWID and pin number. The Financial Aid and Scholarships office will notify the student via email of any additional information needed. The email will instruct the student to check their Financial Aid Dashboard for the additional information requested. Once all requirements are complete and the student meets all of the eligibility requirements, the Financial Aid and Scholarships office will complete the file. The student will receive an email notifying them of the update to their application. The email will instruct the student to log into their MyTCC portal account and view their awards in the Financial Aid Dashboard. The awards will list the types and amounts of financial aid the student has been awarded.
4. Other applications for financial aid, including BIA or Tribal Grants, outside agency scholarships, or Vocational Rehabilitation, should be submitted by their individual application deadlines. Each agency will have its own application forms and deadlines. Follow the instructions carefully, as funds are limited.
5. Request official academic transcripts from previously attended schools, post-secondary schools, colleges, and universities. All transcripts must be on file to receive financial aid.
6. Respond quickly to requests for additional information by all TCC offices to avoid delays. To ensure that financial aid will be available by the start of the term, students MUST have their FAFSA application completed, and all requirements satisfied on or before the financial aid priority consideration deadline. Financial aid priority consideration deadlines are June 1 for fall term, November 1 for spring term and April 1 for summer term. Early application is encouraged as some funds are limited.

7. All first-time student loan borrowers at TCC are required to participate in entrance counseling. Students will need to complete the Master Promissory Note in addition to entrance counseling. Online entrance counseling and the Master Promissory Note may be completed at www.studentloans.gov.
8. According to federal guidelines, student loans must always come in two disbursements per loan period, and delivery to first-year, first-time borrowers must be delayed for at least 30 days. Additional information is available on our website: www.tulsacc.edu/finaid.

Financial Aid Satisfactory Academic Progress Policy

Federal regulations (CRF 668.34) require that a student maintain satisfactory academic progress (SAP) in the course of study being pursued, according to the standards and practices of the institution in which he/she is enrolled, in order to receive aid under the Higher Education Act. The programs at TCC include Federal Pell Grant, Federal Work-Study, Federal Supplemental Educational Opportunity Grant (FSEOG), Oklahoma Tuition Aid Grant (OTAG), Oklahoma's Promise, Federal Direct Stafford Loans (subsidized and unsubsidized) and the Federal Direct Parent PLUS Loan Program.

The student is encouraged to become familiar with this satisfactory academic progress policy and any policy that may govern outside sources of financial aid for which the student may have qualified for, such as: Vocational Rehabilitation, Job Training Partnership Act, Department of Veterans Affairs Educational Benefits, etc.

I. Qualitative and Quantitative Requirements

Both qualitative and quantitative standards for satisfactory academic progress shall be applied uniformly to ALL students whether or not the student has previously participated in a Title IV program. In order to satisfy both qualitative and quantitative requirements, ALL students must satisfy the minimum standards as described below: For financial aid purposes, grades of F, W, AW, WP, WF, I, U, etc. shall be considered hours attempted. However, these are NOT considered hours satisfactorily completed. Audit grades do not qualify for financial aid. Should a student receive financial aid for any classes or hours that are later changed to audit, the student will be required to repay any applicable financial aid funds. Cumulative grade point average and hours attempted shall be used to determine a student's eligibility to participate in the Title IV programs.

II. Transfer and Continuing Students

ALL transfer students entering Tulsa Community College and ALL continuing TCC students who apply for financial aid, must have one of the following: HS transcript, GED, or Home School Diploma (including ACT scores). Continuing students must meet the minimum qualitative and quantitative requirements described below in order to receive federal aid. Transfer students, who do not meet minimum requirements, will be reviewed at the end of their first semester at TCC. If the student is not meeting minimum requirements, they will be placed on a 'warning' for the next entering semester. Progress will be reviewed upon completion of the term to update the student's satisfactory academic progress status accordingly. A student, who is violating the maximum hours, does not get a 'warning' semester. Credit from an institution without recognized accreditation will not be used to calculate a student's academic progress; however, students who have a bachelor's degree - even from an unaccredited institution - will not receive Pell, OTAG, or SEOG funds.

III. Evaluation Increment Period

ALL students participating in Title IV programs will be evaluated at the end of EACH term (summer term included, if applicable) to determine if satisfactory academic progress is being maintained.

IV. Financial Aid Warning and Suspension

In the event a student fails to meet minimum requirements, as described in the table below, the student will be placed on 'warning' for the subsequent term, during which time the student may continue to receive Title IV aid. At the end of the 'warning' term, if the student fails to meet minimum criteria, they will be suspended from participating in ALL Title IV programs, until such time as eligibility is reestablished. Students who receive Title IV financial aid and complete a full withdrawal, drop out, or are dismissed prior to completion of the term will be subject to the Department of Education Return of Title IV Funds policy.

Minimum Qualitative and Quantitative Requirements		
Hours Attempted	1-30 credit hours	31 or more credit hours
Cumulative GPA	1.70	2.00
% of Total Hours	67% successful completion	67% successful completion

V. Re-Establishing Eligibility

A student may re-establish eligibility to participate in the Title IV programs by completing sufficient hours to meet both qualitative and quantitative standards in the applicable category as described in the table above.

VI. Appeal of Financial Aid Suspension

If there are extenuating circumstances, students may appeal their suspension. EXTENUATING CIRCUMSTANCES INCLUDE, BUT ARE NOT LIMITED TO: DEATH IN THE FAMILY, ILLNESS AND HOSPITALIZATION. The appeal letter must be typed and submitted to the Financial Aid and Scholarships office. The student is advised to provide supporting documentation. The student will be notified, by college email, of the Satisfactory Academic Progress (SAP) Appeals Committee's decision. The decision of the Appeals Committee is final. Any student whose suspension status has been appealed and previously approved must follow the terms and conditions of that appeal to continue receiving Title IV financial aid. Any student unable to adhere to the requirements of the approval will be suspended.

VII. Limitation of Student Eligibility

All students enrolled in an eligible degree program may receive Title IV aid up to 150% of the hours required in pursuit of a degree or certificate. The total number of hours allowed at Tulsa Community College to receive Title IV aid is ninety-five (95). It is the option of the Financial Aid Appeals Committee to grant an extension to the 150% maximum hours allowed. If approved, students who have exceeded the 150% maximum will be eligible for aid only for 150% of the hours necessary to complete the approved program of study. When those hours are completed, a student will have exhausted his or her aid eligibility at TCC. Reasons for approval include, but are not limited to, change of major, transfer between institutions, or working toward completion of a new degree program. Students who exceed the maximum time frame for degree completion because they have not completed a sufficient percentage of coursework or are putting off completion to continue to receive aid, will not be approved.

Students with a prior bachelor's degree are prohibited by regulation from receiving Pell Grants, Oklahoma Tuition Aid Grants (OTAG), or Federal Supplemental Educational Opportunity (SEOG) grants.

Students are responsible for knowing their eligibility status at the end of each term. If in need of assistance or clarification, students are encouraged to come to any campus Financial Aid and Scholarships office for verification and eligibility.

VIII. Student Record and Financial Aid Holds

According to federal guidelines, it is the option of the College to place a hold on the release of a student's record for failure to comply with a requirement or meet an obligation of the offices of Admission and Records, Bursar, Library, Counseling and Testing, Student Life, and Financial Aid and Scholarships office. It is part of the regular office procedure of the Financial Aid and Scholarships office to place a hold on a student's academic record for various reasons. Examples for a hold being placed on an academic record include, but are not limited to, an institutional, state, or federal financial aid overpayment due to be repaid by the student. Resolution of the infraction must occur before release of the academic records. A student may make a written request to the Financial Aid and Scholarships office for release of an unofficial record prior to resolution.

IX. Default Management Plan

There are consequences for schools with official cohort default rates that exceed certain thresholds and in some cases an institution may be ineligible to participate in financial aid programs. As required by the U.S. Department of Education, Tulsa Community College has implemented and practices a strict Default Management Plan. In part, this Default Management Plan includes requiring an entrance interview for all student borrowers, and exit interviews for students in less than half-time enrollment, whether due to withdrawal or graduation.

X. Misrepresentation, Forgery, Fraud and Abuse

The TCC Financial Aid and Scholarships office is required to report any suspected fraud or misrepresentation to the Inspector General's Office. Whenever a staff member becomes aware that a student and/or a student's parent or spouse may have allegedly misrepresented facts relevant to the student's financial aid application, or have committed forgery or fraud, the staff member must report this promptly to the Director of the Financial Aid and Scholarships office for appropriate follow-up. The Director will contact the student to attempt to determine if the misrepresentation was unintentional and to explain the consequences of the action. Should resolution not occur, the case will be referred to the Inspector General's Office for appropriate action(s). A hold will be placed on the student's record and financial aid until resolution has occurred.

Veterans Services

Tulsa Community College maintains a full-time office of Veterans Services at Metro Campus, room MC1003, for the convenience of veterans and their dependents attending school. We at TCC are very proud of the service you, our veterans, have given and the sacrifices you and your family have made. We have set aside space on each campus for a study area designed for you, the veteran. There are many brochures with information on veterans services in our community. The staff in the Veterans Services office is eager to help you in any way we can.

Entitlement Programs

1. Chapter 30, Title 38, U.S.C. - Montgomery Gl Bill
2. Chapter 31, Title 38, U.S.C. - Disabled Veterans, Vocational Rehabilitation Program
3. Chapter 33, Title 38, U.S.C. - Post 911 Persons serving active since September 11, 2001
4. Chapter 35, Title 38, U.S.C.
    a. Spouse of 100% and Permanently and Totally Disabled Veteran
    b. Spouse of a Deceased Veteran (Service Connected)
    c. Children of a or b
5. Chapter 1606, Title 38, U.S.C. - Selected Reserve Educational Assistance Program Policies
6. Chapter 1607, Title 38, U.S.C. - Reserve or National Guard with active duty employment (REAP)

The Department of Veterans Affairs (DVA) requires all veterans to abide by the policies and regulations of the College concerning academic standing and progress, class attendance, and conduct. The TCC Veterans Services office will monitor compliance with these policies and is required to report any deviations to the DVA. All school policies are stated elsewhere in this catalog. Concurrent with school policies, the DVA requires the following:

1. Academic program. A recipient of DVA benefits must select and designate the academic program under which he or she will be receiving educational benefits. Any change of academic program must be acceptable to the DVA.
2. Course work. Educational benefits will be paid only on courses applicable toward the academic program. Any course substitution, i.e., a course outside the catalog listing for a particular program, must be verified as an approved substitution. The DVA will not award educational benefits for repeated courses in which a passing grade has already been received or for courses in which an incomplete "I" is earned.
3. Previous or transfer credit. Applicants for benefits having earned college credit at another institution must submit transcripts from each institution he or she has attended before the TCC Veterans Services Office can certify enrollment to the DVA.
4. Class attendance. The DVA requires the institution to report all excessive absences from classes. Failure to attend classes while receiving benefits will result in an overpayment and the student is liable for repayment to the DVA.
5. All persons applying for education benefits must submit Military Transcripts for evaluation.

Procedures

1. Apply for admission to the College in the Enrollment Services Office, or online at www.tulsacc.edu.
2. First time veteran students at TCC need to contact the Academic Advising office and acquire a Program Curriculum Plan. Take a copy to the Veterans Services office at Metro Campus. Returning students may verify applicability of courses toward graduation by reviewing their Program Curriculum Plan on file in the Academic Advising office or the Veterans Services office.
3. Go to the TCC Veterans Services Office at Metro Campus and request certification for benefits. The following documents must be presented by veterans enrolling under the Veterans Educational program for the first time.
    - Chapter 30 and 32. Verification of service on VA form 22-1990V, or copy #4 or certified true copy of DD-214 (Report of Separation).
    - Chapter 31. Approved VA Form 22-1905 from DVA Vocational Rehabilitation counselor.
    - Chapter 33 - Certificate of Eligibility from DVA
    - Chapter 35 - Disabled veteran's claim number
    - Chapter 1606 - Approved DD214, Notice of Basic Eligibility (NOBE) from reserve unit and, if eligible, a copy of the kicker contract.
    - Chapter 1607 - Approved DD214 and if eligible, a copy of the kicker contract
4. Register for classes.
5. All certifications for veteran's benefits will be processed through the Veterans Services office on the Metro Campus.
6. Veterans pursuing concurrent enrollment at more than one college or university may do so, but must coordinate with the Veterans Services office at both institutions to insure proper certification. All courses taught by TCC, regardless of campus, are approved by TCC and are not concurrent enrollments.

Student Affairs

Academic Advising

The Academic Advising office on each TCC campus provides services designed for student success. Professional Advisors help students with choice of major, degree planning, course selection, prerequisite and placement requirements for courses, final graduation checks and transfer college information. Academic Advising is required and available on campus as well as online for online learning students.

Bursar Office

Any student needing assistance with their student account can contact the bursar office on any campus. This would include refunds, payment plans, and any questions regarding student accounts.

Call 2000

By calling the TCC Help Desk, students and potential students can find information about financial aid, enrollment, advisement and more. Our goal is to serve students as best we can with one call. To contact Call2000, simply call (918) 595-2000. Hours of operation are Monday through Friday 7:30 a.m. to 7:30 p.m. and Saturday 8 a.m. to noon. During the months of June and July Call2000 closes at 1:00 p.m. on Friday and is closed on Saturdays.

Campus Information

There are many ways in which the student can keep abreast of the various programs and activities on campus. They include announcements made by faculty members in class, information on bulletin boards scattered throughout each of the campuses, and the TCC Connection newspaper. In addition, the Student Handbook and Activities Calendar are posted on the TCC website (www.tulsacc.edu). Monthly activities calendars are available in the Student Life Office on each campus.

Campus Safety

Campus Police

TCC Campus Police provides an environment conducive to protection, safety and public service for a culturally diverse college community. TCC Campus Police is committed to protecting lives, property and rights of all people, maintaining order, and enforcing the law impartially. To fulfill our mission, we work within the framework of the U.S. Constitution and will strive to attain the highest degree of ethical behavior and professional conduct at all times. Campus Police provide numerous services as a routine part of College operations. Included in these services are personal escorts to ensure the safety of students and staff. The Campus "Lost and Found" is located in the Campus Police office at each campus.

Annual Notification of Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

TCC Campus Police complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 USC § 1092(f), by publishing an Annual Security Report. The report is a compilation of crime statistics, as well as procedures and programs for preventing and dealing with incidents of sexual assault, sexual harassment, and substance abuse. The report also contains security policy statements regarding timely notification of criminal activity, including sexual assault policies which assure basic victim's rights, details about the law enforcement authority of Campus Police officers, and where students should go to report crimes. The report is also available on the web at www.tulsacc.edu/campus-life/campus-safety. A paper copy can be requested at any Campus Police office.

Drug and Alcohol Free Environment

The Federal Drug-Free Workplace Act of 1988 became effective March 18, 1989, and by Executive Proclamation of the Governor of Oklahoma, dated March 31, 1989, all Oklahoma agencies, boards and commissions are directed to adopt and issue policies implementing its provisions. In addition, the Drug-Free Schools and Communities Act (DFSCA) and Part 86 of the Department of Education's General Administrative Regulations require each institution of higher education to certify that it has developed and implemented a drug and alcohol abuse education and prevention program.

The Tulsa Community College Board of Regents has complied by enacting the following policy:

- The unlawful manufacture, distribution, dispensation, possession or use of drugs or alcohol in the workplace, on College property, or as part of College-sponsored activities is strictly prohibited. Provided however, the use of alcohol may be permitted by the College at College-sponsored or College-authorized activities as approved by the Senior Vice President and Chief Academic Officer and the Vice President for Administration.
- Students or employees who violate this policy are subject to both the institution's sanctions and to criminal sanctions provided by federal, state, and local law.

The Board of Regents directs the President to develop procedures and programs to ensure compliance for the College community.

Legal References:
Executive Proclamation of Governor of Oklahoma dated March 31, 1989
Drug-Free Schools and Communities Act
Part 86 of the Department of Education's General Administrative Regulations

Drug and Alcohol Prevention Program (DAPP)
Information related to the Drug and Alcohol Prevention Program is distributed annually to employees and students; is available online through MyTCC; included in the student and employee handbooks; and is available for review in the following offices: Student Life, Human Resources and Campus Police.

Tobacco Free Environment Policy

Tulsa Community College prohibits smoking or the use of tobacco products on all property owned, leased or contracted for use by Tulsa Community College. This includes both indoor and outdoor areas such as, but not limited to, classrooms, laboratories, offices, work areas, vestibules, hallways, enclosed walkways, restrooms, elevators, stairwells, sidewalks, parking lots, and green spaces, etc. This policy also includes vehicles owned, leased, or rented for College business.

The prohibition includes, but is not limited to, cigarettes, cigars, chewing tobacco, pipes, hookahs, e-cigarettes, vaping devices, dip, snuff, smokeless pouches, or any form of loose leaf or rolled tobacco. This policy can be found in its entirety online in the TCC Student Handbook & Code of Conduct.

Campus Store

The TCC Campus Stores are owned and operated by Tulsa Community College. Each campus has its own Campus Store. We are proud to be your source for course books and a variety of other items such as study aids, school supplies, backpacks, computer software, snacks, and gift merchandise. Each Campus Store also distributes caps and gowns for Commencement and coordinates orders for graduation announcements. Stop in and see for yourself everything your Campus Stores have to offer.

Career Services

Whether you are choosing a major, exploring occupations, or needing help with the job search process, Career Services can help! While Career Services offices are housed at Southeast Campus, our services are available to students at all TCC locations. We have a wide variety of resources available free of charge to current TCC students or graduates, including career planning tools to assist you in making a better informed career decision. You will have the opportunity to explore your interests, abilities, goals, and work-related values in addition to gathering information on various occupations. Designed to assist students, TCC graduates and employers with their employment needs, our services also include resume writing, interview preparation, and job search assistance. More information is available online at www.tulsacc.edu/careerservices.

Dental Hygiene Clinic

Dental hygiene care is provided by dental hygiene students under the supervision of licensed faculty. This service consists of cleaning, fluoride treatment, oral health education, x-rays and sealants. Fillings, extractions and prosthetic appliances are not available through the Clinic. Appointments can be made by calling (918) 595-7022. The Dental Hygiene Clinic is located in the Metro Philips Building, Room MP300.

Disability Resources

Tulsa Community College partners with students to provide access to educational opportunities in pursuit of academic success on all campuses through individualized accommodations. A variety of academic support resources are available to qualified students in compliance with the Americans with Disabilities Amendments Act and Section 504 of the Rehabilitation Act. To request accommodations, complete the Accommodation Request Form using this link: www.tulsacc.edu/student-resources/disability-resources. The Education Access Center or the Resource Center for the Deaf and Hard of Hearing may also be contacted directly at the addresses indicated below:

Education Access Center
Tulsa Community College
Metro Campus
909 S. Boston Avenue, Room MC 331B
Tulsa, OK 74119-2095
(918) 595-7115 - Voice
Email: eac@tulsacc.edu

Resource Center for the Deaf and Hard of Hearing
Tulsa Community College
Northeast Campus
3727 E. Apache, Room 2163
Tulsa, OK 74115-3151
(918) 595-7428 - Voice
(918) 595-7434 - TTY
(918) 894-5724 - VP
(918) 809-1864 - Text
Email: rcdhh@tulsacc.edu

Education Outreach Center

The Education Outreach Center at 21st and Garnett serves as a convenient, neighborhood bridge to college for anyone wishing to pursue higher education. At the center students can apply to TCC, complete college placement testing, enroll in TCC classes, and learn about financial aid. You can call the Outreach Center at 918-595-2020. For more information, visit www.tulsacc.edu/campus-locations/education-outreach-center.

Fitness Centers

The Fitness Centers at Tulsa Community College, located inside the Student Unions at the Metro, Northeast, Southeast, and West campuses, are available to all TCC students, full-time faculty, and staff. Currently enrolled credit students on all campuses may participate at any site at no charge.

Fitness Centers are open Monday through Friday and on Saturday at selected campuses, early morning to evening (although they will be closed when the College is closed). These centers feature basketball/volleyball courts, an indoor track, an aerobics room, a free weight room, as well as cardio and strength exercise areas.

Professional staff members are dedicated to assisting users as they work toward personal fitness goals. A wide variety of group fitness classes will be available to all users. For additional information, contact the Metro Fitness Center at **(918) 595-7FIT (595-7348)**, Northeast Campus Fitness Center at **(918) 595-8GYM (595-8496)**, Southeast Campus Fitness Center at **(918) 595-8640** and West Campus Fitness Center **(918) 595-8225**. Fitness Center hours and group class schedules are available at www.tulsacc.edu/campus-life/health-and-wellness/fitness-center-hours-and-group-fitness-schedules.

Food Services

Tulsa Community College offers a variety of food services for the convenience of TCC students and employees. Food and drink vending machines are also available in various locations on each campus.

Housing

Tulsa Community College does not operate residence halls or maintain listings of available housing for students. Students who do not reside in the area must make their own arrangements for housing.

Parking

Tulsa Community College attempts to provide adequate parking facilities for all of its students and staff. Parking is provided on each campus and is generally accessible during normal operating hours of the College. Parking is available for currently enrolled students for a nominal parking fee which is assessed on the basis of the number of credit hours in which a student is enrolled during a given term. Parking on any TCC lot is available on a first-come, first-served basis and is intended for use by the student or staff member only while attending class or conducting college-related business on campus. Information about parking services and regulations is available in the Department of Public Safety/Campus Police Office located on each campus.

Student Conduct

Tulsa Community College's Student Handbook includes rules that address the responsibilities and conduct required of all TCC students. The Student Code of Conduct, Academic Code of Integrity, Sexual Misconduct, and other relevant policies are all accessible on the Internet at TCC Student Handbook & Code of Conduct.

Student Email and Portal

In order to assure timely and efficient communication, the College establishes e-mail as an acceptable means of official communication. All College students will be assigned an official College email account accessible through the MyTCC Student Portal (www.tulsacc.edu/mytcc). Official College communications may be sent to this account, including enrollment status, financial aid and classroom assignments. E-mail sent to this account is expected to be read in a timely fashion, except in circumstances where access to e-mail is impracticable.

Faculty and staff may assume that a student's official College email is a valid mechanism for communicating with that student. Account holders who choose to have e-mail forwarded to another e-mail address do so at their own risk. An account holder's failure to receive or read, in a timely manner, official College communications sent to an official e-mail account does not absolve the account holder from knowing and complying with the content of the official communication.

Student Life

The Student Life program is designed to provide each student the opportunity to participate in significant educational and developmental programs designed with intentional outcomes of supporting students' achievement of their educational goals. Opportunities are available for students to develop leadership, responsibility, and social skills through participation in numerous programs and events at the College. The students, faculty, and staff are kept aware of these activities via calendars, social media, the TCC website, and bulletin boards. Information is also available at Student Life on each campus.

Educational and Co-Curricular Programs

Special workshops and interest sessions are periodically offered throughout each term. These activities are coordinated through Student Life. They include such topics as "Study Skills," "Test-Taking Techniques," "Stress Management," and other areas of student interest.

Educational and Entertainment Programs

A variety of activities such as films, music presentations, various entertainers, lectures, exhibits, trips, contests, discussions, workshops, and family-oriented programs are presented throughout the year by the Office of Student Life. They are scheduled with input from both students and faculty members. Anyone wishing to suggest programs should contact the Office of Student Life on any campus.

Fitness Programs and Activities

The recreational program is designed to meet the needs of TCC students regardless of age, skill or ability. It offers students the opportunity to participate in team and individual sports and enjoy the benefits of physical activity, group cooperation, and spirit. Intramural sports offered during the year include basketball, soccer, volleyball, billiards, table tennis, and others, as interest dictates. Both intramural leagues and tournaments are planned in these various sports. Dates, times, locations, and entry requirement information is available at Student Life.

Questions concerning the recreational program should be referred to Student Life or the Fitness Center at the Metro, Northeast, Southeast, or West Campus.

Discounts and Services

A variety of discounts and services is available at Student Life on each campus. Items offered include discount tickets for area movie theatres, athletic event tickets, area theme park tickets, and memberships to the Philbrook Museum of Art and Gilcrease Museum.

Student Organizations

Student organizations provide opportunities for students to broaden their experiences, develop leadership abilities, provide a sense of responsibility, and give service to the College and community. Individuals interested in starting a student organization should contact Student Life on any campus. Current student organizations are listed below and more information can be found at www.tulsacc.edu/campus-life/clubs-and-organizations.

Student Government Association

Each student who enrolls at TCC, full time or part time in credit courses, automatically becomes a member of the student body. This entitles a student to vote in student elections and to take part in student activities. The representative governing group of the student body is the Student Government Association (SGA). All students enrolled in at least six credit hours who are in good standing with the College are eligible for SGA membership. The SGA represents the students at TCC in matters related to campus life. The SGA also coordinates various programs for the student body. All students are encouraged to take an active part in Student Government Association and campus activities. Questions concerning SGA activities or elections should be referred to Student Life.

Metro Campus

African American Student Association (AASA) • American Dental Hygienist's Association • Chinese Language Association • Diagnostic Medical Sonography Student Organization • French Language Association • Hispanic Student Association • Japanese Language Association • Journalism & Mass Communications Student Organization (JMCSO) • Phi Beta Lamda • Phi Theta Kappa (Omega Alpha Chapter) • Russian Language Association • Student Art Association • Student Association of Respiratory Therapy (SART) • Student Association of Paralegals & Legal Assistants (SAPLA) • Student Government Association (SGA) • Student Nurses Association • Student Nurse Christian Fellowship • Students of Occupational Therapy Assistant Club (SOTA) • Students of Physical Therapy Assistant Club • Student Radiologic Technologist Association (SRTA) • Student Veterans Association • TRIO Student Association • TCC Swing Dance Club

Northeast Campus

African American Student Association (AASA) • Amateur Radio Club • American Sign Language (ASL) Club • Baptist Collegiate Ministry (BCM) • Behavioral Science Association (BSA) • Fire Protection Association • Horticulture Association • International Association • Italian Association • Phi Beta Lambda • Phi Theta Kappa (Alpha Zeta Alpha Chapter) • Silent Friends Club • Spanish Club • Speech/Forensics Club • Student Government Association (SGA) Total Addiction Counseling & Knowledge from Life Experiences (TACKLE) • Student Veterans Association

Southeast Campus

Baptist Collegiate Ministry • Chi Alpha • Christians in Action • Club of Medical & Natural Sciences • Future Medical Technologist's Club • German Club • Hispanic Student Association • Interior Design Club • International Student Support Coalition • Japanese Language Club • Living Poets Society • Muslim Student Association • Phi Beta Lambda • Psychology Club • Phi Theta Kappa • Secular Student Alliance • Spanish Club • Student Firm Association • Student Music Association • Student Theatre Association • Student Government Association (SGA) • Student Veterans Association • Gamers of TCC • Phi Beta Lamda • Student Historical Society • Speech/Forensics Club

West Campus

Baptist Collegiate Ministries (BCM) • Hispanic Student Association (HSA) • Native American Student Association (NASA) • Phi Beta Lambda (PBL) • Phi Theta Kappa (Beta Theta Epsilon Chapter) (PTK) • Professional

Association of Childhood Educators (PACE) • Sci-Pi Scientist Club • Student Government Association (SGA) • Student Veterans Association (SVA) • Veterinary Technology Student Association (VTSA)

Student Unions

The Student Union on each campus meets a variety of student needs. The Campus Store, dining facility ("Campus Cafe"), and Student Life in each Union are available along with student lounges and meeting areas.

Testing Services

The Testing staff administers and interprets a wide variety of tests which can help students in numerous ways. For a complete list of testing services, visit www.tulsacc.edu/student-resources/testing-services. Some of the testing programs available through the Testing Centers are listed below.

ACT Assessment

ACT Assessment results may be used by TCC Academic Advisors to place students in courses appropriate to their skill level. Also, certain programs at TCC require the ACT as part of their application process. The National ACT test is administered on specific dates, open to anyone, and the scores can be reported to colleges other than Tulsa Community College. The Residual ACT Test is administered on-campus for enrolled and admitted TCC students who were unable to test on a national test date. Results are reported only to TCC. Information about the ACT and a testing schedule is available from the Northeast Campus Testing Center by telephone at (918) 595-7534 or online at www.tulsacc.edu/student-resources/testing-services.

Advanced Standing Credit by Exam

Students who believe they are qualified to earn college credit as a result of previous training or experience may do so by taking either the College-Level Examination Program (CLEP) subject exams or TCC departmental exams. CLEP may not be used for foreign language except Spanish and French. Additional information is available at Credit by Prior Learning assessment in this catalog and at www.tulsacc.edu/student-resources/testing-services.

ESL Placement Examination

Students for whom English is a second language and who do not meet the required TOEFL scores, may study English as a Second Language after taking the TCC ESL Placement test. To schedule a free testing appointment, please call (918) 595-8411, Multi-Cultural Language Center, Northeast Campus, www.tulsacc.edu/esl.

General Educational Development Test (GED)

The GED is administered at the Northeast Campus to provide Certificates of High School Equivalency.

Test of English as a Foreign Language (TOEFL)

The TOEFL is administered monthly at the Testing Center on the Northeast Campus at the beginning of each semester to meet state guidelines for the admission of students for whom English is a second language. Information about the TOEFL and a testing schedule is available from the NEC Testing Center, by telephone at (918) 595-7534 or online at tulsacc.edu/student-resources/testing-services.

TRiO

If you are the first in your family to go to college or fit other eligibility requirements, you can benefit from TRiO at TCC.

The TRIO Programs (TRiO) are federal outreach and student services programs designed to identify and provide services for individuals from disadvantaged backgrounds. TRiO includes eight programs targeted to serve and assist low-income individuals, first-generation college students and individuals with disabilities to progress through the academic pipeline from middle school to a bachelor's degree and beyond.

TCC offers two TRiO programs that are funded by the U.S. Department of Education:

The Educational Opportunity Centers program can provide you with counseling and information on college admissions -- to TCC or another college or university. The program also provides services to improve the financial and economic literacy of participants. An important objective of the program is to counsel participants on financial aid options, including basic financial planning skills, and to assist in the college application process. The goal of the EOC program is to increase the number of adult participants who enroll in post-secondary education institutions.

The TRiO Student Support Services program provides students who have already been admitted to TCC with opportunities for academic development, assistance with basic college requirements and support while working toward the successful completion of their college degrees. The mission of TRiO SSS at TCC is to encourage student success and progress through a supportive college environment. The overall program goal is to increase the persistence, graduation and transfer rates of TRiO students. Selection to the program includes an application and interview process. Program services are offered at no cost to students.

For more information on TRiO please visit the TCC Trio programs web page at www.tulsacc.edu/student-resources/trio.

Veterans Support Services

Tulsa Community College takes great pride in providing outstanding support services for veterans and their families. TCC maintains a fulltime Office of Veterans Support Services located in the northeast campus academic building in the Office of Diversity & Inclusion. This office provides and maintains the following services:

- Veteran Students of America Association
- Veteran Students Support office on each campus. (handicap accessible with study area, computers, tv and lounge area, and staff for one-on-one mentoring)
- Veteran students academic & support services including advisors trained to assist with veteran student issues or concerns
- Veteran students retention assistance specialist
- Comprehensive veterans outreach services
- Battle buddy program
- Academic strategies for veterans
- Special events & guest speakers

Find additional information about services that may available to you at Veterans Support Services.

Wellness Services

Wellness Services exists to empower each student to pursue optimal health, wellbeing, academic success, and to support healthy learning environments through education and service. Wellness Services provides short-term counseling for students and connection to community resources. In addition, they provide college wide health education programming and training to students, faculty and staff. For more information about on campus services, please contact 918-595-7269 or 918-595-7270. TCC students also have access to Business Health Services (BHS) Student Assistance Program. The Student Assistance Program services are a free college-sponsored benefit that provides you with easily accessible, safe and highly confidential means to help with personal or professional problems that may interfere with school or family responsibilities. Contact BHS by calling 1-800-327-2251 and you will be immediately connected to a BHS "Care Coordinator," a master's level counselor ready to assist you. More information about TCC Wellness Services is available at www.tulsacc.edu/campus-life/health-and-wellness/wellness-services.

Academic Information

Grade and Record Policies

Recording of Grades

Final grades and grade points for each term are recorded and preserved on the student's permanent record as follows:

Grades	Definitions	Grade Points
A	Excellent	4
B	Good	3
C	Average	2
D	Below Average	1
F	Failure	0
I	Incomplete Grade	GPA Neutral
AU	Audit Status	GPA Neutral
W	Withdrawal	GPA Neutral
AW	Administrative Withdrawal	GPA Neutral
SU	Satisfactory-Unsatisfactory	GPA Neutral
N	Grade Not Reported	GPA Neutral

"**I**" grades may be assigned provided the student is passing the course and has completed a substantial portion of the coursework for the term. The instructor and student complete and sign an "I Grade Completion Form" and agree on the work to be performed and a deadline for completion. The "I" is changed by the instructor through the grade change procedure. An "I" grade not changed by the end of the next long (fall or spring - sixteen week) term will remain a permanent "I" and will become grade point neutral.

"**W**" **-** A grade of "W" is assigned when a student completes the withdrawal process by the published withdrawal deadline. The deadline to withdraw shall not exceed three-fourths of the duration of any term. See catalog calendar or contact any Enrollment Services Office.

An "**AW**" is assigned when a student is administratively withdrawn from a course. The reason for such a withdrawal could be financial, disciplinary, non-attendance/non-participation, inadequate attendance/inadequate participation, or extenuating circumstances (see Class Attendance/Participation below). During the last quarter of the regular term, the assignment of the AW is the responsibility of the instructor of the class; however, in emergency situations, the AW may be assigned by the appropriate Associate Dean. The time during which a student may be administratively withdrawn extends from the end of the schedule adjustment period through the last day of classes. This policy will be adjusted proportionately to fit any other term.

An "**AU**" **-** Assigned when a student is not seeking to obtain course credit. Students must meet curricular and proficiency requirements and must obtain the instructor's approval by completing the Audit Form and submitting it to the Enrollment Services Office. The time in which a student may change from credit to audit is the same as the student withdrawal period. A student may change from audit to credit only during the schedule adjustment period for the term. This option is not available to Financial Aid students. See Audit of a Course.

Grade Changes

Questions regarding the student's grades assigned must be directed to the student's instructor. This procedure must be initiated by the end of the fourth week of the term immediately following the term in which the grade was assigned. Students must follow the grade appeal process outlined in the Student Handbook and Code of Conduct. The appropriate Associate Dean, or designate, must approve any change to this record. Once the grade change has been processed, students may request an official transcript reflecting the change.

Student Grades and Transcripts

- Grades are available to students one week after the course ends via the TCC website at www.tulsacc.edu (click on MyTCC).
- The College will send an official TCC transcript upon the student's signed request to any college or agency named.
- Transcripts will be withheld if the student has not paid financial obligations to the College.

Class Attendance/Participation

Students are expected to regularly attend and participate in all classes in which they are enrolled. Class attendance/participation is the responsibility of the student. It is also the responsibility of the student to consult with the Instructor when an absence must be excused. The establishment of specific policy concerning class attendance requirements, as well as announced and unannounced examinations, is the responsibility of the individual instructor. Instructors also have the responsibility of determining whether an absence is excused or unexcused and may initiate an administrative withdrawal (AW) for non-attendance/non-participation. Students receiving benefits from government agencies must adhere to attendance policies stipulated by the specific agency.

High Scholastic Achievement

Tulsa Community College has numerous ways of recognizing superior scholastic achievement. They include the President's Honor Roll, the Dean's Honor Roll, the Honors Scholar program, and Phi Theta Kappa, the international honor society for two-year colleges.

A. Honor Roll

1. The President's Honor Roll includes the names of students who have a term grade point average of 4.0.
2. The Dean's Honor Roll includes the names of students who have a term grade point average of 3.0 to 3.99.

B. Graduation

The College recognizes scholastic achievement at the annual Commencement for students achieving a cumulative grade point average of 3.5 or higher at the end of their last completed term.

1. "Honors" - Graduating with a 3.5-3.99 cumulative grade point average.
2. "Highest Honors" - Graduating with a 4.0 cumulative grade point average. Recognition for "Honors" or "Highest Honors" does not appear on the official transcript or diploma.

Students who successfully complete the Honors Scholar program receive the designation "Honors Scholar" on their official transcripts and wear pewter medallions at commencement.

Academic Forgiveness

Academic forgiveness refers to ways in which a student may recover from prior academic challenges without permanently jeopardizing the student's academic standing, and include Repeated Courses, Academic Reprieve, and Academic Renewal.

Circumstances for Academic Forgiveness:

1. For pedagogical reasons, a student will be allowed to repeat a course.
2. When a student has performed poorly in an entire enrollment due to extraordinary circumstances, all courses and grades will be reflected on a student's transcript, but those courses that are forgiven will not be used in calculating the student's retention and graduation GPAs.
3. A student may be returning to college after an extended absence and/or under circumstances that warrant a fresh academic start.

Repeated Courses: Students can retake courses, in which the original grade earned was a "D" or "F," and have only the second grade earned count in the retention/graduation GPA calculation up to a maximum of four courses, not to exceed 18 hours. Forgiveness applies to the first four courses repeated.

Academic Reprieve: The provision allows a student who has experienced extraordinary circumstances to disregard up to two consecutive semesters in the calculation of his or her GPA under the following guidelines:

1. At least three years have elapsed between the time grades were earned and the reprieve request;
2. Prior to requesting the reprieve, the student must have earned a GPA of 2.00 or higher with no grade lower than a "C" in all regularly graded course work (minimum of 12 hours) excluding activity or performance courses;
3. A student must petition for a reprieve according to institution policy; and
4. A student cannot receive more than one reprieve in his/her academic career.

Academic Renewal: This provision allows a student who has had academic trouble in the past and who has been out of higher education for a number of years to recover without penalty and have a fresh start. Under academic renewal, course work taken prior to a date specified by Tulsa Community College is not counted in the student's GPA. A student may request to be considered for academic renewal under the following guidelines:

1. At least five years have elapsed between the last term being renewed and the renewal request;
2. The student must have earned a GPA of 2.00 or higher with no grade lower than a "C" in all regularly graded course work (minimum of 12 hours) excluding activity or performance courses;
3. All of the courses completed before the date specified in the request for renewal will be included;
4. The student must petition for academic renewal according to institutional policy;
5. Neither the content nor credit hours of forgiven renewal coursework may be used to fulfill any degree or graduation requirements.

All forgiven courses remain on the student's transcript, and are not calculated in the student's retention and graduation GPA, but are calculated in the student's cumulative GPA and will appear on the student's transcript. Academic reprieve and renewal once granted may or may not be recognized by other colleges and universities. For further details concerning or to initiate Academic Repeat, Academic Reprieve or Academic Renewal contact any Academic Advising office.

Policy for Continued Enrollment

Retention GPA Requirements for Continued Enrollment

A student will be placed on academic notice or probation if he/she fails to meet the following requirements:

Credit Hours	Retention GPA Requirement
0 through 30 semester credit hours	1.7
Greater than 30 semester credit hours	2.0

All courses in which a student has a recorded grade will be counted in the calculation of the overall grade point average for retention purposes excluding any courses repeated or reprieved, any zero-level course, and any physical education activity and performance course as detailed in the State Regents' Grading Policy. Any student not maintaining the required progress as indicated in the chart will be placed on probation for one semester. At the end of that semester, he/she must have an overall term GPA of 2.0 or higher in regularly graded course work, not to include activity or performance courses, or meet the minimum retention GPA standard required to continue as a student. Students not meeting either of these criteria will be suspended and may not be reinstated until one regular semester (fall or spring) has elapsed.

Academic Notice, Probation and Suspension Definitions

- Academic Notice: Freshman students, 30 or fewer credit hours, with a cumulative GPA of 1.7 to less than 2.0 will be placed on academic notice.
- Academic Probation: Any student whose retention GPA falls below those designated in the Retention GPA chart at the end of a given term is on academic probation.
- Academic Suspension: Any student who was on academic probation and fails to raise his/her GPA to the required retention level or to achieve a 2.0 in regularly graded course work, not to include activity or performance courses, in any term following academic probation, will be suspended from the institution.
- Good Standing: Eligible for re-enrollment.

* Students placed on Academic Notice, Probation, or Academic Suspension will be notified via their College email account.

Re-admission of Suspended Students

Students who are academically suspended by the College will not be allowed to reenter the suspending institution for at least one regular term (fall or spring). Suspended students may be admitted only one time. Students re-admitted on probationary status must maintain a 2.0 grade point average each semester attempted while on probation, not to include activity or performance courses, or raise their retention GPA to the designated level. Should a reinstated student be suspended a second time, he/she cannot return to the suspending school until such time as he/she has demonstrated, by attending another institution, the ability to succeed academically by raising his/her retention GPA to a 2.0 or higher. Students suspended from other institutions may transfer without the lapse of one term. Such admission would be at the discretion of the receiving institution and such admission would be probationary.

Access to Student Records

Student records at Tulsa Community College are maintained in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA) as Amended in 1995. The Act affords students certain rights with respect to their educational records. These rights include the right of students to request access to their personal records and also the right to request the amendment of the student's education records that the student believes are inaccurate. The student must submit in writing a request precisely noting the record for review. Additionally, students have the right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

The Act affords students the right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA:

Family Policy Compliance Office, U. S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Directory Information

The Family Educational Rights and Privacy Act (FERPA) further provides that certain portions of a student record may be deemed directory information and be released to a third party without the written consent of the student. TCC designates student name, mailing address, degrees or certificates earned, major, last term of attendance, and honor awards as directory information. The College may release a student's directory information without the written release of the student as allowed by FERPA. The College is authorized to obtain or provide educational records as allowed by law.

One exception which permits disclosure without prior consent is disclosure to school officials with "legitimate educational interest." A school official has legitimate educational interest if the official has a "need to know" information from your educational record to fulfill his or her official responsibilities. Examples of people who may have access, depending on their official duties, and only within the context of these duties, include academic program administrators, and staff and agencies under contract with the College.

A directory is printed each term listing student name, city, and state, to comply with the Oklahoma Records Act. The College receives inquiries for Directory Information from a variety of sources, including educational partners, new media, and prospective employers.

A student may request the College not to release directory information. The request must be in writing, signed by the student, and submitted to the Enrollment Services Office prior to the end of the fourth week of a term or the end of the second week of a summer term. Students registering after this deadline may sign an information withholding request at the time of enrollment.

Right to Know Graduation/Completion Rates

Graduation/completion rates are available at pir.tulsacc.edu. This information is available to be in compliance with the Student Right-To-Know Act of 1990. (Public Law 101 -542)

Graduation and Degrees

Graduation

Tulsa Community College recognizes the successful completion of program requirements by awarding an associate degree or a certificate of achievement. The associate degree is granted in programs requiring at least 60 academic credit hours and the certificate of achievement is granted in programs requiring less than 60 academic credit hours.

General Policies

- Specific course requirements in a degree or certificate program must be completed.
- To meet residency requirements, one-fourth (25%) of the total credit hour requirements for any degree or certificate must be earned at Tulsa Community College. Prior learning assessment (advanced standing) credit, college transfer from other institutions, and zero-level course work may not be used toward the TCC resident credit-hour requirements.
- A 2.0 overall grade point average is required to meet graduation requirements (see specific degree requirements for AA/AS degree and AAS degree). Effective January 1992, zero-level courses are not included in any GPA calculation. Physical education "activity" and any reprieved or repeated courses may not be utilized for credit toward the credit hour requirement of any program.
- An additional associate degree may be granted by completing all the requirements for the degree with at least 15 credit hours of the course work in residence at Tulsa Community College.

Degree Plan Procedures

Students should request assistance from an Academic Advising office in planning their programs of study, particularly if planning to transfer to a four-year college or university. Close, early coordination between TCC academic advisors and the advisors from selected four-year institutions can streamline the transfer process.

Degree-seeking students should declare a major and follow the degree plan for the major listed in the catalog in effect at the time of entry or re-entry. The degree requirements remain in effect while a student is continuously enrolled. When a student does not enroll for two (2) consecutive semesters (excludes summer), the student must file a degree plan specified by the current academic year catalog. Students who wish to change their major should meet with an advisor. Any substitution of course requirements listed for the associate degree should be requested through the Academic Advising office.

Graduation Candidacy Procedure

Students seeking a certificate or a degree should prepare for graduation as follows:

- Final official transcripts from all schools attended must be on file at TCC before an official degree plan can be prepared.
- Students are expected to file for graduation in the Academic Advising office during the semester in which they will meet all graduation requirements.
- Students admitted to the Honors Scholar program should also complete a graduation check in the Honors Office at the beginning of their final fall or spring term.

- While students are filing for graduation, they will be advised of any outstanding requirements they must complete by the end of the semester.
- All declared candidates will be contacted by the Enrollment Services Office and the College graduation marshal with information about the graduation.
- Once grades are recorded for the final term of enrollment, a final review will take place and students will be contacted as to their status.
- Degree notes are recorded on the graduate's TCC transcript, and diplomas and certificates of completion are issued by the Student Completion Center.

Formal commencement will be scheduled at the end of the spring semester of each academic year.

Degrees

Degrees awarded to students planning to continue to a bachelor's degree program are the Associate in Arts or the Associate in Science. The degree awarded to a student completing a workforce development program is the Associate in Applied Science.

Associate in Arts/Science Requirements for Graduation

A. Required Point Average: Students recommended for the Associate in Arts or Associate in Science degrees must achieve a grade point average of 2.0 as a minimum on all course work attempted (a minimum of 60 hours) excluding any courses repeated or reprieved and excluding physical education activity courses.
B. General Education Core Courses: A total of 37 credit hours of General Education courses, as listed in the General Education Requirements , are required for each Associate in Arts or Associate in Science degree and include the following core courses. Requirements may vary depending on the student's major.
    1. Communication: A minimum of nine credit hours that must include ENGL 1113, ENGL 1213, and COMM 1113.
    2. U.S. History and U.S. Government: A minimum of six credit hours that must include HIST 1483 or HIST 1493 and POLS 1113.
    3. Science: A minimum of seven credit hours. At least one course must be a laboratory science.
    4. Humanities: A minimum of six credit hours chosen from courses designated as Humanities.
    5. Mathematics: A minimum of three credit hours.
    6. Required Electives: One three-hour course from one of the following disciplines: psychology, social sciences, foreign language, fine arts (music, art, theatre).
    7. Additional liberal arts and sciences courses needed to meet the minimum total of 37 credits.
C. The remaining minimum of 23 semester credit hours of academic work shall be applicable to the student's major, including any prerequisite courses necessary for the anticipated upper-division program. Requirements are listed in specific degree plans
D. As required by State Regents policy, to receive an A.A. or A.S. degree, students must demonstrate computer proficiency, including a basic knowledge of operating systems, word processing, and the ethical use of Internet research capabilities. See Computer Proficiency Requirement below.

Associate in Applied Science Grade Point Requirement for Graduation

To earn the Associate in Applied Science degree students must achieve a minimum 2.0 ("C") grade point average on a minimum of 60 credit hours of course work listed in the curriculum pattern for the degree (excludes P.E. activity course). Programs may require a higher grade point on specific courses to meet graduation requirements.

Certificate of Achievement Grade Point Requirement for Graduation

To earn a Certificate of Achievement in a specific field of study, students must achieve a minimum 2.0 ("C") grade point average on the courses listed in the curriculum pattern for the certificate.

Computer Proficiency Requirement

To receive an AA or AS degree from TCC, students must demonstrate computer proficiency, including a basic knowledge of operating systems, word processing, and the ethical use of Internet research capabilities, via one of the following options:

- Successful completion of CSCI 1203 or a CSCI/CSYS course that lists CSCI 1203 as a prerequisite
- Successful completion of an advanced standing exam for CSCI 1203
- Successful completion of the TCC computer proficiency exam
- Documented work experience or other academic coursework involving the following competencies:
    - Proper use of common computer terms
    - Saving, retrieving, and organizing data stored on a computer
    - Using word processing, spreadsheets, and presentation software, as well as the Internet, to perform a task or solve a problem

Time to Complete a Degree

Full-time students taking 15 credit hours per semester may generally expect to complete degrees and certificates in the times noted in the table below.

Associate Degrees (AA/AA/AAS)		Certificates	
60 credit hours	Two years	1-15 credit hours	One semester
61-75 credit hours	Two and one-half years	16-30 credit hours	One year
76-94 credit hours	Three years	31-45 credit hours	One and one-half years

Recommended Academic Load

Students who are in good academic standing may enroll in up to 18 semester credit hours in a regular 16-week term. In an eight-week or shorter term of enrollment, the maximum number of hours of enrollment is proportionate to the 16-week term. Students may enroll in up to nine (9) semester credit hours in a regular eight-week summer term. Exceptions to course credit hour limits per term may be considered and granted by permission of an authorized advisor.

Students who are employed while enrolled are encouraged to use the following guide to course load during any academic semester or term: Work 40 hours per week, carry three to six semester credit hours; work 30 hours per week, carry six to nine semester hours; work 20 hours per week, carry nine to 12 semester credit hours; work 15 hours per week, carry 12 to 15 semester credit hours.

Academic Support Services

Communications Centers

Students may find immediate help with reading, writing, and study skills by visiting the Communications Centers. Individual tutoring and a wide range of materials in a friendly, personalized setting make the Centers a popular place with students. Open both day and evening hours, the Centers assist students with a particular class assignment or with an entire skill development program. Many students also enjoy the Centers' atmosphere for studying between classes.

Computer Labs

Computer Labs are equipped with computers to support courses where computer technology is used, computer-aided instruction packages to supplement classroom work for certain courses, instructional assistance with equipment and software usage, and a centralized workspace for students. The labs are staffed with personnel to provide free assistance as needed. Students should inquire on campus regarding the location of the computer lab.

Developmental (Foundations) Studies

Tulsa Community College is proud to offer Developmental Studies courses (also called Foundations courses) in reading, writing, and mathematics. These courses enable students, especially those who have been out of school for a period of time, to attain the foundational skills necessary to succeed in their certificate and degree programs. Choosing the most applicable reading, writing, and/or mathematics foundations course is vital to student success in future classes. Therefore, TCC bases course placement on several factors, including the students' scores on TCC-administered placement tests.

All foundations coursework must be completed within the first year or the first 24 college-level credit hours. Students requiring foundations coursework in reading, writing, and/or mathematics must enroll in those recommended courses during their first semester and continue their foundations coursework each subsequent semester until the required coursework is completed with a "C' grade or better in all applicable subject areas, or passing placement scores are achieved. That said, some credit-bearing courses are open to foundations students while they are enrolled in foundations courses. We encourage students to enroll in credit-bearing courses as soon as possible.

Tulsa Community College offers foundations courses in the following areas:

Reading:

Reading is fundamental to college success in all disciplines. TCC's Reading Foundations courses are designed to develop interest in reading, explore strategies to improve comprehension of course and textbook materials, increase reading stamina, and build vocabulary.

ENGL 0903 Reading Foundations I
ENGL 0913 Reading Foundations II
ENGL 0913 Reading Foundations II linked to HIST 1493

Writing:

Writing Foundations courses are designed to help students improve skills in sentence, paragraph, and essay writing so they may successfully complete their certificate or degree coursework.

ENGL 0923 Writing Foundations I
ENGL 0933 Writing Foundations II

For those with applicable placement test scores, TCC offers ENGL 0943 a "co-requisite" course model in which select students complete their writing proficiency requirement and Composition I in the same semester. **Students must register in both ENGL 0943 and its linked ENGL 1113 (Comp I) section**. For some students, this model is an excellent option and will accelerate them through their writing foundations coursework.

ENGL 0943 Writing Foundations Workshop (also enroll in linked ENGL 1113)

Mathematics:

Math Foundations courses are designed to reinforce basic skills in arithmetic and elementary algebra, and to prepare students for the rigor of college mathematics.

MATH 0003 Math Foundations I
MATH 0013 Math Foundations II

Essentials courses are "co-requisite" courses linked to the college math course specific to the students' declared major, and provide just-in-time and supplemental instruction for success in college math.

MATH 0123 Essentials for Precalculus
MATH 0403 Essentials for Quantitative Reasoning

Contact the Academic Advising office on any campus for additional information concerning Developmental (Foundations) Studies. The Oklahoma State Regents for Higher Education requirements state that credits and grades earned in developmental studies courses (courses beginning with a zero) cannot be used for the credit hour requirement of any program.

English as a Second Language

(See Course Descriptions for English as a Second Language, ESLA and ESLN.) Please call (918) 595-7536 for more information.

Honors Program

The Honors Program at TCC offers academically motivated students an exciting and stimulating option to satisfy their graduation requirements. All interested students, both full-time and part-time, regardless of age or previous educational background, are welcome to take Honors classes. No formal application process is required; however, a 3.0 grade point average is expected.

Participants in Honors courses enjoy lively interaction in small class settings, as each class is limited to 20 enrollments. Faculty are able to take a more creative approach to the design of class curriculum, often including greater depth of investigation into the subject matter, wider breadth of reading, and stronger emphasis upon critical thinking, discussion, and writing. Students may also have opportunities to pursue topics of special interest and work closely with faculty. The purpose of all Honors classes is to allow students to be more active participants in their own learning.

Qualified students may be interested in applying to become TCC Honors Scholars. Applications are available online at www.tulsacc.edu/honors. Once accepted, the Scholar proceeds through a curriculum of 24 credit hours of Honors classes (or 21 Honors credit hours with an approved, student-proposed project). Successful completion of the program with a grade point average of at least 3.5 leads to the designation of Honors Scholar on the student's TCC transcript. Special scholarship opportunities, such as the TCC Honors Scholar State Regents Tuition Waiver, are among the benefits available to TCC Honors Scholars.

Honors offerings include courses in the sciences, mathematics, liberal arts, and business. Because the Honors schedule changes each semester, students should check for class titles preceded by the word "HONORS," for example, HONORS Composition II or HONORS Public Speaking. This same designation appears on student transcripts once the class is completed. For more information about specific courses or the Honors Scholar Program, contact the Honors Program at (918) 595-7378.

International Campus

International Campus, also known as Short-Term Study Abroad, allows students to earn college credit for TCC coursework taught in a foreign country by TCC faculty. The program enables students to achieve a higher level of cultural literacy, gain a substantive understanding of world perspectives, deepen self-awareness, and grow in their educational goals. Contact the Office of Global Learning at (918) 595-7851 or www.tulsacc.edu/globaled for more information.

International Language Center

Presently fourteen languages are available to students: Arabic, Chinese, ESL, French, German, Greek, Italian, Hebrew, Japanese, Latin, Portuguese, Russian, and Spanish, as well as American Sign Language. The associate degree, applied science degree, and certificate programs include languages and cultures. Electronic computerized laboratories are an important component of the International Language Center on each campus. Available to day and evening students, these labs provide video as well as audio samples to facilitate language learning. Special maps, international clocks, foreign periodicals, foreign language videos, and foreign language music are available to students.

International Student Services

The Office of International Student Services (ISS) is located at Northeast Campus yet serves as a resource to all international students college-wide. ISS provides academic and student life support solely aimed at fostering student success. In addition, ISS provides specialized support for nonimmigrant admission, immigration and visa matters, work permission, and cultural adjustment. The office facilitates the integration of international perspectives into the TCC community and fosters cross-cultural understanding. Contact ISS at (918) 595-7478 or www.tulsacc.edu/iss for more information.

International Studies

The programs (Associate in Applied Science Degree and Certificate of Achievement) in International Language Studies or International Business are designed to prepare future workers for the international marketplace. Also, the Associate in Arts/Science Degrees in Business and Liberal Arts increase awareness of the 21st century's global interdependence.

Library

The Library is a college-wide academic resource supporting learning and teaching at Tulsa Community College. The library's core functions are to provide access to information and discovery through the Library's services, resources and technology; to teach information literacy and help students develop critical thinking skills; to provide space for knowledge exchange, collaborative learning, and meaningful study; and to connect with students, faculty, and staff by building relationships which facilitate learning and transform thinking. More information about the Library is available on the Library's website: http://library.tulsacc.edu/home.

Reading and Writing Laboratories

See Communications Centers.

Service-Learning

Students enrolled in classes with a service-learning component have the opportunity to apply academic theory learned in the classroom directly to a practical service experience in their community. Through service-learning, students develop intellectual, personal, career, and civic skills and assume a more active role in their education. Service-learning classes may be stand-alone classes in which students spend most of their time in the community, or they may be short- or longer-term projects that are either required or offered as options. Students reflect on their experiences in order to illustrate what they have learned from the project and how it affected their knowledge and thinking about the people and situations involved in the experience.

The Engaged Learning Division office, 918-595-8045, can also provide general information about service-learning to students, faculty, staff, and to community partners.

Science and Mathematics Learning Laboratories

The campus Science and Mathematics Learning Laboratories offer complete mathematical assistance to any TCC student, as well as tutoring in various science subjects as scheduled. The purposes of the labs are 1) to continue the learning process that begins in the classroom by providing individual instruction, computer tutorial software, and videotape tutorials, and 2) to provide a relaxing, friendly, and encouraging atmosphere in which to help students learn and understand mathematics. Additionally, the labs provide informal counseling and advisement on the sequence of mathematical studies. All services are free to TCC students. Students should inquire on campus regarding the location of the Science and Mathematics Learning Laboratory.

Tutorial Assistance

Any student needing academic assistance outside the classroom may inquire in the instructional labs on each campus.

Online Learning

Online Courses

The office of Online Learning supports the faculty and students of online or blended courses at TCC. For information regarding Online learning, visit www.tulsacc.edu/onlinelearning or call 918-595-8999. You can also reach us via email at onlinelearning@tulsacc.edu.

Tulsa Community College offers students the flexibility to take classes anytime day or night, seven days a week through the Internet. Online courses are offered in a variety of disciplines and may include requirements such as on-campus orientations or proctored exams. Online classes are recommended for students who are highly self-motivated and disciplined. The rewards of online courses include flexibility of schedule and availability of course materials anywhere at any time via the Internet. Many degree and certificate programs offer courses online.

Blended (Hybrid) Courses

Tulsa Community College offers students the flexibility to take classes in a blended (hybrid) format. This format replaces some on-campus seat time with Internet/online activities. TCC's blended courses are offered in four formats: 1/4 online, 1/3 online, 1/2 online, and 2/3 online.

In a blended format, students have regular face-to-face contact with their instructor with the flexibility allowed by online activities. Blended courses are offered in a variety of disciplines.

Continuing Education and Workforce Development

(Non-Credit Classes/Programs)

Non-Credit Continuing Education courses at TCC are offered to support life-long learning and complement business and industry needs. The training opportunities through Continuing Education are developed in cooperation with business and industry partners for their specific needs to improve talent.

Customized Training - TCC can customize training for your business or industry. We can help you assess your area of need and design a program to help take your business to the next level. Call 918-595-7976 for more information.
Professional Development - Open enrollment classes to help you gain knowledge and help you develop a skill.
Test Preparation - Preparing for the ACT, SAT, GED, or other standardized test? We have classes to help you prepare for these important exams.
Credit/Noncredit classes - You can now take credit classes as a noncredit student. No lengthy application process and you may decide at a later date to convert these classes to credit (certain requirements apply).

For further information, contact the Continuing Education Office at (918) 595-7200 or visit www.tulsacc.edu/ce

Transfer for Four-Year Degree Completion

A principle function of Tulsa Community College is to provide general education courses and associate degrees for transfer to four-year universities. All of TCC's Associate in Arts and Associate in Science degrees are designed to transfer to other Oklahoma colleges and universities. TCC has made articulation (transfer) agreements with both public and private (in-state and out-of-state) institutions to provide many transfer options for TCC students. Students may take freshman and sophomore level courses at Tulsa Community College which lead to a baccalaureate degree or professional degree in practically any field of study.

Degrees for which TCC has signed articulation agreements with other institutions are listed below. The absence of a degree from this list does not indicate that courses within the degree will not transfer. To determine whether courses within any of TCC's university transfer degree programs will transfer for degree credit at another institution, work closely with an academic advisor. Students should consult the catalog and/or advisor of the college or university to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree program. Links to transfer agreements are provided within the degree map for each Associate in Arts and Associate in Science degree within this catalog.

Tulsa Community College Degree	**Transfer Institution/Degree**
Art, A.A.	Northeastern State University • Art, B.A., Fine Arts Option • Art, B.A., Graphic Design Option • Art, B.A. Ed., Art Education • Visual Communication, B.A., Multimedia Web Design Option • Visual Communication, B.A., Photography Option
American Sign Language Education, A.A, Interpreter Education Option	University of Arkansas, Little Rock • Interpretation: ASL/English, B.A. William Wood University • Interpretation Studies in ASL-English, B.S.
American Sign Language Education, A.A., Services to the Deaf Option	Northeastern State University • Speech Pathology, B.S.
Deaf Education, A.A.	Tulsa University • Deaf Education, B.S. University of Science and Arts of Oklahoma • Deaf Education, B.A.

Tulsa Community College Degree	**Transfer Institution/Degree**
Biology , A.S.	Northeastern State University • Biology, B.S., Molecular Emphasis • Biology, B.S., Organismic Emphasis • Biology, B.S., Cellular Emphasis Rogers State University • Biology, B.S., Medical Molecular Biology Option
Biotechnology, A.S.	Northeastern State University • Biology, B.S., Molecular Emphasis Oklahoma State University • Biochemistry and Molecular Biology, B.S. Oral Roberts University • Biology, B.S., Biotechnology concentration
Business Administration, A.S.	Langston University • Business Administration, B.S. Northeastern State University • Accounting, B.B.A. • Business Administration, B.B.A. • Finance, B.B.A., Financial Management • Finance, B.B.A., Financial Planning • Human Resource Management, BBA • Management (General), B.B.A. • Management (Human Resource Management), B.B.A Oklahoma State University • General Business, B.S.B.A. • Management, B.S.B.A. • Finance, B.S.B.A. • Marketing, B.S.B.A. Rogers State University • Business Administration, B.S., Accounting Option • Business Administration, B.S., Human Resource Management • Business Administration, B.S., Management • Sport Management, B.S., Sport Business Option St. Gregory's University • Business Administration, B.S.
Business, International, A.S.	Northeastern State University • International Business, B.B.A.
Chemistry, A.S.	Northeastern State University • Chemistry, B.S. • Chemistry, B.S., Professional Emphasis Oral Roberts University • Chemistry, B.S. • Biomedical Chemistry, B.S., Premedicine concentration
Child Development A.S., Child & Family option	Oklahoma State University • Human Sciences, B.S. Child & Family Services option Southeastern Oklahoma State University • Early Intervention and Child Development, B.S.

Tulsa Community College Degree	Transfer Institution/Degree
Child Development, A.S., Early Childhood Education option	Northeastern State University • Early Childhood Education, B.S. University of Oklahoma • Early Childhood Education, B.S., Early Childhood major
Communication Arts & Technology, A.A.	Northeastern State University • Communication Processes, B.A. • Corporate Communication, B.A.
Communication Arts & Technology, A.A., Journalism Options	Northeastern State University • Mass Communication, B.A., with options in Advertising, Journalism/Broadcasting, and Public Relations Oklahoma State University • B.A., B.S., Strategic Communications Rogers State University • Communications, B.A.
Computer Information Systems, A.S.	Northeastern State University • Computer Science, B.S. Oklahoma State University • Computer Science, B.S. Rogers State University • Business Information Technology, B.S., Computer Network Admin option • Business Information Technology, B.S., Software Development and Multimedia option • Business Information Technology, B.S., Game Development
Criminal Justice, A.A.	Northeastern State University • Criminal Justice, B.S., Homeland Security option, Legal Studies option
Pre-Education, A.A.	Langston University • Elementary Education • Special Education Northeastern State University • Elementary Education, B.S. Ed • Science Education, Earth Space Emphasis, B.S. Ed • Science Education, Chemistry Emphasis, B.S. Ed • Science Education, Biology Emphasis, B.S. Ed • Special Education, B.S. Ed Oklahoma State University • Elementary Education, B.S. • Secondary Education, B.S., English Option • Secondary Education, B.S., Social Studies Option • Physical Education, B.S., Teacher Education Option Oral Roberts University • B.S., Elementary Education, B.S., English as a Second Language option and Early Childhood option

Tulsa Community College Degree	Transfer Institution/Degree
Engineering, A.S., Computer, Electrical, and Mechanical Engineering options	Oklahoma State University • B.S. CP, Computer Engineering • B.S., Electrical Engineering • B.S., Mechanical Engineering Oral Roberts University • Engineering, B.S. with concentrations in: Computer, Electrical, and Mechanical
English, A.A.	Northeastern State University • English Education, B.A. • English, B.A. Oral Roberts University • English, B.A. • Writing, B.A. Rogers State University • Liberal Arts, B.A., English Option
Environmental Science and Natural Resources	Rogers State University • Biology, B.S., Environmental Conservation
Geography, A.S.	Northeastern State University • Geography, B.A.
Geology, A.S.	Oklahoma State University • Geology, B.S.
Health and Human Performance, A.S.	Oklahoma State University • Health Education and Promotion, B.S., Exercise & Health Option • Health Education and Promotion, B.S., Public Health Option Rogers State University • B.S., Sport Management, Fitness Management option Northeastern State University • B.S., Ed, Health and Physical Education • B.S., Health and Human Performance
History, A.A.	Northeastern State University • History, B.A. Rogers State University • Social Science, B.A., History Option
Human Services, A.S. Pre-Social Work Option	Northeastern State University • Social Work, B.S.W
Humanities, A.A.	Rogers State University • Liberal Arts, A.A., Humanities Option
Information Technology, A.A.S.	Rogers State University • Applied Technology, B.T.
Liberal Arts, A.A.	Langston University • B.A., Liberal Education Northeastern State University • Geography, B.A. Rogers State University • Liberal Arts, A.A. with options in English and Humanities
Liberal Arts, Native American emphasis, A.A.	Northeastern State University • American Indian Studies, B.A.

Tulsa Community College Degree	**Transfer Institution/Degree**
Marketing, A.S.	Northeastern State University • Marketing, B.B.A. Rogers State University • Business Administration, B.S., Marketing Option
Mathematics, A.S.	Northeastern State University • Mathematics Education, B.S. • Mathematics, B.S.
Nursing, A.A.S.	Northeastern State University • Nursing, B.S.N.
Nutritional Sciences, A.S., with options in: Allied Health, Community Nutrition, Dietetics	Oklahoma State University • Nutritional Sciences, B.S., with options in: Allied Health, Community Nutrition, and Dietetics Northeastern State University • Nutritional Sciences, B.S. with options in Allied Health and Dietetics Rogers State University • Nutritional Sciences, Sport Management/Fitness Management, B.S.
Paralegal Studies, A.A.	Oklahoma State University • Economics, B.S. • Liberal Studies, B.S. • Political Science, B.S.
Philosophy, A.A.	Rogers State University • Liberal Arts, A.A., Humanities Option
Physics, A.S.	Oral Roberts University • Engineering, Physics Concentration, B.S.
Political Science, A.A.	Northeastern State University • Political Science, B.A. • Political Science, B.A., Public Administration Option Rogers State University • Social Science, B.A, Political Science Option Oklahoma State University • Political Science, B.A., B.S.
Pre-professional Health Sciences	Rogers State University • Biology, B.S., Medical Molecular Biology Option
Psychology, A.A.	Northeastern State University • Psychology, B.A., Human Resource Development Option • Psychology, B.A., Mental Health Option Oklahoma State University • Psychology, B.A., B.S. Rogers State University • Social Science, B.S. Psychology Option
Sociology, A.A.	Northeastern State University • Sociology, B.A. Oklahoma State University • Applied Sociology, B.A., B.S. • Sociology, B.A., B.S. Rogers State University • Social Science, B.S., Sociology Option

Tulsa Community College Degree	Transfer Institution/Degree
Spanish, A.A.	Northeastern State University • Spanish, B.A. • Spanish Education, B.A. Oral Roberts University • Spanish, B.A.
Theatre, A.A.	Northeastern State University • Theatre, B.A.

TCC Institutional Learning Outcomes

Tulsa Community College graduates value cultural diversity, ethical behavior, and the unique role of public education in sustaining a free society. The following institutional learning outcomes function independently and in concert. TCC graduates demonstrate:

Communication Skills

Institutional Learning Outcome: Graduates will be able to exchange information or ideas through listening, speaking, reading, writing, and other modes of interpersonal expression.

Critical Thinking

Institutional Learning Outcome: Graduates will be able to evaluate existing information in order to form judgements, raise new questions, and/or implement creative and effective solutions.

Personal Responsibility

Institutional Learning Outcome: Graduates will be able to implement the skills necessary for physical, financial, mental, and/or emotional well-being.

Social Responsibility

Institutional Learning Outcome: Graduates will be able to evaluate one's ethics and traditions in relation to others in order to respectfully interact with diverse groups.

General Education Requirements

Students pursing an Associate in Arts or an Associate in Science must complete 37 credit hours of General Education courses. These requirements may vary depending on your major and/or the requirements of the college to which you plan to transfer. Please refer to your specific degree plan and consult an academic advisor for details.

Communication . . . 9 Hours

ENGL 1113 - Composition I, ENGL 1213 - Composition II, COMM 1113 - Public Speaking

U.S. History . . . 3 Hours

HIST 1483 - U.S. History 1492 to the Civil War Era or HIST 1493 - U.S. History - Civil War Era to the Present

U.S. Government . . . 3 Hours

POLS 1113 - American Federal Government

Science (One course must be a laboratory science (L) . . . 7 Hours

ASTR 1104 - General Astronomy
BIOL 1114 - General Biology for Non-Majors (L)
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1404 - General Botany (L)
BIOL 1383 - Nutrition
BIOL 1423 - Microbes and Society
BIOL 1604 - Zoology (L)
BIOL 1113 - Introduction to Environmental Science
BIOL 2134 - Human Anatomy (L)
BIOL 2143 - Marine Biology
BIOL 2154 - Human Physiology (L)
BIOL 2164 - Microbiology (L)
BIOL 2213 - Brain and Behavior
BIOL 2313 - Principles of Ecology
CHEM 1114 - Principles of Chemistry (L)
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)
CHEM 2145 - Organic Chemistry I (L)
CHEM 2245 - Organic Chemistry II (L)
GEOG 1014 - Geography (Physical) (L)
GEOG 2013 - Meteorology
GEOL 1014 - General Geology (Physical) (L)
GEOL 1024 - General Geology (Historical) (L)
GEOL 1113 - Introduction to Oceanography
PHYS 1114 - General Physics I (L)
PHYS 1214 - General Physics II (L)
PHYS 2034 - Engineering Physics I (L)
PHYS 2124 - Engineering Physics II (L)
PHSC 1114 - General Physical Science (L,N)

Humanities . . . 6 Hours

AFRS 2713 - Survey of African Civilizations (H)
ART 1053 - Art History Survey I (H)
ART 1063 - Art History Survey II (H)
ART 1113 - Art Appreciation (H)
ASNS 1103 - East Asian Philosophy and Culture
COMM/BUSN 2053 - Intercultural Communication (H) (I)
ENGL 2413 - Introduction to Literature (H)
ENGL 2543 - British Literature to 1800 (H)
ENGL 2653 - British Literature from 1800 (H)
ENGL 2673 - World Literature to 1700 (H)
ENGL 2683 - World Literature from 1700 (H)
ENGL 2773 - American Literature to 1865 (H)
ENGL 2883 - American Literature from 1865 (H)
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
GEOG 2033 - World Regional Geography (S,I,H)
HIST 1053 - Ancient and Medieval Western Civilization (H)
HIST 1063 - Modern Western Civilization (H)
HIST 1073 - Twentieth Century World History (H) (I)
HIST 2043 - Contemporary Affairs (H) (D)
HIST 2333 - African-American History (H)
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
HUMN 2323 - 20th Century Humanities (H)
HUMN 2333 - Humanities: Literature and Film (H)
HUMN 2443 - Art of Film (H)
HUMN 2553 - Introduction to American Humanities (H)
HUMN 2613 - International Film (H,I)
HUMN 2663 - Hollywood's America (H)
HUMN 2773 - American Popular Culture (H)
HUMN 2883 - Cultural Identities and the Arts in America (H)
MUSC 1113 - Music Appreciation (H)
MUSC 1153 - American Popular Music (H)
NAMS 2013 - Images of Indians in American Culture (H)
NAMS 2113 - Native American Cultures (H)
NAMS 2213 - Native American Spiritualities (H)
NAMS 2313 - Native American Literature, Drama, and Film (H)
PHIL 1113 - Introduction to Philosophy (H)
PHIL 1133 - Philosophy in Literature (H)
PHIL/BUSN 1143 - Introduction to Ethics: Business Issues (H)
PHIL 2133 - Introduction to Ethical Thinking (H)
PHIL 2143 - Introduction to Social and Political Philosophy (H)
PHIL 2163 - Introduction to the History and Philosophy of Science (H)
PHIL 2263 - Medical Ethics (H) or SOCI 2263
RELG 1113 - Introduction to Religious Studies (H)
RELG/PHIL 1213 - Religions of the World: The Eastern Tradition (H) (I)
RELG/PHIL 1223 - Religions of the World: The Western Tradition (H)
RELG 2113 - Old Testament (H)
RELG 2123 - New Testament (H)
RELG 2173 - Religion and Society (H) or SOCI 2173
RELG 2233 - Religion in America (H)
RELG 2243 - Christian Ethics and Social Thought (H)
RELG 2313 - Religion in Film (H)
THEA 1093 - Introduction to Theatre (H)

Mathematics . . . 3 Hours

MATH 1473 - Quantitative Reasoning (A)
MATH 1483 - Mathematics Functions and Their Uses (A)
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)
MATH 1715 - Precalculus I and II (A)
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2513 - Finite Mathematics (A)
MATH 2523 - Calculus for Business, Life, and Social Sciences (A)

Required Electives . . . 3 Hours

Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Recommended Electives 3 Hours

CSCI 1203 - Computer Concepts and Applications Or select three (3) credit hours from the list of Liberal Arts & Sciences Electives.

(To receive an Associate in Arts or Associate in Science degree from TCC, students must demonstrate computer proficiency, including basic knowledge of operating systems, word processing, and the ethical use of Internet research capabilities. CSCI 1203 fulfills this requirement.)

Liberal Arts & Sciences Electives

Certain degrees state that courses may be selected from the Liberal Arts & Sciences Electives. Use this list to guide in selecting appropriate courses.

All courses **in the following subjects may be used as a Liberal Arts & Science Elective:**

African Studies (AFRS)
Arabic (ARBC)
Art (ART)
Asian Studies (ASNS)
Astronomy (ASTR)
Biology (BIOL)
Chemistry (CHEM)
Chinese (CHNS)
Communication (COMM)
Economics (ECON)
French (FREN)
Geography (GEOG)
Geology (GEOL)
German (GRMN)
Greek (GREE)
Hebrew (HEBR)
History (HIST)
Human Services (HSVC)
Humanities (HUMN)
Interpreter Education (INED)
Italian (ITAL)
Japanese (JAPN)
Latin (LATN)
Native American Studies (NAMS)
Philosophy (PHIL)
Physical Science (PHSC)
Physics (PHYS)
Political Science (POLS)
Portuguese (PORT)
Psychology (PSYC)
Religious Studies (RELG)
Russian (RUSS)
Sociology (SOCI)
Spanish (SPAN)

The following subjects may be used as a Liberal Arts & Science Elective as noted below:

Allied Health
- ALDH 1323 - Medical Terminology (only)

American Sign Language
ALL ASLE courses except:
- ASLE 1603 - ASL Choir I
- ASLE 2023 - ASL Choir II
- ASLE 2243 - ASL Choir III
- All ASTR courses

Aviation Sciences
- AVST 2113 - History of Aviation (only)

Computer Information Systems
- CSCI 1203 - Computer Concepts and Applications

Criminal Justice
- CRIM 1013 - Introduction to Criminal Justice (only)

English
- All ENGL courses, except zero-level courses

Journalism & Mass Communications
- JRMC 1013 - Introduction to Mass Communications
- JRMC 1103 - Introduction to Broadcasting
- JRMC 1113 - Writing for the Mass Media
- JRMC 1123 - News Writing and Reporting

Management
- MGMT 2123 - Leadership Development
- MGMT 2323 - Organizational Behavior
- MGMT 2443 - Imagination, Innovation, and Creativity

Mathematics
- All MATH courses, except zero-level courses

Music
- All MUSC courses except MUSC 1030, MUSC 2223, MUSC 2231, MUSC 2333

Physical Education
- PHED 1143 - Foundations of Physical Education
- PHED 2263 - Principles in Health Education and Health Promotion
- PHED 2603 - Total Wellness
- PHED 2653 - Applied Anatomy and Kinesiology

Theatre
- THEA 1053 - Acting I
- THEA 1093 - Introduction to Theatre (H)
- THEA 1241 and THEA 1242
- THEA 1343 - Stage Movement I
- THEA 1353 - Stage Movement II
- THEA 1563 - Musical Theatre
- THEA 2313 - Voice and Diction I
- THEA 2323 - Voice and Diction II
- THEA 2333 - Improvisation for the Theatre
- THEA 2453 - Creative Writing: Scriptwriting I
- THEA 2463 - Creative Writing: Scriptwriting II

Degrees

Accounting AAS, Accounting Software Application Specialist Option

Program Description

This program is designed to provide the student with an effective working knowledge of the various accounting principles and accounting practices. The student will develop the skills necessary to communicate in a business environment utilizing Generally Accepted Accounting Principles (GAAP), double entry accounting, accounts receivable, and accounts payable management, reconciling, budgeting, cost accounting, and compiling and analyzing reports. This program also provides training for those people who need accounting for effective business operations such as owners, managers, or employees. The degree requires a total of 60 credit hours, 30 of which are in accounting.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze the impact of business transactions on the accounting equation.
- Prepare and analyze a standard set of financial statements for internal and external purposes.
- Journal and post all entries and prepare all trial balances required to complete the accounting cycle.
- Calculate product costs under various costing methods.
- Define the underlying concepts and terms fundamental to the understanding of Accounting and Computer Software Programs.
- Calculate adjusted gross income, taxable income, and tax liability for individuals.
- Demonstrate an understanding of Generally Accepted Accounting Principles (GAAP).

Careers

Search careers for Accounting Software Application Specialist graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Take advantage of all that the student organization for business students has to offer by joining **Phi Beta Lambda**. For more information speak with any business faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

Economics 3 hours
ECON 2013 - Principles of Macroeconomics (S)

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 2343 - Business Communication I
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
MATH 1513 - Precalculus I (A)

Specialized Course Requirements Credit Hours: 42

Accounting 30 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting
ACCT 2243 - Payroll Administration
ACCT 2253 - Peachtree
ACCT 2263 - Quickbooks Pro - Comprehensive
ACCT 2363 - Income Tax I
ACCT 2393 - Accounting Information Systems
ACCT 2433 - Computerized Business Income Tax
ACCT 2523 - Accounting Software Applications
ACCT 2563 - Accounting Internship

Business 3 hours
BUSN 2213 - Small Business Management

Computer Information Systems 9 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 2033 - Excel
CSYS 2073 - MS Office

Total Credit Hours: 60

Accounting AAS, Accounting Specialist Option

Program Description

This program is designed to provide the student with an effective working knowledge of the various accounting principles and accounting practices. The student will develop the skills necessary to communicate in a business environment utilizing Generally Accepted Accounting Principles (GAAP), double entry accounting, accounts receivable, and accounts payable management, reconciling, budgeting, cost accounting, and compiling and analyzing reports. This program also provides training for those people who need accounting for effective business operations such as owners, managers, or employees. The degree requires a total of 60 credit hours of which 30 are in accounting.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze the impact of business transactions on the accounting equation.
- Prepare and analyze a standard set of financial statements for internal and external purposes.
- Export data from software packages to Microsoft Excel and save as PDFs.
- Perform the monthly bank reconciliation and find and correct errors it reveals.
- Set up and open a company using various software systems.
- Calculate adjusted gross income, taxable income, and tax liability for individuals.
- Demonstrate an understanding of Generally Accepted Accounting Principles (GAAP).

Careers

Search careers for Accounting Specialist graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Take advantage of all that a student organization for business students has to offer by joining **Phi Beta Lambda**. For more information speak with any business faculty member or stop by a Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

Economics 3 hours
ECON 2013 - Principles of Macroeconomics (S)

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
MATH 1513 - Precalculus I (A)

Specialized Course Requirements Credit Hours: 42

Accounting 30 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting
ACCT 2243 - Payroll Administration
ACCT 2313 - Intermediate Accounting I
ACCT 2323 - Intermediate Accounting II
ACCT 2333 - Cost Accounting
ACCT 2363 - Income Tax I
ACCT 2393 - Accounting Information Systems
ACCT 2403 - Income Tax II
ACCT 2523 - Accounting Software Applications

Business 3 hours
Select one course from the following:
BUSN 2213 - Small Business Management
BUSN 2313 - Business Law I

Computer Information Systems 9 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 2033 - Excel
CSYS 2073 - MS Office

Total Credit Hours: 60

Accounting Certificate, Accounting Assistant Option

Program Description

This program is designed to develop the marketable skills necessary to function in the field of accounting. The program provides entry-level training for those individuals interested in the area of accounting. It also provides training for those who need basic accounting computer knowledge for effective small business operations. The Certificate requires a total of 27 hours, including nine (9) hours in accounting.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze the impact of business transactions on the accounting equation.
- Prepare and analyze a standard set of financial statements for internal and external purposes.
- Journal and post all entries and prepare all trial balances required to complete the accounting cycle.
- Calculate product costs under various costing methods.
- Demonstrate the use of various Microsoft Office products.
- Demonstrate an understanding of Generally Accepted Accounting Principles (GAAP).

Careers

Search careers for Accounting Assistant graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other students and practice your business skills through membership in **Phi Beta Lambda**. For more information, ask any business faculty or inquire at the Student Life office on any campus.

Certificate Requirements

Accounting 9 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting
ACCT 2523 - Accounting Software Applications

Business 3 hours
BUSN 2213 - Small Business Management

Computer Information Systems 9 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 2033 - Excel
CSYS 2073 - MS Office

English 6 hours
ENGL 1113 - Composition I
ENGL 2343 - Business Communication I

Total Credit Hours: 27

Accounting Certificate, Accounting Software Application Specialist Option

Program Description

This program is designed to develop marketable skills in accounting software and computer applications while providing upgraded training for those individuals already employed in the area of accounting who desire advancement. It also provides training in accounting and computer software to provide knowledge for effective small business operations for business owners, managers and employees. The certificate requires a total of 30 credit hours, including 21 hours in accounting.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze the impact of business transactions on the accounting equation.
- Prepare and analyze a standard set of financial statements for internal and external purposes.
- Export data from software packages to Microsoft Excel and save as PDFs.
- Perform the monthly bank reconciliation and find and correct any errors.
- Set up and open a company using various software systems.
- Define the underlying concepts and terms fundamental to the understanding of Accounting and Computer Software Systems.
- Describe and define computer terminology terms, including transaction processing, relational database and Enterprise Resource Management systems terminology.
- Demonstrate an understanding of Generally Accepted Accounting Principles (GAAP).

Careers

Search careers for Accounting Software Application Specialist graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Participation in **Phi Beta Lambda** is a great way to practice your business skills while networking with other business students at TCC. For more information, talk to any business faculty or visit a Student Life office on campus.

Certificate Requirements

Accounting 21 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting
ACCT 2243 - Payroll Administration
ACCT 2253 - Peachtree
ACCT 2263 - Quickbooks Pro - Comprehensive
ACCT 2433 - Computerized Business Income Tax
ACCT 2523 - Accounting Software Applications

Computer Information Systems 9 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 2033 - Excel
CSYS 2073 - MS Office

Total Credit Hours: 30

Accounting Certificate, Accounting Specialist Option

Program Description

This program is designed to develop the marketable skills necessary to function in the field of accounting while providing upgraded training for those individuals already employed in the area of accounting who desire advancement. It also provides basic accounting knowledge for effective small business operations for business owners, managers and employees. The certificate requires a total of 30 credit hours, including 21 hours in accounting.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze the impact of business transactions on the accounting equation.
- Prepare and analyze a standard set of financial statements for internal and external purposes.
- Journal and post all entries and prepare all trial balances required to complete the accounting cycle.
- Calculate product costs under various costing methods.
- Define the underlying concepts and terms fundamental to the understanding of Accounting and Computer Software Programs.
- Calculate adjusted gross income, taxable income, and tax liability for individuals.
- Demonstrate an understanding of Generally Accepted Accounting Principles (GAAP).

Careers

Search careers for Accounting Specialist graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other business students and practice newly acquired skills through membership in **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information ask any business faculty or stop by a Student Life office on campus.

Certificate Requirements

Accounting 21 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting
ACCT 2313 - Intermediate Accounting I
ACCT 2323 - Intermediate Accounting II
ACCT 2333 - Cost Accounting
ACCT 2363 - Income Tax I
ACCT 2393 - Accounting Information Systems

Computer Information Systems 9 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 2033 - Excel
CSYS 2073 - MS Office

Total Credit Hours: 30

Accounting Certificate, Income Tax Specialist Option

Program Description

This program is designed to develop the marketable accounting skills necessary to work in the area of income tax and provides upgraded training for those people already employed in the area of accounting or taxation who desire career advancement. It also provides basic accounting or taxation knowledge for effective small business operations for business owners, managers, or employees. The certificate requires a total of 24 credit hours, including 15 in accounting, with nine (9) hours specific to taxation.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze the impact of business transactions on the accounting equation.
- Prepare and analyze a standard set of financial statements for internal and external purposes.
- Journal and post all entries and prepare all trial balances required to complete the accounting cycle.
- Designate proper filing status under different taxpayer circumstances.
- Calculate and report taxable income and tax liability for individuals and corporations.
- Calculate and report partnership ordinary income/(loss).
- Demonstrate an understanding of Generally Accepted Accounting Principles (GAAP).

Careers

Search careers for Income Tax Specialist graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other business students and put your newly acquired skills to practice through membership in **Phi Beta Lambda**, a student organization for the Future Business Leaders of America. For more information speak to any business faculty or stop by a Student Life office on campus.

Certificate Requirements

Accounting 15 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting
ACCT 2363 - Income Tax I
ACCT 2403 - Income Tax II
ACCT 2433 - Computerized Business Income Tax

Computer Information Systems 9 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 2033 - Excel
CSYS 2073 - MS Office

Total Credit Hours: 24

Accounting Certificate, Payroll Administration Specialist Option

Program Description

This program is designed to develop the marketable accounting skills necessary to work in the field of payroll administration while providing upgraded training for individuals already employed in the area of accounting or payroll who desire career advancement. It also provides basic accounting and payroll knowledge to business owners, managers, or employees needed for effective small business operations. The certificate requires a total of 21 credit hours, including 12 hours in accounting.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze the impact of business transactions on the accounting equation.
- Prepare and analyze a standard set of financial statements for internal and external purposes.
- Journal and post all entries and prepare all trial balances required to complete the accounting cycle.
- Process payroll transactions and prepare the related documentation.
- Calculate employee gross pay, withholdings, and net pay, and associated employer payroll taxes.

Careers

Search careers for Payroll Administration Specialist graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other business students and practice your newly acquired skills through membership in **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak to any business faculty or stop by the Student Life office on campus.

Certificate Requirements

Accounting 12 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting
ACCT 2243 - Payroll Administration
ACCT 2393 - Accounting Information Systems

Computer Information Systems 9 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 2033 - Excel
CSYS 2073 - MS Office

Total Credit Hours: 21

Air Traffic Control AAS

Program Mission Statement

The Aviation Center at Tulsa Community College is dedicated to an academic environment where learning is applied through critical thinking. Our mission is to educate with a strong emphasis on safety and professionalism to elevate our students in their aviation career.

Program Description

This program provides training in the application of tower and terminal radar approach control procedures. The training curriculum is provided through use of Adacel's high-fidelity control tower and radar approach simulation incorporating state-of-the-art training to meet the changing needs of the air traffic control industry. Tulsa Community College's approved ATC-CTI program is designed to prepare the student with the necessary training and skills in order to gain admittance into the FAA Academy. Most Air Traffic Control courses are offered during the daytime hours.

Students must make a minimum grade of a "C" or better within the specialized course requirements prior to being awarded permission in the next sequential specialized course. Completion of this program does not guarantee admission to the FAA Academy. Admission to Tulsa Community College does not guarantee admittance into the Air Traffic Control Program.

Procedures for enrolling in Aviation Courses:

1. All prospective air traffic control students must meet with the TCC aviation academic counselor at the Riverside Community Campus and Aviation Center located at 112 W. Beechcraft Drive. Contact: 918-595-3718.
2. Potential air traffic control students must provide the following documents to the aviation counselor:
   a. Proof of U.S. citizenship in form of:
      i. An original birth certificate with raised seal documenting birth in the United States or one of its territories.
      ii. A valid, unexpired United States passport.
      iii. An original U.S. Naturalization Certificate with raised seal, Form N-550 or Form N-570.
      iv. An original certification of birth abroad, Form FS-545 or Form DS-1350, or
      v. An original Certificate of U.S. Citizenship, Form N-560 or Form N-561.
   b. Valid Class II FAA Medical with audiogram.

Program Learning Outcomes

The program goal is to prepare graduates to successfully complete training at the FAA Mike Monroney Aeronautical Center. Applicants seeking employment positions as FAA air traffic controllers in the National Airspace System must successfully complete all training criteria administered by the FAA Mike Monroney Aeronautical Center. Upon successful completion of this program students will have gained the necessary skills, knowledge, and training in air traffic control:

- Terminal environment procedures.
- Non-radar enroute environment procedures.

Careers

Search careers for Air Traffic Controllers at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication/Psychology 3 hours
Select one course from the following:
COMM 1113 - Public Speaking
PSYC 1113 - Introduction to Psychology (S)

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

Mathematics 3 hours
MATH 1513 - Precalculus I (A)

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Specialized Course Requirements Credit Hours: 42

Aviation Sciences Technology 42 hours
AVST 1113 - Private Pilot Ground School
AVST 1232 - ATC Flight Training Lab
AVST 1343 - Introduction to Air Traffic Control
AVST 1354 - Air Traffic Control Tower Operations I
AVST 1364 - Air Traffic Control Radar Operations I
AVST 2113 - History of Aviation
AVST 2213 - Instrument Pilot Ground School
AVST 2226 - Air Traffic Control Tower Operations II
AVST 2246 - Air Traffic Control Tower Operations III
AVST 2253 - Aviation Meteorology
AVST 2262 - ATC Enroute and Nonradar
AVST 2273 - Air Traffic Control Career Prep

Total Credit Hours: 60

Aircraft Dispatch Certificate

Program Description

The Aircraft Dispatch Certificate program is designed for students who desire to become a licensed FAA Aircraft Dispatcher. The program prepares students with the required FAA knowledge and training in order to test for the FAA Aircraft Dispatch Certificate.

Students must make a minimum grade of a "C" or better in each course certificate requirements prior to being awarded permission into the next sequential course.

Procedures for enrolling in Aviation courses:

1. All prospective students must meet with the TCC Aviation Academic Counselor at the Riverside Community Campus and Aviation Center located at 112 W. Beechcraft Drive. Contact: 918-595-3718.
2. Potential Aircraft Dispatch students must provide proof of U.S. citizenship or permanent resident status to the TCC Aviation Academic Counselor in the form of:
    i. An original birth certificate with raised seal documenting birth in the United States or one of its territories,
    ii. A valid, unexpired United States passport,
    iii. Original U.S. Naturalization Certificate with raised seal, Form N-550 or Form N-570,
    iv. Original certification of birth abroad, Form FS-545 or Form DS-1350, or
    v. Original Certificate of U.S. Citizenship, Form N-560 or Form N-561.

Program Learning Outcomes

Upon completion of this program students will:

- Have the aeronautical knowledge and training necessary to test for the FAA Aircraft Dispatcher Knowledge Test.
- Have the FAA skill requirements and training necessary to test for the FAA Aircraft Dispatcher Practical Test.

Careers

Search careers for Aircraft Dispatch graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Aviation Sciences Technology 16 hours
AVST 1113 - Private Pilot Ground School
AVST 2213 - Instrument Pilot Ground School
AVST 2253 - Aviation Meteorology
AVST 2413 - Aircraft Dispatch I
AVST 2454 - Aircraft Dispatch II

Total Credit Hours: 16

American Sign Language Education AA, ASL Studies Option

Program Description

The ASL Studies option at Tulsa Community College gives students an opportunity to acquire an understanding of the Deaf community as a part of human diversity and acquire American Sign Language skills. The courses are designed to emphasize the acquisition of American Sign Language and knowledge with appreciation of deaf culture and the language. This option complements upper division course work related to ASL teaching, ASL research and ASL linguistics at a four-year university.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Demonstrate communicative competency when talking with others using American Sign Language.
- Display behaviors that demonstrate respect for Deaf Culture.
- Use interdisciplinary theories to counsel the Deaf.

Careers

Search careers for ASL Studies graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

You are encouraged to participate in the **American Sign Language Club**. For more information speak to your professor or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 33-34

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
ART 1113 - Art Appreciation (H)
ENGL 2413 - Introduction to Literature (H)

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
BIOL 1114 - General Biology for Non-Majors (L)
Select three (3) credit hours from courses that will transfer to the college/university you plan to attend. See General Education Requirements for the course list.

Controlled Electives 5-6 hours
Select 5-6 credit hours from the following:
CSCI 1203 - Computer Concepts and Applications
Courses from the Liberal Arts & Sciences Electives.

Specialized Course Requirements Credit Hours: 27

American Sign Language Education 17 hours
ASLE 1363 - American Sign Language I
ASLE 1373 - American Sign Language II
ASLE 1413 - Deaf Culture and History
ASLE 2414 - American Sign Language III
ASLE 2524 - American Sign Language IV

Computer Science 4 hours
CSYS 1211 - Introduction to MAC OS
DGMD 2333 - Digital Video I/Final Cut Pro

Geography 3 hours
GEOG 1043 - Introduction to Cultural Geography (S,I,H)

Philosophy 3 hours
PHIL 2143 - Introduction to Social and Political Philosophy (H)

Total Credit Hours: 60-61

To receive an A.A. or A.S. Degree, students must demonstrate computer proficiency.

American Sign Language Education AA, Deaf Education Option

Program Description

The Deaf Education option at Tulsa Community College emphasizes the acquisition of American Sign Language, the appreciation of Deaf culture, and the foundations of child development. This option complements upper division coursework related to Deaf Education, K-12 teaching and ASL teaching at a four-year university.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate communicative competency when talking with others using American Sign Language.
- Display behaviors that demonstrate respect for Deaf Culture.
- Use interdisciplinary theories to counsel the Deaf.

Careers

Search careers in Deaf Education at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

You are encouraged to participate in the American Sign Language Club. For more information speak to your professor or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 34

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
ART 1113 - Art Appreciation (H)
ENGL 2413 - Introduction to Literature (H)

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
BIOL 1114 - General Biology for Non-Majors (L)
Select three (3) credit hours from courses that will transfer to the college/university you plan to attend. See General Education Requirements for the course list.

Controlled Electives 6 hours

Select from the following for a total of six (6) credit hours:
CSCI 1203 - Computer Concepts and Applications
Courses from the Liberal Arts and Sciences Electives list

Specialized Course Requirements Credit Hours: 26

American Sign Language Education 17 hours
ASLE 1363 - American Sign Language I
ASLE 1373 - American Sign Language II
ASLE 1413 - Deaf Culture and History
ASLE 2414 - American Sign Language III
ASLE 2524 - American Sign Language IV

Child Development 3 hours
CHLD 2243 - Language and Cognitive Development: Birth to Eight

Psychology 6 hours
PSYC 1113 - Introduction to Psychology (S)
PSYC 2023 - Developmental Psychology

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

American Sign Language Education AA, Interpreter Education Option

Program Description

The Interpreter Education option is designed to provide education and training for individuals seeking careers in interpreting settings. Students gain basic knowledge, skills, and values necessary to communicate and interact with Deaf people. This program emphasizes the acquisition of American Sign language, the appreciation of deaf culture, the appreciation of diversity in deaf and hearing communities, and the process of interpreting. This option complements upper division coursework related to ASL interpreting at a four-year university.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use American Sign Language with native users incorporating cultural behaviors.
- Make professional and ethical decisions.
- Produce an accurate and reliable ASL/English interpretation.
- Display appreciation for Deaf Culture.

Careers

Search careers for Interpreter Education graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 28

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
BIOL 1114 - General Biology for Non-Majors (L)
Select three credit hours from courses that will transfer to the college/university you plan to attend. See General Education Requirements for the course list.

Specialized Course Requirements Credit Hours: 41 hours

American Sign Language Education 17 hours
ASLE 1363 - American Sign Language I
ASLE 1373 - American Sign Language II
ASLE 1413 - Deaf Culture and History
ASLE 2414 - American Sign Language III
ASLE 2524 - American Sign Language IV

Interpreter Education 24 hours
INED 1423 - Introduction to Interpreting
INED 2213 - American Sign Language -English Interpreting I
INED 2233 - American Sign Language -English Interpreting II
INED 2393 - Interpreting I
INED 2403 - Interpreting II
INED 2443 - Interpreting in Specialized Settings
INED 2613 - Interpreting III
INED 2643 - Interpreting Internship

Total Credit Hours: 69

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

American Sign Language Education AA, Services to the Deaf Option

Program Description

The Services to the Deaf option is designed to provide education and training for individuals seeking to work with deaf people within the public and private sectors of the federal, state and local agencies. Students gain basic knowledge, skills, and values necessary to communicate and interact with deaf people. This program emphasizes the acquisition of American Sign Language, the appreciation of deaf culture, and the social sciences. This option complements upper division coursework related to counseling and rehabilitation services for the deaf at a four-year university.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Demonstrate communicative competency when talking with others using American Sign Language.
- Display behaviors that demonstrate respect for Deaf Culture.
- Use interdisciplinary theories to counsel the Deaf.

Careers

Search careers for Services to the Deaf graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

You are encouraged to participate in the **American Sign Language Club**. For more information speak to your professor or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 34

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Computer Science 3 hours
CSCI 1203 - Computer Concepts and Applications

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
HIST 1063 - Modern Western Civilization (H)
Select three (3) credit hours from Humanities courses listed in the General Education Requirements.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A)
Other higher level Math course substitutions may be permitted for college transfer. Select a course for transfer to the college/university you plan to attend.

Science 7 hours
BIOL 1114 - General Biology for Non-Majors (L)
Select three credit hours from courses that will transfer to the college/university you plan to attend. See General Education Requirements for complete list.

Specialized Course Requirements Credit Hours: 29

American Sign Language Education 17 hours
ASLE 1363 - American Sign Language I
ASLE 1373 - American Sign Language II
ASLE 1413 - Deaf Culture and History
ASLE 2414 - American Sign Language III
ASLE 2524 - American Sign Language IV

Behavioral Sciences 6 hours
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)

Human Services 6 hours
HSVC 1213 - Basic Counseling Skills
HSVC 2003 - Family Relationships

Total Credit Hours: 63

To receive an A.A. or A.S. Degree, students must demonstrate computer proficiency.

American Sign Language Education, Interpreter Education AAS

Program Description

This program is designed to provide education and training for individuals seeking careers in interpreting settings. Students gain basic knowledge, skills, and values necessary to communicate and interact with deaf people. This program emphasizes the acquisition of American Sign Language, the appreciation of deaf culture and the process of interpreting and transliterating. The courses are designed to prepare the student to take interpreter certification tests and to work in entry-level positions as a teacher's assistant, substitute interpreter and/or tutor in the public schools.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use American Sign Language with native users incorporating cultural behaviors.
- Make professional and ethical decisions.
- Produce an accurate and reliable ASL/English interpretation.
- Display appreciation for Deaf Culture.

Careers

Search careers for Interpreter Education graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this program are encouraged to join the **American Sign Language Club**. For more information ask your professor or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 15

(Additional General Education requirements are satisfied in Specialized Course Requirements.)

Communication 3 hours
Select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Specialized Course Requirements Credit Hours: 45

American Sign Language Education 17 hours
ASLE 1363 - American Sign Language I
ASLE 1373 - American Sign Language II
ASLE 1413 - Deaf Culture and History
ASLE 2414 - American Sign Language III
ASLE 2524 - American Sign Language IV

Interpreter Education 24 hours
INED 1423 - Introduction to Interpreting
INED 2213 - American Sign Language to English Interpreting I
INED 2233 - American Sign Language to English Interpreting II
INED 2393 - Interpreting I
INED 2403 - Interpreting II
INED 2443 - Interpreting in Specialized Settings
INED 2613 - Interpreting III
INED 2643 - Interpreting Internship

Controlled Electives 3 hours
Select one course from the following:
ENGL 1083 - Grammar and Mechanics
PSYC 1113 - Introduction to Psychology (S)
PSYC 1313 - Human Relations (S)
SOCI 2113 - Social Problems in America (S)

Recommended Electives 1 hour
Select one credit hour from any discipline

Total Credit Hours: 60

American Sign Language, Interpreter Education Certificate

Program Description

This certificate is designed for students to take the courses specific to the American Sign Language and interpreting fields. This program is for students to gain the technical skills necessary for employment prior to obtaining general education requirements for an academic degree or for students with academic degrees in unrelated fields who desire to change careers

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use American Sign Language with native users incorporating cultural behaviors.
- Make professional and ethical decisions.
- Produce an accurate and reliable ASL/English interpretation.
- Display appreciation for Deaf Culture.

Careers

Search careers for Interpreter Education graduates at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

You are encouraged to participate in the **American Sign Language Club** where you will network with other students in the ASL programs. For more information, ask your professor or inquire at the Student Life office on campus.

Certificate Requirements

American Sign Language Education 17 hours
ASLE 1363 - American Sign Language I
ASLE 1373 - American Sign Language II
ASLE 1413 - Deaf Culture and History
ASLE 2414 - American Sign Language III
ASLE 2524 - American Sign Language IV

Interpreter Education 24 hours
INED 1423 - Introduction to Interpreting
INED 2213 - American Sign Language to English Interpreting I
INED 2233 - American Sign Language to English Interpreting II
INED 2393 - Interpreting I
INED 2403 - Interpreting II
INED 2443 - Interpreting in Specialized Settings
INED 2613 - Interpreting III
INED 2643 - Interpreting Internship

Total Credit Hours: 41

Art Associate in Arts Degree

Program Description

The primary purpose of TCC's art program is to develop a basic historical, conceptual, and technical education in art. Believing that the artist's success is dependent on both creative vision and technical expertise, the program encourages excellence, critical inquiry, and experimentation.

For More Information Contact:
School of Visual and Performing Arts
Southeast Campus: (918) 595-7752

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate the proper use of tools and materials in art projects.
- Create complete and unified works of art in a variety of media using the elements and principles of design.
- Classify art media and design concepts.
- Evaluate art projects with regard to the relationship of the elements and principles of design and the relationship between form and content.
- Classify works of art according to media, technique and style.
- Classify key works from the history of art according to cultural period styles.
- Analyze key works from the history of art as they relate to historical and sociological context and cultural and stylistic influences.
- Analyze the role and function of art in society.
- Demonstrate writing proficiency on the subject of art.
- Assemble a professional portfolio.

Careers

Search careers in Art at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

You are encouraged to network with other art students through participation in the **Student Art Association** at Metro Campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory science (L).

Recommended Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or select three (3) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23-24

Lecture 9 hours
ART 1053 - Art History Survey I (H)
ART 2503 - Professional Practice
and select one course from the following:
ART 1063 - Art History Survey II (H)
ART 2053 - Art History Survey III

Studio 12 hours
ART 1013 - Fundamentals of Art I
ART 1023 - Painting I
ART 1033 - Painting II
ART 1083 - Fundamentals of Art II
ART 1123 - Drawing I
ART 1133 - Drawing II
ART 2063 - Watercolor I
ART 2073 - Watercolor II
ART 2083 - Sculpture I
ART 2093 - Sculpture II
ART 2143 - Figure Drawing I

ART 2153 - Figure Drawing II
ART 2223 - Printmaking I
ART 2233 - Printmaking II
ART 2263 - Introduction to Ceramics
ART 2313 - Jewelry I
ART 2323 - Jewelry II
ART 2403 - Illustration I
ART 2413 - Typography I
ART 2423 - Graphic Design I
ART 2853 - Photography

Recommended Electives 2-3 hours

ART 2530 - Field Studies in Art
HIST 1053 - Ancient and Medieval Western Civilization (H)
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
MUSC 1113 - Music Appreciation (H)
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)
SOCI 2123 - Introduction to Cultural Anthropology (S)
THEA 1093 - Introduction to Theatre (H)

Total Credit Hours: 60-61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Physical Education activity classes do not count toward graduation requirements for this degree.

Aviation Sciences Technology AAS, Management Option

Program Mission Statement

The Aviation Center at Tulsa Community College is dedicated to an academic environment where learning is applied through critical thinking. Our mission is to educate with a strong emphasis on safety and professionalism to elevate our students in their aviation career.

Program Description

This option is designed to educate future managers for the aviation industry. The curriculum stresses scientific principles, the human side of management, computer knowledge, critical thinking, cognitive and analytical skills, and communication skills, in addition to mathematics, science and technology. Upon successful completion the student will be awarded an Associate in Applied Science degree.

Students should consult with the Tulsa Community College aviation academic counselor at the Riverside Community Campus and Aviation Center before enrolling in this option. Contact: 918-595-3718.

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate knowledge of business and financial methodology and their application to aviation management practices.
- Understand management practices, business structures, and administrative aspects of airport operations, flight department operations, and airline operation procedures.
- Understand aviation legal and regulatory procedures as they relate to aviation management

Careers

Search for careers in Aviation Management at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 41

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Economics 3 hours
ECON 2023 - Principles of Microeconomics (S)

Geography 3 hours
GEOG 1043 - Introduction to Cultural Geography (S,I,H)

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 3 hours
Select one course from the following:
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
PHIL 1113 - Introduction to Philosophy (H)
PHIL 1143 - Introduction to Ethics: Business Issues (H) (May be taken as BUSN 1143)

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Science 8 hours
Select two courses from the following:
ASTR 1104 - General Astronomy
BIOL 1114 - General Biology for Non-Majors (L)
CHEM 1114 - Principles of Chemistry (L)
PHYS 1114 - General Physics I (L)

Specialized Course Requirements Credit Hours: 21

Accounting 6 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting

Aviation Sciences Technology 6 hours
AVST 1113 - Private Pilot Ground School
AVST 2113 - History of Aviation

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Economics 3 hours
ECON 2013 - Principles of Macroeconomics (S)

Management 3 hours
MGMT 1353 - Management Essentials

Total Credit Hours: 62

Aviation Sciences Technology AAS, Professional Pilot Option

Program Mission Statement

The Aviation Center at Tulsa Community College is dedicated to an academic environment where learning is applied through critical thinking. Our mission is to educate with a strong emphasis on safety and professionalism to elevate our students in their aviation career.

Program Description

The Aviation Center at Tulsa Community College (TCC) is a FAA approved Part 141 flight training facility with a FAA approved Restricted Airline Transport Pilot training program. The Professional Pilot option at TCC is designed to provide the required ground and flight training in order to obtain the necessary Federal Aviation Administration (FAA) Certificates and Ratings for students seeking various careers as a professional pilot. At the completion of the degree option, the student will earn an Associate of Applied Science Degree from TCC and obtain the necessary FAA certificates and ratings to be certificated as a commercial pilot. Transfer of specialized course credit varies by institution. Students should consult with the Academic Counselor or college catalog at the specific college/university they plan to attend in order to confirm the transfer of collegiate credit. All enrolled Professional Pilot students must adhere to and comply with all published FAA, Transportation Security Administration, and TCC policies, procedures, and regulations.

The FAA Part 141 approval allows students to meet their Commercial Pilot minimum flight hour requirement in 190 hours instead of 250 flight hours therefore, reducing potential flight training costs. The flight training lab times are listed in the course description requirements. It is extremely important to note that national flight time averages are documented significantly above published FAA minimums. Students must commit a substantial amount of time and effort within their flight training labs in order to reduce extended cost expenditures for their flight training. Students that remain current and proficient by dedicating time for study and flight training will position themselves to meeting the published total flight times in order to complete their flight labs in a cost effective and timely manner.

Additional direct costs apply based on hourly aircraft rates and flight instruction.
Single-Engine aircraft rental rates including fuel are $189.00 per hour Dual and $164.00 per hour Solo. Multi-Engine aircraft rental rates including fuel are $320.00 per hour Dual. Additional Instruction rates are $25.00 per hour. Prices subject to change with notification of addendum.

Procedures for enrolling in Aviation Courses:

1. All prospective flight students must meet with the TCC Aviation Academic Counselor at the Riverside Community Campus and Aviation Center located at 112 W. Beechcraft Drive in order to receive authorization for enrollment in flight and ground training courses. Contact: 918-595-3718.
2. Tulsa Community College's Professional Pilot Program requires that all Professional Pilot students enrolling for the first time in a flight training lab course or flight training ground school course obtain a criminal background check at their own expense. The Aviation Academic Counselor prior to enrollment will provide detailed instructions on the criminal background check testing procedures. A professional pilot will be required to clear a criminal background check and drug/alcohol testing procedures within their professional career field. The safe operation of flight is of the highest priority at the Aviation Center where TCC maintains a zero tolerance policy for drug and alcohol abuse. The FAA's regulatory guidance on drug and alcohol reporting and usage is strictly adhered to at the Aviation Center.
3. A current valid FAA Medical Certificate is required for all students prior to enrolling in any flight training lab course. A list of approved FAA Aviation Medical Examiners (AME) is published on the faa.gov website.
4. Professional Pilot students must provide the following documents to the Aviation Academic Counselor prior to enrollment for Transportation Security Administration and FAA clearance. All students who are not U.S. Citizens must meet all TSA clearance requirements before being enrolled in the aviation courses.
    a. Proof of U.S. citizenship in form of:
        i. Original birth certificate with raised seal documenting birth in the United States or one of its territories,
        ii. Valid, unexpired United States Passport,
        iii. Original U.S. Naturalization Certificate with raised seal, Form N-550 or Form N-570,
        iv. Original certification of birth abroad, Form FS-545 or Form DS-1350, or
        v. Original Certificate of U.S. Citizenship, Form N-560 or Form N-561
    b. Valid government issued photo identification

5. Students must make a minimum grade of "C" or higher within the specialized course requirements and must comply with Tulsa Community College's FAA approved Training Course Outline prior to advancement into the next sequential course.
6. This degree option requires that the Instrument Rating and the Commercial Pilot Certificate be completed in residence in TCC aircraft with TCC instructors.

Program Learning Outcomes

Upon successful completion of this program students will have the knowledge, skills, and aeronautical experience necessary to meet the requirements for the following certificates and ratings:

- FAA Private Pilot Certificate with an Airplane Category Rating and a Single-Engine Land Class Rating
- FAA Instrument Pilot Rating
- FAA Commercial Pilot Certificate
- FAA Additional Aircraft Rating Airplane Multi-Engine Land

Careers

Search career opportunities for professional pilots at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Economics 3 hours
ECON 2023 - Principles of Microeconomics (S)

Geography 3 hours
GEOG 1043 - Introduction to Cultural Geography (S,I,H)

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 3 hours
Select one course from the following:
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
PHIL 1113 - Introduction to Philosophy (H)
PHIL 1143 - Introduction to Ethics: Business Issues (H)

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Science 4 hours
PHYS 1114 - General Physics I (L)

Specialized Course Requirements Credit Hours: 25

Aviation Sciences Technology 25 hours
All students who are not U.S. Citizens must meet all Transportation Safety Administration clearance requirements before enrolling in aviation courses.
AVST 1113 - Private Pilot Ground School **
AVST 1222 - Private Pilot Flight Lab
AVST 1403 - Advanced Theory of Flight **
AVST 2113 - History of Aviation **
AVST 2132 - Instrument Flight Lab **
AVST 2152 - Multi-Engine Flight Lab **
AVST 2162 - Commercial Cross-Country Flight Lab +** **or**
AVST 2172 - Commercial Multi-Engine Cross-Country Flight Lab +
AVST 2182 - Commercial Flight Lab +** **or** AVST 2192 - Commercial Multi-Engine Flight Lab +
AVST 2213 - Instrument Pilot Ground School **
AVST 2313 - Commercial Pilot Ground School **
+Students choosing AVST 2162 must select AVST 2182. Students choosing AVST 2172 must select AVST 2192.

Additional Recommended Courses
(not required for degree)
AVST 1343 - Introduction to Air Traffic Control **
AVST 2253 - Aviation Meteorology **
AVST 1354 - Air Traffic Control Tower Operations I **

Total Credit Hours: 62

**May be required for an Airline Transport Pilot Certificate with Reduced Aeronautical Experience authorization. See TCC Aviation Academic Counselor for more information.

Biology AS

Program Description

Majoring in the biological sciences is a likely choice for the student who is curious about life, creative, highly motivated, and interested in solving biological problems. Biologists are involved in agriculture, forestry, wildlife management, environmental science and other fields that make the world a healthier and safer place to live. The biological sciences will also prepare the student for entry into one of a variety of technical fields in Allied Health.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts of biology when explaining biological processes.
- Apply scientific method to solve problems.
- Illustrate scientific data using graphs, tables, or text.
- Integrate knowledge from several disciplines around a central biological theme.
- Communicate biological information using oral, written or digital presentation techniques.
- Identify issues involving biology in society.
- Use biological instrumentation and proper laboratory techniques.
- Find and evaluate scientific literature.

Careers

Search careers related to Biology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other science majors through participation in the Club of Medical and Natural Sciences at the southeast campus or the Sci-π Club at the west campus. For more information speak with your science professor or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 30-31

(Science requirements are satisfied through specialized courses.)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
Suggested Humanities courses below. Students are not limited to choosing from these courses. Additional Humanities courses are listed in the General Education Requirements.
ART 1113 - Art Appreciation (H)
GEOG 2033 - World Regional Geography (S,I,H)
HIST 1053 - Ancient and Medieval Western Civilization (H)
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
HUMN 2333 - Humanities: Literature and Film (H)
HUMN 2443 - Art of Film (H)
MUSC 1113 - Music Appreciation (H)
NAMS 2113 - Native American Cultures (H)
PHIL 2133 - Introduction to Ethical Thinking (H)
PHIL 2163 - Introduction to the History and Philosophy of Science (H)
RELG 2173 - Religion and Society (H)
SOCI 2123 - Introduction to Cultural Anthropology (S)

Mathematics 3 hours
Select one course from the following:
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)
MATH 1715 - Precalculus I and II (A)
MATH 2114 - Analytic Geometry and Calculus I (A)

Recommended Electives 3-4 hours
Students should select courses that will transfer to the college/university they plan to attend.

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences. If intended transfer is into a pre-professional health program, PSYC 1113 is strongly recommended.

Specialized Course Requirements Credit Hours: 29-30

Biology 15-16 hours

BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 2164 - Microbiology (L)

and select 7-8 hours from the following courses that will transfer to the college/university you plan to attend:

BIOL 1113 - Introduction to Environmental Science
BIOL 1404 - General Botany (L)
BIOL 1604 - Zoology (L)
BIOL 2134 - Human Anatomy (L)
BIOL 2143 - Marine Biology
BIOL 2154 - Human Physiology (L)
BIOL 2313 - Principles of Ecology

Chemistry 10 hours

CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Physics 4 hours

PHYS 1114 - General Physics I (L)

Additional Recommended Courses

(Not required for degree. Three credit hours may be utilized for General Education Recommended Electives.)

CHEM 2145 - Organic Chemistry I (L) +
CHEM 2245 - Organic Chemistry II (L) +
CSCI 1203 - Computer Concepts and Applications
MATH 2193 - Elementary Statistics
PHYS 1214 - General Physics II (L)
PSYC 1113 - Introduction to Psychology (S) +

+Courses highly recommended for transfer to baccalaureate programs.

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Biotechnology AS

Program Description

Students will be educated in the fundamentals of biology, chemistry and biochemistry with heavy emphasis on a wide range of laboratory procedures. Lab safety, protein isolation and separation techniques, cell culture, molecular biology and recombinant DNA will be covered. Quality control will be addressed as it applies to both a manufacturing and research environment.

For More Information Contact:
School of Science and Mathematics
Southeast Campus: (918) 595-7742
Contact the School of Science and Mathematics or see an academic advisor for recommended course sequence.

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Create an experiment using the scientific method.
- Analyze scientific publications.
- Utilize laboratory techniques employed in a molecular biology/biotechnology laboratory.
- Apply biochemical principles and processes to each level of biological organization.
- Identify examples of careers and job responsibilities associated with biotechnology.
- Communicate science effectively using written or oral presentation skills.
- Apply ethical practices and behaviors in the field of science.

Careers

Search careers related to Biotechnology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other science majors through participation in the Club of Medical and Natural Sciences at the southeast campus or the Sci-π Club at the west campus. For more information speak with your biotechnology professor or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 24

(Mathematics, Science and Recommended Electives requirements are satisfied through specialized courses.)

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.
PHIL 2263 - Medical Ethics (H) is recommended

Mathematics 3 hours
MATH 1513 - Precalculus I (A)

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 42

Biology 8 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 2164 - Microbiology (L)

Biotechnology 24 hours
BIOT 1113 - Introduction to Biotechnology
BIOT 1315 - Biotechnology Laboratory Methods and Techniques
BIOT 1534 - Cell Culture Techniques
BIOT 2101 - Biotechnology Quality Assurance
BIOT 2246 - Molecular Biology and Techniques
BIOT 2335 - Biotechnology Proteomics and Instrumentation

Chemistry 10 hours
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Additional Recommended Courses
(not required for degree)
ENGL 2333 - Technical/Professional Writing
MATH 2193 - Elementary Statistics
CHEM 2145 - Organic Chemistry I (L)
CHEM 2353 - Introduction to Biochemistry

Total Credit Hours: 66

To receive an A. A. or A. S. degree, students must demonstrate computer proficiency.

Biotechnology Certificate

Program Description

This program is for students who desire to acquire or upgrade their skills in the field of biotechnology. It is assumed that students will have the required background in the biological sciences and chemistry prior to entering this program. Students will be trained in the practices and procedures of biotechnology as well as in the theory behind the procedures so that they will be prepared to extrapolate present knowledge to solve problems faced in the future. There will be a heavy emphasis on a wide range of laboratory procedures. The topics of lab safety, protein isolation and separation techniques, cell culture, molecular biology and recombinant DNA. Quality control will be addressed as it applies to both a manufacturing and research environment.

For More Information Contact:
School of Science and Mathematics
Southeast Campus: (918) 595-7742
Contact the School of Science and Mathematics or see an academic advisor for recommended course sequence.

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Create an experiment using the scientific method.
- Analyze scientific publications.
- Utilize laboratory techniques employed in a molecular biology/biotechnology laboratory.
- Apply biochemical principles and processes to each level of biological organization.
- Identify examples of careers and job responsibilities associated with biotechnology.
- Communicate science effectively using written or oral presentation skills.
- Apply ethical practices and behaviors in the field of science.
- Acquire specific on-the-job laboratory training.

Careers

Search careers related to Biotechnology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other biotechnology majors through participation in the Club of Medical and Natural Sciences at the southeast campus or the Sci-π Club at the west campus. For more information speak with your biotechnology professor or inquire at the Student Life office on campus.

Certificate Requirements

Biotechnology 26 hours
BIOT 1113 - Introduction to Biotechnology
BIOT 1315 - Biotechnology Laboratory Methods and Techniques
BIOT 1534 - Cell Culture Techniques
BIOT 2101 - Biotechnology Quality Assurance
BIOT 2246 - Molecular Biology and Techniques
BIOT 2335 - Biotechnology Proteomics and Instrumentation
BIOT 2512 - Biotechnology Apprenticeship

Total Credit Hours: 26

Business Administration AS

Program Description

This program is designed to provide students with a fundamental understanding of the core concepts in **Accounting**, **Economics**, and **Business Management** as a foundation for further study in a related field. Students will develop the skills and knowledge necessary to think critically, analyze quantitatively, and communicate effectively about the social, political, and economic environments in which organizations operate.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Discuss and apply strategic business concepts.
- Evaluate and apply effective business decision-making skills.
- Utilize information technology to interpret and present business data.
- Solve various business mathematical problems.
- Analyze and interpret financial data, identify trends and apply to business decisions.
- Analyze and record financial data and prepare basic financial statements.
- Articulate, analyze and apply basic economic theories and terms.

Careers

Search careers in Business Administration at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other business students and take advantage of opportunities to put your newly acquired business skills to work through membership in **Phi Beta Lambda**, an organization designed for the Future Business Leaders of. For more information, speak to any business faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 33

(Additional General Education requirements satisfied through Specialized Course Requirements.)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list. Select courses that will transfer to the college/university you plan to attend.

Mathematics 3 hours
MATH 1513 - Precalculus I (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory (L) science. Select courses that will transfer to the college/university you plan to attend.

Recommended Electives 2 hours
Select courses from the list of Liberal Arts & Sciences Electives that will transfer to the college/university you plan to attend.

Specialized Course Requirements Credit Hours: 27-30

Accounting 6 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Economics 6 hours
ECON 2013 - Principles of Macroeconomics (S)
ECON 2023 - Principles of Microeconomics (S)

Controlled Electives 12-15 hours
Select courses that will transfer to the college/university you plan to attend.
ACCT 2243 - Payroll Administration
BUSN 1053 - Introduction to Business
BUSN 2433 - Introduction to Entrepreneurship
CSYS 1203 - Introduction to Computer Programming
CSYS 2073 - MS Office
CSYS 2613 - C# Programming
MATH 2193 - Elementary Statistics
MATH 2523 - Calculus for Business, Life, and Social Sciences
MGMT 2363 - Principles of Management
MKTG 2423 - Principles of Marketing

Total Credit Hours: 60-63

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Business Certificate

Program Description

The Business workforce development certificate provides foundational knowledge in computer skills and business concepts in a variety of work settings while preparing the student for further study in Business Administration. This credential demonstrates a commitment to the study of Business to current or prospective employers. Furthermore, students will earn 18 credit hours toward an Associate in Applied Science degree in Business.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Careers

Search careers in Business at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Business 6 hours
BUSN 1053 - Introduction to Business
BUSN 1353 - Business Mathematics

Computer Information Systems 6 hours
CSCI 1203 - Computer Concepts and Applications
CSYS 2073 - MS Office

Business/Philosophy 3 hours
BUSN 1143 - Introduction to Ethics: Business Issues (H) (May be taken as PHIL 1143)

Controlled Electives 3 hours
BUSN 1153 - Introduction to Hospitality Operations -Hotels, Restaurants and Tourism
MGMT 2123 - Leadership Development
MKTG 2343 - Customer Service

Total Credit Hours: 18

Business Computer User Certificate

Program Description

This certificate is designed to produce a knowledgeable and proficient computer user with the computer technology and applications software skills needed to collaborate with and connect to vital business resources and to use desktop applications to complete business tasks and projects.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Evaluate problems effectively in teams and with others in developing information systems, project plans and to achieve common business or information technology goals.
- Utilize business office administration skills such as information processing, critical thinking, leadership and ethical decision making in the workplace.
- Evaluate technical and professional documents and visuals and use current programs to produce business and technical communication.
- Evaluate needed software skills to solve business problems in a variety of situations.
- Use desktop publishing skills in web or print design.
- Evaluate concepts, commands, and syntax of word processing and presentation application software and preparation of documents for communication and data analysis.

Careers

Search for careers related to this certificate at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Develop additional business skills and network with other business students through participation in **Phi Beta Lambda**, a student organization designed for Future Business Leaders of America. For more information ask any business faculty or stop by a Student Life office on campus.

Certificate Requirements

Computer Information Systems 6 hours
CSCI 1203 - Computer Concepts and Applications
CSYS 2073 - MS Office

Total Credit Hours: 6

Cardiovascular Technology AAS

Program Description

The Cardiovascular Technology (CVT) Associate in Applied Science degree is designed to prepare individuals with the knowledge, skills and behaviors that are required for the performance of a successful cardiovascular technologist. Cardiovascular technologists are health care professionals who, under the direction of a qualified physician, are concerned with the diagnosis and treatment of patients with congenital and acquired heart and blood vessel disease. The invasive cardiovascular technologist is a member of the cardiac catheterization team and assists with coronary angiography, percutaneous coronary intervention, right heart catheterizations, and the implantation of arrhythmia management devices. The studies performed in these areas are used by the cardiologist to evaluate patients for cardiovascular disease and develop comprehensive treatment plans.

Admission to the Program

Program Application Instructions

1. All prospective Cardiovascular Technology students who have not been enrolled at TCC within the past year must complete an application for admission to the College and submit their high school transcripts, ACT scores, and previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Cardiovascular Technology Program. Admission to Tulsa Community College does not guarantee admission to the Cardiovascular Technology Program.
2. Applications to the Cardiovascular Technology program must be completed online at tulsacc.edu/healthscienceapply by March 1 each year for fall admission. For more information, contact the Allied Health department office at (918) 595-7002.
3. A selection committee will review all applications and eligible applicants will be granted an interview with the Cardiovascular Technology Program admissions committee.
4. Qualified students will be ranked based on admission requirements and awarded admission to the program accordingly. All interviewed applicants will be notified by email regarding their selection.

Program Admission Requirements

- Minimum overall GPA of 2.0 for all prior high school and college coursework.
- Successful completion of ALDH 1323 Medical Terminology and BIOL 1314 Human Anatomy and Physiology.
- Student must be able to travel to local and distant clinical sites.
- An extensive criminal background check, including but not limited to a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations, and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.

Contact Information
Program Director
Julie Hall, BSIS, RT, RCIS
918-595-2065
julie.hall5@tulsacc.edu
Additional Information Available

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Evaluate patient history, physical, and physiological data when making decisions affecting patient outcomes.
- Use written, oral, or visual forms of communication to express oneself with patients, the community, or other healthcare professionals.
- Utilize basic computer skills, as well as advanced cardiac medical electronics and instrumentation, to assist in the diagnosis and treatment of individuals with cardiovascular disease.
- Perform in the role as a cardiovascular technologist and as part of a team.
- Apply appropriate interpersonal skills when interacting with individuals in the cardiovascular technology profession.

Careers

Search careers in Cardiovascular Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 21

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A)

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 43

Allied Health 3 hours
ALDH 1323 - Medical Terminology (Course is a prerequisite for program admission.)

Biology 4 hours
BIOL 1314 - Human Anatomy and Physiology (Course is a prerequisite for program admission.)

Cardiovascular Technology Core Courses 20 hours
CVTC 1003 - Introduction to Cardiovascular Technology
CVTC 1013 - Cardiovascular Anatomy and Physiology
CVTC 1023 - Cardiovascular Pharmacology
CVTC 1034 - Cardiovascular Skills Practicum
CVTC 1044 - Cardiovascular Pathophysiology
CVTC 1063 - Clinical Practicum I

Invasive Cardiology Emphasis 16 hours
CVTC 2103 - Invasive Procedures I
CVTC 2125 - Clinical Practicum II
CVTC 2133 - Invasive Procedures II
CVTC 2145 - Clinical Practicum III

Total Credit Hours: 64

Chemistry AS

Program Description

Since chemistry deals with the composition, structure and interactions of matter, the study of chemistry is basic to all sciences. This degree prepares the student to enter the allied health and other medical fields such as nursing, pre-med, and medical laboratory technology. This degree also prepares the student to enter programs in aerospace, agriculture, biology, engineering, environmental science, and petroleum engineering.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts of chemistry when explaining chemical processes.
- Apply scientific method to solve problems.
- Illustrate scientific data using graphs, tables or text.
- Integrate knowledge from several disciplines around a central chemistry theme.
- Communicate chemical information using oral, written or digital presentation techniques.
- Identify issues involving chemistry in society.
- Use chemical instrumentation and proper laboratory techniques.
- Locate and evaluate scientific literature.

Careers

Search career opportunities related to Chemistry at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Chemistry students can benefit from participation in a number of student organizations:

- Club of Medical and Natural Sciences - Southeast Campus
- Engineering and Science Association - Northeast Campus
- MAD (Making A Difference) Scientist Club - West Campus
- Science Club - Metro Campus

For more information speak with any Chemistry faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 27

(Mathematics and Science Requirements are satisfied through specialized courses.)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements for the course list.

Recommended Electives 3 hours
Select three (3) credit hours from Liberal Arts & Sciences Electives.

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 33-37

Chemistry 20 hours
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)
CHEM 2145 - Organic Chemistry I (L)
CHEM 2245 - Organic Chemistry II (L)

Mathematics 5-9 hours
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)
MATH 1715 - Precalculus I and II (A)
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2134 - Analytic Geometry and Calculus III

Physics 8 hours
PHYS 1114 - General Physics I (L) and
PHYS 1214 - General Physics II (L)
or
PHYS 2034 - Engineering Physics I (L) and
PHYS 2124 - Engineering Physics II (L)

Total Credit Hours: 60-64

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Child Development AAS, Early Childhood Option

Program Description

The Child Development academic program at Tulsa Community College is accredited by the National Association for the Education of Young Children Associate Degree program (NAEYC).

This degree is for students choosing a career in programs providing services to children and families. This is a workforce degree and does not transfer to a Bachelor's level program. The two-year Associate of Applied Science degree program in Child Development will prepare students to work with young children from birth through eight years of age in a variety of settings including child care centers, family child care settings, preschools, Head Start programs, school age programs, and home visiting and parent education programs. Students will complete 18 hours of General Education courses and 33 hours of Child Development courses, with 9 elective hours.

Note: Tulsa Community College's Child Development academic program requires that all child development students enrolling in a child development laboratory course obtain a criminal background check at their own expense. Students must fill out and submit a Background Student Information Form along with Background Check Consent Form to the West Campus School of Education and Child Development office (L 144).

For More Information Contact:
School of Child Development and Education
West Campus: (918) 595-8077

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use child development knowledge to create healthy, respectful, supportive and challenging learning environments for each child.
- Create reciprocal relationships, to support, empower, and involve families and communities in their child's development and learning.
- Observe, document, and utilize assessment to support young children and their families.
- Use supportive interactions, developmentally appropriate practices and instructional strategies and tools to positively influence each child's development and learning.
- Use content knowledge to design, implement, and evaluate curriculum.
- Identify and conduct yourself as a member of the early childhood profession.

As a nationally accredited program, The TCC School of Child Development and Education subscribes to the standards of the National Association for the Education of Young Children Early Childhood Associate Degree Accreditation.

Career Opportunities

Head Start assistant teacher; child care master/lead teacher; family child care home provider; child care center director; school-age before and after care program director; early intervention/special needs program; para-professional assistant; home visitor. Search current career opportunities at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The CHLD student organization (which was officially named "PACE" or Professional Association of Childhood Educators by its founding members in Fall 2003 is for any and all students (CHLD majors or non-majors) with an interest in child development and/or early childhood education. Group activities include free DHS-accredited training in child care topics, field trips, social and networking events, community service projects, and greeting and orientation services for first-semester CHLD students at West Campus. For more information, contact Dawn Parton at (918) 595-8039 or Debbie Deibert at (918) 595-8108.

Degree Requirements

General Education Requirements Credit Hours: 18

Biology 3 hours
BIOL 1383 - Nutrition

Communication 3 hours
Select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Specialized Course Requirements Credit Hours: 42

Child Development 33 hours
(Courses must be completed with a "C" or better.)
CHLD 2003 - Child Development in the Lifespan
CHLD 2023 - Child Development and Parenting
CHLD 2103 - Child Guidance
CHLD 2203 - Child and Family in the Community
CHLD 2213 - Children with Special Needs
CHLD 2233 - Physical Development and Creative Expression: Birth to Eight
CHLD 2243 - Language and Cognitive Development: Birth to Eight
CHLD 2253 - Child Development Practicum
CHLD 2263 - Social and Emotional Development: Birth to Eight
CHLD 2513 - Programming for Infants and Toddlers
CHLD 2613 - Health, Safety, and Nutrition: Birth to Eight

Controlled Electives 9 hours
Select courses from the following:
ACCT 1003 - Introduction to Accounting
ASLE 1363 - American Sign Language I
BUSN 2213 - Small Business Management
Other CHLD courses completed with a "C" or better
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication
HSVC 1113 - Principles of Human Services
PSYC 1113 - Introduction to Psychology (S)
SPAN Select Any Courses

Total Credit Hours: 60

Students who have completed CHLD 1102, CHLD 1202, CHLD 1302, and CHLD 1402 with a grade of "C" or better may apply these credits toward the Controlled Electives.
Students who have earned a CDA credential may be awarded nine credit hours of advanced standing credit that may be applied to the Controlled Electives. Contact the West Campus Enrollment Services office for more information.
Students wanting to transfer to a four-year college or university should contact an academic advisor in the West Campus Advisement Office.

Child Development AS, Child and Family, OSU Transfer Option

Program Description

This option is for students wanting a professional career working in community agencies and programs providing services to children and families. Career paths include child and parenting practitioner, family life educator, pre-medicine, pre-law, child policy and advocacy and other options. Suggested courses for Oklahoma State University are listed in the curriculum. Students will complete 37 hours of General Education courses and 20 hours of Child Development courses, with 6 hours of Sociology.

NOTE: Tulsa Community College's Child Development Academic Program requires that all child development students enrolling in a child development laboratory course obtain a criminal background check at their own expense. Students must fill out and submit a Background Student Information Form along with Background Check Consent Form to the West Campus Child Development Academic Program office (S 128) or West Campus Liberal Arts office (L 144).

For More Information Contact:
School of Child Development and Education
West Campus: (918) 595-8077

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use child development knowledge to create healthy, respectful, supportive and challenging learning environments for each child.
- Create reciprocal relationships, to support, empower, and involve families and communities in their child's development and learning.
- Observe, document, and utilize assessment to support young children and their families.
- Use supportive interactions, developmentally appropriate practices and instructional strategies and tools to positively influence each child's development and learning.
- Use content knowledge to design, implement, and evaluate curriculum.
- Identify and conduct yourself as a member of the early childhood profession.

As a nationally accredited program, The TCC School of Child Development and Education subscribes to the standards of the National Association for the Education of Young Children Early Childhood Associate Degree Accreditation.

Career Opportunities

The Early Childhood Education major prepares teacher candidates to become early childhood teachers for grades PK-3 and meets all of the requirements leading to an Oklahoma Early Childhood Education certificate. Other career opportunities are in these areas: Health and Human Services | Developmental Clinics | Community Education/Service Agencies | Private and Corporate Child Care Programs | Head Start teacher | Early Head Start teacher | Intervention Programs | Juvenile or Adult Probation and Parole | Advocacy Centers | Tribal and Government Agencies | Parent or Family Centers. Search other related career opportunities at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The CHLD student organization (which was officially named "PACE" or Professional Association of Childhood Educators by its founding members in Fall 2003 is for any and all students (CHLD majors or non-majors) with an interest in child development and/or early childhood education. Group activities include free DHS-accredited training in child care topics, field trips, social and networking events, community service projects, and greeting and orientation services for first-semester CHLD students at West Campus. For more information, contact Dawn Parton at (918) 595-8039 or Debbie Deibert at (918) 595-8108.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours

COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours

GEOG 1043 - Introduction to Cultural Geography (S,I,H)
and select one course designated Humanities in the General Education Requirements

Mathematics 6 hours

MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Psychology or Sociology 3 hours

Select one course from the following:
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)

Science 7 hours

BIOL 1114 - General Biology for Non-Majors (L)
BIOL 1383 - Nutrition

Specialized Course Requirements Credit Hours: 26

Child Development 20 hours

(Courses must be completed with a "C" or better.)
CHLD 2003 - Child Development in the Lifespan
CHLD 2032 - Early Field Experience in Teaching - Early Childhood
CHLD 2203 - Child and Family in the Community
CHLD 2213 - Children with Special Needs
CHLD 2233 - Physical Development and Creative Expression: Birth to Eight
CHLD 2413 - Professionalism & Leadership in Early Care & Education
CHLD 2513 - Programming for Infants and Toddlers

Sociology 6 hours

SOCI 2013 - Marriage and Family (S)
SOCI 2813 - Human Sexuality (S) (May be taken as PSYC 2813)

Total Credit Hours: 63

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Child Development AS, Early Childhood Education NSU Transfer Option

Program Description

This option is for students who want to teach infants through third grade children. Students should consult the Northeastern State University transfer catalog and work with an academic advisor at TCC or NSU to carefully select courses that will meet the requirements for both the baccalaureate and associate degree programs. Students in this program should plan to take the Oklahoma General Education Test during the last semester at TCC. Upon completion of the four-year curriculum at NSU, students will be prepared to apply for an Oklahoma Teacher's Certificate in Early Childcare. A grade of "C" or better is required in the coursework for this curriculum and students must maintain a 2.75 GPA to graduate from Northeastern State University. Students will complete 38 hours of General Education courses and 14 hours of Child Development courses, with 9 hours of specialized course requirements.

NOTE: Tulsa Community College's Child Development Academic Program requires that all child development students enrolling in a child development laboratory course obtain a criminal background check at their own expense. Students must fill out and submit a Background Student Information Form along with Background Check Consent Form to the West Campus Child Development Division office (L144).

For More Information Contact:
School of Child Development and Education
West Campus: (918) 595-8077

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use child development knowledge to create healthy, respectful, supportive and challenging learning environments for each child.
- Create reciprocal relationships, to support, empower, and involve families and communities in their child's development and learning.
- Observe, document, and utilize assessment to support young children and their families.
- Use supportive interactions, developmentally appropriate practices and instructional strategies and tools to positively influence each child's development and learning.
- Use content knowledge to design, implement, and evaluate curriculum.
- Identify and conduct yourself as a member of the early childhood profession.

As a nationally accredited program, The TCC School of Child Development and Education subscribes to the standards of the National Association for the Education of Young Children Early Childhood Associate Degree Accreditation.

Career Opportunities

The Early Childhood Education major prepares teacher candidates to become early childhood teachers for grades PK-3 and meets all of the requirements leading to an Oklahoma Early Childhood Education certificate. Other career opportunities are in these areas: Health and Human Services | Developmental Clinics | Community Education/Service Agencies | Private and Corporate Child Care Programs | Head Start teacher | Early Head Start teacher | Intervention Programs | Juvenile or Adult Probation and Parole | Advocacy Centers | Tribal and Government Agencies | Parent or Family Centers. Search additional career opportunities at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The CHLD student organization (which was officially named "PACE" or Professional Association of Childhood Educators by its founding members in Fall 2003 is for any and all students (CHLD majors or non-majors) with interest in child development and early childhood education. Group activities include free DHS-accredited training in child care topics, field trips, social and networking events, community service projects, and greeting and orientation services for first-semester CHLD students at West Campus. For more information, contact Dawn Parton at (918) 595-8039 or Debbie Deibert at (918) 595-8108.

Degree Requirements

General Education Requirements Credit Hours: 38

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
ENGL 2413 - Introduction to Literature (H)
GEOG 2033 - World Regional Geography (S,I,H)

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Science 11 hours
BIOL 1114 - General Biology for Non-Majors (L)
BIOL 1383 - Nutrition
PHSC 1114 - General Physical Science (L,N)

Specialized Course Requirements Credit Hours: 23

Child Development 14 hours
(Courses must be completed with a "C" or better.)
CHLD 2003 - Child Development in the Lifespan
CHLD 2032 - Early Field Experience in Teaching - Early Childhood
CHLD 2103 - Child Guidance
CHLD 2233 - Physical Development and Creative Expression: Birth to Eight
CHLD 2513 - Programming for Infants and Toddlers

Computer Science 3 hours
CSCI 1203 - Computer Concepts and Applications

Foreign Language 3 hours
Select one three (3) credit hour course in any foreign language.

Sociology 3 hours
SOCI 1113 - Introduction to Sociology (S)

Total Credit Hours: 61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Child Development AS, Early Childhood Education OU Transfer Option

Program Description

This option is for students who want to teach infants through third grade children. Students should consult the University of Oklahoma transfer catalog and work with an academic advisor at TCC or OU to carefully select courses that will meet the baccalaureate and associate degree programs. Students in this program should plan to take the Oklahoma General Education Test (OGET) during the last year at TCC. Upon completion of the four-year curriculum at OU, students will be prepared to apply for an Oklahoma Teacher's Certificate in Early Childhood Education. A grade of "C" or better is required in the coursework for this curriculum and students must maintain a 2.75 GPA to be admitted and graduate from the University of Oklahoma - College of Education: Early Childhood Education program. Students will complete 48 hours of General Education courses and 11 hours of Child Development courses, with two hours of physical education at TCC.

NOTE: Tulsa Community College's Child Development Academic Program requires that all child development students enrolling in a child development laboratory course obtain a criminal background check at their own expense. Students must fill out and submit a Background Student Information Form along with Background Check Consent Form to the West Campus Child Development Division Office (L 144).

For More Information Contact:
School of Child Development and Education
West Campus: (918) 595-8077

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use child development knowledge to create healthy, respectful, supportive and challenging learning environments for each child.
- Create reciprocal relationships, to support, empower, and involve families and communities in their child's development and learning.
- Observe, document, and utilize assessment to support young children and their families.
- Use supportive interactions, developmentally appropriate practices and instructional strategies and tools to positively influence each child's development and learning.
- Use content knowledge to design, implement, and evaluate curriculum.
- Identify and conduct yourself as a member of the early childhood profession.

As a nationally accredited program, The TCC School of Child Development and Education subscribes to the standards of the National Association for the Education of Young Children Early Childhood Associate Degree Accreditation.

Career Opportunities

The Early Childhood Education major prepares teacher candidates to become early childhood teachers for grades PK-3 and meets all of the requirements leading to an Oklahoma Early Childhood Education certificate. Other career opportunities are in these areas: Health and Human Services | Developmental Clinics | Community Education/Service Agencies | Private and Corporate Child Care Programs | Head Start teacher | Early Head Start teacher | Intervention Programs | Juvenile or Adult Probation and Parole | Advocacy Centers | Tribal and Government Agencies | Parent or Family Centers. Search additional career opportunities at TCC Career Explorer.

Student Organizations

The CHLD student organization (which was officially named "PACE" or Professional Association of Childhood Educators by its founding members in Fall 2003 is for any and all students (CHLD majors or non-majors) with interest in child development and early childhood education. Group activities include free DHS-accredited training in child care topics, field trips, social and networking events, community service projects, and greeting and orientation services for first-semester CHLD students at West Campus. For more information, contact Dawn Parton at (918) 595-8039 or Debbie Deibert at (918) 595-8108.

Degree Requirements

General Education Requirements Credit Hours: 48-50

Communication 9 hours

COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours

ENGL 2413 - Introduction to Literature (H)
and select one course from the following:
PHIL 1113 - Introduction to Philosophy (H)
PHIL 1223 - Religions of the World: The Western Tradition (H)
PHIL 2133 - Introduction to Ethical Thinking (H)
PHIL 2263 - Medical Ethics (H)

Mathematics 12 hours

MATH 1473 - Quantitative Reasoning (A)
MATH 2423 - Mathematics Concepts for Educators
MATH 2553 - Geometry and Measurement
a**nd select one course from the following:**
MATH 1483 - Mathematics Functions and Their Uses (A)
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)

Psychology or Sociology 3 hours

Select one course from the following:
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)

Science 12-14 hours

BIOL 1114 - General Biology for Non-Majors (L)
BIOL 1383 - Nutrition
PHSC 1114 - General Physical Science (L,N)
and select one course from the following:
PHSC 2151 - The Nature of Science
BIOL 2213 - Brain and Behavior
May substitute a 2000 level lab science from the General Education Requirements.

Specialized Course Requirements Credit Hours: 13

Child Development 11 hours

(Courses must be completed with a "C" or better.)
CHLD 2003 - Child Development in the Lifespan
CHLD 2032 - Early Field Experience in Teaching - Early Childhood
CHLD 2233 - Physical Development and Creative Expression: Birth to Eight
CHLD 2513 - Programming for Infants and Toddlers
(CHLD 2513 and CHLD 2003 for OU EDEC 3413, CHLD 2233 for OU EDEC 2203, CHLD 2032 for 2 hours of elective credit at OU.)

Physical Education 2 hours

PHED 2212 - First Aid

Total Credit Hours: 61-63

Foreign Language: Students must meet the university requirement of two college-level courses in a single foreign language.
To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Child Development Certificate, Certificate of Mastery

Program Description

This curriculum is designed for students who are currently working in childcare to advance in their employment in either early childhood or Infant-toddler or family child care programs. This curriculum addresses the national Child Development Associate (CDA) competencies and functional areas. As part of this curriculum plan, students complete the application and assessment process for the CDA National Credential administered by the Council for Early Childhood Professional Recognition, www.cdacouncil.org. Students must have completed 480 hours of experience working with children within the past three years to apply for the CDA Credential. Students who achieve a grade of "C" or better in the CDA preparation courses may apply the credits toward any TCC Child Development Associate in Applied Science degree as controlled electives.

NOTE: It is required that students selecting this option be currently working in childcare as infant, toddler, preschool, or family child care home providers.

For More Information Contact:
School of Child Development and Education
West Campus: (918) 595-8077

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use child development knowledge to create healthy, respectful, supportive and challenging learning environments for each child.
- Create reciprocal relationships, to support, empower, and involve families and communities in their child's development and learning.
- Observe, document, and utilize assessment to support young children and their families.
- Use supportive interactions, developmentally appropriate practices and instructional strategies and tools to positively influence each child's development and learning.
- Use content knowledge to design, implement, and evaluate curriculum.
- Identify and conduct yourself as a member of the early childhood profession.

As a nationally accredited program, The TCC School of Child Development and Education subscribes to the standards of the National Association for the Education of Young Children Early Childhood Associate Degree Accreditation.

Career Opportunities

Head Start teacher assistant (CDA required); child care teacher-master teacher; family child care home provider; child care teaching assistant; family child care home assistant; school-age program assistant; nursery attendant or volunteer; in-home caregiver; camp counselor; substitute teacher; nanny. Search current career opportunities at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The CHLD student organization (which was officially named "PACE" or Professional Association of Childhood Educators by its founding members in Fall 2003 is for any and all students (CHLD majors or non-majors) with an interest in child development and/or early childhood education. Group activities include free DHS-accredited training in child care topics, field trips, social and networking events, community service projects, and greeting and orientation services for first-semester CHLD students at West Campus. For more information, contact Dawn Parton at (918) 595-8039 or Debbie Deibert at (918) 595-8108.

Certificate Requirements

Child Development 15 hours
CHLD 1101 - 1402
(Must be completed with a "C" or better to apply credits toward an AAS in Child Development as a Controlled Elective.)
CHLD 1101 - CDA: Application and Assessment Preparation
CHLD 1102 - CDA: Competencies 1 & 4
CHLD 1202 - CDA: Competency 3
CHLD 1302 - CDA: Competency 2
CHLD 1402 - CDA: Competencies 5 & 6

and select two courses from the following:
CHLD 2003 - Child Development in the Lifespan
CHLD 2023 - Child Development and Parenting
CHLD 2103 - Child Guidance
CHLD 2203 - Child and Family in the Community
CHLD 2213 - Children with Special Needs
(All CHLD courses must be completed with a "C" or better for graduation.)

English 3 hours
ENGL 1113 - Composition I

Total Credit Hours: 18

Child Development Certificate, Credential Preparation (CDA) Option

Program Description

As part of this curriculum plan, students complete the application and assessment process for the Child Development Associate (CDA) National Credential administered by the Council for Early Childhood Professional Recognition. The program provides an introduction to the physical, social, emotional, and intellectual development of infants and young children. Courses address the CDA competencies and functional areas designed to prepare students for positions in either early childhood or infant-toddler or family child care programs. The Council has approved this CDA instructional program. Students must have completed 480 hours of experience working with children within the past 3 years to apply for the CDA Credential. Students who achieve a grade of "C" or better in these courses may apply the credits toward any TCC Child Development Associate in Applied Science degree as controlled electives. See the TCC Child Development Associate in Science degrees for credits that may be applied toward university transfer degrees.

NOTE: It is required that students selecting this option be currently working in child care as infant, toddler, preschool, or family child care home providers. Background check required for this program.

NOTE: Tulsa Community College's Child Development Academic Program requires that all child development students enrolling in a child development laboratory course obtain a criminal background check at their own expense. Students must fill out and submit a Background Student Information Form along with Background Check Consent Form to the West Campus Child Development Office (L 144).

NOTE: Persons convicted of a crime should check with the Oklahoma State Department of Human Services Child Care Licensing Unit prior to enrollment in this program.

For More Information Contact:
School of Child Development and Education
West Campus: (918) 595-8077

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Use child development knowledge to create healthy, respectful, supportive and challenging learning environments for each child.
- Create reciprocal relationships, to support, empower, and involve families and communities in their child's development and learning.
- Observe, document, and utilize assessment to support young children and their families.
- Use supportive interactions, developmentally appropriate practices and instructional strategies and tools to positively influence each child's development and learning.
- Identify and conduct themselves as members of the early childhood profession.

As a nationally accredited program, The TCC School of Child Development and Education subscribes to the standards of the National Association for the Education of Young Children Early Childhood Associate Degree Accreditation.

Career Opportunities

Head Start teacher assistant (CDA required); child care teacher-master teacher; family child care home provider; child care teaching assistant; family child care home assistant; school-age program assistant; nursery attendant or volunteer; in-home caregiver; camp counselor; substitute teacher; nanny. Search current career opportunities at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The CHLD student organization (which was officially named "PACE" or Professional Association of Childhood Educators by its founding members in Fall 2003 is for any and all students (CHLD majors or non-majors) with an interest in child development and/or early childhood education. Group activities include free DHS-accredited training in childcare topics, field trips, social and networking events, community service projects, and greeting and orientation services for first-semester CHLD students at West Campus. For more information, contact Dawn Parton at (918) 595-8039 or Debbie Deibert at (918) 595-8108.

Certificate Requirements

Child Development 9 hours
CHLD 1101 - CDA: Application and Assessment Preparation
CHLD 1102 - CDA: Competencies 1 & 4
CHLD 1202 - CDA: Competency 3
CHLD 1302 - CDA: Competency 2
CHLD 1402 - CDA: Competencies 5 & 6

Total Credit Hours: 9

Child Development Certificate, Early Childhood Certificate of Mastery

Program Description

This curriculum prepares students not currently working in childcare to qualify to gain employment in either early childhood or infant-toddler or family childcare programs. This curriculum can also be chosen by students who are currently working in child care that do not elect to pursue the national CDA Credential as described in the Child Development Certificate of Mastery. As part of this curriculum plan, students complete three teaching methodology courses designed to give them hands-on experiences working with young children from birth to age eight.

For More Information Contact:
School of Child Development and Education
West Campus: (918) 595-8077

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Use child development knowledge to create healthy, respectful, supportive and challenging learning environments for each child.
- Create reciprocal relationships, to support, empower, and involve families and communities in their child's development and learning.
- Observe, document, and utilize assessment to support young children and their families.
- Use supportive interactions, developmentally appropriate practices and instructional strategies and tools to positively influence each child's development and learning.
- Use content knowledge to design, implement, and evaluate curriculum.
- Identify and conduct yourself as a member of the early childhood profession.

As a nationally accredited program, The TCC School of Child Development and Education subscribes to the standards of the National Association for the Education of Young Children Early Childhood Associate Degree Accreditation.

Career Opportunities

Head Start teacher assistant (CDA required); child care teacher-master teacher; family child care home provider; child care teaching assistant; family child care home assistant; school-age program assistant; nursery attendant or volunteer; in-home caregiver; camp counselor; substitute teacher; nanny. Search current career opportunities at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The CHLD student organization (which was officially named "PACE" or Professional Association of Childhood Educators by its founding members in Fall 2003 is for any and all students (CHLD majors or non-majors) with an interest in child development and/or early childhood education. Group activities include free DHS-accredited training in childcare topics, field trips, social and networking events, community service projects, and greeting and orientation services for first-semester CHLD students at West Campus. For more information, contact Dawn Parton at (918) 595-8039 or Debbie Deibert at (918) 595-8108.

Certificate Requirements

Child Development 15 hours
CHLD 2233 - Physical Development and Creative Expression: Birth to Eight +
CHLD 2243 - Language and Cognitive Development: Birth to Eight +
CHLD 2263 - Social and Emotional Development: Birth to Eight
and select two courses from the following:
CHLD 2003 - Child Development in the Lifespan
CHLD 2023 - Child Development and Parenting
CHLD 2103 - Child Guidance
CHLD 2203 - Child and Family in the Community
CHLD 2213 - Children with Special Needs
(CHLD courses must be completed with a "C" or better.)

English 3 hours
ENGL 1113 - Composition I

Total Credit Hours: 18

+Students who complete these courses with a grade of "C" or better may apply the credits as controlled electives toward the Child Development Associate in Applied Science degree. Contact the School of Child Development and Education office for more information.

Communication Arts & Technologies AA, Communication Option

Program Description

The Associate of Arts in Communication option prepares students for a Baccalaureate degree exploring oral communication and related fields of study. Students in this program can explore topics such as interpersonal, small group, intercultural, nonverbal, public, rhetorical, broadcast and electronic media, strategic communications, and other topics of importance within academic and business settings. Graduates of the program enjoy careers in public relations, business management, public policy, law, corporate training, broadcast and electronic communication, strategic communication, among other communication - intensive careers and fields of study.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

The Communication Arts and Technologies degree plan provides integrated learning in written, oral, relational, and digital communication. TCC graduates will encounter academic and professional opportunities requiring a multidisciplinary background in communication arts and technologies. Graduates will:

- Demonstrate ethical, critical, creative, and effective communication in written, oral, digital, mediated, and relational systems.
- Integrate practical skills and theory in one or more of these options: strategic communication; broadcast and electronic communication; oral communication or debate/forensics.
- Evaluate similarities and differences among the various communication arts and technologies.

Careers

Search careers in the area of Communication at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 36

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory science (L).

Recommended Electives 2 hours
COLL 1002 - First Year Experience Seminar
or select courses that will transfer to the university you plan to attend

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 24

Communication 21 hours
COMM 2103 - Interpersonal Communication
COMM 2053 - Intercultural Communication (H) (I)
and select 15 hours from the following:
COMM 2073 - Oral Interpretation
COMM 2093 - Business and Professional Communication
COMM 2243 - Small Group Communication
COMM 2333 - Forensics
COMM 2343 - Forensics Performance Competition
COMM 2351 - Forensics Competition Practicum
COMM 2353 - Forensics II
COMM 2363 - Forensics III
COMM 2373 - Forensics IV
COMM 2503 - Communication Theory
COMM 2553 - Introduction to Rhetorical Theory

Journalism 3 hours
JRMC 1013 - Introduction to Mass Communications

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical education activity courses do not count toward the graduation requirements for this degree.

Communication Arts & Technologies AA, Journalism: Electronic and Broadcast Communication Option

Program Description

The Associate of Arts in Communication option prepares students for a Baccalaureate degree exploring oral communication and related fields of study. Students in this program can explore topics such as interpersonal, small group, intercultural, nonverbal, public, rhetorical, broadcast and electronic media, strategic communications, and other topics of importance within academic and business settings. Graduates of the program enjoy careers in public relations, business management, public policy, law, corporate training, broadcast and electronic communication, strategic communication, among other communication - intensive careers and fields of study.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

The Communication Arts and Technology degree plan provides integrated learning in written, oral, relational, and digital communication. TCC graduates will encounter academic and professional opportunities requiring a multidisciplinary background in communication arts and technologies. Graduates will:

- Demonstrate ethical, critical, creative, and effective communication in written, oral, digital, mediated, and relational systems.
- Integrate practical skills and theory in one or more of these options: strategic communication; broadcast and electronic communication; oral communication or debate/forensics.
- Evaluate similarities and differences among the various communication arts and technologies.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 36

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for course list. One course must be a laboratory science (L).

Recommended Electives 2 hours
COLL 1002 - First Year Experience Seminar
or select courses that will transfer to the university you plan to attend

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 24

Communication 9 hours
COMM 2053 - Intercultural Communication (H) (I)
COMM 2103 - Interpersonal Communication
ENGL 1083 - Grammar and Mechanics

Journalism 15 hours
JRMC 1013 - Introduction to Mass Communications
and select four courses from the following:
JRMC 1103 - Introduction to Broadcasting
JRMC 1113 - Writing for the Mass Media
JRMC 1123 - News Writing and Reporting
JRMC 2173 - Advanced Broadcasting
JRMC 2573 - Videography

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical education activity courses do not count toward the graduation requirements for this degree.

Communication Arts & Technologies AA, Journalism: Strategic Communication Option

Program Description

The Associate of Arts in Communication option prepares students for a Baccalaureate degree exploring oral communication and related fields of study. Students in this program can explore topics such as interpersonal, small group, intercultural, nonverbal, public, rhetorical, broadcast and electronic media, strategic communications, and other topics of importance within academic and business settings. Graduates of the program enjoy careers in public relations, business management, public policy, law, corporate training, broadcast and electronic communication, strategic communication, among other communication - intensive careers and fields of study.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

The Communication Arts and Technology degree plan provides integrated learning in written, oral, relational, and digital communication. TCC graduates will encounter academic and professional opportunities requiring a multidisciplinary background in communication arts and technologies. Graduates will:

- Demonstrate ethical, critical, creative, and effective communication in written, oral, digital, mediated, and relational systems.
- Integrate practical skills and theory in one or more of these options: strategic communication; broadcast and electronic communication; oral communication or debate/forensics.
- Evaluate similarities and differences among the various communication arts and technologies.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 36

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for course list. One course must be a laboratory science (L).

Recommended Electives 2 hours
COLL 1002 - First Year Experience Seminar
or select courses that will transfer to the university you plan to attend

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 24

Communication 9 hours
COMM 2053 - Intercultural Communication (H) (I)
COMM 2103 - Interpersonal Communication
ENGL 1083 - Grammar and Mechanics

Journalism 15 hours
JRMC 1013 - Introduction to Mass Communications
and select four (4) courses from the following:
JRMC 1113 - Writing for the Mass Media
JRMC 1123 - News Writing and Reporting
JRMC 2013 - Principles of Advertising
JRMC 2023 - Electronic Communication
JRMC 2183 - Principles of Public Relations

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical education activity courses do not count toward the associate degree requirements in this curriculum.

Computer Information Systems AS

Program Description

If you are fascinated by computer technology and want to use your skills to play a critical role in the success of a business, TCC's Computer Information Systems program is designed for you. CIS specialists do everything from managing network security to directing Internet operation to the planning, coordinating and facilitating of all computer-related operations of the enterprises for which they work. This program provides you with the broad range of computer knowledge and skill sets that allow you to put technology to work in the marketplace. We invite you to meet with an academic advisor on any TCC campus to help you shape your degree plan and ensure you are enrolled in the correct courses for your degree program. If you plan to transfer to a four-year college or university, we encourage you to begin early dialogue with your chosen institution. Early coordination between TCC academic advisors and advisors from the selected four-year institution can streamline your transfer process.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Understand and use basic IT skills in the areas of office productivity applications, computer programming, networking, and Web programming.
- Design computer applications.
- Create procedural computer applications.
- Create object-oriented computer applications.

Careers

Search careers in Computer Information Systems at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Looking for a way to network with other business students? **Phi Beta Lambda** affords many opportunities to connect. For more information speak with any business faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
MATH 1513 - Precalculus I (A)

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory science (L).

Recommended Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or select three (3) credit hours from the list of Liberal Arts & Sciences Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23-24

Credit hours vary to allow you to select courses that will transfer to the specific college/university you plan to attend.

English 0-3 hours
ENGL 2333 - Technical/Professional Writing

Mathematics 0-12 hours
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2134 - Analytic Geometry and Calculus III
MATH 2193 - Elementary Statistics

Computer Information Systems 12-24 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1483 - Introduction to UNIX (Linux)
CSCI 2133 - Introduction to JAVA
CSCI 2283 - Visual Basic
CSCI 2473 - C Language
CSCI 2683 - Data Structures
CSCI 2843 - C++ Programming Language
CSYS 1203 - Introduction to Computer Programming
CSYS 1013 - HTML and CSS
CSYS 2413 - Advanced JAVA

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Criminal Justice AA

Program Description

Students who are interested in pursuing a course of study leading to a baccalaureate degree in Criminal Justice may complete the freshman and sophomore general education and prerequisite courses at TCC. Criminal justice agencies have various strenuous entrance, background and physical requirements. This program will assist in preparing students for employment in criminal justice if other criteria established by employer/ agency are met.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Describe courtroom procedure, the criminal law and issues of criminal procedure.
- Describe the constitutional concepts of due process, equal protection, and fundamental fairness.
- Recognize the difference between crimes and other legal wrongs.
- Differentiate between substantive and procedural criminal laws.
- Recognize the nature and scope of the American court system.
- Recognize the fundamentals of forensic science and methodology.
- Describe identification, analysis, and comparison of various types of evidence.

Careers

Search careers in Criminal Justice at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory science (L).

General Education Recommended Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or select three (3) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23-24

Criminal Justice 15 hours
CRIM 1013 - Introduction to Criminal Justice
CRIM 2103 - Criminal Evidence
CRIM 2123 - Criminal Law I
CRIM 2143 - Criminal Law II
CRIM 2223 - Criminal Procedures I

Recommended Electives 8-9 hours
CRIM 1213 - Police Fundamentals
CRIM 1253 - Police Methods and Equipment
CRIM 2023 - Traffic Investigation
CRIM 2063 - Law Enforcement Supervision
CRIM 2113 - Criminalistics
CRIM 2183 - Police Equipment and Weapons
CRIM 2213 - Interrogation Techniques
CRIM 2333 - Criminal Procedures II

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical education activity courses do not count toward the graduation requirements for this degree.

Dental Hygiene AAS

Program Description

Dental Hygiene is an allied health program which emphasizes the prevention of oral health disease. The program prepares the individual to be a dental hygienist. The primary functions of the clinical dental hygienist are the assessment of patients' overall health, formulating evidence-based patient centered treatment care plans, and performing the clinical procedures outlined in the individual treatment care plans. Additional roles of the dental hygienist include participating in community health programs, research, sales and education. The dental hygiene student will perform procedures which include, but are not limited to: exposing radiographs; applying cavity-preventive agents; providing oral health education; administrating local anesthetics, nitrous oxide and antimicrobial agents; performing oral prophylaxis, periodontal therapy, and risk assessments. The graduate will receive an Associate Degree in Applied Science and will be eligible to take national, regional, and state licensing examinations.

Individuals who have:

1. been addicted to narcotics or alcohol;
2. received treatment for the habitual use of narcotics or alcohol;
3. been convicted for a narcotics-related offense;
4. been reprimanded, disciplined, disqualified or suspended from the practice of dentistry or another health-related field;
5. been a patient in a sanitarium or institution for the treatment of mental illness; or
6. been arrested/convicted of any felony offense, including a deferred sentence;

may not be eligible for dental hygiene licensure in the state of Oklahoma. If any of these circumstances exist, it is advised that the prospective student is advised to discuss this with the Oklahoma Board of Dentistry, (405) 524-3592, prior to making application to the program.

Accreditation: The Dental Hygiene Program is accredited by the Commission on Dental Accreditation, Chicago, Illinois.

Admission to the Program

Program Application Instructions

1. All prospective Dental Hygiene students who have not been enrolled at TCC within the past year must complete an application for admission to the College, submit their high school transcripts, ACT scores and previous college transcripts to the Metro Campus Student Completion Services at 909 South Boston, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Dental Hygiene program. Admission to Tulsa Community College does not guarantee admission to the Dental Hygiene program.
2. Applications to the Dental Hygiene program must be completed online at tulsacc.edu/healthscienceapply by March 1. For more information, contact the Dental Hygiene office at (918) 595-7022. You will need your TCC student ID number to complete the application.
3. Ensure the Dental Experience Verification form has been received by the Dental Hygiene program at Tulsa Community College, Department of Allied Health, Attention: Daniele Dennison, MP 458, 909 South Boston Avenue, Tulsa, OK 74119 before the March 1 deadline. Email dentalhygiene@tulsacc.edu to confirm.
4. Eligible applicants to be interviewed for consideration for admission into the Dental Hygiene program will be notified through their TCC email. All interviewed applicants will also be notified through their TCC email regarding their selection status.

Program Admission Requirements

- BIOL 1314 - Human Anatomy and Physiology and CHEM 1134 - General, Organic and Biological Chemistry must be completed the semester before the application deadline.
- Other prerequisite coursework must be completed before the end of the spring term in which the application is reviewed.
- An extensive criminal background check, including but not limited to, a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.

Contact Information

Program Director
Debbie Batson, RDH, MS, NBCT
Dental Hygiene Office 918-595-7022 or Program Director office 918-595-7019
dentalhygiene@tulsacc.edu or debbie.batson@tulsacc.edu

Program Learning Outcomes

Students who have successfully completed the program will be able to demonstrate the following learning outcomes.

Ethics, Professionalism and Communication

- PLO 1. Exemplify the American Dental Hygienists' Association code of ethics, state and federal laws, recommendations and protocols in the provision of dental hygiene care.
- PLO 2. Communicate effectively using verbal, nonverbal, written, and electronic skills.

Dental Hygiene Process of Care

- PLO 3. Perform evidenced-based individualized dental hygiene education and care based on the periodontal condition as defined by the American Academy of Periodontology.
- PLO 4. Integrate methods to ensure the health and safety of the patient and the dental hygienist in the delivery of dental hygiene care.

Community Involvement

- PLO 5. Perform oral health services in a variety of settings.
- PLO 6. Assess, plan, implement and evaluate community-based oral health programs.

Health Promotion and Disease Prevention

- PLO 7. Evaluate elements that can be used to promote patient adherence to disease prevention and/or health maintenance strategies.
- PLO 8. Identify individual and population risk factors for oral disease.

Professional Growth and Development

- PLO 9. Exemplify commitment to lifelong learning, utilizing current scientific literature and self-assessment skills.
- PLO 10. Identify the role of the dental hygienist within healthcare, such as: industry, education, research and public health.

Careers

Search careers in Dental Hygiene at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

American Dental Hygiene Association (membership includes Oklahoma Dental Hygiene Association and Tulsa County Dental Hygiene Association).

Degree Requirements

General Education Requirements Credit Hours: 30

Biology 8 hours

BIOL 1314 - Human Anatomy and Physiology + *
BIOL 1324 - Basic Microbiology + *
*Higher level course of the same subject matter may be substituted for these prerequisites. For example: BIOL 2134 - Human Anatomy (L) and BIOL 2154 - Human Physiology (L) may be substituted for BIOL 1314 - Human Anatomy and Physiology.

Chemistry 4 hours

CHEM 1134 - General, Organic and Biological Chemistry + *
*Higher level course of the same subject matter may be substituted for this prerequisite.

Communication 6 hours

COMM 1113 - Public Speaking
ENGL 1113 - Composition I +

Psychology 3 hours

PSYC 1113 - Introduction to Psychology (S)

History and Political Science 6 hours

POLS 1113 - American Federal Government +
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era +
HIST 1493 - U.S. History - Civil War Era to the Present +

Sociology 3 hours

SOCI 1113 - Introduction to Sociology (S)

Specialized Course Requirements Credit Hours: 55

Dental Hygiene 55 hours

DHYG 1012 - Dental and Oral Anatomy
DHYG 1022 - Head and Neck Anatomy
DHYG 1302 - Oral Embryology and Histology
DHYG 1333 - Pathology, Etiology and Immunology
DHYG 1353 - Periodontology
DHYG 1363 - Dental Hygiene Theory I
DHYG 1373 - Dental Hygiene Theory II
DHYG 1384 - Clinical Dental Hygiene I
DHYG 1394 - Clinical Dental Hygiene II
DHYG 1412 - Dental Radiography Foundation
DHYG 1421 - Dental Radiography Techniques
DHYG 1512 - Dental Pain Management
DHYG 1532 - Dental Hygiene Pharmacology
DHYG 2022 - Special Needs/Geriatrics
DHYG 2312 - Community Dental Health I
DHYG 2321 - Community Dental Health II
DHYG 2343 - Dental Materials, Techniques and Support Services
DHYG 2362 - Dental Hygiene Theory III
DHYG 2382 - Ethics, Law and Dental Practice Management
DHYG 2385 - Clinical Dental Hygiene III
DHYG 2395 - Clinical Dental Hygiene IV

Total Credit Hours: 85

+Prerequisite to Dental Hygiene Curriculum schedule. (21 hours).

Diagnostic Medical Sonography AAS

Program Description

The Diagnostic Medical Sonography (DMS) AAS degree is designed to prepare students with the necessary skills to be employed as a sonographer in a variety of clinical settings. Instructional methodologies will be based on the latest technology and will reflect current professional practice standards, and once eligible the student will sit for the American Registry of Diagnostic Medical Sonography examinations.

The field of diagnostic ultrasound, or medical sonography, utilizes high frequency sound waves to image and evaluate organs and soft tissue structures of the body. The diagnostic medical sonographer is a skilled person qualified by academic and clinical education to perform sonographic examinations under the supervision of a qualified physician. The sonographer performs a variety of diagnostic examinations to include evaluations of the brain, abdomen, peripheral blood vessels, and studies of the pregnant and nonpregnant female patient, and has a unique and vital role in the diagnostic process. The profession continues to offer many excellent opportunities for employment.

Admission to the Program

Program Application Instructions

1. All prospective Diagnostic Medical Sonography students who have not been enrolled at TCC within the past year must complete an application for admission to the College, submit their high school transcripts, ACT scores and previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Diagnostic Medical Sonography program. Admission to Tulsa Community College does not guarantee admission to the Diagnostic Medical Sonography program.
2. Applications to the DMS program must be completed online at tulsacc.edu/healthscienceapply by April 1. For more information, contact the School of Health Sciences office at (918) 595-7002.
3. Eligible applicants to be interviewed for consideration for admission into the Diagnostic Medical Sonography program will be notified by email. All interviewed applicants will be notified by email regarding their selection status.

Program Admission Requirements

- College GPA of 2.5.
- ACT Composite Score of 18.
- Completion of prerequisite courses with a "C" or better.
  - BIOL 1314 - Human Anatomy and Physiology
  - ENGL 1113 - Composition I
  - MATH 1513 - Precalculus I (A)
  - ALDH 1013 - Applied Medical Physics or PHYS 1114 - General Physics I (L)
- An extensive criminal background check, including but not limited to, a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.

Contact Information
Program Director
Aimee M Francois, MS, RDMS, RDCS, RVT
Owasso Campus
918-595-2059
aimee.francois@tulsacc.edu

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Incorporate anatomy, physiology and physics to the field of Diagnostic Ultrasound.
- Perform exam protocols in a sequential manner.
- Manage appropriate patient care.
- Manage DMS equipment proficiently.
- Uphold sonographic professional standards.
- Incorporate content to the lab and clinical setting.
- Evaluate images you have taken.
- Communicate appropriately to the setting.

Careers

Search for careers in Diagnostic Medical Sonography at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other DMS students through participation in the **Diagnostic Medical Sonography Student Organization**. For more information speak with DMS faculty.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 6 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I +

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Psychology 3 hours
Select one course from the following:
PSYC 1113 - Introduction to Psychology (S)
PSYC 2323 - Conflict Resolution

Mathematics 3 hours
MATH 1513 - Precalculus I (A) +

Specialized Course Requirements Credit Hours: 54-55

Biology 4 hours
BIOL 1314 - Human Anatomy and Physiology +

Diagnostic Medical Sonography 44 hours
DMS 1002 - Introduction to Diagnostic Medical Sonography
DMS 1103 - Acoustical Physics and Instrumentation I
DMS 1213 - Acoustical Physics and Instrumentation II
DMS 1223 - Abdominal Sonography I
DMS 1233 - OB/GYN Sonography I
DMS 1242 - Sonography Clinical Practice I
DMS 1252 - Sonography Clinical Practice II
DMS 1263 - Neurosonography and Small Parts Sonography
DMS 2035 - Sonography Clinical Practice III
DMS 2123 - Abdominal Sonography II
DMS 2131 - Ultrasound Seminar
DMS 2133 - OB/GYN Sonography II
DMS 2148 - Sonography Clinical Practice IV
DMS 2153 - Vascular Ultrasound

Medical Terminology 3 hours
ALDH 1323 - Medical Terminology

Physics 3-4 hours
ALDH 1013 - Applied Medical Physics +
or
PHYS 1114 - General Physics I (L) +

Total Credit Hours: 72-73

+ Prerequisite to Diagnostic Medical Sonography Program.

Digital Media AAS

Program Description

Digital Media is an interdisciplinary area of study combining computer science, art, video, music, journalism/mass communications, and design. Through the Center for Creativity, digital media specialists prepare for careers in graphic design, advertising, print media, digital photography, animation, digital character development, virtual cinematography, digital video, special effects, print and online reporting, television broadcast production, interactive media, web site development, online instructional technologies and business related to digital arts and entertainment.

For More Information Contact:
School of Visual & Performing Arts
Southeast Campus: (918) 595-7752

Careers

Search careers in Digital Media at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to consider membership in the **Art Directors Club of Tulsa.** Additional information is available at www.adctulsa.com.

Degree Requirements

General Education Requirements Credit Hours: 19

Communication 3 hours
Select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 4 hours
MATH 1454 - Technical Mathematics

Specialized Course Requirements Credit Hours: 42

Select courses from one or both of the Concentrations below for a total of 42 credit hours.

Broadcast Production Specialist Concentration: 42 hours

CSCI 1203 - Computer Concepts and Applications
DGMD 2333 - Digital Video I/Final Cut Pro
ENGL 1083 - Grammar and Mechanics
JRMC 1103 - Introduction to Broadcasting
JRMC 1113 - Writing for the Mass Media
JRMC 1123 - News Writing and Reporting
JRMC 1613 - Radio Production
JRMC 2143 - Studio Production
JRMC 2173 - Advanced Broadcasting
JRMC 2433 - Field Production
JRMC 2573 - Videography
JRMC 2973 - Journalism and Mass Communications Internship I
and select two (2) courses from the following:
DGMD 1113 - Adobe Photoshop
DGMD 1223 - Digital Photography
DGMD 2303 - Adobe Audition
JRMC 2633 - Radio Announcing

Graphic Design Specialist Concentration: 42 hours

ART 2413 - Typography I
ART 2423 - Graphic Design I
CSCI 1203 - Computer Concepts and Applications
DGMD 1103 - Adobe Acrobat
DGMD 1113 - Adobe Photoshop
DGMD 1203 - Adobe Illustrator
DGMD 1213 - Advanced Photoshop
DGMD 1223 - Digital Photography
DGMD 2313 - Adobe InDesign
DGMD 2393 - Graphic Design Capstone
DGMD 2493 - Graphic Design Internship
and select three (3) courses from the following:
CSYS 1013 - HTML and CSS
CSYS 2033 - Scripting
CSYS 2463 - PHP Programming
CSYS 2603 - Mobile Web Design
DGMD 2303 - Adobe Audition
DGMD 2323 - 2D Animation
DGMD 2333 - Digital Video I/Final Cut Pro
DGMD 2343 - 3D Graphics Using Lightwave
DGMD 2353 - Adobe Premiere
DGMD 2413 - Adobe Dreamweaver
DGMD 2423 - Adobe After Effects
DGMD 2433 - Digital Video II/Final Cut Pro
DGMD 2443 - 3D Animation Using Lightwave
JRMC 2573 - Videography

Total Credit Hours: 61

Digital Media Certificate

Program Description

Digital Media is an interdisciplinary area of study combining computer science, art, video, music, journalism/mass communications, and design. Through the Center for Creativity, digital media specialists prepare for careers in graphic design, advertising, print media, digital photography, animation, digital character development, virtual cinematography, digital video, special effects, print and online reporting, television broadcast production, interactive media, web site development, online instructional technologies and business related to digital arts and entertainment. Students may select courses from the Broadcast Production Specialist and Graphic Design Specialist Concentrations.

For More information Contact:
School of Visual & Performing Arts
Southeast Campus: (918) 595-7752

Careers

Search careers in Digital Media at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to consider membership in the **Art Directors Club of Tulsa**. More information is available at www.adctulsa.com.

Certificate Requirements

Select courses from one or both of the Concentrations below for a total of 30 credit hours.

Broadcast Production Specialist Concentration: 30 hours

DGMD 2333 - Digital Video I/Final Cut Pro
DGMD 2353 - Adobe Premiere
JRMC 1103 - Introduction to Broadcasting
JRMC 1613 - Radio Production
JRMC 2143 - Studio Production
JRMC 2173 - Advanced Broadcasting
JRMC 2433 - Field Production
JRMC 2573 - Videography
and select two (2) courses from the following:
ENGL 1083 - Grammar and Mechanics
DGMD 1113 - Adobe Photoshop
DGMD 1223 - Digital Photography
DGMD 2303 - Adobe Audition
JRMC 1113 - Writing for the Mass Media
JRMC 2633 - Radio Announcing

Graphic Design Specialist Concentration: 30 hours

ART 2413 - Typography I
ART 2423 - Graphic Design I
CSCI 1203 - Computer Concepts and Applications
DGMD 1103 - Adobe Acrobat
DGMD 1113 - Adobe Photoshop
DGMD 1203 - Adobe Illustrator
DGMD 1213 - Advanced Photoshop
DGMD 1223 - Digital Photography
DGMD 2313 - Adobe InDesign
and select one course from the following:
CSYS 1013 - HTML and CSS
CSYS 2033 - Scripting
CSYS 2463 - PHP Programming
CSYS 2603 - Mobile Web Design
DGMD 2303 - Adobe Audition
DGMD 2323 - 2D Animation
DGMD 2333 - Digital Video I/Final Cut Pro
DGMD 2343 - 3D Graphics Using Lightwave
DGMD 2353 - Adobe Premiere
DGMD 2413 - Adobe Dreamweaver
DGMD 2423 - Adobe After Effects
DGMD 2433 - Digital Video II/Final Cut Pro
DGMD 2443 - 3D Animation Using Lightwave
JRMC 2573 - Videography

Total Credit Hours: 30

Electronics Technology AAS, Biomedical Equipment Option

Program Description

This program prepares the student with the necessary knowledge and skills to gain employment as a biomedical equipment technician. The biomedical equipment technician is qualified for positions in medical research and development, operation calibration, and maintenance of medical equipment for hospitals, equipment suppliers, and manufacturers. Upon completion of the program, the graduate may apply for the certification test given by the board of examiners for the International Certification Commission for the Certified Biomedical Equipment Technician (CBET). This program also allows incoming credit from approved Military Electronics Training Facilities.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Demonstrate techniques to ensure electrical safety in the workplace.
- Analyze basic direct and alternating current circuits for power, voltage, current, and resistance.
- Employ proper methods for the creation and interpretation of schematics and circuits.
- Design and develop solid state circuitry used in industry and or the engineering field.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Electronics majors will benefit from membership in the **TCC Amateur Radio and Electronics Club** and the **Institute of Electrical and Electronic Engineers (IEEE)** student branch at TCC. For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Degree Requirements

General Education Requirements Credit Hours: 19-21

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II **
ENGL 2333 - Technical/Professional Writing
**Recommended for students who plan to transfer to a four-year program.

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 4-6 hours
MATH 1454 - Technical Mathematics
or the following two courses:
MATH 1513 - Precalculus I (A) **
MATH 1613 - Precalculus II (A) **
**Recommended for students who plan to transfer to a four-year program.

Specialized Course Requirements Credit Hours: 47

Biomedical Equipment Technology 13 hours
BMET 1304 - Introduction to Biomedical Electronics
BMET 2343 - Biomedical Electronics Theory I
BMET 2353 - Biomedical Electronics Theory II
BMET 2373 - Biomedical Electronics Clinical

Computer Information Systems 6 hours
CSCI 1263 - Network Fundamentals
ITCV 2023 - Wireless Networking

Drafting and Computer-Aided Design 4 hours
DRFT 1324 - Engineering Drawing with CAD

Electronics Technology 24 hours
ELET 1212 - Introduction to Electricity
ELET 1303 - DC Circuit Analysis
ELET 1313 - AC Circuit Analysis
ELET 2215 - Digital Circuits
ELET 2244 - Amplifiers I
ELET 2525 - Wireless Communications
ELET 2632 - Introduction to Nanotechnology

Total Credit Hours: 66-68

Electronics Technology AAS, Electrical Substation Technology Option

Program Description

This program will train students to work as technicians in the field of electrical power and substations. Students will learn about high voltage safety, operations, testing of power components such as transformers, relays, breakers, and control systems operation and programming. Upon completion, the student will have the background to work for a power utility company or the many companies that support the power industry with equipment, testing and installation, and industry specific software. This program also allows incoming credit from approved Military Electronics Training Facilities.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate techniques to ensure high voltage electrical safety in and around substations.
- Analyze basic direct and alternating current circuits for power, voltage, current, and resistance.
- Employ proper methods for the creation and interpretation of schematics and circuits.
- Determine the correct usage of breakers, transformers, and relays used in the power industry.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Electronics majors will benefit from membership in the **TCC Amateur Radio and Electronics Club** and the **Institute of Electrical and Electronic Engineers (IEEE)** student branch at TCC. For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Degree Requirements

General Education Requirements Credit Hours: 19-21

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II **
ENGL 2333 - Technical/Professional Writing
**Recommended for students who plan to transfer to a four-year program.

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 4-6 hours
MATH 1454 - Technical Mathematics
or the following two courses:
MATH 1513 - Precalculus I (A) **
MATH 1613 - Precalculus II (A) **
**Recommended for students who plan to transfer to a four-year program.

Specialized Course Requirements Credit Hours: 43

Computer Information Systems 3 hours
CSCI 1263 - Network Fundamentals

Drafting and Computer-Aided Design 4 hours
DRFT 1324 - Engineering Drawing with CAD

Electronics Technology 36 hours
ELET 1212 - Introduction to Electricity
ELET 1232 - Introduction to Substation Safety
ELET 1303 - DC Circuit Analysis
ELET 1313 - AC Circuit Analysis
ELET 1443 - Introduction to Alternative Energy
ELET 1503 - Programmable Control
ELET 2112 - Substation Breaker Circuits
ELET 2132 - Substation Relay Circuits
ELET 2152 - Substation Transformer Circuits
ELET 2172 - Substation Relay Circuits II
ELET 2215 - Digital Circuits
ELET 2244 - Amplifiers I
ELET 2533 - Automation Control

Total Credit Hours: 62-64

Electronics Technology AAS, Electronics Technologist Option

Program Description

This program prepares the student with the necessary knowledge and skills to gain employment as an engineering technician, field service technician, research and development technician, or production technician in the field of electronics and for advancement to positions of increasing responsibility. Students will design and build solid state amplifiers, antennas, and microprocessor instructed robotics. Graduates can add to their portfolios by qualifying for industry certifications administered by the International Society of Certified Electronic Technicians (ISCET), the Electronics Technicians Association (ETA), General Radio Operators License (GROL-FCC) and the National Institute for Certification in Engineering Technologies (NICET). This program also allows incoming credit from approved Military Electronics Training Facilities.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate techniques to ensure electrical safety in the workplace.
- Analyze basic direct and alternating current circuits for power, voltage, current, and resistance.
- Employ proper methods for the creation and interpretation of schematics and circuits.
- Design and develop solid state circuitry used in industry and or the engineering field.

Careers

Search careers for Electronics Technologists at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Electronics majors will benefit from membership in the **TCC Amateur Radio and Electronics Club** and the **Institute of Electrical and Electronic Engineers (IEEE)** student branch at TCC. For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Degree Requirements

General Education Requirements Credit Hours: 19-21

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II **
ENGL 2333 - Technical/Professional Writing
**Recommended for students who plan to transfer to a four-year program.

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 4-6 hours
MATH 1454 - Technical Mathematics
or the following two courses:
MATH 1513 - Precalculus I (A) **
MATH 1613 - Precalculus II (A) **
**Recommended for students who plan to transfer to a four-year program.

Specialized Course Requirements Credit Hours: 41

Computer Information Systems 3 hours
CSCI 1263 - Network Fundamentals

Drafting and Computer-Aided Design 4 hours
DRFT 1324 - Engineering Drawing with CAD

Electronics Technology 23 hours
ELET 1212 - Introduction to Electricity
ELET 1303 - DC Circuit Analysis
ELET 1313 - AC Circuit Analysis
ELET 1503 - Programmable Control
ELET 2215 - Digital Circuits
ELET 2244 - Amplifiers I
ELET 2333 - Amplifiers II

Engineering Technology 2 hours
ENGT 1212 - Introduction to Fabrication Lab

Controlled Electives 9 hours

Electronics Design Emphasis
ELET 2514 - Microprocessors
ELET 2525 - Wireless Communications

Electro-Mechanical Emphasis
ELET 1223 - Hydraulics and Pneumatics
ELET 1443 - Introduction to Alternative Energy
ELET 2533 - Automation Control

Total Credit Hours: 60-62

Electronics Technology Certificate, Biomedical Equipment Technology Option

Program Description

This program prepares the student with the necessary knowledge and skills to gain employment as an engineering technician, field service technician, research and development technician, or production technician in the field of electronics and be able to advance to positions of increasing responsibility. This program will help the graduate prepare to take the examination to become a Certified Engineering Technician given by the Institute for Certification of Engineering Technicians. This program also allows incoming credit from approved Military Electronics Training Facilities.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Demonstrate techniques to ensure electrical safety in the workplace.
- Analyze basic direct and alternating current circuits for power, voltage, current, and resistance.
- Employ proper methods for the creation and interpretation of schematics and circuits.
- Design and develop solid state circuitry used in industry and or the engineering field.

Careers

Search careers related to this certificate at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Electronics majors will benefit from membership in the **TCC Amateur Radio and Electronics Club** and the **Institute of Electrical and Electronic Engineers (IEEE)** student branch at TCC. For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Certificate Requirements

Biomedical Equipment 10 hours
BMET 1304 - Introduction to Biomedical Electronics
BMET 2343 - Biomedical Electronics Theory I
BMET 2353 - Biomedical Electronics Theory II

Electronics Technology 12 hours
ELET 1212 - Introduction to Electricity
ELET 1303 - DC Circuit Analysis
ELET 1313 - AC Circuit Analysis
ELET 2244 - Amplifiers I

Mathematics 4-6 hours
MATH 1454 - Technical Mathematics
or the following two courses:
MATH 1513 - Precalculus I (A) **
MATH 1613 - Precalculus II (A) **
**Courses highly recommended

Total Credit Hours: 26-28

Electronics Technology Certificate, Electrical Substation Technology Option

Program Description

This program will train students to work as technicians in the field of electrical power and substations. Students will learn about high voltage safety, operations, testing of power components such as transformers, relays, breakers, and control systems operation and programming. Upon completion, the student will have the background to work for a power utility company or the many companies that support the power industry with equipment, testing and installation, and industry specific software. This program also allows incoming credit from approved Military Electronics Training Facilities.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate techniques to ensure high voltage electrical safety in and around substations.
- Analyze basic direct and alternating current circuits for power, voltage, current, and resistance.
- Employ proper methods for the creation and interpretation of schematics and circuits.
- Determine the correct usage of breakers, transformers and relays used in the power industry.

Careers

Explorer careers related to this certificate at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Electronics majors will benefit from membership in the **TCC Amateur Radio and Electronics Club** and the **Institute of Electrical and Electronic Engineers (IEEE)** student branch at TCC. For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Certificate Requirements

Electronics 21 hours
ELET 1212 - Introduction to Electricity
ELET 1232 - Introduction to Substation Safety
ELET 1303 - DC Circuit Analysis
ELET 1313 - AC Circuit Analysis
ELET 2533 - Automation Control
ELET 2112 - Substation Breaker Circuits
ELET 2132 - Substation Relay Circuits
ELET 2152 - Substation Transformer Circuits
ELET 2172 - Substation Relay Circuits II

Mathematics 4-6 hours
MATH 1454 - Technical Mathematics
or the following two courses:
MATH 1513 - Precalculus I (A) **
MATH 1613 - Precalculus II (A) **
**Courses highly recommended

Total Credit Hours: 25-27

Electronics Technology Certificate, Electronics Technician Option

Program Description

This certificate program prepares the student with the necessary knowledge and skills to gain employment as an electronics or electro-mechanical technician. This option also supports students who may already have a degree in another field of study to expand their employability potential. The program also allows incoming credit from approved Military Electronics Training Facilities.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate techniques to ensure electrical safety in the workplace.
- Operate and repair circuits including soldering.
- Analyze basic direct and alternating current circuits for power, voltage, current, and resistance.
- Employ proper methods for the creation and interpretation of schematics and circuits.
- Design solid-state circuitry used in industry and/or the engineering field.

Careers

Search careers related to this Certificate at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Electronics majors will benefit from membership in the **TCC Amateur Radio and Electronics Club** and the **Institute of Electrical and Electronic Engineers (IEEE)** student branch at TCC. For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Certificate Requirements

Electronics Technology 12 hours
ELET 1212 - Introduction to Electricity
ELET 1303 - DC Circuit Analysis
ELET 1313 - AC Circuit Analysis
ELET 2244 - Amplifiers I

Mathematics 4-6 hours
MATH 1454 - Technical Mathematics
or the following two courses:
MATH 1513 - Precalculus I (A) **
MATH 1613 - Precalculus II (A) **
**Courses highly recommended

Controlled Electives 6-10 hours
ELET 1223 - Hydraulics and Pneumatics
ELET 1443 - Introduction to Alternative Energy
ELET 1503 - Programmable Control
ELET 2215 - Digital Circuits
ELET 2333 - Amplifiers II
ELET 2514 - Microprocessors
ELET 2525 - Wireless Communications
ELET 2533 - Automation Control
ENGT 1212 - Introduction to Fabrication Lab

Total Credit Hours 22-28

Engineering AS, Computer Engineering Option

Program Description

This program comprises the first two years of coursework for a professional program in Computer Engineering (CE) at a four-year institution and lays the foundation for being a successful engineer. Computer engineering is closely tied to electrical engineering although more emphasis is placed on computer hardware and software including microcontrollers which are used to support robotics and embedded designs. Along with introductory courses, you will take courses in the basic engineering sciences, physics, math and chemistry.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Apply knowledge of mathematics, science, and engineering.
- Design and conduct experiments, as well as to analyze and interpret data.
- Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.
- Function on multidisciplinary teams.
- Identify, formulate, and solve engineering problems.
- Understand professional and ethical responsibility.
- Communicate effectively.
- Understand the impact of engineering solutions in a global, economic, environmental, and societal context.
- Recognize the need to engage in life-long learning.
- Use the techniques, skills, and modern engineering tools necessary for engineering practice.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Computer engineering students are encouraged to join **IEEE** (Institute of Electrical and Electronic Engineers). For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Degree Requirements

General Education Requirements Credit Hours: 21

(Additional General Education Requirements are satisfied through Specialized Course Requirements.)

English 6 hours

ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours

See the General Education Requirements for the course list.

Required Electives 3 hours

Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 46

Chemistry 10 hours

CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Computer Information Systems 7 hours

CSCI 1901 - Beginning UNIX (Linux)
CSCI 2473 - C Language
CSCI 2843 - C++ Programming Language

Engineering 6 hours

ENGR 1111 - Introduction to Engineering
ENGR 1132 - Engineering Design with Computer Aided Design
ENGR 2613 - Introduction to Electrical Science

Mathematics 15 hours

MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2134 - Analytic Geometry and Calculus III
MATH 2613 - Elementary Differential Equations

Physics 8 hours

PHYS 2034 - Engineering Physics I (L)
PHYS 2124 - Engineering Physics II (L)

Total Credit Hours: 67

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Engineering AS, Electrical Engineering Option

Program Description

The Electrical Engineering (EE) program comprises the first two years of coursework for a professional program in engineering at a four-year institution and lays the foundation for being a successful engineer and for doing well in the EE professional program. Electrical engineers do everything from designing software and enhancing cellphones to developing test equipment used in the electrical power system which is connected to homes. Along with introductory courses, you will take courses in the basic engineering sciences, physics, math and chemistry.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7439

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Apply knowledge of mathematics, science, and engineering.
- Design and conduct experiments, as well as to analyze and interpret data.
- Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.
- Function on multidisciplinary teams.
- Identify, formulate, and solve engineering problems.
- Understand professional and ethical responsibility.
- Communicate effectively.
- Understand the impact of engineering solutions in a global, economic, environmental, and societal context.
- Recognize the need to engage in life-long learning.
- Use the techniques, skills, and modern engineering tools necessary for engineering practice.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Two student clubs are offered to support the EE student. **IEEE** (Institute of Electrical and Electronic Engineers) and the **TCC Amateur Radio Club**. For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Degree Requirements

General Education Requirements Credit Hours: 21

(Additional General Education Requirements are satisfied through the specialized course requirements.)

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements for the course list.

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 48

Chemistry 10 hours
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Computer Information Systems 6 hours
CSCI 2473 - C Language
CSCI 2843 - C++ Programming Language

Engineering 9 hours
ENGR 1111 - Introduction to Engineering
ENGR 1132 - Engineering Design with Computer Aided Design
ENGR 2103 - Engineering Statics
ENGR 2613 - Introduction to Electrical Science

Mathematics 15 hours
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2134 - Analytic Geometry and Calculus III
MATH 2613 - Elementary Differential Equations

Physics 8 hours
PHYS 2034 - Engineering Physics I (L)
PHYS 2124 - Engineering Physics II (L)

Total Credit Hours: 69

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Engineering AS, Electrical Engineering Technology Option

Program Description

This program comprises the first two years of coursework for a program in electrical engineering technology at a four-year institution and lays the foundation for being a successful engineer. Electrical engineering technology uses an applied approach to design and development of new equipment. Laboratory experience at the associate level includes solid state amplifier design, system troubleshooting and robotics. Along with introductory courses, you will take courses in the basic sciences, physics, math and chemistry.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply knowledge of mathematics, science, and engineering.
- Design and conduct experiments, as well as to analyze and interpret data.
- Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.
- Function on multidisciplinary teams.
- Identify, formulate, and solve engineering problems.
- Understand professional and ethical responsibility.
- Communicate effectively.
- Understand the impact of engineering solutions in a global, economic, environmental, and societal context.
- Recognize the need to engage in life-long learning.
- Use the techniques, skills, and modern engineering tools necessary for engineering practice.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Computer engineering students are encouraged to join **IEEE** (Institute of Electrical and Electronic Engineers). For more information see organization advisor Thomas Henderson in the School of Engineering and Applied Technology at the northeast campus.

Degree Requirements

General Education Requirements Credit Hours: 21

(Additional General Education Requirements are satisfied through the specialized course requirements)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements page for the course list.

Specialized Course Requirements Credit Hours: 48

Chemistry 5 hours
CHEM 1315 - General Chemistry I (L)

Computer Information Systems 3 hours
CSCI 2473 - C Language

Electronics Technology 20 hours
ELET 1303 - DC Circuit Analysis
ELET 1313 - AC Circuit Analysis
ELET 1212 - Introduction to Electricity
ELET 2215 - Digital Circuits
ELET 2244 - Amplifiers I
ELET 2333 - Amplifiers II

Mathematics 8 hours
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)

Physics 8 hours
PHYS 1114 - General Physics I (L)
PHYS 1214 - General Physics II (L)

Total Credit Hours: 65

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Engineering AS, General Engineering Option

Program Description

This program comprises the first two years of coursework for a program in engineering at a four-year institution and lays the foundation for being a successful engineer. Along with introductory courses, you will take courses in the basic engineering sciences, physics, math and chemistry.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply knowledge of mathematics, science, and engineering.
- Design and conduct experiments, as well as to analyze and interpret data.
- Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.
- Function on multidisciplinary teams.
- Identify, formulate, and solve engineering problems.
- Understand professional and ethical responsibility.
- Communicate effectively.
- Understand the impact of engineering solutions in a global, economic, environmental, and societal context.
- Recognize the need to engage in life-long learning.
- Use the techniques, skills, and modern engineering tools necessary for engineering practice.

Career Information

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 21

(Additional General Education Requirements are satisfied through Specialized Course Requirements.)

Communication 9 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II
COMM 1113 - Public Speaking

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements for course list.

Specialized Course Requirements Credit Hours: 45

Chemistry 5 hours
CHEM 1315 - General Chemistry I (L)

Engineering 17 hours
ENGR 1132 - Engineering Design with Computer Aided Design
ENGR 2103 - Engineering Statics
ENGR 2143 - Engineering Strength of Materials
ENGR 2213 - Thermodynamics
ENGR 2523 - Elementary Dynamics
ENGR 2613 - Introduction to Electrical Science

Mathematics 15 hours
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2134 - Analytic Geometry and Calculus III
MATH 2613 - Elementary Differential Equations

Physics 8 hours
PHYS 2034 - Engineering Physics I (L)
PHYS 2124 - Engineering Physics II (L)

Additional Recommended Courses
(not required for degree)
CHEM 1415 - General Chemistry II (L)
(CHEM 1415 recommended for students who plan to complete a four-year degree in chemical or environmental engineering.)
CSCI 1203 - Computer Concepts and Applications
ENGR 1111 - Introduction to Engineering **
ENGR 1242 - Introductory Engineering Computer Programming **
**Recommended for students who plan to transfer to a four-year program.

Total Credit Hours: 66

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Engineering AS, Mechanical Engineering Option

Program Description

The Mechanical Engineering (ME) program comprises the first two years of coursework for a professional program in engineering at a four-year institution and lays the foundation for being a successful engineer. Mechanical engineers may use kinematics, thermodynamics, material science and computer-aided design (CAD) to solve problems from heating and cooling systems to robotics. Along with introductory courses, you will take courses in the basic engineering sciences, physics, math and chemistry.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply knowledge of mathematics, science, and engineering.
- Design and conduct experiments, as well as analyze and interpret data.
- Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.
- Function on multidisciplinary teams.
- Identify, formulate, and solve engineering problems.
- Understand professional and ethical responsibility.
- Communicate effectively.
- Understand the impact of engineering solutions in a global, economic, environmental, and societal context.
- Use the techniques, skills, and modern engineering tools necessary for engineering practice.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to participate in discipline-related student organizations. Contact Ron Knight at OSU Tulsa for additional information on local student organizations.

Degree Requirements

General Education Requirements Credit Hours: 21

(Additional General Education Requirements are satisfied through Specialized Course Requirements.)

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements for the course list.

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 48

Chemistry 5 hours
CHEM 1315 - General Chemistry I (L)

Engineering 20 hours
ENGR 1111 - Introduction to Engineering
ENGR 1132 - Engineering Design with Computer Aided Design
ENGR 1242 - Introductory Engineering Computer Programming (Recommended for all engineering majors.)
ENGR 2103 - Engineering Statics
ENGR 2143 - Engineering Strength of Materials
ENGR 2213 - Thermodynamics
ENGR 2523 - Elementary Dynamics
ENGR 2613 - Introduction to Electrical Science

Mathematics 15 hours
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2134 - Analytic Geometry and Calculus III
MATH 2613 - Elementary Differential Equations

Physics 8 hours
PHYS 2034 - Engineering Physics I (L)
PHYS 2124 - Engineering Physics II (L)

Total Credit Hours: 69

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Engineering Technology AAS, Drafting and Design Engineering Technology Option

Program Description

This program provides students with a general education in mathematics, physics, English, engineering drawing, and design as well as specific training in Computer Aided Design Drafting (CADD). Students completing this major will be prepared for exciting careers in the fields of mechanical, structural, electrical, or other graphics communication technologies. Upon completion of this program, the graduate may apply for the ADDA National Examination for certification.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon completion of this program you will:

- Create manual engineering drawings on the drafting board.
- Create 2-D engineering drawings with computer CAD software.
- Create 3-D solid models with computer CAD software.
- Dimension engineering drawings with computer CAD software and by manual drawing on drafting board.
- Communicate engineering drafting terminology and concepts.
- Perform work in a diverse team environment.

Careers

Search careers in the field of Drafting and Design at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 6 hours
ENGL 1113 - Composition I
and select one course from the following:
COMM 1113 - Public Speaking
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)

Specialized Course Requirements Credit Hours: 45

Business 3 hours
BUSN 1053 - Introduction to Business

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Drafting and Computer-Aided Design 22 hours
DRFT 1324 - Engineering Drawing with CAD
DRFT 1442 - Descriptive Geometry
DRFT 2204 - AutoCAD 2
DRFT 2223 - Mechanical Design I (Computer Aided Design)
DRFT 2293 - Survey of CAD Applications
and select two (2) courses from the following:
DRFT 1363 - Civil Drafting and Design
DRFT 2043 - CATIA Fundamentals
DRFT 2233 - Autodesk Inventor Modeling
DRFT 2393 - Basic SolidWorks

Electronics Technology 2 hours
ELET 1212 - Introduction to Electricity

Engineering Technology 8 hours
ENGT 1313 - Manufacturing Processes
ENGT 1443 - Geometric Dimensioning and Tolerancing (May be taken as QCTT 1443)
ENGT 2462 - Project Engineering and Management

Quality Technology 3 hours
QCTT 1223 - Blueprint Reading

Science 4 hours
Select one course from the following:
GEOG 1014 - Geography (Physical) (L)
PHYS 1114 - General Physics I (L) (preferred for Drafting majors)

Total Credit Hours: 63

Engineering Technology AAS, Geographic Information Systems Option

Program Description

This program is designed to provide students with a foundational knowledge in English, math, surveying, and drafting combined with the specific training in Geographic Information Systems (GIS) required for employment as a GIS, Surveying, or Mapping Technician. GIS, Surveying and Mapping Technicians collect and manipulate geospatial data using computer programs in order to produce maps and databases. Students completing the GIS option under the Engineering Technology degree can simultaneously earn a GIS Certificate.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon completion of this program you will be able to:

- Employ geospatial analysis tools and methods to geospatial projects.
- Apply principals of proper map design and production to geospatial projects.
- Apply proper data collection and management skills to geospatial projects.
- Develop, manage, and complete a comprehensive geospatial project.

Careers

Search careers related to Geographic Information Systems at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 6 hours
ENGL 1113 - Composition I
and select one course from the following:
COMM 1113 - Public Speaking
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)

Specialized Course Requirements Credit Hours: 43

Business 3 hours
BUSN 1053 - Introduction to Business

Computer Information Systems 6 hours
CSCI 1203 - Computer Concepts and Applications
and select one course from the following:
CSYS 1133 - Oracle: Introduction to SQL
CSYS 1203 - Introduction to Computer Programming

Drafting and Computer-Aided Design 7 hours
DRFT 1324 - Engineering Drawing with CAD
DRFT 1363 - Civil Drafting and Design

Engineering Technology 2 hours
ENGT 2462 - Project Engineering and Management

Geographic Information Systems 17 hours
Students must make a "C" or better in all GIS courses to graduate.
GIS 2344 - Introduction to Geographic Information Systems (May be taken as GEOG 2344)
GIS 2354 - Computer Cartography
GIS 2373 - GIS Data Acquisition and Management
GIS 2383 - Advanced Geographic Information Systems
GIS 2393 - Geographic Information Systems Practicum

Science 4 hours
Select one course from the following:
GEOG 1014 - Geography (Physical) (L) (preferred for GIS majors)
PHYS 1114 - General Physics I (L)

Surveying Technology 4 hours
SURV 1324 – Surveying I

Total Credit Hours: 61

Engineering Technology AAS, Manufacturing Engineering Technology Option

Program Description

This program provides the student with solid knowledge and skills in the area of applied engineering. Manufacturing Engineers create and implement the manufacturing build plan in order to take engineering designs from the drawing board to product delivery. The manufacturing build plan includes defining the requirements for facilities, equipment, special machinery, tooling, materials, manpower, and processes required to produce all of the detail parts and assemblies to make the final product. Manufacturing Engineering takes a leading role in the creation, maintenance, and improvement of the processes used in the production of every manufactured product in industry today.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Manage manufacturing safety.
- Use precision measurement equipment.
- Create control charts.
- Communicate manufacturing concepts.
- Employ continuous improvement methodology in manufacturing.
- Interpret engineering drawings.
- Function in diverse teams.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 6 hours
ENGL 1113 - Composition I
and select one course from the following:
COMM 1113 - Public Speaking
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)

Specialized Course Requirements Credit Hours: 45

Business 3 hours
BUSN 1053 - Introduction to Business

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Drafting and Computer-Aided Design 4 hours
DRFT 1324 - Engineering Drawing with CAD

Engineering Technology 16 hours
ENGT 1212 - Introduction to Fabrication Lab
ENGT 1313 - Manufacturing Processes
ENGT 1443 - Geometric Dimensioning and Tolerancing (May be taken as QCTT 1443)
ENGT 1513 - Manufacturing Safety
ENGT 2153 - Lean, Six Sigma, Quality Systems (May be taken as QCTT 2153)
ENGT 2462 - Project Engineering and Management
and select one course from the following:
ENGT 1463 - Composite Materials
ENGT 1543 - Manufacturing Maintenance

Science 4 hours
Select one course from the following:
GEOG 1014 - Geography (Physical) (L)
PHYS 1114 - General Physics I (L) *
*preferred for Manufacturing Engineering majors

Quality Technology 15 hours
QCTT 1223 - Blueprint Reading
QCTT 1313 - Introduction to Quality
QCTT 2333 - Inspection Principles
QCTT 2383 - Statistical Process Control, Quality, Costs and Audits
QCTT 2423 - Quality Standards, Specifications & ISO 9000

Total Credit Hours: 63

Engineering Technology, Drafting and Design Engineering Technology Certificate

Program Description

This certificate is designed to recognize the accomplishment of students who have completed the technical coursework required for the Associate in Applied Science degree in Engineering Technology, but not the general education requirements. This certificate is a logical goal for students seeking the technical skill level of the associate degree, but whose circumstances impose a more limited time frame than the degree requires. It also provides documentation of exposure to both basic drafting and more advanced design theory and practice.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Create manual engineering drawings on the drafting board.
- Create 2-D engineering drawings with computer CAD software.
- Create 3-D solid models with computer CAD software.
- Dimension engineering drawings with computer CAD software and by manual drawing on drafting board.
- Communicate engineering drafting terminology and concepts.

Careers

Search careers in Drafting & Design Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Drafting and Computer-Aided Design 8 hours
DRFT 1324 - Engineering Drawing with CAD
DRFT 2204 - AutoCAD 2

Engineering Technology 3 hours
ENGT 1443 - Geometric Dimensioning and Tolerancing

Mathematics 4-6 hours
MATH 1454 - Technical Mathematics
or the following two courses:
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)

Quality Control 3 hours
QCTT 1223 - Blueprint Reading

Controlled Electives 8-9 hours
DRFT 1363 - Civil Drafting and Design
DRFT 2043 - CATIA Fundamentals
DRFT 2223 - Mechanical Design I (Computer Aided Design)
DRFT 2233 - Autodesk Inventor Modeling
DRFT 2393 - Basic SolidWorks
ELET 1212 - Introduction to Electricity
ENGR 1132 - Engineering Design with Computer Aided Design

Total Credit Hours: 26-29

Engineering Technology, Manufacturing Production Technician Certificate

Program Description

This certificate is designed to prepare the student with no previous experience in manufacturing for an entry-level position. Students with previous manufacturing experience will be able to upgrade their skills and knowledge in order to qualify for career advancement. This program will help the graduate prepare to sit for the Certified Production Technician examination administered through the Manufacturing Skills Standards Council.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze quality processes.
- Employ continuous improvement and methodology in manufacturing environments.
- Interpret engineering drawings.
- Manage manufacturing safety.
- Communicate manufacturing concepts.
- Perform in diverse team environments.

Careers

Search careers related to this certificate at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Mathematics 4 hours
MATH 1454 - Technical Mathematics

Engineering Technology 12 hours
ENGT 1513 - Manufacturing Safety
ENGT 1523 - Manufacturing Quality
ENGT 1533 - Manufacturing Procedures
ENGT 1543 - Manufacturing Maintenance

Total Credit Hours: 16

Engineering Technology, Quality Technology Certificate

Program Description

This certificate is designed to prepare the student with no previous experience in quality technology for an entry-level position as a quality technology professional. Students having previous quality technology experience will be able to upgrade their skills and knowledge in order to qualify for advancement in their chosen field. This program will help the graduate prepare to sit for the examination to become a Certified Quality Technician administered through the American Society for Quality, P.O. Box 3005, Milwaukee, WI 53201-3005, 1-800-248-1946.

Workforce development certificates are designed to prepare students for direct entry into the workforce. They may advance students within their current career positions or open doors to new career opportunities. Coursework may apply towards a degree at a four-year university; check with an advisor for further information. The number of hours that apply to a degree will vary from one university to another.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply proper data collection and analysis tools to analyze production and quality processes.
- Employ continuous improvement tools and methods to manufacturing and quality environments.
- Employ proper methods for the creation and interpretation of engineering drawings.
- Demonstrate methods and techniques to ensure the safety and productivity in the manufacturing field

Careers

Search careers related to this certificate at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Computer Information Systems 3 hours
Select any three credit hours of Computer Information Systems (CSCI/CSYS) Courses

English 3 hours
ENGL 1113 - Composition I

Management 3 hours
MGMT 1353 - Management Essentials

Mathematics 3-4 hours
Select one course from the following:
MATH 1454 - Technical Mathematics
MATH 1513 - Precalculus I (A)

Quality Technology 18 hours
QCTT 1223 - Blueprint Reading
QCTT 1313 - Introduction to Quality
QCTT 1443 - Geometric Dimensioning & Tolerancing (May be taken as ENGT 1443)
QCTT 2333 - Inspection Principles
QCTT 2383 - Statistical Process Control, Quality, Costs and Audits
QCTT 2423 - Quality Standards, Specifications & ISO 9000

Total Credit Hours: 30-31

English AA

Program Description

In addition to preparing students for a wide variety of careers, an English degree builds vital skills in research and evaluation, creative and critical thinking, and effective written communication. The English curriculum immerses students in the diversity of the human experience through the study of literature, creative writing, research, and rhetoric. Students must earn a "C" or better in any course required for the English major.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064 or go to www.tulsacc.edu/english

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Generate informed readings of texts, their elements, and their contexts.
- Evaluate diverse literary authors and works of various genres, styles, traditions and movements.
- Make use of secondary sources in various media.
- Compose clear, focused, convincing, thesis-driven analytical essays.
- Create interpretative arguments based on original critical thinking.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The English Department selects/oversees student editors for TCC's online literary journal *The Tulsa Review*.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for course list. One course must be a lab (L) science.

General Education Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or select courses from the list of Liberal Arts & Sciences Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 24

(Students must earn a "C" or better in required English courses.)

Required English Courses 15 hours
ENGL 2413 - Introduction to Literature (H)
ENGL 2543 - British Literature to 1800 (H)
ENGL 2653 - British Literature from 1800 (H)
ENGL 2773 - American Literature to 1865 (H)
ENGL 2883 - American Literature from 1865 (H)

Required English Elective 3 hours
Select one course from the following:
ENGL 1083 - Grammar and Mechanics
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I
ENGL 2383 - Advanced Composition
ENGL 2433 - Novel Writing
ENGL 2443 - Poetry Writing
ENGL 2453 - Creative Writing: Scriptwriting
ENGL 2463 - Creative Nonfiction Writing
ENGL 2473 - Short Story Writing
ENGL 2493 - Introduction to Creative Writing
ENGL 2673 - World Literature to 1700 (H)
ENGL 2683 - World Literature from 1700 (H)

Recommended Electives 6 hours
Students should select courses that will transfer to the college/university they plan to attend.

Total Credit Hours: 61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical education activity courses do not count toward the graduation requirements for this degree.

Enterprise Development AA, General Studies Option

Program Description

This degree is designed for working adults who want to finish an associate degree. Students must have completed at least 18 hours of college credit through any accredited college or university, have a minimum 2.0 GPA from previous college credits, and have completed any required remedial courses. Admission to this program is by special approval.

For more information go to: tulsacc.edu/reachhigher

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
See the General Education Requirements for the course list.

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory (L) science.

General Education Electives 6 hours
Select two courses from the following:
CSCI 1203 - Computer Concepts and Applications
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)
Any foreign language - 3 credit hours

Specialized Course Requirements Credit Hours: 23

Controlled Electives 12 hours
Choose courses from the list of Liberal Arts and Science electives.

Recommended Electives 11 hours
Choose courses from any discipline. Physical Education activity courses do not count toward the graduation requirements for this degree.

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Enterprise Development AS, Business Administration Option

Program Description

This degree is designed for working adults who want to finish an associate degree. Students must have completed at least 18 hours of college credit through any accredited college or university, have a minimum 2.0 GPA from previous college credits, and have completed any required remedial courses. Admission to this program is by special approval.

For more information go to: www.tulsacc.edu/reachhigher

Student Learning Outcomes

Upon successful completion of this program you will be able to:

- Discuss and apply strategic marketing concepts.
- Evaluate and apply effective business decision-making skills.
- Solve various statistical problems.
- Analyze and interpret financial data, identify trends and apply to business decisions.
- Analyze and record financial data and prepare basic financial statements.
- Articulate, analyze and apply basic economic theories and terms.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students who major in business programs are encouraged to join **Phi Beta Lambda**. For more information, speak to any business faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
See the General Education Requirements for the course list.

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory (L) science.

General Education Electives 6 hours
Select two courses from the following:
CSCI 1203 - Computer Concepts and Applications
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)
Any foreign language - 3 credit hours

Specialized Course Requirements Credit Hours: 24

Accounting 6 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting

Business 3 hours
Select three credit hours from 2000-level BUSN courses

Economics 6 hours
ECON 2013 - Principles of Macroeconomics (S)
ECON 2023 - Principles of Microeconomics (S)

Internship 3 hours
Select three credit hours from any Internship/Practicum

Marketing 3 hours
MKTG 2423 - Principles of Marketing

Statistics 3 hours
MATH 2193 - Elementary Statistics

Total Credit Hours: 61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Environmental Science & Natural Resources AS

Program Description

This degree is designed for students interested in pursuing a career in agriculture, conservation, environmental science, or natural resource management (such as forestry, range or wildlife sciences).

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts of biology when explaining ecological processes.
- Apply scientific method to solve environmental or natural resource problems.
- Illustrate scientific data using graphs, tables, or text.
- Integrate knowledge from several disciplines around a central ecological theme.
- Communicate scientific information using oral, written or digital techniques.
- Identify environmental or natural resource issues in society.
- Use instrumentation and proper field and laboratory techniques.
- Find and evaluate scientific literature relevant to the environment or natural resources.

Careers

Search careers related to Environmental Science & Natural Resources at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other science majors through participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with your science professor or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 38

Biology 8 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1604 - Zoology (L)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Economics 3 hours
ECON 2023 - Principles of Microeconomics (S)

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Specialized Course Requirements Credit Hours: 24-25

Chemistry 10 hours
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Environmental and Resource Sciences 11 hours
BIOL 1404 - General Botany (L)
GEOL 1014 - General Geology (Physical) (L)
and select one course from the following:
BIOL 1113 - Introduction to Environmental Science
BIOL 2313 - Principles of Ecology

Controlled Electives 3-4 hours
Students should take courses that will transfer to the college/university they plan to attend.
MATH 1613 - Precalculus II (A)
PHYS 1114 - General Physics I (L)
GIS 2344 - Introduction to Geographic Information Systems (May be taken as GEOG 2344 or SURV 2344)

Total Credit Hours: 62-63

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Fire and Emergency Medical Services Certificate

Program Description

This program is a National Fire Academy Fire and Emergency Services Higher Education Recognized Program. The program offers an entry level education in the principles and practical applications of fire and emergency medical services. Successful students can earn required state and national certifications necessary for securing employment with fire departments, industrial firms, governmental agencies, fire protection companies, healthcare agencies, and emergency medical services agencies. Individuals seeking entry level employment in municipal fire departments will need certification as a Firefighter/Emergency Medical Technician (FF/EMT). Successful completion of this Certificate is required for entry into the Associate of Applied Science Fire and Emergency Medical Services Technology degree**.**

Procedures for Application:

Complete all Tulsa Community College application and entry requirements. Prospective students must pass an appropriate college placement test for reading and writing at a successful level as a prerequisite for enrolling in the program courses. All other course prerequisites are indicated in the TCC catalog and must be satisfied before enrollment.

For More Information Contact:
Northeast Campus
Dr. "Chief" D. Craig Brown: (918) 595-8408
craig.brown@tulsacc.edu

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate your understanding of the how, what, and why fire and emergency medical services members must work together as part of a team to help fire prevention, fire control, and fire extinguishment along with the legal aspects and responsibilities of their actions.
- Demonstrate your ability to adhere to detailed instructions while critically analyzing technical material that presents their findings clearly and professionally utilizing essential business communication skills.
- Demonstrate the ability to integrate knowledge, skills, and professional behavior to successfully function as a Nationally Certified Firefighter.
- Demonstrate the ability to integrate knowledge, skills, and professional behavior to successfully function as a Nationally Certified Emergency Medical Technician.
- Demonstrate a solid working knowledge of fire behavior, building construction, hydraulics, hazardous materials chemistry, legal aspects of emergency services, fire prevention, fire code enforcement, fire protection systems, fire investigation, and fire service administration.

Careers

Search careers related to this certificate at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The **Fire and Emergency Medical Services Student Association** (FEMSSA) is great way to network with other students and professionals in the industry. For more information see "Chief" Brown or stop by the Student Life office on campus.

Certificate Requirements

Fire and Emergency Medical Services 17 hours
FEMS 1214 - Principles of Fire and Emergency Medical Services
FEMS 1224 - Emergency Services Safety and Survival
FEMS 2319 - Emergency Medical Technician

Total Credit Hours: 17

Fire and Emergency Medical Services Technology AAS

Program Description

This program is a National Fire Academy Fire and Emergency Services Higher Education Recognized Program. As such, the successful completion of designated FEMS courses by the student will result in valuable National Fire Academy Certificates. Additionally, students earn required state and national certifications necessary for securing employment with fire departments, industrial firms, governmental agencies, fire protection companies, healthcare agencies, and emergency medical services agencies. Individuals seeking employment in fire and emergency medical services departments will need certifications as a Firefighter/Emergency Medical Technician (FF/EMT).

Procedures for Application:

Complete all Tulsa Community College application and entry requirements. Successful completion of the Fire and Emergency Services Certificate from Tulsa Community College is required for entry into the Program. Students with prior learning through academia or life learning may demonstrate that they have met the requirements of the Certificate through transcript review or Prior Learning Assessment. Prior learning students should contact Dr. "Chief" Brown. Students must complete a reading, writing, and math placement test at a successful level in the Testing Center or demonstrate adequate proficiency to enroll in FEMS courses.

For More Information Contact:
Northeast Campus
Dr. "Chief" D. Craig Brown: (918) 595-8408
craig.brown@tulsacc.edu

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate your understanding of the how, what, and why fire and emergency medical services members must work together as part of a team to help fire prevention, fire control, and fire extinguishment along with the legal aspects and responsibilities of their actions.
- Demonstrate your ability to adhere to detailed instructions while critically analyzing technical material that presents their findings clearly and professionally utilizing essential business communication skills.
- Demonstrate the ability to integrate knowledge, skills, and professional behavior to successfully function as a Nationally Certified Firefighter.
- Demonstrate the ability to integrate knowledge, skills, and professional behavior to successfully function as a Nationally Certified Emergency Medical Technician.
- Demonstrate a solid working knowledge of fire behavior, building construction, hydraulics, hazardous materials chemistry, legal aspects of emergency services, fire prevention, fire code enforcement, fire protection systems, fire investigation, and fire service administration.

Careers

Search careers related to Fire & Emergency Medical Services at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The **Fire and Emergency Medical Services Student Association** (FEMSSA) is great way to network with other students and professional in the industry. For more information see "Chief" Brown or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 6 hours
ENGL 1113 - Composition I
and select one course from the following:
COMM 1113 - Public Speaking
ENGL 1213 - Composition II
ENGL 2343 - Business Communication I
ENGL 2333 - Technical/Professional Writing
History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present
Recommended Electives 6 hours
Choose courses from the list of Liberal Arts & Sciences Electives.

Specialized Course Requirements Credit Hours: 47

FEMS 1214 - Principles of Fire and Emergency Medical Services
FEMS 1224 - Emergency Services Safety and Survival
FEMS 1233 - Fire Behavior and Combustion
FEMS 1243 - Hazardous Materials Chemistry
FEMS 1253 - Building Construction for Fire Protection
FEMS 1263 - Fire Protection Hydraulics and Water Supply
FEMS 2213 - Legal Aspects of Emergency Services
FEMS 2223 - Fire Prevention
FEMS 2233 - Code Enforcement
FEMS 2243 - Fire Protection Systems
FEMS 2253 - Fire Investigation and Arson
FEMS 2263 - Fire and Emergency Services Administration
FEMS 2319 - Emergency Medical Technician

Total Credit Hours: 65

Geographic Information Systems Certificate

Program Description

The GIS certificate is designed to prepare graduates for employment in geospatial industries. The certificate also serves to enable students to apply geospatial technology to other academic disciplines or fields of study.

For More Information Contact:
School of Engineering and Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon completion of the program you will be able to:

- Employ geospatial analysis tools and methods to geospatial projects.
- Apply principals of proper map design and production to geospatial projects.
- Apply proper data collection and management skills to geospatial projects.
- Develop, manage, and complete a comprehensive geospatial project.

Career Opportunities

Search careers related to Geographic Information Systems at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Geographic Information Systems 17 hours
GIS 2344 - Introduction to Geographic Information Systems (May be taken as GEOG 2344)
GIS 2354 - Computer Cartography
GIS 2373 - GIS Data Acquisition and Management
GIS 2383 - Advanced Geographic Information Systems
GIS 2393 - Geographic Information Systems Practicum

Total Credit Hours: 17
Students must make a "C" or better in all courses to graduate.

Geography AS

Program Description

Geography is the scientific study of Earth's surface and its immediate atmosphere. Geographers study the political, economic, social and environmental qualities of places and how these attributes interact. A geography graduate will possess the flexibility to pursue a career in urban and regional planning, international affairs, community development, location analysis in both the public and private sectors, resource planning and management, cartography and teaching.

For More Information Contact:
School of Science and Mathematics
Metro Campus: (918) 595-7334

Program Learning Outcomes

Upon completion of this program you will be able to:

- Analyze the spatial organization of people, places, and environment on Earth's surface.
- Analyze how human actions and physical systems are interconnected.
- Explain physical, cultural, and human characteristics of a place or region.
- Apply geographic tools to interpret the spatial distribution of people, places, and environment on the Earth's surface.
- Analyze the physical processes that shape the patterns of Earth's surface.

Careers

Search careers related to Geography at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
and select three (3) hours of Humanities from the General Education Requirements

Mathematics 3-4 hours
Select one course from the following:
MATH 1513 - Precalculus I (A)
MATH 2114 - Analytic Geometry and Calculus I (A)

Science 7 hours
GEOG 1014 - Geography (Physical) (L)
GEOG 2013 - Meteorology

Recommended Electives 2-3 hours
CSCI 1203 - Computer Concepts and Applications
PHYS 1003 - Introduction to Physics
or select 2-3 hours from the list of Liberal Arts & Sciences Electives

Required Electives 3 hours
SOCI 2123 - Introduction to Cultural Anthropology (S)
or select one three (3) credit hour course from Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23

Chemistry 5 hours
CHEM 1315 - General Chemistry I (L)

Geography 14 hours
GEOG 1023 - World Geography (Economic) (S)
GEOG 2033 - World Regional Geography (S,I,H)
GEOG 2344 - Introduction to Geographic Information Systems (May be taken as GIS 2344)
GIS 2354 - Computer Cartography

Physics 4 hours
PHYS 1114 - General Physics I (L)

Total Credit Hours: 60

To receive an A.A. or A.S. Degree, students must demonstrate computer proficiency.

Geology AS

Program Description

Geology is the scientific study of the earth. This endeavor includes Earth's composition, history, surface processes and internal workings. A degree in geology will provide the graduate the skills to discover, recognize and use the earth's natural resources to promote the quality of human life. Because the geologist will be aware of the events that continually shape the earth's surface, the geology graduate will provide to society the knowledge to enable all of us to occupy this planet's physical environment more safely.

For More Information Contact:
School of Science and Mathematics
Metro Campus: (918) 595-7334

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Communicate geologic information, orally or in written form.
- Solve geologic problems.
- Display a strong work ethic within the field of geology.
- Analyze implications of human activities on geologic resources.

Careers

Search careers related to Geology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other science majors through participation in the **Sci-π Club** at the west campus. For more information speak with your science professor or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 34

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements for the course list.

Mathematics 5-8 hours
Select these two courses:
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)
or select this course:
MATH 1715 - Precalculus I and II (A)
or select these two courses:
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)

Recommended Electives 2-5 hours
ASTR 1104 - General Astronomy
BIOL 1114 - General Biology for Non-Majors (L)
CSCI 1203 - Computer Concepts and Applications
GEOL 2021 - Map and Airphoto Interpretation
GIS 2344 - Introduction to Geographic Information Systems
(May be taken as GEOG 2344)
or select 2-5 hours from the Liberal Arts & Sciences Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 26

Chemistry 10 hours
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Geology 8 hours
GEOL 1014 - General Geology (Physical) (L)
GEOL 1024 - General Geology (Historical) (L)

Physics 8 hours
Select these two courses:
PHYS 1114 - General Physics I (L)
PHYS 1214 - General Physics II (L)
or select these two courses:
PHYS 2034 - Engineering Physics I (L)
PHYS 2124 - Engineering Physics II (L)

Total Credit Hours: 60

To receive an A.A. or A.S. Degree, students must demonstrate computer proficiency.

Health Information Technology AAS

Program Description

This degree prepares students for employment in the field of health information management in a variety of health care settings including hospitals, physician's office or clinic, home health agencies, hospice, long term care facilities, rehabilitation facilities, psychiatric care settings, insurance companies, and pharmaceutical companies. This program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). After graduation, students are eligible to apply to write the national qualifying examination for certification as a Registered Health Information Technician (RHIT).

Admission to the Program

The Health Information Technology program has an annual entry and courses begin in the fall semester.

Program Application Instructions

1. All prospective Health Information Technology students who have not been enrolled at TCC within the past year must complete an application for admission to the College, submit their high school transcripts or GED scores, ACT or SAT scores (if exams were taken), and previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. Admission to Tulsa Community College does not guarantee admission to the Health Information Technology program.
2. Students should complete placement testing to establish proficiency levels in reading comprehension, sentence skills and mathematics. Meet with an Academic Advisor to begin this process.
3. Applications to the Health Information Technology program must be completed online at tulsacc.edu/healthscienceapply by May 1. For more information, contact the Allied Health department office at (918) 595-7002.
4. Following the May 1 deadline, students will receive additional information regarding the interview and selection process.

Program Admission Requirements

- Successful applicants must have a minimum GPA of 2.0.
- An extensive criminal background check, including but not limited to a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation.

Contact Information
Program Director
Sandra Smith, M.Ed., RHIA, CCS
sandy.smith@tulsacc.edu
(918) 595-7201

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Utilize your mastery of data management skills assuring accurate, reliable, comprehensive and compliant information allowing for the assessment of quality patient care, efficient resource utilization and proper reimbursement.
- Apply legal concepts related to protected health information to assure ethical use of the data (internal and external), secure exchange of information, legitimate access and proper disclosure providing privacy and confidentiality for both patient and provider and compliance with retention and destruction policies.
- Evaluate, assist with selection and implementation and utilize health information management (HIM) systems (electronic health records, encoders and groupers, specialty registries and software for other HIM functions) and report generating technologies to provide clinical and administrative data for strategic planning, informatics, data analytics and decision support.
- Identify reimbursement systems by health care setting and describe their structural design and evaluate revenue cycle management processes.
- Analyze policies and procedures related to health information management to ensure compliance with state and federal regulations, medical staff bylaws, policies and procedures and accrediting agency licensure and certification standards, and identify potential fraud and abuse activities through data analysis.

- Apply your mastery of leadership and management skills to include: human resources (staffing levels, productivity and evaluations); change management; work design and process improvement; meeting facilitation; team leadership; training and continuing education; financial management, budgeting; project management; vendor/contract management; and enterprise information management.

Career Opportunities

Career opportunities for the Health Information Technician include: coding and reimbursement specialist; clinical data specialist (statistics, database research, and specialty registries); patient information coordinator (release of information, confidentiality, medical-legal aspects of documentation, health history management and information resources); data quality manager (quality improvement for data integrity, and quality care/service monitoring and audits); document and repository manager (retention and accessibility of health care data, and preparation and conversion to electronic health records); and health information manager (enterprise- or facility-wide line or staff manager for health information management services). Search careers in Health Information Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 16

(Remaining General Education Requirements are satisfied in Specialized Course Requirements.)

Biology 4 hours**

BIOL 1314 - Human Anatomy and Physiology

English 6 hours**

ENGL 1113 - Composition I
and select one course from the following:
ENGL 2343 - Business Communication I
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Specialized Course Requirements Credit Hours: 53

Allied Health 3 hours

ALDH 1323 - Medical Terminology

Computer Information Systems 3 hours**

CSYS 2073 - MS Office

Health Information Technology 47 hours**

HITC 1113 - Introduction to Health Information Management
HITC 1131 - Health Care Delivery Systems and Trends
HITC 1213 - Statistics and Research Methodology
HITC 1223 - Electronic Health Record Systems
HITC 1242 - Health Information Management in Alternate Care Settings
HITC 1333 - CPT and HCPCS Coding
HITC 1353 - Legal Aspects of Health Records
HITC 1363 - Classification Systems, Terminologies and Coding I
HITC 1412 - Professional Practice Experience I
HITC 2053 - Pathophysiology and Pharmacology I
HITC 2113 - Management Techniques for Health Information Services
HITC 2121 - Physician Billing and Reimbursement
HITC 2133 - Reimbursement Systems and Revenue Cycle Management
HITC 2153 - Pathophysiology and Pharmacology II
HITC 2213 - Quality, Utilization, and Risk Assessment
HITC 2342 - Professional Practice Experience III - Coding
HITC 2403 - Coding II
HITC 2411 - Professional Practice Experience II
HITC 2512 - HIT Professional Review

Total Credit Hours: 69

**Courses must be completed with a "C" or better.

Health Information Technology Certificate, Coding and Reimbursement Specialist

Program Description

This certificate is designed to prepare students with the necessary skills to be employed as a coding and reimbursement specialist in a variety of health care settings including hospitals, physician's office or clinic, home health agencies, hospice, long-term care facilities, rehabilitation facilities, insurance companies, and pharmaceutical companies. ICD-9-CM and CPT coding guidelines will be examined in detail, as will insurance and reimbursement issues such as claims processing, case mix index, and reimbursement systems, (i.e., diagnosis related groups (DRGs), ambulatory patient classification (APCs), resource based relative value system (RBRVS), resource utilization groups (RUGs), case mix groups (CMG) and home health resource groups (HHRG). Students successfully completing the certificate may apply to sit for a national examination to become a Certified Coding Associate (CCA). After 2-3 years of recommended coding experience, the graduate may sit for the national Certified Coding Specialist (hospital based, CCS, physician based, CCS-P) examination. The Coding and Reimbursement Specialist Certificate program has been approved by the American Health Information Management Association (AHIMA).

Admission to the Program

The Health Information Technology Coding & Reimbursement Specialist Certificate program has an annual entry and courses begin in the fall semester.

Program Application Instructions

1. All prospective Health Information Technology (HIT) students who have not been enrolled at TCC within the past year must complete an application for admission to the College, submit their high school transcripts or GED scores, ACT or SAT scores (if exams were taken), and previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. Admission to Tulsa Community College does not guarantee admission to the Health Information Technology Coding and Reimbursement Specialist Certificate program.
2. Students should complete placement testing to establish proficiency levels in reading comprehension, sentence skills and mathematics. Meet with an Academic Advisor to begin this process.
3. Applications to the HIT program must be completed online at tulsacc.edu/healthscienceapply by May 1. For more information, contact the Allied Health department office at (918) 595-7002.
4. Following the May 1st deadline, students will receive additional information regarding the interview and selection process.

Program Admission Requirements

- Successful applicants must have a minimum GPA of 2.0.
- An extensive criminal background check, including but not limited to a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation.

Contact Information
Program Director
Sandra Smith, M.Ed., RHIA, CCS
sandy.smith@tulsacc.edu
(918) 595-7201

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Utilize your mastery of data management skills assuring accurate, reliable, comprehensive and compliant information allowing for the assessment of quality patient care, efficient resource utilization and proper reimbursement.
- Apply legal concepts related to protected health information to assure ethical use of the data (internal and external), secure exchange of information, and legitimate access and proper disclosure providing privacy and confidentiality for both patient and provider.
- Evaluate, assist with selection and implementation and utilize health information management (HIM) systems (electronic health records, encoders and groupers, specialty registries and software for other HIM functions)

and report generating technologies to provide clinical and administrative data for strategic planning, informatics, data analytics and decision support.

- Identify reimbursement systems by health care setting and describe their structural design and evaluate revenue cycle management processes.
- Analyze policies and procedures related to health information management to ensure compliance with state and federal regulations, as well as official coding guidelines, and through data analysis identify potential fraud or abuse activities.
- Apply your mastery of leadership and management skills to include: human resources (staffing levels, productivity and evaluations); change management; work design and process improvement; meeting facilitation; team leadership; training and continuing education; financial management, budgeting; project management; vendor/contract management; and enterprise information management.

Careers

Search careers related to Coding & Reimbursement Specialists at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

General Education Requirements Credit Hours: 4

Biology 4 hours**
BIOL 1314 - Human Anatomy and Physiology

Specialized Course Requirements Credit Hours: 36

Allied Health 3 hours**
ALDH 1323 - Medical Terminology

Computer Information Systems 3 hours**
CSYS 2073 - MS Office

Health Information Technology 30 hours**
HITC 1113 - Introduction to Health Information Management
HITC 1131 - Health Care Delivery Systems and Trends
HITC 1223 - Electronic Health Record Systems
HITC 1242 - Health Information Management in Alternate Care Settings
HITC 1333 - CPT and HCPCS Coding
HITC 1363 - Classification Systems, Terminologies and Coding I
HITC 2053 - Pathophysiology and Pharmacology I
HITC 2133 - Reimbursement Systems and Revenue Cycle Management
HITC 2121 - Physician Billing and Reimbursement
HITC 2153 - Pathophysiology and Pharmacology II
HITC 2342 - Professional Practice Experience III - Coding
HITC 2403 - Coding II

Total Credit Hours: 40

**Course must be completed with a "C" or better.

Health, Human Performance & Physical Education AS, Health & Human Performance Option

Program Description

This program is for students who are interested in careers in health promotion/education, exercise science, kinesiology, athletic training, recreation, or public health in a variety of settings, including corporate, hospital-based, community, government and private enterprise.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

After successful completion of this program you will be able to:

- Analyze the behavioral, historical, psycho-social, or philosophical aspects of health and human performance.
- Develop a behavioral modification plan for the health and fitness of a subject.
- Analyze the basic concepts of nutrition.
- Evaluate a subject's wellness profile.
- Identify the anatomical, physiological, and mechanical structures of the human body.
- Successfully complete first aid certification.
- Communicate effectively using verbal and non-verbal, written, and/or multimedia modes.
- Apply mathematical calculations as it relates to health and human performance.

Careers

Search careers related to Health and Human Performance at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this major will benefit from participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with any science faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Biology 7 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1383 - Nutrition +
+ Grade of "C" or better may be required for transfer to four-year college/university.

Communication 9 Hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Economics 3 Hours
ECON 2013 - Principles of Macroeconomics (S)

Humanities 6 Hours
See the General Education Requirements page for course list

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 Hours
MATH 1513 - Precalculus I (A)
or higher level General Education Math

Psychology 3 Hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 23

Biology 4 hours
BIOL 2154 - Human Physiology (L) +
+ Grade of "C" or better may be required for transfer to four-year college/university.

Chemistry 5 hours
CHEM 1315 - General Chemistry I (L)

Mathematics 3 Hours
MATH 2193 - Elementary Statistics

Physical Education 11 Hours
PHED 2212 - First Aid
(Advanced standing credit may be awarded for current certification.)
PHED 2263 - Principles in Health Education and Health Promotion +
PHED 2603 - Total Wellness +
PHED 2653 - Applied Anatomy and Kinesiology +
+ Grade of "C" or better may be required for transfer to four-year college/university.

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Health, Human Performance & Physical Education AS, Physical Education Option

Program Description

This program is for students interested in sports and fitness, exercise physiology, health and wellness, and the leisure services. Career choices include teacher, coach, athletic trainer, director of outdoor sports activities, and sports director for professional athletics.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

After successful completion of this program you will be able to:

- Analyze the behavioral, historical, psycho-social, or philosophical aspects of health and human performance.
- Develop a behavioral modification plan for the health and fitness of a subject.
- Analyze the basic concepts of nutrition.
- Evaluate a subject's wellness profile.
- Successfully complete first aid certification.

Careers

Search careers related to Health and Human Performance at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Physical Education majors will benefit from participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with any science faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Biology 7 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1383 - Nutrition +
+ Grade of "C" or better may be required for transfer to four-year college/university.

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Economics 3 hours
ECON 2013 - Principles of Macroeconomics (S)

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements page for course list.

Mathematics 3 Hours
MATH 1513 - Precalculus I (A)
or higher level General Education Math

Psychology 3 Hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 23

Geography 4 hours
GEOG 1014 - Geography (Physical) (L)

Physical Education 13 hours
PHED 1143 - Foundations of Physical Education
PHED 2212 - First Aid
(Advanced standing credit may be awarded for current certification.)
PHED 2603 - Total Wellness +
PHED 2653 - Applied Anatomy and Kinesiology +
PHED 2662 - Care and Prevention of Athletic Injuries
+ Grade of "C" or better may be required for transfer to four-year college/university.

Controlled Electives 6 hours
Select two courses from the following:
BIOL 2154 - Human Physiology (L)
CSCI 1203 - Computer Concepts and Applications
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
MATH 1613 - Precalculus II (A)
MATH 2193 - Elementary Statistics
PHYS 1114 - General Physics I (L)

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Healthcare Specialist/Paramedic AAS

Program Description

This program offers a broad education in the principles and practical applications of fire and emergency medical services. Successful students will earn required state and national certifications necessary for securing employment with fire departments, industrial firms, governmental agencies, fire protection companies, healthcare agencies, and emergency medical services agencies. The degree will help prepare graduates for work in many roles in fire and health care agencies as well as other similar occupations.

Procedures for Application:

Complete all Tulsa Community College application and entry requirements. Requires current National Registry of Emergency Medical Technician certification. Contact a Fire and Emergency Medical services representative for an interview and consultation.

For More Information Contact:
School of Engineering & Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon completion of this program you will be able to:

- Integrate the principles of history taking and techniques of physical exam to perform a comprehensive patient assessment.
- Demonstrate the ability to integrate knowledge, skills, and professional behavior to successfully manage all aspects of a trauma and medical emergencies as a team leader.
- Advocate for all patients including those with physical, mental, social and financial challenges.
- Demonstrate the ability to effectively communicate through both through the written and oral medium as well as demonstrating interpersonal communication skills.
- Integrate pathophysiological principles and the assessment findings to formulate a field impression and implement a treatment plan.
- Defend and advocate the need for a culture of safety.

Careers

Search careers related to this degree at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirement Credit Hours: 20

Biology 4 hours
BIOL 1314 - Human Anatomy and Physiology

Chemistry 4 hours
CHEM 1114 - Principles of Chemistry (L)

Communication 6 hours
ENGL 1113 - Composition I
and select one course from the following:
COMM 1113 - Public Speaking
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Specialized Course Requirements Credit Hours: 40

Emergency Medical Services Professional 36 hours
EMSP 2115 - Principles of Paramedic I
EMSP 2129 - Paramedic Theory and Application I
EMSP 2214 - Principles of Paramedic II
EMSP 2229 - Paramedic Theory and Application II
EMSP 2314 - Principles of Paramedic III
EMSP 2325 - Paramedic Theory and Application III

Fire and Emergency Medical Services 4 hours
FEMS 1214 - Principles of Fire and Emergency Medical Services

Total Credit Hours: 60

Healthcare Specialist/Paramedic Certificate

Program Description

This program offers a broad education in the principles and practical applications of fire and emergency medical services. Successful students will earn required state and national certifications necessary for securing employment with fire departments, industrial firms, governmental agencies, fire protection companies, healthcare agencies, and emergency medical services agencies. The certificate will help prepare graduates for work in many roles in fire and health care agencies as well as other similar occupations. The program may be completed in three semesters of full-time academic work after completing prerequisite courses BIOL 1314 and FEMS 1214.

Procedures for Application

Complete all Tulsa Community College application and entry requirements. Requires current National Registry of Emergency Medical Technician certification and application to the program. Application materials may be obtained from the School of Engineering & Applied Technology at Northeast Campus (contact information below). Applicants will be screened according to FEMS program policies.

For More Information Contact:
School of Engineering & Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon completion of this program you will be able to:

- Integrate the principles of history taking and techniques of physical exam to perform a comprehensive patient assessment.
- Demonstrate the ability to integrate knowledge, skills, and professional behavior to successfully manage all aspects of a trauma and medical emergencies as a team leader.
- Advocate for all patients including those with physical, mental, social and financial challenges.
- Demonstrate the ability to effectively communicate through both through the written and oral medium as well as demonstrating interpersonal communication skills.
- Integrate pathophysiological principles and the assessment findings to formulate a field impression and implement a treatment plan.
- Defend and advocate the need for a culture of safety.

Careers

Search for careers related to this field of study at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Biology 4 hours
BIOL 1314 - Human Anatomy and Physiology*
(*BIOL 2134 and BIOL 2154 may be substituted for this requirement.)

Emergency Medical Services Professional 36 hours
Courses must be completed with a "C" or better.
EMSP 2115 - Principles of Paramedic I
EMSP 2129 - Paramedic Theory and Application I
EMSP 2214 - Principles of Paramedic II
EMSP 2229 - Paramedic Theory and Application II
EMSP 2314 - Principles of Paramedic III
EMSP 2325 - Paramedic Theory and Application III

Fire and Emergency Medical Services 4 hours
FEMS 1214 - Principles of Fire and Emergency Medical Services

Total Credit Hours: 44

Healthcare Specialist/Paramedic, Advanced Emergency Medical Technician Certificate

Program Description

The primary focus of the Advanced Emergency Medical Technician is to provide basic and limited advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. Advanced Emergency Medical Technicians function as part of a comprehensive EMS response, under medical oversight, and perform interventions with the basic and advanced equipment typically found on the ambulance. The Advanced Emergency Medical Technician is a link from the scene to the emergency health system.

Procedures for Application

Complete all Tulsa Community College application and entry requirements. Requires current National Registry of Emergency Medical Technician certification and application to the program. Application materials may be obtained from the School of Engineering & Applied Technology at Northeast Campus (contact information below).

For More Information Contact:
School of Engineering & Applied Technology
Northeast Campus: (918) 595-7290

Program Learning Outcomes

Upon completion of this program you will be able to:

- Integrate the principles of history taking and techniques of physical exam to perform a comprehensive patient assessment.
- Demonstrate the ability to integrate knowledge, skills, and professional behavior to successfully manage all aspects of a trauma and medical emergencies as a team leader.
- Advocate for all patients including those with physical, mental, social and financial challenges.
- Demonstrate the ability to effectively communicate through both through the written and oral medium as well as demonstrating interpersonal communication skills.
- Integrate pathophysiological principles and the assessment findings to formulate a field impression and implement a treatment plan.
- Defend and advocate the need for a culture of safety.

Careers

Search careers related to this certificate at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Biology 4 hours
BIOL 1314 - Human Anatomy and Physiology
Emergency Medical Services Professional 14 hours
EMSP 2115 - Principles of Paramedic I
EMSP 2129 - Paramedic Theory and Application I

Total Credit Hours: 18

History AA

Program Description

To function in a particular society or in an international setting, it is crucial to gain an accurate historical understanding of a present situation or past event through the study of history. The study of history involves verifying events and ideas, exploring the causes and effects of events and ideas, reconciling various interpretations of them, and making informed judgments about how to utilize differing views to assert a conclusion. In addition, it is essential that the historical reasoning process be expressed in a clear and effective style of written communication.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Identify key events that define change or continuity over time in a particular place or region.
- Describe how cultural forces affected historical events.
- Recognize how factors such as race, ethnicity, gender, class, and region influence historical narratives.
- Interpret complex enduring themes and issues.
- Analyze major historic events and figures.
- Explain the dynamics of cause and effect by way of historical events.
- Apply historical methods, skills, and perspectives to contemporary issues.

Careers

Search careers related to History at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Student Historical Society ♦ Student Government Association ♦ African-American Student Association ♦ Native-American Student Alliance ♦ Hispanic Student Association ♦ Muslim Student Alliance ♦ International Student Association

Degree Requirements

General Education Requirements Credit Hours: 37

See the General Education Requirements for the complete list.

Specialized Course Requirements Credit Hours: 23

History 12 hours
HIST 1053 - Ancient and Medieval Western Civilization (H)
HIST 1063 - Modern Western Civilization (H)
HIST 1073 - Twentieth Century World History (H) (I)
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present
HIST 2043 - Contemporary Affairs (H) (D)
HIST 2333 - African-American History (H)
HIST 2343 - Native American History
HIST 2523 - History of Oklahoma

Recommended Electives 11 hours
(Students should select courses that will transfer to the college/university they plan to attend.)
ECON 2013 - Principles of Macroeconomics (S)
ENGL 2413 - Introduction to Literature (H)
ENGL 2543 - British Literature to 1800 (H)
ENGL 2653 - British Literature from 1800 (H)
ENGL 2773 - American Literature to 1865 (H)
ENGL 2883 - American Literature from 1865 (H)
GEOG 1014 - Geography (Physical) (L)
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
GEOG 2033 - World Regional Geography (S,I,H)
PHIL 1113 - Introduction to Philosophy (H)
PHIL 2163 - Introduction to the History and Philosophy of Science (H)
POLS 2013 - Introduction to Comparative Governments
POLS 2023 - Introduction to American Politics
POLS 2033 - Introduction to Political Thought
POLS 2133 - Introduction to Public Administration
POLS 2153 - Introduction to the Constitution and Judicial Process
POLS 2203 - Introduction to International Relations
PSYC 1113 - Introduction to Psychology (S)
PSYC 2053 - Social Psychology
RELG 2233 - Religion in America (H)
SOCI 1113 - Introduction to Sociology (S)
SOCI 2123 - Introduction to Cultural Anthropology (S)

Total Credit Hours: 60

Proficiency in a foreign language is recommended.
To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical education activity courses do not count toward the graduation requirements for this degree.

Human Resources Certificate

Program Description

This program is designed to prepare students for a career in human resources. Due to solid growth in the field of human resources, this program is designed for both individuals wanting to enter the profession and those currently employed in human resources who desire advancement.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Synthesize information of core HR functions and processes to develop a comprehensive HR strategy that aligns with organizational strategy.
- Develop and implement HR employee performance measures that support HR strategy.
- Design training programs and interventions employing training design and implementation frameworks.
- Propose a compensation and employee benefit program that attracts, retains, and motivates workforce Employees.
- Develop a recruiting and staffing process that attracts qualified talent and places talent using valid and reliable staffing tools and processes.
- Prepare a HR compliance program that recognizes relevant employee laws and promotes a healthy and safe working environment.
- Construct organizational communication strategies that effectively engage managers and employees.

Careers

Search careers related to Human Resources at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Business majors are encouraged to join **Phi Beta Lambda** where you will network with other business students and gain additional business skills outside of the classroom. For more information, speak to any business faculty or stop by the Student Life office on campus.

Certificate Requirements

Computer Information Systems 3 hours

Select three (3) credit hours from any Computer Information Systems (CSYS/CSCI) courses. Spreadsheet experience is highly recommended.

Human Resources 24 hours

HRES 1313 - Principles of Human Resources
HRES 1333 - Benefits Management
HRES 1343 - Compensation Management
HRES 2313 - Human Resource Law I
HRES 2333 - Employee and Labor Relations
HRES 2343 - Training and Development
HRES 2353 - Human Resource Law II
HRES 2363 - Performance Management

Controlled Electives 3 hours

BUSN 2633 - Industrial and Organizational Psychology (S) (May be taken as PSYC 2633)
COMM 1113 - Public Speaking
COMM 2053 - Intercultural Communication (H) (I)
COMM 2103 - Interpersonal Communication
CSCI 2033 - Excel
ECON 2123 - International Economic Issues (S,I)
ENGL 2343 - Business Communication I
HSVC 1213 - Basic Counseling Skills
MGMT 2103 - Workforce Development Internship *
*Course is highly recommended for those with no employment in a Human Resources Department.
PHED 2212 - First Aid

Total Credit Hours: 30

NOTE: A student may substitute current certification in PHR (Professional in Human Resources) or SPHR (Senior Professional in Human Resources) for the course HRES 1313 - Principles of Human Resources . (PHR or SPHR exams will not substitute for any other HRES courses).

Human Resources Option, Business AAS

Program Description

This major is designed to prepare students for a career in the human resources profession. Due to the fact that nearly all corporations have a human resources department, solid growth in this profession is predicted over the next ten years. This program is designed for both individuals starting out in human resources and those currently employed in human resources. Students gain a comprehensive knowledge in human resources along with the people skills greatly desired in today's business world.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Synthesize information of core HR functions and processes to develop a comprehensive HR strategy that aligns with organizational strategy.
- Develop and implement HR employee performance measures that support HR strategy.
- Design training programs and interventions employing training design and implementation frameworks.
- Propose a compensation and employee benefit program that attracts, retains, and motivates workforce Employees.
- Develop a recruiting and staffing process that attracts qualified talent and places talent using valid and reliable staffing tools and processes.
- Prepare a HR compliance program that recognizes relevant employee laws and promotes a healthy and safe working environment.
- Construct organizational communication strategies that effectively engage managers and employees.

Careers

Search careers in Human Resources at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students who major in any business program are encouraged to join **Phi Beta Lambda**. For more information speak to any business faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select two courses from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A)

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 42

Business 3 hours
BUSN 1053 - Introduction to Business

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Human Resources 24 hours
HRES 1313 - Principles of Human Resources
HRES 1333 - Benefits Management
HRES 1343 - Compensation Management
HRES 2313 - Human Resource Law I
HRES 2333 - Employee and Labor Relations
HRES 2343 - Training and Development
HRES 2353 - Human Resource Law II
HRES 2363 - Performance Management

Management 6 hours
MGMT 2123 - Leadership Development
MGMT 2363 - Principles of Management

Marketing 6 hours
MKTG 2343 - Customer Service
MKTG 2423 - Principles of Marketing

Total Credit Hours: 60

NOTE: A student may substitute current certification in PHR (Professional in Human Resources) or SPHR (Senior Professional in Human Resources) for the course HRES 1313 - Principles of Human Resources . (PHR or SPHR exams will not substitute for any other HRES courses).

Human Services AAS

Program Description

Human Services workers and assistants provide direct and indirect client services and serve to improve and enhance the lives of others in a variety of roles within social and human service delivery settings. Job titles vary: case management aide, social work assistant, alcohol or drug abuse counselor, mental health aide, community outreach worker, life skill counselor, crisis intervention counselor, intake worker, gerontology aide, family support worker, habilitation aide, residential counselor, and juvenile specialist. The U.S. Department of Labor states: "Human services worker and assistant occupations are projected to be among the fastest growing. Job opportunities should be excellent [for qualified applicants]..."

The Human Services program at Tulsa Community College is designed to provide education and training for individuals seeking careers in a wide range of helping profession settings. Students gain basic knowledge, skills, and values necessary to communicate and interact with persons experiencing personal and social problems in order to assess needs and provide appropriate intervention. Students have many opportunities to gain hands-on experience with community agencies and populations. In addition to general education requirements, all Human Service students complete core coursework in:

- Principles of Human Services
- Basic Counseling Skills
- Chemical Dependency and Treatment
- Lifespan Development
- Human Services Applications/Case Management
- Issues in Human Services
- Crisis Intervention
- Internship
- Additional career and occupational information in the human services field can be found at: http://bls.gov and http://stats.bls.gov/oco

Semester plan available through faculty advisement

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Exhibit professionalism, ethical decision making, cultural awareness, and interpersonal skills appropriate to the field of human services.
- Apply human service values and attitudes to promote ethical application and practice.
- Demonstrate an understanding of the role of diversity in determining and meeting needs and provide evidence of attitudes and skills that reflect this understanding.
- Demonstrate attitudes, skills, and knowledge necessary for beginning competence in human service intervention.
- Demonstrate professional skills of the human services field.

Careers

Search careers related to Human Services at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Consider joining one or more of these student organizations relevant to human Services majors: Behavioral Sciences Association (BSA), Campus Civitan, or Total Addiction Counseling & Knowledge from Life Experiences (TACKLE). For more information, speak to Human Services faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 24

Communication 3 hours

COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

English 6 hours

ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Psychology 3 hours

PSYC 1113 - Introduction to Psychology (S)

Sociology 6 hours

SOCI 2153 - Crisis Intervention and Experience (S)
and select one course from the following:
SOCI 1113 - Introduction to Sociology (S)
SOCI 2113 - Social Problems in America (S)

Specialized Course Requirements Credit Hours: 36

Computer Information Systems 3 hours

Select three (3) credit hours from any Computer Information Systems courses (CSCI/CSYS).

Human Services 33 hours

Students must earn a grade of "C" or better in HSVC courses in order to progress to advanced courses in the program, or gain permission of instruction or associate dean.

HSVC 1113 - Principles of Human Services
HSVC 1213 - Basic Counseling Skills
HSVC 1313 - Chemical Dependency and Treatment
HSVC 2023 - Lifespan Development
HSVC 2053 - Human Services Applications/Case Management
HSVC 2073 - Issues in Human Services
HSVC 2113 - Human Services Internship
HSVC 2613 - Gerontology in Human Services
and select one course from the following:
HSVC 1413 - Introduction to Developmental Disabilities
HSVC 1423 - Models for Supporting Persons with Developmental Disabilities
and select one course from the following:
HSVC 2003 - Family Relationships
HSVC 2203 - Parent-Child Relations
and select one course from the following:
HSVC 1523 - Volunteer Management in Human Services
HSVC 2513 - Management of Community Programs

Total Credit Hours: 60

Human Services AS, Child and Family Services Option

Program Description

This program is designed for individuals seeking careers in the helping professions providing services to children, youth, elderly, and families in a variety of community-based settings. Specific career fields require varying levels of degree completion and include aging services, child and parenting practitioner, child life specialist, family policy and law, human service management, infant mental health specialist, international human services, marriage and family therapy, social welfare, and youth and family ministry/outreach. Students gain 27 credit hours of specialization in Human Services while earning the associate degree.

Semester plan available through faculty advisement. Students are strongly encouraged to seek faculty advisement to ensure they are completing the correct option for their academic goals and intended course of study beyond the associate degree. See Human Services General Information for additional information.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Exhibit professionalism, ethical decision making, cultural awareness, and interpersonal skills appropriate to the field of human services.
- Apply human service values and attitudes to promote ethical application and practice.
- Demonstrate an understanding of the role of diversity in determining and meeting needs and provide evidence of attitudes and skills that reflect this understanding.
- Demonstrate attitudes, skills, and knowledge necessary for beginning competence in human service intervention.
- Demonstrate professional skills of the human services field.

Careers

Search careers related to Human Services at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Consider joining one or more of these student organizations relevant to Human Services majors: Behavioral Sciences Association (BSA), Campus Civitan, or Total Addiction Counseling & Knowledge from Life Experiences (TACKLE). For more information, speak to Human Services faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
and select one course from the following:
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)

Mathematics 6 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math
MATH 2193 - Elementary Statistics

Psychology/Sociology 3 hours
Select one course from the following:
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)

Science 7 hours
BIOL 1114 - General Biology for Non-Majors (L)
BIOL 1383 - Nutrition

Specialized Course Requirements Credit Hours: 27

Human Services 21 hours
HSVC 1113 - Principles of Human Services
HSVC 1213 - Basic Counseling Skills
HSVC 1413 - Introduction to Developmental Disabilities
HSVC 2003 - Family Relationships
HSVC 2023 - Lifespan Development
HSVC 2053 - Human Services Applications/Case Management
HSVC 2113 - Human Services Internship

Psychology/Sociology 3 hours
PSYC 2813 - Human Sexuality (S) (May be taken as SOCI 2813)

Controlled Electives 3 hours
Select three (3) credit hours from courses that will transfer to the college/university you plan to attend.
CSCI/CSYS Any courses up to 3 credit hours
Foreign Language - Any skill-based courses
HSVC 1313 - Chemical Dependency and Treatment
HSVC 2073 - Issues in Human Services
HSVC 2173 - Service Learning in Human Services
HSVC 2203 - Parent-Child Relations
HSVC 2433 - Introduction to Therapeutic Recreation
HSVC 2513 - Management of Community Programs
HSVC 2991-2992 - Selected Topics in Human Services (up to 3 hours)
PSYC 2153/SOCI 2153 - Crisis Intervention and Experience
PSYC 2053 - Social Psychology
Other HSVC electives and select CHLD courses may be allowed.

Total Credit Hours: 64

Students must earn a "C" or better in HSVC courses to progress to advanced courses in the program, or gain permission of instructor or dean.

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Human Services AS, Pre-Social Work Option

Program Description

This option is designed for individuals seeking careers in helping professions providing services to children, youth, elderly, and families in a variety of community-based settings with an academic goal of earning a bachelor's or master's degree in generalist social work practice. Articulation agreements between universities provide a seamless transition toward a baccalaureate degree or master's degree, which can be earned in five years in the greater Tulsa area. Students gain 21 credit hours of specialization in Human Services while earning the associate degree.

Semester plan available through faculty advisement. Students are strongly encouraged to seek faculty advisement to ensure they are completing the correct option for their academic goals and intended course of study beyond the associate degree. See Human Services General Information for more information.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Exhibit professionalism, ethical decision making, cultural awareness, and interpersonal skills appropriate to the field of human services.
- Apply human service values and attitudes to promote ethical application and practice.
- Demonstrate an understanding of the role of diversity in determining and meeting needs and provide evidence of attitudes and skills that reflect this understanding.
- Demonstrate attitudes, skills, and knowledge necessary for beginning competence in human service intervention.
- Demonstrate professional skills of the human services field.

Careers

Search careers in Human Services at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Consider joining one or more of these student organizations relevant to Human Services majors: Behavioral Sciences Association (BSA), Campus Civitan, or Total Addiction Counseling & Knowledge from Life Experiences (TACKLE). For more information, speak to Human Services faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
and select one course from the following:
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Science 7 hours
BIOL 1114 - General Biology for Non-Majors (L)
BIOL 1383 - Nutrition

Sociology 3 hours
SOCI 1113 - Introduction to Sociology (S)

Specialized Course Requirements Credit Hours: 27

Human Services 15 hours
HSVC 1113 - Principles of Human Services
HSVC 1213 - Basic Counseling Skills
HSVC 2023 - Lifespan Development
HSVC 2053 - Human Services Applications/Case Management
HSVC 2113 - Human Services Internship

Controlled Electives 12 hours
Select one course from the following that will transfer to the college/university you plan to attend.
MATH 2193 - Elementary Statistics
PSYC 2223 - Behavioral Statistics (May be taken as SOCI 2223)
and select three (3) courses from the following:
CSCI 1203 - Computer Concepts and Applications
HSVC 1313 - Chemical Dependency and Treatment
HSVC 2073 - Issues in Human Services
PSYC 2153 - Crisis Intervention and Experience (S) (May be taken as SOCI 2153)
Other HSVC electives may be allowed. See HSVC faculty advisors.

Total Credit Hours: 64

Students must earn a "C" or better in HSVC courses to progress to advanced courses in the program, or gain permission of instructor or dean.
To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Humanities AA

Program Description

The Humanities engage students in a study of culture -- the ways people understand their shared experiences and express meaning in their lives. In particular, the Humanities explore both historical and contemporary cultures in a search for answers to vital questions: What does it mean to be human? What is our human condition? What does it mean to live a good life? Music, art, literature, philosophy, languages, architecture, film, and history are among the most recognizable subjects humanities students can expect to become skilled at analyzing and evaluating. As they learn to see, discuss, and write about similarity and difference, continuity and change, beauty and tragedy, students will learn to anticipate connections between the values and ideas they and others live by in a world that is diverse, yet shared, enduring yet fragile.

Successful humanities majors become skilled critical thinkers, readers, and writers. They are sensitive interpreters of nuance and the creation of meaning in spoken, visual, aural, and written formats. Those who continue their studies are well-prepared for a variety of specialized fields, including art history, cultural studies, ethnic studies, film studies. Legal studies, literary studies, music, education journalism, advertising, and communication and design.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Discuss the origins and importance of culture.
- Explain how human experience and knowledge shape and are shaped by creative expression.
- Analyze aesthetic styles with appropriate reference to form, content, and historical context.
- Communicate effectively in speech and writing about topics relevant to Humanities.
- Differentiate a range of worldviews.

Careers

Search careers related to Humanities at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 31

See the General Education Requirements for course list.
Humanities requirements are met in Specialized Course Requirements.

Specialized Course Requirements Credit Hours: 29

Humanities 21 hours
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
HUMN 2553 - Introduction to American Humanities (H)
and select three (3) courses from the following:
HUMN 2333 - Humanities: Literature and Film (H)
HUMN 2443 - Art of Film (H)
HUMN 2663 - Hollywood's America (H)
HUMN 2773 - American Popular Culture (H)
HUMN 2883 - Cultural Identities and the Arts in America (H)
and select one (1) course from the following:
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
HUMN 2613 - International Film (H,I)
NAMS 2113 - Native American Cultures (H)
NAMS 2213 - Native American Spiritualities (H)
NAMS 2313 - Native American Literature, Drama, and Film
RELG 1213 - Religions of the World: The Eastern Tradition (H) (I) (May be taken as PHIL 1213)
RELG 1223 - Religions of the World: The Western Tradition (H) (May be taken as PHIL 1223)

Controlled Electives 6 hours
ART 1053 - Art History Survey I (H)
ART 1063 - Art History Survey II (H)
ART 2053 - Art History Survey III
ENGL 2543 - British Literature to 1800 (H)
ENGL 2653 - British Literature from 1800 (H)
ENGL 2673 - World Literature to 1700 (H)
ENGL 2683 - World Literature from 1700 (H)
ENGL 2773 - American Literature to 1865 (H)
ENGL 2883 - American Literature from 1865 (H)
HIST 1053 - Ancient and Medieval Western Civilization (H)
HIST 1063 - Modern Western Civilization (H)
MUSC 1113 - Music Appreciation (H)
PHIL 1113 - Introduction to Philosophy (H)
PHIL 2163 - Introduction to the History and Philosophy of Science (H)
RELG 1113 - Introduction to Religious Studies (H)
RELG 2243 - Christian Ethics and Social Thought (H)
RELG 2313 - Religion in Film (H)
SOCI 2123 - Introduction to Cultural Anthropology (S)
THEA 1093 - Introduction to Theatre (H)

Recommended Electives 2 hours
Foreign Languages strongly suggested

Total Credit Hours: 60

Proficiency in foreign language is recommended.
To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical education activity courses do not count toward the graduation requirements for this degree.

Information Technology AAS, Information Technology Option

Program Description

The Information Technology option seeks to provide maximum flexibility in designing a course curriculum through electives which meets the needs of students in the Information Technology field of study.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Careers

Search careers in Information Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 9 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I
and select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Specialized Course Requirements Credit Hours: 42

Business 3 hours
Select one course from the following:
BUSN 1053 - Introduction to Business
MGMT 2363 - Principles of Management

Computer Information Systems 39 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
and select 27 credit hours from any CSCI, CSYS, or ITCV courses

Total Credit Hours: 60

Information Technology AAS, Networking and Cloud Computing Option

Program Description

The Networking and Cloud Computing program is designed to provide skills needed to work in today's changing IT network environment. Many of these courses help prepare students to take industry certification exams.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Identify basic networking and cloud computing terminology.
- Communicate technical information effectively, both orally and via lab reports.
- Install and configure LAN infrastructure devices.
- Install and configure WAN infrastructure devices.
- Install and configure cloud computing infrastructure devices.
- Install and configure wireless infrastructure devices.

Careers

Search careers in Information Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak to any business or information technology faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 9 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I
and select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 Hours
Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Specialized Course Requirements Credit Hours: 42

Business 3 hours
Select one course from the following:
BUSN 1053 - Introduction to Business
MGMT 2363 - Principles of Management

Computer Information Systems 39 hours
(Faculty advisement is recommended before enrolling in these courses. Call (918) 595-8401 for assistance.)
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSCI 1483 - Introduction to UNIX (Linux)
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 2063 - Windows Server Administration
CSYS 2493 - Principles of Information Assurance
CSYS 2563 - Enterprise Security
ITCV 1033 - Introduction to Voice & Data Networking
ITCV 2023 - Wireless Networking
ITCV 2033 - Cisco CCENT/ICND 1
ITCV 2203 - Cisco CCNA Routing & Switching/ICND2
ITCV 2293 - Cloud Computing
Additional Recommended Course
CSCI 2783 - Advanced UNIX (Linux)
(Course is not required for degree but may be substituted for another course.)

Total Credit Hours 60

Information Technology AAS, Programming Option

Program Description

The Programming major is designed to provide graduates with the logic and programming skills needed to design and create computer programs in a wide range of programming languages that satisfy the needs of business and industry.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Contrast various programming languages.
- Design computer applications.
- Debug computer applications written in various languages.
- Create procedural computer applications.
- Create object-oriented computer applications.

Careers

Search careers in Information Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak to any business or information technology faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 9 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I
and select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 Hours
Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Specialized Course Requirements Credit Hours: 42

Business 3 hours
Select one course from the following:
BUSN 1053 - Introduction to Business
MGMT 2363 - Principles of Management

Computer Information Systems 33 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSCI 2133 - Introduction to JAVA
CSCI 2283 - Visual Basic
CSCI 2473 - C Language
CSCI 2843 - C++ Programming Language
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 2613 - C# Programming
CSYS 2643 - Database Design and SQL
and select one course from the following:
CSYS 2413 - Advanced JAVA
CSYS 2503 - ASP.NET
CSYS 2783 - Advanced C# Programming

Controlled Electives 6 hours
Select two courses from the following:
CSCI 2683 - Data Structures
CSCI 2983 - Information Technology Capstone/Internship
CSYS 2503 - ASP.NET
CSYS 2783 - Advanced C# Programming
CSYS 2853 - Ruby

Total Credit Hours 60

Information Technology AAS, Systems Support Technician Option

Program Description

This program is designed to provide graduates with the diversity of skills needed to troubleshoot and implement a course of action to solve customer hardware, software, and networking problems.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be prepared to:

- Work with nontechnical users and communicate in such a way to successfully solve their technical problems.
- Install, maintain, troubleshoot and secure various hardware and software to include desktops, laptops, mobile devices and printers and their respective operating systems.
- Install, maintain, troubleshoot and secure various types of networks.
- Sit for the CompTIA A+ industry certification exam.
- Sit for the CompTIA Network+ industry certification exam.
- Sit for the Microsoft Windows Server certification exams.

Careers

Search careers related to System Support Technicians at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak to any business or information technology faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 9 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I
and select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 Hours
Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Specialized Course Requirements Credit Hours: 45

Business 3 hours
Select one course from the following:
BUSN 1053 - Introduction to Business
MGMT 2363 - Principles of Management

Computer Information Systems 42 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSCI 1273 - Customer Support
CSCI 1483 - Introduction to UNIX (Linux)
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 2023 - A+ I
CSYS 2063 - Windows Server Administration
CSCI 2143 - A+ II
CSYS 2493 - Principles of Information Assurance
CSYS 2943 - Windows Server Advanced Administration
CSYS 2953 - Windows Server Advanced Services
ITCV 2023 - Wireless Networking
ITCV 2293 - Cloud Computing

Total Credit Hours: 63

Information Technology AAS, Web Development Option

Program Description

This option is designed to provide graduates with the knowledge required to assume the role of a web application developer. Completion of this program will allow a student to create interactive website front ends using HTML, JavaScript, and CSS and the student will be able to design code server side components for delivering content to database driven websites and web applications using PHP and the Ruby on Rails and .NET frameworks.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Evaluate web applications.
- Contrast languages used to create web applications.
- Design web application solutions.

Careers

Search careers related to Web Development at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak to any business or information technology faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 9 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I
and select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication
History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 Hours
Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Specialized Course Requirements Credit Hours: 42

Business 3 hours
Select one course from the following:
BUSN 1053 - Introduction to Business
MGMT 2363 - Principles of Management

Computer Information Systems 39 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSCI 2283 - Visual Basic
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 2033 - Scripting
CSYS 2463 - PHP Programming
CSYS 2503 - ASP.NET
CSYS 2603 - Mobile Web Design
CSYS 2643 - Database Design and SQL
CSYS 2853 - Ruby
CSYS 2863 - Rails I

Controlled Electives 3 hours
Select one course from the following:
CSCI 1483 - Introduction to UNIX (Linux)
CSCI 2983 - Information Technology Capstone/Internship
CSYS 1393 - Web Design and Marketing (May be taken as MKTG 1393)
CSYS 1443 - Electronic Commerce (May be taken as MKTG 1443)
CSYS 2873 - Rails II

Total Credit Hours 60

Information Technology AAS, Website Management Option

Program Description

The Website Management option is designed to provide graduates with the skills needed to develop and promote a business through effective informational and e-business Websites.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Understand and use basic IT skills in the areas of office productivity applications, computer programming, networking, and web programming.
- Use content management systems (CMSs) and graphic design packages to create small informational and electronic commerce websites. Additionally, you will know how to incorporate social media applications that work along with a website to effectively market a business.
- Utilize web technologies including HTML, CSS, and server and client-side scripting. You will also know how to code websites for mobile devices.
- Understand basic business concepts and be able to apply marketing concepts to promotion of a business and/or products via a website.

Careers

Search careers related to Website Management at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak to any business or information technology faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

Communication 9 hours

ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I
and select one course from the following:
COMM 1113 - Public Speaking
COMM 2103 - Interpersonal Communication

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours

Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Specialized Course Requirements Credit Hours: 42

Business 3 hours

Select one course from the following:
BUSN 1053 - Introduction to Business
MGMT 2363 - Principles of Management

Computer Information Systems 30 hours

CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 1393 - Web Design and Marketing (May be taken as MKTG 1393)
CSYS 1443 - Electronic Commerce (May be taken as MKTG 1443)
CSYS 2033 - Scripting
CSYS 2293 - Social Media (May be taken as MKTG 2293)
CSYS 2463 - PHP Programming
CSYS 2603 - Mobile Web Design

Controlled Electives 9 hours

Select one course from the following:
CSCI 1483 - Introduction to UNIX (Linux)
DGMD 1113 - Adobe Photoshop
MKTG 2393 - Advertising and Promotion Management
MKTG 2423 - Principles of Marketing

Total Credit Hours 60

Information Technology Certificate, Business Application Specialist Option

Program Description

The Business Application Specialist Certificate is designed to provides graduates with the diversity of business and applications software skills needed to effectively use application software in a business setting and prepare for the Microsoft Certified Application Specialist Exam (MCAS) exams in Word, Excel, Access, Outlook, Windows and PowerPoint and the Application Professional certification.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Review and analyze organization business needs; confer with users to evaluate requirements, discuss solutions and develop plan of approach.
- Analyze and design program logic, screen layouts, reports, station criteria and testing criteria to support development of new or enhanced systems.
- Perform all aspects of systems design including writing required programs, testing and evaluation of new processes and implementation of new applications.
- Prepare program documentation to support new or enhanced systems and applications.
- Coordinate user acceptance, performance stress, regression and integration testing; making changes and corrections as needed.
- Participate in structured walk-throughs and other activities to review systems and provide training and support.
- Perform ongoing maintenance and review of applications systems and programs; identify problems and develops appropriate solutions.

Careers

Search for careers related to this field of study at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak to any business or information technology faculty or stop by the Student Life office on campus.

Certificate Requirements

Computer Information Systems 27 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSCI 2013 - Word
CSCI 2033 - Excel
CSCI 2043 - Access
CSCI 2163 - Windows Operating Systems
CSCI 2483 - PowerPoint / Multimedia
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming

Total Credit Hours: 27 hours

Information Technology Certificate, Networking and Cloud Computing Option

Program Description

This program is designed to provide skills needed to work in the environment of today's IT networking and cloud computing infrastructure. After earning this certificate, students can acquire an Associate in Applied Science degree in Networking and Cloud Computing by taking additional classes. Many of these courses help prepare students to take industry certification exams.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Identify basic networking and cloud computing terminology.
- Communicate technical information effectively, both orally and via lab reports.
- Install and configure LAN infrastructure devices.
- Install and configure WAN infrastructure devices.
- Install and configure cloud computing infrastructure devices.
- Install and configure wireless infrastructure devices.

Careers

Search careers in Information Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak with any business or information technology faculty or stop by the Student Life office on campus.

Certificate Requirements

Computer Information Systems 33 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 2063 - Windows Server Administration
CSYS 2493 - Principles of Information Assurance
CSYS 2563 - Enterprise Security
ITCV 1033 - Introduction to Voice & Data Networking
ITCV 2023 - Wireless Networking
ITCV 2033 - Cisco CCENT/ICND 1
ITCV 2293 - Cloud Computing

Total Credit Hours: 33 hours

Information Technology Certificate, Programming Option

Program Description

The Programming Certificate is designed to provide graduates with the logic and programming skills needed to design and create computer programs in a wide range of programming languages that satisfy the needs of business and industry.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Contrast various programming languages.
- Design computer applications.
- Debug computer applications written in various languages.
- Create procedural computer applications.
- Create object-oriented computer applications.

Careers

Search careers related to Information Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak with any business or information technology faculty or stop by the Student Life office on campus.

Certificate Requirements

Computer Information Systems 33 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSCI 2133 - Introduction to JAVA
CSCI 2283 - Visual Basic
CSCI 2473 - C Language
CSCI 2843 - C++ Programming Language
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 2613 - C# Programming
CSYS 2643 - Database Design and SQL
and select one course from the following:
CSYS 2413 - Advanced JAVA
CSYS 2503 - ASP.NET
CSYS 2783 - Advanced C# Programming

Controlled Electives 6 hours
Select two courses from the following:
CSCI 2683 - Data Structures
CSCI 2983 - Information Technology Capstone/Internship
CSYS 2413 - Advanced JAVA
CSYS 2503 - ASP.NET
CSYS 2783 - Advanced C# Programming
CSYS 2853 - Ruby

Total Credit Hours: 39 hours

Information Technology Certificate, System Support Technician Option

Program Description

This program is designed for students who wish to acquire knowledge and skills needed to trouble shoot and implement a course of action necessary to solve customer hardware, software, and networking problems. Entry competencies include basic knowledge of PCs and familiarity with the Windows operating system. On completion of coursework, students may sit for certification exams from CompTIA and Microsoft.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program students will be prepared to:

- Work with nontechnical users and communicate in such a way to successfully solve their technical problems.
- Install, maintain, troubleshoot and secure various hardware and software to include desktops, laptops, mobile devices and printers and their respective operating systems.
- Install, maintain, troubleshoot and secure various types of networks.
- Sit for the CompTIA A+ industry certification exam.
- Sit for the CompTIA Network+ industry certification exam.
- Sit for the Microsoft Windows Server certification exams.

Careers

Search careers related to System Support at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for Future Business Leaders of America. For more information speak with any business or information technology faculty or stop by the Student Life office on campus.

Certificate Requirements

Computer Information Systems 30 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSCI 1273 - Customer Support
CSCI 1483 - Introduction to UNIX (Linux)
CSYS 2023 - A+ I
CSCI 2143 - A+ II
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 2063 - Windows Server Administration
CSYS 2493 - Principles of Information Assurance

Total Credit Hours: 30 hours

Information Technology Certificate, Web Development Option

Program Description

This program is designed to provide graduates with the knowledge required to assume the role of a web developer. Completion of this program will allow a student to create interactive website front ends using HTML, JavaScript, and CSS and the student will be able to code server side components for delivering content to database driven websites and web applications using PHP and the Ruby on Rails and .NET frameworks.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Evaluate web applications.
- Contrast languages used to create web applications.
- Design web application solutions.

Careers

Search careers in Web Development at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to join **Phi Beta Lambda**, a student organization for future business leaders of America. For more information speak with any business or information technology faculty or stop by the Student Life office on campus.

Certificate Requirements

Computer Information Systems 39 hours
CSCI 1203 - Computer Concepts and Applications
CSCI 1263 - Network Fundamentals
CSCI 2283 - Visual Basic
CSYS 1013 - HTML and CSS
CSYS 1203 - Introduction to Computer Programming
CSYS 2033 - Scripting
CSYS 2463 - PHP Programming
CSYS 2503 - ASP.NET
CSYS 2603 - Mobile Web Design
CSYS 2643 - Database Design and SQL
CSYS 2853 - Ruby
CSYS 2863 - Rails I
CSYS 2873 - Rails II

Total Credit Hours: 39 hours

Interior Design AAS

Program Description

Upon completion of the program the student will have skills in the following areas: cost estimating, purchase orders, display, drafting for interiors including floor plans, space planning, elevations, isometrics, one and two point perspectives sketching, historic periods of design, knowledge of fire, life safety and handicap codes, knowledge of lighting, textiles, computer aided design and sales presentations. These skills combined with field internships and market field trips prepare the student to enter the interior design field and combine their education with work experience.

For More Information Contact:
School of Visual and Performing Arts
Southeast Campus: (918) 595-7752

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Apply design fundamentals including design elements and principles to various projects.
- Analyze human behavior in the built environment.
- Identify historical, artistic and decorative design movements throughout history.
- Apply specific codes to various project types.
- Analyze various testing data as it relates to commercial materials and finishes.
- Create well planned and functional solutions to residential and commercial projects.
- Demonstrate professional values.
- Perform business procedures as they relate to interior design.

Careers

Search careers in Interior Design at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 18

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Interior Design 6 hours
INTD 1433 - History of Interiors I (H)
INTD 1443 - History of Interiors II (H)

Specialized Course Requirements Credit Hours: 54

Interior Design 48 hours
INTD 1303 - Sales and Negotiations *
*This course may be taken as MKTG 1313; however, students planning to sit for the NCIDQ exam should take this course as INTD 1303.
INTD 1313 - Interior Design Orientation
INTD 1473 - Color Theory
INTD 1483 - Design I
INTD 1493 - Presentation Drawing
INTD 1513 - Design II
INTD 1523 - Introduction to CAD for Interior Design
INTD 1543 - Professional Practice for Interior Design
INTD 2433 - Textiles for Interior Design
INTD 2443 - Materials and Interior Finishes
INTD 2453 - Advanced CAD for Interior Design
INTD 2463 - Codes for Interior Designs
INTD 2503 - Computer Graphics
INTD 2513 - Lighting for Interior Design
INTD 2523 - Design III
INTD 2533 - Design IV

Controlled Electives 6 hours
Select two courses from the following:
INTD 1533 - Photoshop for Interior Design
INTD 2343 - Interior Design Internship I ***
INTD 2353 - Interior Design Internship II ***
INTD 2403 - Market Field Trip **
INDT 2993 - Selected Topics in Interior Design
**Course may be taken twice.
***Courses highly recommended for students not employed in the field.

Total Credit Hours: 72

International Business AS

Transfer Information

This degree is intended for transfer to a four-year university for completion of a baccalaureate degree. You should work closely with an academic advisor each semester to make certain you are enrolled in the correct courses for a seamless transfer process and you are encouraged to begin a dialogue with your intended transfer school as early as possible. Early coordination between TCC academic advisors and advisors from selected four-year institutions can streamline the transfer process. It is the student's responsibility to ensure that he/she understands the program/admission/transfer requirements for the transfer school.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Careers

Search for careers related to this field of study at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 37

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Foreign language 9 hours
Select nine (9) credit hours from one foreign language

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements page for the course list.

Mathematics 3 hours
MATH 1513 - Precalculus I (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science (L).

Specialized Course Requirements Credit Hours: 23

Accounting 6 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting

Communication 3 hours
COMM 2053 - Intercultural Communication (H) (I) (May be taken as BUSN 2053)

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Economics 9 hours
ECON 2013 - Principles of Macroeconomics (S)
ECON 2023 - Principles of Microeconomics (S)
ECON 2123 - International Economic Issues (S,I)

Recommended Electives 2 hours
BUSN 1053 - Introduction to Business
CSYS 2563 - Enterprise Security
GEOG 1023 - World Geography (Economic) (S)
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
MATH 2193 - Elementary Statistics
MATH 2523 - Calculus for Business, Life, and Social Sciences
MGMT 2123 - Leadership Development
MGMT 2363 - Principles of Management
MKTG 2423 - Principles of Marketing
MKTG 2813 - International Marketing
POLS 2013 - Introduction to Comparative Governments
POLS 2203 - Introduction to International Relations

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical education activity courses do not count toward the graduation requirements for this degree.

Liberal Arts AA

Program Description

A Liberal Arts degree cultivates in students practices of critical thinking that integrate knowledge of history, language arts, philosophy, visual and performing arts, religious studies, and social sciences into a coherent, but adaptable perspective. Students acquire a broad-based education to become proficient readers, writers, speakers, and problem solvers. They are prepared for both further study in these fields and careers that call for creative/innovative thinking, effective communication, sound interpersonal skills, and flexibility. Studying the Liberal Arts also kindles a deep, lasting commitment to life-long learning, personal growth, cultural diversity, civic engagement, and ethical living.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Solve problems through qualitative reasoning.
- Conduct academic research in a specific field or fields.
- Integrate information and ideas from diverse sources and disciplines.
- Present ideas to an intended audience or audiences through oral, written, and/or visual means.
- Express the value of experiences, traditions, or belief systems that are different from their own.

Careers

Explore career opportunities for Liberal Arts majors at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 31

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements page for the course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science (L).

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 29-30

Humanities 6 Hours
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)

Choose one of the two areas of emphasis below:

1) General Emphasis 23 Hours

Controlled Electives 12 hours
Choose courses from at least four Liberal Arts & Sciences disciplines. See Liberal Arts and Sciences Electives list.

Recommended Electives 11 hours
Recommended Electives may be selected from any courses except Physical Education (PHED) activity courses.

2) Peace Studies and Conflict Resolution Emphasis 24 hours

Students who complete this area of emphasis may apply for an institutional certificate of completion from the School of Liberal Arts & Communication.

Artistic Expression 3 hours
ART 1063 - Art History Survey II (H)
ENGL 2683 - World Literature from 1700 (H)
HUMN 2323 - 20th Century Humanities (H)
HUMN 2613 - International Film (H,I)
HUMN 2883 - Cultural Identities and the Arts in America (H)
NAMS 2613 - Native American Art

Cultural Organizations 3 hours
COMM 2053 - Intercultural Communication (H) (I) (May be taken as BUSN 2053)
ECON 2013 - Principles of Macroeconomics (S)
ECON 2123 - International Economic Issues (S,I)
PHIL 1143 - Introduction to Ethics: Business Issues (H) (May be taken as BUSN 1143)
POLS 2013 - Introduction to Comparative Governments
POLS 2203 - Introduction to International Relations
RELG 1213 - Religions of the World: The Eastern Tradition (H) (I)
RELG 1223 - Religions of the World: The Western Tradition (H)
RELG 2173 - Religion and Society (H)
SOCI 2123 - Introduction to Cultural Anthropology (S)

Foreign Language 6 hours
Two (2) semesters of the same foreign language

History 3 hours
HIST 1073 - Twentieth Century World History (H) (I)
HIST 2333 - African-American History (H)
HIST 2343 - Native American History

Integrative Courses 6 hours
PSYC 2323 - Conflict Resolution
SOCI 2153 - Crisis Intervention and Experience (S) (May be taken as PSYC 2153. PSYC/SOCI prerequisite may be met in General Education Required Electives.)

Social Sciences and World Affairs 3 hours
GEOG 1023 - World Geography (Economic) (S)
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
GEOG 2033 - World Regional Geography (S,I,H)
PSYC 2053 - Social Psychology (May be taken as SOCI 2053)
SOCI 2113 - Social Problems in America (S)
SOCI 2143 - Inequalities in America (S) (D)

Total Credit Hours: 60-61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical Education activity classes do not count toward the graduation requirements for this degree.

Liberal Arts AA, American Studies Option

Program Description

The field of American Studies integrates knowledge and critical perspectives from disciplines across the Liberal Arts -- including history, political science, sociology, religion, and the humanities -- to refine students' understanding of the diverse cultural perspectives and practices that shape American culture. Along with offering them opportunities to grow as critical thinkers, engaged citizens, and effective speakers, writers, and researchers, an American Studies degree readies students for further study in a bachelor's program or higher. American Studies graduates are well-prepared for careers in education, law, government service, social work, journalism, business, and more.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Identify significant American events, ideas, and cultural products.
- Communicate in writing and speaking.
- Integrate information and insights on American culture from multiple disciplinary perspectives.
- Express the value of the histories, cultures, and identities that contribute to American pluralism.
- Discuss American culture, politics, and history in a global context.

Careers

Search careers related to American Studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 25

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 3 hours
HUMN 2553 - Introduction to American Humanities (H)

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science (L).

Specialized Course Requirements Credit Hours: 36

ENGL 2773 - American Literature to 1865 (H)
ENGL 2883 - American Literature from 1865 (H)
RELG 2233 - Religion in America (H)
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present
Select one of the following courses on minorities in America:
HIST 2333 - African-American History (H)
NAMS 2343 - Native American History (May be taken as HIST 2343)
SOCI 2143 - Inequalities in America (S) (D)
Select one of the following courses on American society:
HIST 2043 - Contemporary Affairs (H) (D)
SOCI 2113 - Social Problems in America (S)
PHIL 2143 - Introduction to Social and Political Philosophy (H)
POLS 2023 - Introduction to American Politics
SOCI 2013 - Marriage and Family (S)
NAMS 2513 - Native American Law
Select one of the following courses on American culture:
HUMN 2443 - Art of Film (H)
HUMN 2663 - Hollywood's America (H)
HUMN 2773 - American Popular Culture (H)
HUMN 2883 - Cultural Identities and the Arts in America (H)
NAMS 2113 - Native American Cultures (H)
NAMS 2213 - Native American Spiritualities (H)
NAMS 2313 - Native American Literature, Drama, and Film (H)
Controlled Electives 15 hours
(Any course not taken from the specialized course requirements may be taken as a controlled elective.)
Foreign Language through Level IV (Spanish recommended)
HIST 1073 - Twentieth Century World History (H) (I)
HIST 2523 - History of Oklahoma
Additional Recommended Courses (not required for degree)
HIST 1063 - Modern Western Civilization (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
RELG 1223 - Religions of the World: The Western Tradition (H)

Total Credit Hours: 61

To receive an A. A. or A. S. degree, students must demonstrate computer proficiency.
Physical Education activity courses do not count toward the graduation requirements for this degree.

Liberal Arts AA, Film Option

Program Description

This program is designed to provide students with an understanding of film history and aesthetics as well as critical approaches to the study of film.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Explain how film has changed over time as an aesthetic form.
- Evaluate the social and cultural roles of film.
- Apply formal terminology and methods in the analysis of film.
- Explain the filmmaking process.

Careers

Search for careers related to this field of study at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 31

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements page for the course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science (L).

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 30

Art 3 hours
Select one course from the following:
ART 1063 - Art History Survey II (H)
ART 1113 - Art Appreciation (H)

Computer Science 3 hours
CSCI 1203 - Computer Concepts and Applications

Filmmaking 9 hours
ART 2813 - Filmmaking I
ART 2823 - Film Internship Filmmaking II
ART 2913 - Film/Video History and Analysis I

Humanities 9 hours
HUMN 2333 - Humanities: Literature and Film (H)
HUMN 2443 - Art of Film (H)
HUMN 2663 - Hollywood's America (H)

Theatre 6 hours
THEA 1053 - Acting I
THEA 2453 - Creative Writing: Scriptwriting I

Additional Recommended Courses (not required for degree)
ART 1123 - Drawing I
ART 2853 - Photography
HUMN 2613 - International Film (H,I)
RELG 2313 - Religion in Film (H)
Any Foreign Language

Total Credit Hours: 61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Liberal Arts AA, International Option

Program Description

This degree offers a broad course of study of world cultures. It is intended to expand and refine students' understanding of diverse perspectives and practices that will serve them through a lifetime of living and working in a globally linked world. Students will develop evaluative skills needed for thorough analysis of various aesthetic creations and polish their capacity for communicating their knowledge of world cultures in writing and in speaking. Each student who chooses this major will work toward a capstone study abroad experience that is pertinent to his or her individual course of study. This program is especially suited to students who wish to continue in a baccalaureate program or higher and specialize in art history, museum studies, cultural studies, education, foreign languages, public history, international studies, international business, or government.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Analyze global issues from multiple disciplinary perspectives.
- Compare worldviews and ethical systems across a range of cultures.
- Outline political and economic policies at the global level.
- Examine American politics and culture within a global context.
- Communicate the intellectual and ethical responsibilities of active global citizenship.

Careers

Search careers related to International Studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 31

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
HIST 1493 - U.S. History - Civil War Era to the Present
POLS 1113 - American Federal Government

Humanities 6 hours
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
(One course must be a laboratory science.)
BIOL 1114 - General Biology for Non-Majors (L)
BIOL 1383 - Nutrition
BIOL 1404 - General Botany (L)
BIOL 1604 - Zoology (L)
BIOL 2154 - Human Physiology (L)
BIOL 2164 - Microbiology (L)
CHEM 1114 - Principles of Chemistry (L)
GEOL 1014 - General Geology (Physical) (L)
GEOL 1024 - General Geology (Historical) (L)
GEOG 1014 - Geography (Physical) (L)
GEOG 2013 - Meteorology
PHYS 1114 - General Physics I (L)
PHSC 1114 - General Physical Science (L,N)

Required Elective 3 hours
Select one course from the following:
ART 1113 - Art Appreciation (H)
MUSC 1113 - Music Appreciation (H)
SOCI 2123 - Introduction to Cultural Anthropology (S)

Specialized Course Requirements Credit Hours: 30

Economics 3 hours
Select one course from the following:
ECON 2013 - Principles of Macroeconomics (S)
ECON 2023 - Principles of Microeconomics (S)
ECON 2123 - International Economic Issues (S,I)

Foreign Language 6 hours
Must be same language. Advanced standing credit may be available.

Geography 3 hours
Select one course from the following:
GEOG 1023 - World Geography (Economic) (S)
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
GEOG 2033 - World Regional Geography (S,I,H)

History 3 hours
Select one course from the following:
HIST 1063 - Modern Western Civilization (H)
HIST 1073 - Twentieth Century World History (H) (I)
HIST 2043 - Contemporary Affairs (H) (D)
HIST 2333 - African-American History (H)

Philosophy/Religion 3 hours
Select one course from the following:
PHIL 1213 - Religions of the World: The Eastern Tradition (H,I) (May be taken as RELG 1213)
PHIL 1223 - Religions of the World: The Western Tradition (H) (May be taken as RELG 1223)

Political Science 3 hours
Select one course from the following:
POLS 2013 - Introduction to Comparative Governments
POLS 2203 - Introduction to International Relations

Controlled Electives 9 hours
Select one course from the following:
COMM 2053 - Intercultural Communication (H) (I)
CSCI 1203 - Computer Concepts and Applications
ENGL 2673 - World Literature to 1700 (H)
ENGL 2683 - World Literature from 1700 (H)
and select two courses from the following:
BIOL 1113 - Introduction to Environmental Science
HUMN 2613 - International Film (H,I)
NAMS 2113 - Native American Cultures (H)

Total Credit Hours: 61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Liberal Arts AA, Native American Studies Option

Program Description

This emphasis is designed to meet the educational needs of both Native American and non-Native American students. Native American Studies (NAMS) courses focus upon the diverse world-views expressed in Native American cultures, spiritualities, histories, oral traditions, and literatures

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Articulate the world-views afforded by various Native American cultural traditions.
- Outline contemporary issues in Native American cultural practices.
- Evaluate historical, social, and political diversity within Native American cultures.
- Explain how Native American tribal identities are created, maintained, and challenged.
- Compare Native American and European-American cultures.

Careers

Search careers related to Native American Studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this major will benefit from participation in the **Native American Student Alliance.** For more information, stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 28

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
and select one course from the following:
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements page for complete list. One course must be a laboratory science.

Specialized Course Requirements Credit Hours: 32-33

Native American Studies 12 hours
Select four courses from the following:
NAMS 2013 - Images of Indians in American Culture (H)
NAMS 2113 - Native American Cultures (H)
NAMS 2213 - Native American Spiritualities (H)
NAMS 2313 - Native American Literature, Drama, and Film (H)
NAMS 2343 - Native American History (May be taken as HIST 2343)
NAMS 2513 - Native American Law
NAMS 2613 - Native American Art

American Society 12 hours

(Any course not taken from the list of Native American Studies courses may be substituted for a course on American society.)

Select four courses from the following:

HIST 1483 - U.S. History 1492 to the Civil War Era or
HIST 1493 - U.S. History - Civil War Era to the Present
HIST 2523 - History of Oklahoma
HUMN 2553 - Introduction to American Humanities (H)
HUMN 2663 - Hollywood's America (H)
HUMN 2773 - American Popular Culture (H)
HUMN 2883 - Cultural Identities and the Arts in America (H)
RELG 2233 - Religion in America (H)
SOCI 2113 - Social Problems in America (S)
SOCI 2143 - Inequalities in America (S) (D)

Recommended Electives 8 hours

(Courses not taken from the lists above may also be taken as a Recommended Elective.)

ART 1113 - Art Appreciation (H)
COMM 2053 - Intercultural Communication (H) (I)
CSCI 1203 - Computer Concepts and Applications
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
RELG 1113 - Introduction to Religious Studies (H)
RELG 2173 - Religion and Society (H) (May be taken as SOCI 2173)
SOCI 2123 - Introduction to Cultural Anthropology (S)

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Physical Education activity courses do not count toward the associate degree requirements in this curriculum.

Management Option, Business AAS

Program Description

The Management program is designed to prepare students for a wide range of management positions. This program will equip students already in the business world with additional management skills while honing the skills they already possess and is designed to help managers succeed in their current position and prepare for career advancement. Major focus will be placed on leadership skills, improving decision-making processes, learning how to motivate members of a team, and developing new techniques to resolve conflicts. Students will have the option to develop managerial skills through internship opportunities.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate the ability to identify, and assess potential business problems, and apply and synthesize the functional areas of management to make sound business decisions.
- Access, use, and evaluate reliable information in business decision making.
- Apply critical, conceptual, and analytical thinking skills to evaluate information, solve problems, and make sound decisions.
- Demonstrate effective interpersonal, oral, and written communication skills.
- Demonstrate knowledge and application of prescribed ethical codes and behaviors in the workplace.

Careers

Search careers in Business Management at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Expand your professional network and collaborate with other business students by joining **Phi Beta Lambda**. For more information speak to any business faculty or stop by a Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A)

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 42

Business 3 hours
BUSN 1053 - Introduction to Business

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Human Resources 6 hours
HRES 1313 - Principles of Human Resources
HRES 2363 - Performance Management

Management 15 hours
MGMT 2123 - Leadership Development
MGMT 2323 - Organizational Behavior
MGMT 2353 - Business Policy
MGMT 2363 - Principles of Management
MGMT 2453 - Human Resources Management

Marketing 6 hours
MKTG 2343 - Customer Service
MKTG 2423 - Principles of Marketing

Controlled Electives 9 hours
Select three courses from the following:
BUSN 2363 - Supervisory Management
BUSN 2433 - Introduction to Entrepreneurship
BUSN 2993 Selected Topics in Business
CSYS 2073 - MS Office
MGMT 1353 - Management Essentials
MGMT 2103 - Workforce Development Internship
MGMT 2443 - Imagination, Innovation, and Creativity
MKTG 2363 - Consumer Behavior

Total Credit Hours: 60

Marketing AS

Program Description

This program is designed to provide the student with fundamental skills, attitudes, and experience in Marketing, Communication, Customer Service, Consumer Behavior and Sales.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Student Learning Outcomes

Upon successful completion of this program you will be able to:

- Define the steps involved in Personal Selling and create successful professional sales presentations.
- Identify marketing theory including the marketing mix, promotional mix, product strategies, pricing strategies, distribution and supply chain management components, and promotional strategies.
- Identify demographic data for the American marketplace and define and demonstrate examples of market research practices.
- Develop and demonstrate effective customer service techniques including written and oral presentation of ideas.
- Identify psychological and sociological influences on consumer decision making related to selling, advertising, retailing, and business and marketing strategy.

Careers

Search careers in Marketing at TCC Career Coach and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students majoring in business programs have the opportunity to connect with other Business students through Phi Beta Lambda. For more information, speak with any business faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 36

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Humanities 6 hours
See the General Education Requirements page for the course list.

Mathematics 3 hours
Select one course from the following:
MATH 1473 - Quantitative Reasoning (A)
MATH 1513 - Precalculus I (A)

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science (L).

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Recommended Electives 2 hours
CSCI 1203 - Computer Concepts and Applications
or
Select two (2) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 24

Accounting 6 hours
ACCT 2213 - Financial Accounting
ACCT 2223 - Managerial Accounting

Economics 6 hours
ECON 2013 - Principles of Macroeconomics (S)
ECON 2023 - Principles of Microeconomics (S)

Marketing 9-12 hours**
MKTG 1313 - Sales and Negotiations
MKTG 2363 - Consumer Behavior
MKTG 2423 - Principles of Marketing
MKTG 2343 - Customer Service
MKTG 2393 - Advertising and Promotion Management

Mathematics 0-3 hours**
MATH 2193 - Elementary Statistics

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
** It is highly recommended that students consult with an advisor at the college or university to which they plan to transfer when selecting these courses.

Marketing AS, Merchandising Option

Program Description

Merchandising includes the study of Marketing Principles, Drawing, Fashion Innovation Design, and Product Development. Further study of Human Development, Psychology, Sociology and Leadership is included.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Transfer to a four-year university to continue study in Marketing and Merchandising.
- Identify psychological and sociological influences on consumer decision making related to selling, advertising, retailing and business and marketing strategy.
- Develop solid oral and written communication and presentation skills.
- Identify consumer and marketplace trends and demonstrate examples of market research practices.

Careers

Search careers in Marketing and Merchandising at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

All Business majors are encouraged to join **Phi Beta Lambda** where they will connect with other Business students and have the opportunity to participate in a number of skill-building projects.

Degree Requirements

General Education Requirements Credit Hours: 40-41

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Economics 3 hours
ECON 2013 - Principles of Macroeconomics (S)

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for course list.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
and select one additional Mathematics course from the General Education Requirements. Students are encouraged to take MATH 2193

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Science 7-8 hours
Select one course from the following:
CHEM 1114 - Principles of Chemistry (L)
CHEM 1315 - General Chemistry I (L)
and select three (3) hours designated as Science in the General Education Requirements

Specialized Course Requirements Credit Hours: 24

Accounting 3 hours
ACCT 2213 - Financial Accounting

Computer Science 3 hours
CSCI 1203 - Computer Concepts and Applications

Human Development 3 hours
Select one course from the following:
CHLD 2003 - Child Development in the Lifespan
HSVC 2023 - Lifespan Development
PSYC 2023 - Developmental Psychology

Management 3 hours
MGMT 2123 - Leadership Development

Marketing 9 hours
MKTG 1313 - Sales and Negotiations
MKTG 2343 - Customer Service
MKTG 2423 - Principles of Marketing

Sociology 3 hours
SOCI 1113 - Introduction to Sociology (S)

Total Credit Hours: 64-65

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Marketing Option, Business AAS

Program Description

This program is designed to provide students the opportunity to engage in a hands-on approach to marketing and prepare the student for successful employment in a marketing position. Students will learn the essentials of marketing, how to create professional sales presentations, develop advertising campaigns, write press releases, develop marketing websites, conduct market research and much more. The marketing job market remains strong with high salary potential. Graduates of the program qualify for many marketing career opportunities including assistant buyer, customer service consultant, data analyst, event coordinator, marketing assistant, project manager, sales representative, web designer, graphic editor, and telemarketing representative. The program also allows for marketing internship opportunities.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Define the steps involved in Personal Selling and create successful professional sales presentations.
- Create and present a professional marketing and promotional media plan including the creation of advertising pieces such as television advertising storyboard, billboard ad, magazine advertisement, newspaper advertisement, and promotional pieces.
- Identify marketing theory including the marketing mix, promotional mix, product strategies, pricing strategies, distribution and supply chain management components, and promotional strategies.
- Identify demographic data for the American marketplace and define and demonstrate examples of market research practices.
- Develop and demonstrate effective customer service techniques including written and oral presentation of ideas.
- Identify psychological and sociological influences on consumer decision making related to selling, advertising, retailing, and business and marketing strategy.
- Create a marketing website or enhance a business or marketing plan with an Internet or Social Media element.

Careers

Search careers in Marketing at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Expand your professional network and collaborate with other business students through **Phi Beta Lambda**. For more information speak to any business faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 18

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
Select one course from the following:
BUSN 1353 - Business Mathematics
MATH 1473 - Quantitative Reasoning (A)

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 42

Business 3 hours
BUSN 1053 - Introduction to Business

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Human Resources 6 hours
HRES 1313 - Principles of Human Resources
HRES 2363 - Performance Management

Management 6 hours
MGMT 2123 - Leadership Development
MGMT 2363 - Principles of Management

Marketing 15 hours
MKTG 1313 - Sales and Negotiations
MKTG 2343 - Customer Service
MKTG 2363 - Consumer Behavior
MKTG 2393 - Advertising and Promotion Management
MKTG 2423 - Principles of Marketing

Controlled Electives 9 hours
Select three courses from the following:
BUSN 2433 - Introduction to Entrepreneurship
MKTG 1393 - Web Design and Marketing (may be taken as CSYS 1393)
MKTG 1403 - Marketing Internship I
MKTG 1423 - Marketing Internship II
MKTG 1433 - Marketing Internship III
MKTG 1443 - Electronic Commerce (May be taken as CSYS 1443)
MKTG 1453 - Marketing Internship IV
MKTG 2293 - Social Media (may be taken as CSYS 2293)
MKTG 2433 - Product Development

Total Credit Hours: 60

Mathematics AS

Program Description

This degree is designed for the student interested in an academic field that reflects the real world through numeric patterns, geometric forms, and analytical processes. A degree in mathematics provides students with tools for lifelong learning in a wide variety of other careers. The mathematics graduate will be prepared to be involved in fields that blend quantitative skills with applied areas such as chemistry, engineering, and physics.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Differentiate functions using the basic rules including the chain rule.
- Anti-differentiate and integrate functions using the basic rules.
- Interpret derivatives geometrically and as a rate of change.
- Interpret integrals geometrically and in applications.
- Analyze functions and relations from college algebra and trigonometry using their domains, ranges and graphs.
- Solve various types of differential equations.
- Solve problems using critical thinking in all mathematics courses.

Careers

Search careers related to Mathematics at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

You are encouraged to join the Sci-π Club at West Campus where you will have opportunities to interact with other students interested in science and math. For more information, speak with your mathematics professor or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 34

(Mathematics General Education requirement met through Specialized Courses.)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements page for the course list.

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science.

General Education Recommended Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or
Select three (3) credit hours from the list of Liberal Arts & Sciences Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 26

Mathematics 15 hours
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2134 - Analytic Geometry and Calculus III
MATH 2613 - Elementary Differential Equations

Recommended Electives 11 hours
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)
CSCI 1203 - Computer Concepts and Applications
CSYS 1203 - Introduction to Computer Programming
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)
MATH 1715 - Precalculus I and II (A)
MATH 2193 - Elementary Statistics
PHYS 1114 - General Physics I (L) and
PHYS 1214 - General Physics II (L)
or
PHYS 2034 - Engineering Physics I (L) and
PHYS 2124 - Engineering Physics II (L)

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical Education activity courses do not count toward the graduation requirements for this degree.

Medical Laboratory Technician AAS

Program Description

This program prepares the student to perform diagnostic laboratory tests and related duties in a medical laboratory with the supervision of a medical technologist. The Medical Laboratory Technician (MLT) program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences. Upon successful completion of the program, students may sit for the National Registry sponsored by the American Society of Clinical Pathology.

Many courses within this degree program may transfer to baccalaureate colleges and universities. Transfer credit varies among colleges. Students should consult the catalog of the specific college/university to which they plan to transfer to select courses that will meet requirements for both the associate and baccalaureate degree programs.

Admission to the Program

Program Application Instructions

1. All prospective Medical Laboratory Technician students who have not been enrolled at TCC within the past year must complete an application for admission to the College and submit their high school transcript, ACT scores and previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Medical Laboratory Technician program. Admission to Tulsa Community College does not guarantee admission into the Medical Laboratory Technician program.
2. Applications for admission to the MLT program must be completed online at tulsacc.edu/healthscienceapply by June 1. For more information, contact the Department of Allied Health office at (918) 595-7002.
3. Eligible applicants to be interviewed for consideration into the Medical Laboratory Technician program will be notified by email to their TCC email address. All interviewed applicants will be notified regarding their selection status.

Program Admission Requirements

- Completion of all prerequisite coursework
- Minimum overall GPA of 2.0
- Minimum Science and Math GPA of 2.4
- An extensive criminal background check, including but not limited to, a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.
- Applicants will be ranked for program admission according to the following criteria:
    1. Science and Math GPA
    2. Overall GPA
    3. Interview with Program Director and Clinical Coordinator

Contact Information
Program Director
Andrew England
918-595-7002
andrew.england@tulsacc.edu

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Perform a full range of testing in the contemporary medical laboratory encompassing pre-analytical, analytical, and post-analytical components of laboratory services.
- Perform routine clinical laboratory tests with accuracy and precision in a lab setting.
- Perform advanced laboratory procedures in a clinical setting.
- Exhibit professional conduct in an educational and clinical setting.
- Interpret, respond, and relay information to the appropriate health care member, patient, or public.
- Apply principles of safety and regulatory compliance in the laboratory.
- Recognize the role of continuous professional development in maintaining certification and the assurance of quality health care
- Pass the ASCP-BOC certification examination.
- Be employed within 6 months of graduation.

Careers

Search careers for Medical Laboratory Technicians at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Future Medical Technologists Club.

Degree Requirements

General Education Requirements Credit Hours: 28

(Students planning to transfer to a baccalaureate institution are advised that there may be additional general education courses required for a baccalaureate degree. Students should consult the catalog of the specific college/university to which they plan to transfer.)

Biology 12 hours**
BIOL 1314 - Human Anatomy and Physiology
BIOL 2164 - Microbiology (L)
BIOL 1224 - Introduction to Biology for Majors (L)

Chemistry 4 hours**
CHEM 1114 - Principles of Chemistry (L)

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Specialized Course Requirements Credit Hours: 41

Medical Laboratory Technology 41 hours**
MDLT 1203 - Phlebotomy *
MDLT 1222 - Phlebotomy Clinical *
*MDLT 1203 and MDLT 1222 must be taken concurrently.
MDLT 2002 - Clinical Laboratory Operations and Professionalism
MDLT 2212 - Urinalysis and Body Fluids
MDLT 2222 - Clinical Immunology and Serology
MDLT 2302 - Hematology Lab
MDLT 2303 - Hematology
MDLT 2323 - Clinical Chemistry
MDLT 2331 - Clinical Chemistry Lab
MDLT 2392 - Clinical Microbiology Lab
MDLT 2393 - Clinical Microbiology
MDLT 2422 - Clinical Immunohematology/Blood Bank Lab
MDLT 2423 - Clinical Immunohematology/Blood Bank
MDLT 2433 - Clinical Practicum I
MDLT 2462 - Clinical Practicum II
MDLT 2516 - Clinical Practicum III

Total Credit Hours: 69

** Courses must be completed with a "C" or better.

Medical Laboratory Technician Certificate, Phlebotomy Option

Program Description

This program is for phlebotomy trainees and professionals new to the medical laboratory technology field who need to rapidly acquire phlebotomy (the drawing of blood) skills, as well as acquire a comprehensive overview of the key areas of the clinical laboratory to include specimen processing. The Phlebotomy program is approved through the National Accrediting Agency for Clinical Laboratory Sciences. Graduates with a phlebotomy certificate may apply for the National Phlebotomy Registry examination through the American Society of Clinical Pathology.

Admission to the Program

Procedures for Application

1. All prospective Medical Laboratory Technician Phlebotomy students who have not been enrolled at TCC within the past year must complete an application for admission to the College and submit their high school transcripts, ACT scores, and previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Phlebotomy program. Admission to Tulsa Community College does not guarantee admission into the Medical Laboratory Technician Phlebotomy program.
2. Applications for admission to the Phlebotomy program must be completed online at tulsacc.edu/healthscienceapply by: July 1 for the fall semester; December 1 for the spring semester; March 1 for the summer semester. For more information, contact the Department of Allied Health office at (918) 595-7002.
3. Eligible applicants to be interviewed for consideration for admission into the Medical Laboratory Technician Phlebotomy program will be notified by email.

Program Admission Requirements

An extensive criminal background check, including but not limited to, a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.

Contact Information
Program Director
Andrew England
918-595-7002
andrew.england@tulsacc.edu

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Explain the health care delivery system.
- Demonstrate accepted practices for infection control and safety.
- Identify basic elements of anatomy and physiology in relation to major areas of the clinical laboratory.
- Outline the importance of specimen collection and specimen integrity in the delivery of patient care.
- Identify collection equipment, various types of additives used, special precautions necessary and substances that can interfere in clinical analysis of blood constituents.
- Demonstrate successful venipunctures using proper operating procedures.
- Perform requisitioning, specimen transport and specimen processing in a clinical setting.
- Identify measures of quality assurance and quality control in phlebotomy.
- Communicate effectively using medical terminology.

Careers

Search careers in Phlebotomy at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Medical Laboratory Technology 5 hours
(Courses must be taken concurrently and completed with a "C" or better for admission to the Medical Laboratory Technician program.)
MDLT 1203 - Phlebotomy
MDLT 1222 - Phlebotomy Clinical

Total Credit Hours: 5

Music AA

Program Description

This program is designed to create a solid musical foundation in our students enabling them to transfer into four-year colleges and universities to pursue a baccalaureate degree in music. The program is also an appropriate course of study for individuals preparing for one of the many careers in music which do not require a baccalaureate degree or for personal enrichment. Skill enhancement and depth are provided by course work in applied music performance ensembles, music theory, music literature, keyboard, computer music composition, and private lessons. Students have the opportunity to broaden the scope of their classroom education by participation in performance groups including the Concert Choir, Show Choir, Concert Band, Jazz Band, Orchestra, and chamber ensembles.

For More Information Contact:
School of Visual and Performing Arts
Southeast Campus: (918) 595-7752

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Progress at the appropriate level in the applied music lessons consistent with freshman and sophomore level of performance.
- Analyze and discuss the history of music as it relates to cultural history, theory and performance practice.
- Analyze and interpret music as experienced both as performer and listener.
- Analyze and construct musical structures from the common practice period through early 20th century.

Careers

Search careers related to Music at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 28

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements page for the course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science (L).

Specialized Course Requirements Credit Hours: 35-43

Applied Music Lessons on Primary Instrument 8 hours
Music majors at four-year colleges/universities are required to take two (2) credit hours of private instruction per 16-week term.
MUSC 1200 to 1490 - Private Music Lessons
MUSC 2200 and 2240 - Private Piano and Voice Lessons

Performance Ensemble 4 hours
A Music major must enroll in at least one of these each 16-week term. Substitutions may be made only with Dean's approval.
MUSC 1541 - Orchestra
MUSC 1551 - Concert Choir
MUSC 1651 - Concert Band

Piano 0-8 hours

A Music major must be proficient in or enrolled in:
MUSC 1612 - Class Piano I
MUSC 1622 - Class Piano II
MUSC 1632 - Class Piano III
MUSC 1642 - Class Piano IV

Recital Class

A Music major is required to have four semesters of transcripted Recital Class.
MUSC 1030 - Recital Class

Theory & History 23 hours

MUSC 1013 - Music Theory I
MUSC 1023 - Music Theory II
MUSC 1062 - Aural Theory I
MUSC 1072 - Aural Theory II
MUSC 2013 - Music Theory III
MUSC 2023 - Music Theory IV
MUSC 2062 - Aural Theory III
MUSC 2072 - Aural Theory IV
MUSC 2133 - Introduction to the History and Literature of Music

Additional Recommended Courses

(Not required for degree)
MUSC 1002 - Fundamentals of Music
MUSC 1053 - Recording Studio Techniques I
MUSC 1113 - Music Appreciation (H)
MUSC 1142 - Computer Music Techniques I
MUSC 1153 - American Popular Music (H)
MUSC 1171 - Beginning Guitar
MUSC 1181 - Percussion Class
MUSC 1512 - Voice Class
MUSC 1563 - Musical Theatre
MUSC 1661 - Jazz Band
MUSC 1711 - Brass Ensemble
MUSC 1721 - Woodwind Ensemble
MUSC 1731 - Guitar Ensemble
MUSC 1741 - Cello Choir
MUSC 1761 - String Ensemble
MUSC 1771 - Percussion Ensemble
MUSC 1781 - Chamber Ensemble
MUSC 1791 - Jazz Combo
MUSC 1802 - Jazz Improvisation
MUSC 2181 - Show Choir
MUSC 2223 - Recording Studio Techniques II
MUSC 2333 - Music Internship

Total Credit Hours: 63-71

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Scholarships may be available. Please contact the Music office at 595-8698.

Nursing (RN) AAS

Setting the standard of nursing excellence for our community, TCC's Nursing Program has provided Tulsa and northeastern Oklahoma with thousands of excellent nursing professionals. TCC offers two nursing tracks ranging from three to four semesters, including Nursing Career Mobility (LPN/Paramedic to RN) Track, and Traditional Nursing (RN) Track.

Tulsa Community College offers an Associate Degree Nursing Program that is accredited by the Accreditation Commission for Education in Nursing (ACEN) and approved by the Oklahoma Board of Nursing. The Program challenges students in an environment that facilitates personal and professional growth, educational mobility, and a pattern of life-long learning. Five core values of the TCC Nursing Program include: Caring; Diversity; Collegiality; Integrity; and, Excellence. Nursing education is a dynamic, collaborative process in which responsibility for outcomes is shared between faculty and student. All theory, lab, and clinical courses follow a concept-based delivery method and competency/standard-based assessment and evaluation process. The six program outcomes essential for entry-level nursing practice include: Patient-Centered Care; Teamwork and Collaboration; Best Practices; Quality Improvement; Safety; and Informatics. Student learning outcomes for each individual nursing course integrate knowledge, skills, and attitudes specific to the patient population served and collectively contribute to the overall attainment of the program outcomes.

Together, courses taken for the general education requirements and those taken for the Associate Degree in Nursing will ensure that graduates of the TCC Associate Degree Nursing Program have the knowledge, skills, and attitudes to successfully meet the requirements for entry into the nursing profession set forth by respective professional nursing accrediting/governing bodies. Upon successful completion of all required courses and TCC graduation requirements, graduates are awarded an Associate in Applied Science (AAS) Degree and are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Prospective students interested in the Nursing Program should contact the Department of Nursing office (918-595-7075) or access the Nursing Program web page (www.tulsacc.edu/nursing).

Traditional Nursing (RN) Track

The Traditional Nursing Track admits one new class each spring. This track consists of four semesters to complete an Associate Degree, with most courses offered during the daytime hours. Courses in the Traditional Nursing Track are offered using classroom, lab, and clinical activities as well as blended on-line resources. Students who have successfully completed NURS 2221, NURS 2222, NURS 2231, and NURS 2232 may be eligible to sit for the practical nurse licensure exam prior to completion of the Associate Degree in Nursing. Applicants for practical nurse licensure must also hold a high school diploma or a graduate equivalency degree (G.E.D.) [59 O.S. §567.5 & 567.6].

Nursing Career Mobility (LPN/Paramedic to RN) Track

The Nursing Career Mobility Track admits one new class each fall semester and one new class each spring semester. This track allows for completion of nursing courses in as few as three semesters. To facilitate the progression of working students, courses in the Nursing Career Mobility Track are offered using classroom, lab, and clinical activities as well as blended online resources. Clinical rotations are offered at varying times conducive to part-time and full-time working conditions. Students in the Nursing Career Mobility Track must have access to a personal computer with broadband or DSL IP (Internet Service Provider). A student who is an LPN may be eligible to receive advanced standing based upon completion of a selected maternal-child standardized exam with a score of B or better in lieu of taking NURS 2221, NURS 2222, NURS 2231, NURS 2232. A student who is a Paramedic is required to successfully complete NURS 1471.

Applying to the Nursing Program

All potential nursing students must have two (2) applications on file: (1) the application to the College must be on file in the TCC Student Completion Services office; and, (2) the application for the Nursing Program must be submitted to the Department of Nursing office, Metro Campus. Admission to Tulsa Community College does not guarantee admission to the Nursing Program. Prospective students interested in the Nursing Program should contact the Department of Nursing office for an application and curriculum plan or access the Nursing Program web page (www.tulsacc.edu/nursing) for more information regarding application to the Traditional Nursing Track and/or the Nursing Career Mobility Track.

Applicants for Oklahoma licensure must meet all state and federal requirements to hold an Oklahoma license to practice nursing. In addition to completing a state-approved nursing education program that meets educational requirements and successfully passing the licensure examination, requirements include submission of an application for licensure, a criminal history records search, and evidence of citizenship or qualified alien status. To be granted a license, an applicant must have the legal right to be in the United States (United States Code Chapter 8, Section 1621). In addition, Oklahoma law only allows a license to be issued to U.S. citizens, U.S. nationals, and legal permanent resident aliens. Please check with the Oklahoma Board of Nursing for current requirements.

Application Deadline Summary

	Request for Substitutions/Exceptions Due	**Application Due**	**Semester of Enrollment**
Traditional Nursing Track	August 1	September 1	Spring/January
Nursing Career Mobility Track Fall Admission	March 1	April 1	Fall/August
Nursing Career MobilityTrack Spring Admission	August 1	September 1	Spring/January

Note: If an application deadline falls on a weekend or federal holiday, the deadline is extended to the next business day.

Application to Traditional Nursing Track

The Traditional Nursing Track admits a new class each spring. Selected classes are held at both Southeast and Metro Campuses. Applicants become qualified for admission based on achievement of Nursing Program admission criteria submitted by the application deadline date. Admission criteria are listed in the Program application. Deadline for submitting the completed nursing application must be met by **SEPTEMBER 1** for admission the following spring. If the application deadline falls on a weekend or federal holiday, the deadline is extended to the next business day. All applicants are notified of their admission status, in writing, within approximately 4 weeks of the application deadline date. The admission decision is based on a ranking process (See Traditional Nursing Track application packet). Students who are accepted to the Nursing Program must meet the following program and curriculum prerequisites prior to beginning nursing courses:

1. Complete the following prerequisite general education classes with a grade of "C" or higher prior to beginning the Nursing Program.
   ENGL 1113 - Composition I
   BIOL 2134 - Human Anatomy (L)
   CHEM 1114 - Principles of Chemistry (L)
   BIOL 1224 - Introduction to Biology for Majors (L)
   PSYC 1113 - Introduction to Psychology (S)
3. Provide documentation of current CNA certification or an acceptable substitute. (See Traditional Nursing Track Application Packet for specific details).
   NOTE: *Substitution requests for the CNA certification requirement are due by **AUGUST 1**. If the application deadline falls on a weekend or federal holiday, the deadline is extended to the next business day. Substitution requests should be submitted in a written letter that is included with the formal application to the program (See Traditional Nursing Track application packet).
4. Submit **ALL** previous official transcripts to the Student Completion Services office prior to application deadline. Please remember that it may take several weeks to have your transcripts reviewed.
5. Have an overall GPA of 2.5 or above. Any request for exceptions are due in writing and must be submitted with the formal application by **AUGUST 1**. If the application deadline falls on a weekend or federal holiday, the deadline is extended to the next business day. NOTE: To stay eligible for selection in the application pool your GPA must be maintained. Otherwise, you will become ineligible and your application will be returned.
6. Students must make a minimum of "C" in all courses required in each semester of the degree plan for continued enrollment and graduation in the Nursing Program. See course descriptions for pre- and co- requisite course requirements. A Curriculum Degree Plan Sheet for the Traditional Nursing Track is available in the Department of Nursing office and at www.tulsacc.edu/nursing.
7. Admission to Tulsa Community College does not guarantee admission to the Nursing Program. To be considered for admission to the Nursing Program one must make application to the Nursing Program, in addition to the College application. To remain in the program, the student must be in "good standing" at TCC.

8. See Traditional Nursing Track application packet for specific requirements related to criminal background check, health record requirements, and CPR certification. Drug screening will be required upon entry to the program.
9. Potential students need to be aware that they may not be approved by the Oklahoma Board of Nursing to take the NCLEX-RN licensure examination if they have:
    1. Been arrested/convicted of any offense including a deferred sentence.
    2. Been declared judicially incompetent.
    3. Ever been convicted of a felony.
    4. Ever had disciplinary action taken against another health related license. Those needing other information regarding this topic can obtain a copy of Guidelines for NCLEX on the Oklahoma Board of Nursing website.
10. Applicants who previously attended a nursing program (LPN or RN) at TCC or elsewhere, must submit a completed application by the Exception/Substitution deadline. The application will be reviewed on an individual basis. Attach official transcripts from the LPN and/or RN school in a sealed envelope. Attach a letter addressing any grade of "W", "D", or "F" you received for any Nursing courses.

Application to Nursing Career Mobility Track

The Nursing Career Mobility Track admits one new class each fall semester and one new class each spring semester. Applicants become qualified for admission based on achievement of Nursing Program admission criteria submitted by the application deadline date. Admission criteria are listed in the Program application. The deadline for submission of application for the **fall semester** is **APRIL 1**. The deadline for submission of application for the **spring semester** is **SEPTEMBER 1**. If the application deadline falls on a weekend or federal holiday, the deadline is extended to the next business day. All applicants are notified of their admission status, in writing, within four (4) weeks of the application deadline date. The admission decision is based on a ranking process (See Nursing Career Mobility Track Application Packet). Students who are accepted to the Nursing Program must meet the following program and curriculum prerequisites prior to beginning nursing courses:

1. Complete the following prerequisite general education classes with a grade of "C" or higher prior to beginning the Nursing Program.
   BIOL 1224 - Introduction to Biology for Majors (L)
   BIOL 2134 - Human Anatomy (L)
   BIOL 2154 - Human Physiology (L)
   CHEM 1114 - Principles of Chemistry (L)
   ENGL 1113 - Composition I
   ENGL 1213 - Composition II
   PSYC 1113 - Introduction to Psychology (S)
3. Provide documentation of current unrestricted licensure as an LPN in the State of Oklahoma, or National Paramedic Registration.
4. Submit ALL previous official transcripts to Student Completion Services prior to application deadline. Please remember that it may take several weeks to have your transcripts reviewed.
5. Have an overall GPA of 2.5 or above. Any request for exceptions are due in writing and must be submitted with the formal application by MARCH 1 for the fall semester and by AUGUST 1 for the spring semester. If the application deadline falls on a weekend or federal holiday, the deadline is extended to the next business day.
6. Students must make a minimum of "C" in all courses required in each semester of the curriculum degree plan for continued enrollment and graduation in the Nursing Program. See course descriptions for pre- and co- requisite course requirements. A curriculum degree plan for the Nursing Career Mobility Track is available in the Department of Nursing office and at www.tulsacc.edu/nursing.
7. Admission to Tulsa Community College does not guarantee admission to the Nursing Program. To be considered for admission to the Nursing Program one must make application to the Nursing Program, in addition to the College application. To remain in the program, the student must be in "good standing" at TCC.
8. See Nursing Career Mobility Track application packet for specific requirements related to criminal background check, health record requirements, and CPR certification. Drug screening will be required upon entry to the program.
9. Potential students need to be aware that they may not be approved by the Oklahoma Board of Nursing to take the NCLEX-RN licensure examination if they have:
    1. Been arrested/convicted of any offense including a deferred sentence.
    2. Been declared judicially incompetent.
    3. Ever been convicted of a felony.

   4. Ever had disciplinary action taken against another health related license. Those needing other information regarding this topic can obtain a copy of Guidelines for NCLEX on the Oklahoma Board of Nursing website.

10. Applicants who previously attended a nursing program (RN) at TCC or elsewhere, must submit a completed application by the Exception/Substitution deadline. The application will be reviewed on an individual basis. Attach official transcripts from the RN school in a sealed envelope. Attach a letter addressing any grade of "W", "D", or "F" you received for any Nursing courses.

Program Learning Outcomes

The Graduate:

- Coordinates compassionate care based on respect for the patient's preferences, values, and needs. (Patient-Centered Care)
- Functions effectively within nursing & interprofessional teams. (Teamwork & Collaboration)
- Incorporates best evidence with clinical experience in the delivery of healthcare. (Best Practices)
- Incorporates research from QI studies to improve patient care. (Quality Improvement)
- Incorporates safety standards to minimize risk of harm to patients & providers. (Safety)
- Incorporates information & technology for improvement of patient care. (Nursing Informatics)
- Integrates concepts from nursing and other academic disciplines to provide effective patient care. (Integrate Concepts)

Careers

Search careers in Nursing at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Student Nurse Association; Alpha Delta Nu Honor Society; Student Nurse Christian Fellowship

Degree Requirements

General Education Requirements Credit Hours: 38

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Psychology 6 hours
PSYC 1113 - Introduction to Psychology (S) +
PSYC 2023 - Developmental Psychology

Science 20 hours
Students with a declared major of Nursing Applicant may take BIOL 1224 concurrently with BIOL 2134. See Advisement office for prerequisite waiver.
BIOL 1224 - Introduction to Biology for Majors (L) +
BIOL 2134 - Human Anatomy (L) +
BIOL 2154 - Human Physiology (L)
BIOL 2164 - Microbiology (L)
CHEM 1114 - Principles of Chemistry (L) +

Specialized Course Requirements Credit Hours: 35

Traditional Nursing Track

Nursing 35 hours
(Enrollment requires admission to the Nursing Program).
NURS 1113 - Adult Health I B
NURS 1111 - Adult Health I Clinical C
NURS 1143 - Overview of Professional Role Development A
NURS 1163 - Principles of Pharmacology & Medication Safety D
NURS 2213 - Adult Health II E

NURS 2212 - Adult Health II Clinical F
NURS 2222 - Pediatric Nursing
NURS 2221 - Pediatric Nursing Clinical
NURS 2232 - Maternal-Newborn Nursing
NURS 2231 - Maternal-Newborn Nursing Clinical
NURS 2243 - Adult Health III G
NURS 2242 - Adult Health III Clinical H
NURS 2432 - Complex Mental Health
NURS 2431 - Complex Mental Health Clinical
NURS 2444 - Adult Health IV & Leadership
NURS 2442 - Adult Health IV & Leadership Clinical

Career Mobility Track

(Students in the Career Mobility Track who satisfactorily complete the NURS courses below are not required to complete the correspondingly designated NURS course(s) in the Traditional Nursing Track. Students should refer to the Career Mobility semester plan for further clarification.)
NURS 1212 - Career Mobility I B, D
NURS 1211 - Career Mobility I Clinical C
NURS 1363 - Transition for Career Mobility A
NURS 2352 - Career Mobility II E, G
NURS 2351 - Career Mobility II Clinical F, H

Total Credit Hours: 73

+Prerequisite course for program

Additional Nursing Courses/Electives
(not required for degree)
NURS 1023 - Stress Management
NURS 1471 - Activities of Daily Living Skills
NURS 2303 - Pharmacology
NURS 2403 - Dosage Calculations for Nurses
NURS 2990 - Selected Topics in Nursing

Nutritional Sciences AS, Allied Health Option

Program Description

The Nutritional Sciences program prepares students to work in a wide range of settings in the public and private sectors and assume an array of challenging responsibilities in health care and wellness. Career opportunities for a registered/licensed dietitian include: health care dietitian and administrator, nutrition or food science researcher, fitness/wellness consultant, public health nutritionist, entrepreneur in dietetic programs and services, and corporate dietitian /nutritionist.

The **allied health** option is for students who are interested in nutrition and desire to pursue professional healthcare occupations, but do not plan to become physicians, dentists, optometrists, pharmacists, or registered dietitians. The allied health option provides course work that is required for most nursing schools, physician assistant's programs, schools of physical and occupational therapy and other health professions.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Integrate biological, social and/or nutritional sciences to promote healthy nutritional practices.
- Identify the cultural, psychological, ecological, and/or socio-economic factors surrounding availability and consumption of food.
- Apply mathematical calculation to the computation of basic nutrition formulas.
- Apply physical (chemistry) and biological sciences to body functions.
- Describe the role nutrition plays in health and disease.
- Evaluate a subject's wellness profile.

Careers

Search careers in Nutritional Sciences at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 44

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for course list.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Science 14 hours
BIOL 1224 - Introduction to Biology for Majors (L)
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Specialized Course Requirements Credit Hours: 16

Biology 7 hours
BIOL 1383 - Nutrition
BIOL 2164 - Microbiology (L)

Human Services 6 hours
HSVC 1113 - Principles of Human Services
HSVC 2023 - Lifespan Development

Physical Education 3 hours
PHED 2603 - Total Wellness

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Transfer admission requirement: 2.5 GPA.

Nutritional Sciences AS, Community Nutrition Option

Program Description

The Nutritional Sciences program prepares students to work in a wide range of settings in the public and private sectors and assume an array of challenging responsibilities in health care and wellness. Career opportunities for a registered/licensed dietitian include: health care dietitian and administrator, nutrition or food science researcher, fitness/wellness consultant, public health nutritionist, entrepreneur in dietetic programs and services, and corporate dietitian /nutritionist.

The **community nutrition** option is for students who desire to work in the field of foods and nutrition, but do not plan to become registered dietitians. The community nutrition option provides emphasis in improving the health of populations through nutrition programs at schools, and through Cooperative Extension, government programs, and wellness programs.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Integrate biological, social and/or nutritional sciences to promote healthy nutritional practices.
- Identify the cultural, psychological, ecological, and/or socio-economic factors surrounding availability and consumption of nutrition.
- Apply mathematical calculation to the computation of basic nutrition formulas.
- Apply physical (chemistry) and biological sciences to body functions.
- Describe the role nutrition plays in health and disease.
- Evaluate a subject's wellness profile.
- Develop a behavioral modification plan for the health of a subject.
- Explain the education requirements for becoming a Health Professional, Nutritionist and/or Registered Dietitian.

Careers

Search careers in Nutritional Sciences at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 44

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for course list.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Science 14 hours
BIOL 1224 - Introduction to Biology for Majors (L)
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Specialized Course Requirements Credit Hours: 16

Biology 3 hours
BIOL 1383 - Nutrition

Human Services 6 hours
HSVC 1113 - Principles of Human Services
HSVC 2023 - Lifespan Development

Physical Education 7 hours
PHED 2111 - Professional Careers in Nutritional Sciences
and select two courses from the following:
PHED 2603 - Total Wellness
PHED 2653 - Applied Anatomy and Kinesiology
PHED 2263 - Principles in Health Education and Health Promotion

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Transfer admission requirement: 2.5 GPA.

Nutritional Sciences AS, Dietetics Option

Program Description

The Nutritional Sciences program prepares students to work in a wide range of settings in the public and private sectors and assume an array of challenging responsibilities in health care and wellness. Career opportunities for a registered/licensed dietitian include: health care dietitian and administrator, nutrition or food science researcher, fitness/wellness consultant, public health nutritionist, entrepreneur in dietetic programs and services, and corporate dietitian /nutritionist.

The **dietetics** option prepares students for diverse and dynamic professions that integrate human nutrition, food service administration, food science, chemistry, physiology, management and interpersonal skills. Students will be able to transfer to an Oklahoma university and complete course work in a Didactic Program in Dietetics (DPD) which is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND), 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, ph. 312.899.0040 ext 5400. When students successfully complete the academic requirements (DPD) and experience component (Dietetic Internship), they are eligible for the Registration Examination for Dietitians administered by the Commission on Dietetic Registration (CDR) of the Academy of Nutrition and Dietetics. Application to ACEND-accredited Dietetic Internships is very competitive. Individuals who are successful on the CDR examination become registered dietitians and are entitled to use the initials "R.D." to signify professional competence. Many states including Oklahoma also require a license to practice dietetics in the state.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Integrate biological, social and/or nutritional sciences to promote healthy nutritional practices.
- Identify the cultural, psychological, ecological, and/or socio-economic factors surrounding availability and consumption of nutrition.
- Apply mathematical calculation to the computation of basic nutrition formulas.
- Apply physical (chemistry) and biological sciences as relate body functions.
- Describe the role nutrition plays in health and disease.
- Explain the education requirements for becoming a Registered Dietitian.
- Define medical terminologies as they relate to the health profession.

Careers

Search careers in Nutritional Sciences at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 44

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for course list.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Science 14 hours
BIOL 1224 - Introduction to Biology for Majors (L)
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Specialized Course Requirements Credit Hours: 17

Allied Health 3 hours
ALDH 1323 - Medical Terminology

Biology 7 hours
BIOL 1383 - Nutrition
BIOL 2164 - Microbiology (L)

Human Services 6 hours
HSVC 1113 - Principles of Human Services
HSVC 2023 - Lifespan Development

Physical Education 1 hour
PHED 2111 - Professional Careers in Nutritional Sciences

Total Credit Hours: 61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Transfer admission requirement: 2.5 GPA.

Occupational Therapy AAS

Program Description

This program is designed to prepare students to perform occupational therapy procedures and related tasks under the direction and supervision of a Registered Occupational Therapist. The Occupational Therapy Assistant performs various treatment procedures delegated by the Registered Occupational Therapist to patients with physical, psychological, or cognitive disabilities. The Assistant also will work independently in programs to prevent disability and maintain health, such as Activity Director.

The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P O. Box 31220, Bethesda, MD 20824-1220. AOTAs phone number is (301) 652-2682 (Website: www.aota.org*). Graduates of the program will be able to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination.*

Admission to the Program

The program admits one class of 20 students each year in the summer term. Prospective students are required to complete the application process by January 15 of each year.

Program Application Instructions

1. All prospective Occupational Therapy Assistant students who have not been enrolled at TCC within the past year must complete an application for admission to the College, submit their high school transcripts, ACT scores and previous college transcripts to the Metro Campus Registrar's Office at 909 South Boston Avenue, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Occupational Therapy Assistant program. Admission to Tulsa Community College does not guarantee admission to the Occupational Therapy Assistant program.
2. Applications to the Occupational Therapy Assistant program must be completed online at tulsacc.edu/healthscienceapply by January 15. For more information, contact the Department of Allied Health office at (918) 595-7002.
3. First-time college students must meet with an academic advisor regarding new student orientation and to determine if course placement testing is required before enrollment.

Program Admission Requirements

- Minimum GPA of 2.8
- Minimum ACT composite score of 18
- Successful completion of ALDH 1323 Medical Terminology; BIOL 1314 Human Anatomy and Physiology; and OCTA 1203 Introduction to Occupational Therapy I. These classes must be completed prior to starting the first semester of the OTA program.
- Applicants will be ranked according to the Occupational Therapy Assistant Applicant Ranking Scale. Interviews will be granted to applicants in the top 30% of the applicant pool. All interviewed applicants will be notified regarding their selection status.
- Must be willing and able to travel to both local and distant clinical sites.
- An extensive criminal background check, including but not limited to a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.
  NOTE: When you apply to write the certification examination with the National Board for Certification in Occupational Therapy (NBCOT), you will be asked to answer questions related to the topic of felonies. For further information on these limitations, you may contact the NBCOT at: National Board for Certification in Occupational Therapy 4720 Montgomery Lane P. O. Box 31220 Bethesda, MD 20824-1220

Contact Information
Occupational Therapist Assistant Program Director
Penny Stack, OTD, OTR/L, CLT
918-595-8596
penny.stack@tulsacc.edu
TCC Metro Campus, 909 S. Boston Ave., Tulsa, OK 74119

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Synthesize basic fundamentals of OT practice such as safety and ethics.
- Synthesize basic tenets of occupational therapy such as OT philosophy, OT / OTA roles and evidence based practice.
- Design client evaluation and screening within your scope of practice.
- Design client intervention within your scope of practice.
- Communicate to advocate client needs and status through verbal and non-verbal communication.
- Exemplify professional behaviors.

Careers

Search careers for Occupational Therapy Assistants at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other OTA students and Occupational Therapy professionals through participation in Student Occupational Therapy Association (SOTA), Oklahoma Occupational Therapy Association (OKOTA), American Occupational Therapy Association (AOTA).

Degree Requirements

General Education Requirements Credit Hours: 22

Biology 4 hours**

BIOL 1314 - Human Anatomy and Physiology

English 6 hours

ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Psychology 6 hours

PSYC 1113 - Introduction to Psychology (S)
and select one course from the following:
PSYC 2023 - Developmental Psychology
PSYC 2193 - Personality Theories
It is recommended that students intending to pursue a Master's degree in Occupational Therapy counsel with an OCTA faculty member to select appropriate electives.

Specialized Course Requirements Credit Hours: 45

Allied Health 3 hours

ALDH 1323 - Medical Terminology

Occupational Therapy Assistant 42 hours**

OCTA 1202 - Introduction to Occupational Therapy
OCTA 1292 - Introduction to Occupational Therapy II
OCTA 1301 - Clinical Conditions
OCTA 1352 - Neuroanatomy and Physiology for OTAs
OCTA 1363 - Applied Anatomy for OTAs
OCTA 1403 - Therapeutic Media
OCTA 1483 - Physical Disabilities
OCTA 1443 - Psychosocial Theory and Practice
OCTA 1511 - Fieldwork IA
OCTA 1521 - Fieldwork IB
OCTA 2203 - Therapeutic Adaptions
OCTA 2233 - Developmental Disabilities Theory and Practice
OCTA 2263 - Current Trends in Occupational Therapy
OCTA 2356 - Fieldwork IIA
OCTA 2376 - Fieldwork IIB

Total Credit Hours: 67

**Courses must be completed with a "C" or better.

Paralegal AAS

Program Description

This American Bar Association approved Paralegal Studies Program is designed to prepare graduates to work as professional assistants under the supervision of attorneys. All Paralegal Studies students receive training in civil procedure, contracts, real property, legal research and writing, drafting of documents, litigation support, law office systems and management, and use of computers in the legal environment. Students will take at least ten semester credits, or the equivalent, of legal specialty courses through traditional classroom instruction. Upon satisfactory completion of the course requirements, including a grade of "C" or better in all Paralegal courses, graduates are eligible to apply for the examination given by the National Association of Legal Assistants, Inc. to be Certified Legal Assistants (CLA), or the National Association of Legal Professionals to earn the Professional Paralegal (PP) credential. Tulsa Community College is a member of the American Association for Paralegal Education.

UNAUTHORIZED PRACTICE OF LAW: The paralegal may be asked to accomplish a variety of duties as part of his or her job. However, paralegals are prohibited from offering legal advice and arguing cases in court; and Paralegals may not provide legal services directly to the public, except as permitted by law. Paralegals either work with attorneys who assume professional responsibility for the final work product or in areas where 'lay' individuals are explicitly authorized by statute or regulation to assume certain law-related responsibilities.

Admission to the Program

1. Complete all admission requirements to Tulsa Community College.
2. Complete all admission requirements to the Paralegal Program.
   i. Complete Paralegal Application, available in the Business and Information Technology Division Office, Metro Campus, MC 416.
   ii. Completion of CSCI 1203, ENGL 1113 and ENGL 1213, COMM 1113, POLS 1113, and PLGL 1213 with a "C" or better.

Tulsa Community College will refuse program completion credit for legal specialty courses taken more than six years prior to completion of the program, unless student's proficiency in the area can be demonstrated.

ABA Compliant Transfer Policy - Paralegal Studies Program

Subject to the policies for *Admission by Transfer from a State System Institution*, and *Admission of Nonresidents of Oklahoma*, and other related policies set forth in the University Catalog as well as the requirements for Admission to the Program, legal specialty courses may be accepted for transfer as follows:

1. The Program Director reviews the curriculum of the proposed transfer credit and compares same to the requirements of Program legal specialty courses.

   a. A **legal specialty course** is a course that (1) covers substantive law or legal procedures or process, (2) has been developed for paralegals, (3) emphasizes practical paralegal skills, and (4) The instructional methodology must stress understanding and reasoning rather than rote learning of facts. The instructional methodology must include the following: a) Processes to ensure interaction between the faculty member and students and among students; b) Opportunities for students to interact with faculty members and to receive meaningful and prompt feedback regarding their assignments and questions; and c) Practical assignments that develop paralegal job competencies.

2. Program students are required to take the following legal specialty courses: Introduction to the Legal System, Civil Procedure I and II, Introduction to and Advanced Legal Research and Writing, Contracts, Real Property, and a Capstone course. Transfer of equivalent credit courses for these courses, excluding the Capstone, is accepted if the course if the transferring institution is approved by the American Bar Association and/or official transcriptions, course descriptions, syllabi, or communication with the transferring school indicates that the course goals were substantially equivalent and that the Course was delivered in the traditional format; or which were delivered in an alternative format which complied with the ABA Paralegal Guidelines applicable to the alternative delivery formats.

3. Transfer substitution of the Capstone course is not permitted.

4. Further subject to other requirements set forth in the Catalog, including but not limited to those regulating Graduation and Degrees, transfer credits for legal specialty courses are limited to fifteen (15) total credit hours.

5. TCC will refuse courses or credits for transfer legal specialty courses earned by prior learning assessment, college level examination, departmental examination, advanced placement, extra-intuitional learning or other formats which don't meet the hour requirements of the ABA Paralegal Guidelines.
6. TCC will refuse program completion credit for legal specialty credit courses taken more than six (6) years prior to completion of the program, unless student's proficiency in the area can be demonstrated.

For questions about Admission to the Program and/or the Legal Specialty Course Transfer Policy please contact the Program Coordinator.
Michael Speck, Paralegal Program Coordinator
Metro Campus: (918) 595-7317

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate a basic understanding of the judicial system and of the various sources of substantive and procedural law.
- Identify and apply ethical standards adopted by State and Federal Courts, as well as professional organization, to a variety of factual circumstances.
- Research the law using text and electronic resources.
- Analyze the law by identifying legally relevant facts and applying same to the law in order to draw a legal conclusion.
- Communicate legal conclusions to attorneys and judges.
- Understand and adapt to the basic operation principles of software used in the profession.
- Master the demands of time and resource management required for successful and ethical management of multiple clients and their legal matters.

Careers

Search careers related to Paralegal studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Student Association of Paralegals and Legal Assistants ("SAPLA"), a TCC Student Organization, and Lambda Epsilon Chi ("LEX"), a National Honors Organization.

Degree Requirements

General Education Requirements Credit Hours: 18

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Additional General Education Courses 6 hours
Within the requirement for 18 semester hours or the equivalent of General Education coursework, students must take courses in at least three different disciplines such as: Social sciences, natural sciences, mathematics, humanities, foreign language and English. Acceptable courses include survey and theory courses, but exclude performance, activity, and special topics 2991-2996 courses. Students are required to see the Paralegal Program Coordinator for questions about specific course acceptability.

Specialized Course Requirements Credit Hours: 45

Accounting 3 hours
ACCT 2213 - Financial Accounting

Computer information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

Paralegal 24 hours
(Students are required to earn a "C" or better in all Paralegal Courses.)
PLGL 1213 - Introduction to the Legal System
PLGL 1313 - Civil Procedure I
PLGL 2303 - Civil Procedure II
PLGL 2333 - Introduction to Legal Research and Writing
PLGL 2343 - Advanced Legal Research and Writing
PLGL 2353 - Contract Law
PLGL 2363 - Real Property Law
PLGL 2383 - Paralegal Studies Capstone

Communication 3 hours
COMM 1113 - Public Speaking

Controlled Electives 12 hours
(Graduation credit for 1 and 2 credit hour courses in this series is limited to a maximum of 3 credit hours.)

Paralegal 9 hours
PLGL 2373 - Computers in the Law
PLGL 2403 - Principles of Family Law
PLGL 2413 - Law Office Systems and Procedure
PLGL 2423 - Corporations, Partnerships & LLCs
PLGL 2433 - Bankruptcy
PLGL 2443 - Probate, Administration of Estates, and Trusts
PLGL 2453 - Administrative Law
PLGL 2463 - Labor and Employment Law
PLGL 2473 - Torts and Insurance Law
PLGL 2483 - Native American Law
PLGL 2493 - Criminal Law for Paralegals
PLGL 2502 - Medical Record Analysis for Paralegals
PLGL 2511 - E-Discovery for Paralegals
PLGL 2601 - Workers' Compensation for Paralegals
PLGL 2613 - Social Security Administration
PLGL 2621 - Elder Law
PLGL 2802 - Paralegal Internship
PLGL 2813 - Paralegal Internship

Other Electives 3 hours
Select from other computer, accounting, business, management, administrative careers, or paralegal courses, Examples are:
MGMT 2363 - Principles of Management
ENGL 2343 - Business Communication I
PLGL 2802 - Paralegal Internship
PLGL 2813 - Paralegal Internship

Total Credit Hours: 63

Paralegal Studies AA

Program Description

This American Bar Association approved Paralegal Studies Program is designed to prepare graduates to work as professional assistants under the supervision of attorneys. All Paralegal Studies students receive training in civil procedure, contracts, real property, legal research and writing, drafting of documents, litigation support, law office systems and management, and use of computers in the legal environment. Students will take at least ten semester credits, or the equivalent, of legal specialty courses through traditional classroom instruction. Upon satisfactory completion of the course requirements, including a grade of "C" or better in all Paralegal courses, graduates are eligible to apply for the examination given by the National Association of Legal Assistants, Inc. to be Certified Legal Assistants (CLA), or the National Association of Legal Professionals to earn the Professional Paralegal (PP) credential. Tulsa Community College is a member of the American Association for Paralegal Education.

UNAUTHORIZED PRACTICE OF LAW: The paralegal may be asked to accomplish a variety of duties as part of his or her job. However, paralegals are prohibited from offering legal advice and arguing cases in court; and Paralegals may not provide legal services directly to the public, except as permitted by law. Paralegals either work with attorneys who assume professional responsibility for the final work product or in areas where 'lay' individuals are explicitly authorized by statute or regulation to assume certain law-related responsibilities.

Admission To The Program:

1. Complete all admission requirements to Tulsa Community College.
2. Complete all admission requirements to the Paralegal Program.
   i. Complete Paralegal Application, available in the Business and Information Technology department office, Metro Campus, MC 416.
   ii. Completion of CSCI 1203, ENGL 1113 and ENGL 1213, COMM 1113, POLS 1113, and PLGL 1213 with a "C" or better.

Tulsa Community College will refuse program completion credit for legal specialty courses taken more than six years prior to completion of the program, unless the student's proficiency in the area can be demonstrated.

ABA Compliant Transfer Policy - Paralegal Studies Program

Subject to the policies for *Admission by Transfer from a State System Institution*, and *Admission of Nonresidents of Oklahoma*, and other related policies set forth in the University Catalog as well as the requirements for Admission to the Program, legal specialty courses may be accepted for transfer as follows:

2. The Program Director reviews the curriculum of the proposed transfer credit and compares same to the requirements of Program legal specialty courses.

   a. A **legal specialty course** is a course that (1) covers substantive law or legal procedures or process, (2) has been developed for paralegals, (3) emphasizes practical paralegal skills, and (4) The instructional methodology must stress understanding and reasoning rather than rote learning of facts. The instructional methodology must include the following: a) Processes to ensure interaction between the faculty member and students and among students; b) Opportunities for students to interact with faculty members and to receive meaningful and prompt feedback regarding their assignments and questions; and c) Practical assignments that develop paralegal job competencies.

7. Program students are required to take the following legal specialty courses: Introduction to the Legal System, Civil Procedure I and II, Introduction to and Advanced Legal Research and Writing, Contracts, Real Property, and a Capstone course. Transfer of equivalent credit courses for these courses, excluding the Capstone, is accepted if the course if the transferring institution is approved by the American Bar Association and/or official transcriptions, course descriptions, syllabi, or communication with the transferring school indicates that the course goals were substantially equivalent and that the Course was delivered in the traditional format; or which were delivered in an alternative format which complied with the ABA Paralegal Guidelines applicable to the alternative delivery formats.

8. Transfer substitution of the Capstone course is not permitted.

9. Further subject to other requirements set forth in the Catalog, including but not limited to those regulating Graduation and Degrees, transfer credits for legal specialty courses are limited to fifteen (15) total credit hours.

10. TCC will refuse courses or credits for transfer legal specialty courses earned by prior learning assessment, college level examination, departmental examination, advanced placement, extra-intuitional learning or other formats which don't meet the hour requirements of the ABA Paralegal Guidelines.

11. TCC will refuse program completion credit for legal specialty credit courses taken more than six (6) years prior to completion of the program, unless student's proficiency in the area can be demonstrated.

For questions about Admission to the Program and/or the Legal Specialty Course Transfer Policy please contact the Program Coordinator.
Michael Speck, Paralegal Program Coordinator
Metro Campus: (918) 595-7317

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Demonstrate a basic understanding of the judicial system and of the various sources of substantive and procedural law.
- Identify and apply ethical standards adopted by State and Federal Courts, as well as professional organization, to a variety of factual circumstances.
- Research the law using text and electronic resources.
- Analyze the law by identifying legally relevant facts and applying same to the law in order to draw a legal conclusion.
- Communicate legal conclusions to attorneys and judges.
- Understand and adapt to the basic operation principles of software used in the profession.
- Master the demands of time and resource management required for successful and ethical management of multiple clients and their legal matters.

Careers

Search careers in Paralegal studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Student Association of Paralegals and Legal Assistants ("SAPLA"), a TCC Student Organization, and **Lambda Epsilon Chi** ("LEX"), a National Honors Organization.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Computer Information Systems 3 hours
CSCI 1203 - Computer Concepts and Applications

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
MATH 1513 - Precalculus I (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for the course list. One course must be laboratory science.

Required Elective 3 hours
Select one three (3) credit hour course from Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences. See the General Education Requirements for the course list.

Specialized Course Requirements Credit Hours 27

Accounting 3 hours
ACCT 2213 - Financial Accounting

Paralegal 24 hours
(Students are required to earn a "C" or better in all Paralegal Courses.)
PLGL 1213 - Introduction to the Legal System
PLGL 1313 - Civil Procedure I
PLGL 2303 - Civil Procedure II
PLGL 2333 - Introduction to Legal Research and Writing
PLGL 2343 - Advanced Legal Research and Writing
PLGL 2353 - Contract Law
PLGL 2363 - Real Property Law
PLGL 2383 - Paralegal Studies Capstone

Total Credit Hours: 64

Pharmacy Technology Certificate

Program Description

Tulsa Community College's Pharmacy Technology program is an education designed to prepare students for the field of pharmacy technology, which provides a growing number of opportunities in a wide range of medical settings. The program strives to balance technical training and classroom instruction in order to impart the knowledge and skills necessary to meet the needs and goals established by the American Society of Health-System Pharmacists and the pharmacy profession. We provide you with expert classroom instruction and diverse experiential learning with sites in community, institutional, closed-door, and compounding pharmacies. TCC provides a high level of instruction with our state-of-the-art pharmacy lab for simulation in apothecary, sterile compounding, and community/retail practice, allowing students to receive individualized attention. Completion of this program prepares you to take the national Pharmacy Technician Certification exam.

Admission to the Program

The Pharmacy Technology program admits a new class each semester beginning in August and January. Admission to the class is limited to 24 students. The Pharmacy Technology classes are day courses offered on the Metro Campus and will take 16 weeks to complete.

Program Application Instructions

1. All prospective Pharmacy Technology students who have not been enrolled at TCC within the past year must complete an application for admission to the College before applying to the Pharmacy Technology program and submit official high school transcripts or GED, ACT scores, and official previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. High school seniors need to send a seventh (7th) semester transcript and an official transcript with final grades and graduation date upon completion of high school. Incomplete submissions will not be considered for admission into the Pharmacy Technology program. Admission to Tulsa Community College does not guarantee admission to the Pharmacy Technology program.
2. Applications to the Pharmacy Technology program must be completed online at tulsacc.edu/healthscienceapply by June 1 for the fall semester and by November 1 for the spring semester; however, with the approval of the Program Director, applications are accepted outside of those dates if a class still has seats available. For more information, contact the Department of Allied Health office at 918-595-7002. Your TCC student ID number will be needed to complete the application.
3. First-time college students must meet with an academic advisor regarding new student orientation, appropriate college placement testing, and possible high school curricular deficiencies. Applicants must demonstrate proficiency in basic math, English, reading, writing and speaking.

Program Admission Requirements

- Applicants must be a high school graduate or possess a high school equivalency (GED) and have a high school or college cumulative GPA of 2.0 or better.
- Concurrent high school students must be 18 years before their clinical rotations, have only three (3) credit hours of high school coursework remaining, and must meet TCC's concurrent admission policies.
- Applicants must participate in an interview with the program director and/or a program delegate.
- An extensive criminal background check, including but not limited to, a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.

Contact Information

Teresa Foster BS, CPht.
Office: MP 446 Phone: 918-595-7005
Pharmacy Lab MP 408 Phone: 918-595-8303
teresa.foster@tulsacc.edu

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate ethical conduct in all job-related activities.
- Demonstrate a respectful attitude when interacting with diverse patient populations.
- Assist pharmacists in collecting, organizing, and recording demographic and clinical information for direct patient care and medication-use review
- Prepare non-patient-specific medications for distribution.
- Distribute medications in a manner that follows specified procedures.
- Prepare patient-specific medications for distribution.
- Maintain confidentiality of patient information.
- Communicate clearly when speaking and in writing,
- Apply self-management skills, time management.
- Apply interpersonal skills, including negotiation skills, conflict resolution, and teamwork.
- Perform mathematical calculations essential to the duties of pharmacy technicians in a variety of contemporary settings.
- Explain the understanding of the pharmacy technician's role in the medication-use process.
- Receive and screen prescription/medication orders for completeness, accuracy, and authenticity.
- Assist pharmacists in the identification of patients who desire/require counseling to optimize the use of medications, equipment, and devices.
- Practice effective infection control procedures, including preventing transmission of blood borne and airborne diseases.
- Assist pharmacists in preparing, storing, and distributing medication products requiring special handling and documentation.
- Use material data sheets to identify, handle, and safely dispose of hazardous materials.
- Prepare medication requiring compounding of sterile products.
- Prepare medications requiring compounding of non-sterile products.
- Prepare medications requiring compounding of chemotherapy/hazardous products.
- Initiate, verify, and assist in the adjudication of billing for pharmacy services and goods, and collect payment for these services.
- Apply accepted procedures in purchasing pharmaceuticals, devices, and supplies.
- Apply accepted procedures in inventory control of medications, equipment, and devices.
- Explain pharmacy reimbursement plans for covering pharmacy services.
- Verify measurements, preparations, and/or packaging of medications produced by other healthcare professionals.
- Explain pharmacists' roles when they are responding to emergency situations and how pharmacy techniques can assist pharmacists by being certified as a Basic Life Support (BLS) Healthcare Provider.
- Explain the anatomy, physiology, pharmacology, and scientific skills relevant to the pharmacy technician's role.
- Apply self-management skills, including time management, stress management, and adapting to change.29. Present an image appropriate for the profession of pharmacy in appearance and behavior.
- Solve problems common to a pharmacy technician's work.
- Describe how different healthcare occupations interact in the healthcare delivery system.
- Explain the importance of wellness promotion and disease prevention practices, such as use of health screenings; health practices and environmental factors that impact health; and adverse effects of alcohol, tobacco, and legal and illegal drugs.
- Develop commitment to excellence in the pharmacy profession and to continuing education and training.
- Discuss understanding of major trends, issues, goals, and initiatives taking place in the pharmacy profession.
- Identify of non-traditional roles of pharmacy technicians.
- Identify and describe emerging therapies.
- Apply patient and medication safety practices in all aspects of the pharmacy technician's roles.
- Describe the use of current technology in the healthcare environment to ensure the safety and accuracy of medication dispensing.
- Compare and contrast the roles of pharmacists and pharmacy technicians in ensuring pharmacy department compliance with professional standards and relevant legal, regulatory, formulary, contractual, or safety

requirements.
- Explain procedures and communication channels to use in the event of a product recall or shortage, a medication error, or identification of another problem.

Careers

Search careers in Pharmacy Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Pharmacy Technology 16 hours
PHMT 1324 - Introduction to Profession of Pharmacy
PHMT 1334 - Introduction to Pharmacology
PHMT 1414 - Pharmacy Technician Practicum I *
PHMT 1524 - Preceptorship I *
*Course must be completed with a "C" or better.

Total Credit Hours: 16

Philosophy AA

Program Description

Philosophy poses some of the most pressing questions in our lives, such as: What is reality? How do I know what I know? What is consciousness? What does it mean to live "the good life"? Is life free or determined? What is the meaning of life?

While exploring these questions, students will become acquainted with various fields within the philosophic tradition - metaphysics or the philosophy of reality; epistemology or the philosophy of knowledge; axiology or the philosophies of ethics, aesthetics, society and politics, and of course logic - that human beings both ancient and modern have developed in their attempts to seek answers.

Successful philosophy majors acquire a foundation for critical thinking and effective communication in a variety of professional areas, from education and research to law, journalism, government, business, psychotherapy and counseling. While careers in these fields most often require further, specialized training, graduates with philosophy degrees are adept problem-solvers capable of organizing complex information and reaching reasoned solutions. These skills make them invaluable across professional fields.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful of this program you will be able to:

- Distinguish the main fields and schools of thought in the history of philosophy.
- Outline central philosophical concepts.
- Apply philosophical concepts to issues in contemporary society.
- Evaluate philosophical arguments.
- Defend Philosophical positions.

Careers

Search careers related to Philosophy at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 30

(Humanities requirements are satisfied through specialized course requirements.)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
See the General Education Requirements for the course list.

Science 7 hours
See the General Education Requirements for the course list.
One course must be a laboratory science.

Recommended Electives 2 hours

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 30

Philosophy 15 hours
Select five (5) courses from the following:
PHIL 1113 - Introduction to Philosophy (H)
PHIL 1133 - Philosophy in Literature (H)
PHIL 1143 - Introduction to Ethics: Business Issues (H)
PHIL 1213 - Religions of the World: The Eastern Tradition
PHIL 1223 - Religions of the World: The Western Tradition
PHIL 2113 - Logic
PHIL 2133 - Introduction to Ethical Thinking (H)
PHIL 2143 - Introduction to Social and Political Philosophy
PHIL 2263 - Medical Ethics (H)
PHIL 2163 - Introduction to the History and Philosophy of Science (H)
PHIL 2173 - Introduction to the Philosophy of Religion

Controlled Electives 15 hours
Select five (5) courses from the following:
ENGL 2413 - Introduction to Literature (H)
HIST 1053 - Ancient and Medieval Western Civilization (H)
POLS 2033 - Introduction to Political Thought
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)
SOCI 2113 - Social Problems in America (S)
SOCI 2123 - Introduction to Cultural Anthropology (S)

Total Credit Hours: 60

Proficiency in a foreign language is recommended.
To receive an A.A. or A.S. Degree, students must demonstrate computer proficiency.

Physical Therapist Assistant AAS

Program Description

Tulsa Community College offers a five (5) term Physical Therapist Assistant Program accredited by The Commission on Accreditation in Physical Therapy Education, American Physical Therapy Association, 1111 North Fairfax Street, Alexandria, VA 22314, Telephone: (703) 706-3245, Website: www.apta.org/CAPTE.

The physical therapist assistant is a technically educated health care provider who assists the physical therapist in the provision of physical therapy. The physical therapist assistant may perform procedures and related tasks that have been selected and delegated by the supervising physical therapist. To further investigate the role of the physical therapist assistant, contact the American Physical Therapy Association at www.apta.org. Successful completion of this program requires that the student perform at a "C" level or better in all of their physical therapist assistant courses.

The graduate of this program is eligible to apply for the National Physical Therapy Examination for the physical therapist assistant. Individuals who have been convicted of a felony or of a crime involving moral turpitude, or who have had a drug problem, may not be permitted to take the licensure examination. If any of these circumstances exist, you may wish to contact the Oklahoma State Board of Medical Licensure and Supervision, (405)-848-6841 for clarification.

Admission to the Program

Program Application Instructions

1. All prospective Physical Therapist Assistant students who have not been enrolled at TCC within the past year must complete an application for admission to the College, submit their high school transcripts, ACT scores and previous college transcripts to the Metro Campus Registrar at 909 South Boston, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Physical Therapist Assistant program. Admission to Tulsa Community College does not guarantee admission to the Physical Therapist Assistant Program.
2. Applications to the PTA program must be completed online at tulsacc.edu/healthscienceapply by December 1. For more information, contact the Department of Allied Health office at (918) 595-7002.

Program Admission Requirements

- High school diploma or GED
- Minimum GPA of 2.0
- Minimum ACT composite score of 15
- Must be able to drive to local and distant clinical sites.
- Following the review of the applicants' academic history, qualified applicants will be notified via TCC email of their continuance in the selection process. This includes an interview, a writing assignment, and participation in clinical observation experiences to complete the application process. Applicants will be notified via TCC email of their acceptance into the PTA program by April 15.
- An extensive criminal background check, including but not limited to, a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.

Contact Information
Physical Therapist Assistant Program Director
Melanie Heffington, PT, DPT, APTA Education Leadership Institute Fellow
918-595-3423
melanie.heffington@tulsacc.edu
TCC Metro Campus
909 S. Boston Ave.
Tulsa, OK 74119

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Perform in a safe manner that minimizes risk to patients, self, and others.
- Demonstrate professional behaviors that create a positive and productive working environment in all situations.
- Adhere to established legal standards, standards of the profession, proper use of support personnel, fiscal responsibilities, and ethical guidelines.
- Adapt delivery of PT services with consideration for patients' differences, values, preferences, and needs.
- Communicate in ways that are congruent with situational needs.
- Participate in self-assessment and develop plans to improve knowledge, skills, and behaviors throughout lifetime.
- Demonstrate clinical problem solving when determining patient status, changes in patient status, patient data collection, and need for plan of care modification and or need for other services.
- Perform quality PT interventions in a technically competent manner.
- Produce quality documentation in a timely manner to support the delivery of PT services.

Careers

Search careers for Physical Therapist Assistants at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 19

Biology 4 hours**
BIOL 1314 - Human Anatomy and Physiology
May substitute BIOL 2154 and BIOL 2134 for BIOL 1314.

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 49

Allied Health 3 hours**
ALDH 1323 - Medical Terminology

Physical Therapist Assistant 46 hours**
PHTA 1203 - Anatomy and Physiology for PTAs
PHTA 1242 - Human Growth and Development
PHTA 1303 - Introduction to Physical Therapy
PHTA 1211 - Clinical Orientation
PHTA 1221 - Clinical Practice I
PHTA 1363 - Kinesiology for PTAs
PHTA 1383 - Pathophysiology for PTAs
PHTA 1392 - Clinical Procedures I
PHTA 2113 - Rehabilitation
PHTA 2343 - Clinical Procedures II
PHTA 2373 - Therapeutic Exercise I
PHTA 2383 - Therapeutic Exercise II
PHTA 2432 - Clinical Practice II
PHTA 2442 - Psychosocial Aspects in Physical Therapy
PHTA 2486 - Clinical Practice III
PHTA 2543 - Neuroscience
PHTA 2522 - Special Studies in Clinical Practice
PHTA 2551 - Pharmacology for PTAs

Total Credit Hours: 68

**Course must be completed with a "C" or better.

Physics AS

Program Description

Physics concerns the study of the laws that govern nature, encompassing the smallest subatomic particles to the furthest reaches of the observable universe. As an experimental science, there is a close interplay between theoretical results and experiments via the scientific method. The program includes the study of classical mechanics and electricity and magnetism. Physics majors develop highly valued skills such as problem solving, analysis, and logical thinking, which allows them to pursue a wide range of careers in research, education, computer programming and engineering.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Communicate physics information, orally or in written form.
- Solve physics problems..
- Apply the code of conduct within the physics profession.
- Work collaboratively as a member of a team.
- Conduct physics experiments.

Careers

Search careers related to Physics at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

You are encouraged to join the Sci-π Club at West Campus where you will have opportunities to interact with other students interested in science and math. For more information, speak with your mathematics professor or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 27

(Mathematics and Science requirements are satisfied through Specialized Course Requirements.)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements for the course list.

General Education Recommended Electives 3 hours
Select courses from the Liberal Arts & Sciences Electives.

Required Electives 3 hours
SOCI 2123 - Introduction to Cultural Anthropology (S)
or
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences

Specialized Course Requirements Credit Hours: 33

Chemistry 10 hours
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Mathematics 8 hours
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)

Physics 8 hours
PHYS 2034 - Engineering Physics I (L)
PHYS 2124 - Engineering Physics II (L)

Recommended Electives 7 hours
ASTR 1104 - General Astronomy
CSCI 1203 - Computer Concepts and Applications
ENGR 1242 - Introductory Engineering Computer Programming
MATH 1715 - Precalculus I and II (A)
MATH 2134 - Analytic Geometry and Calculus III
MATH 2613 - Elementary Differential Equations
PHYS 1003 - Introduction to Physics

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical Education activity classes do not count toward the graduation requirements for this degree.

Political Science AA

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Careers

Search careers related to Political Science at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
See the General Education Requirements for the course list.

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory science.

General Education Recommended Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or
Select three (3) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23

Political Science 12 hours
POLS 2013 - Introduction to Comparative Governments
POLS 2023 - Introduction to American Politics
POLS 2033 - Introduction to Political Thought
POLS 2103 - Introduction to State and Local Government
POLS 2133 - Introduction to Public Administration
POLS 2153 - Introduction to the Constitution and Judicial Process
POLS 2203 - Introduction to International Relations

Recommended Electives 11 hours
Choose from at least three different disciplines.
CSCI 1203 - Computer Concepts and Applications
ECON 2013 - Principles of Macroeconomics (S)
GEOG 1023 - World Geography (Economic) (S)
HIST 1053 - Ancient and Medieval Western Civilization (H)
HIST 1063 - Modern Western Civilization (H)
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present
HIST 2043 - Contemporary Affairs (H) (D)
HIST 2523 - History of Oklahoma
PHIL 1113 - Introduction to Philosophy (H)
PHIL 2163 - Introduction to the History and Philosophy of Science (H)
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)
SOCI 2113 - Social Problems in America (S)
SOCI 2223 - Behavioral Statistics (S)

Total Credit Hours: 60

Proficiency in a foreign language is recommended.
To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical Education activity classes do not count toward the graduation requirements for this degree.

Pre-Education AA, Elementary and Secondary Education Option

General Information for Education Majors

Tulsa Community College provides the first two years of the four-year degree required to enter the career of teaching in an Oklahoma public/private school. The Pre-K through grade 12 certification is overseen by the Oklahoma State Department of Education whose definition of grade certification is important to determine your program of study. Early Childhood is defined as Pre-K through 3rd grade, Elementary is 1st - 8th grade with credentialed subject matter required for 7th and 8th grade math, and Secondary encompasses both middle school and high school or grades 5th - 12th only in credentialed subject matter.

After an Education major has completed all required general education courses, he/she must take the OGET (Oklahoma General Education Test), prior to admission to a College of Teacher Education at a four-year university. Visit with a TCC Advisement Office on any campus for information about the OGET.
The Council for the Accreditation of Educator Preparation (CAEP) advances excellent educator preparation through evidence-based accreditation that assures quality and supports continuous improvement to strengthen P-12 student learning. It reviews departments, schools, and colleges which prepare teachers and other educators. Though each four-year university's requirements are similar, it is best to check with your transfer university about their specific requirements. Information about teacher certification will be discussed in CHLD 2042 or CHLD 2052, one of which is required for all Pre-Education majors.

Before enrolling in CHLD 2042 or CHLD 2052 students must pass a Criminal Background Investigation. Students are responsible for obtaining the Criminal Background Investigation packet from the School of Child Development and Education office at West Campus, following the instructions provided within the packet, and paying the required fee. Once the School of Child Development and Education at West Campus has been notified that a student has received Criminal Background and Sex Offender clearance, the division office will notify the student by e-mail that he/she may enroll in CHLD 2042 or CHLD 2052.

Prior to graduation from a four-year university, students majoring in Elementary and Secondary Education must complete with a "C" or better a minimum of :

- 12 hours of Communication Arts,
- 12 hours of Social Science,
- 12 hours of Math,
- 12 hours of Science, and
- Demonstrate proficiency in a language other than English.

Students should work with an academic counselor at TCC's West Campus to carefully select courses that will meet the requirements of both the TCC associate degree program and the baccalaureate program at the four-year university you plan to attend.

For More Information Contact:
School of Child Development and Education
West Campus: (918) 595-8077

Program Learning Outcomes

After successful completion of this program, you will be able to:

- Use general education content knowledge to develop age/grade appropriate activities in an elementary, middle or high school setting.
- Follow appropriate instructional and safety practices for elementary (1-8) or secondary (5-12).
- Identify and conduct yourself as a member of the education profession.

Careers

Search careers in Elementary and Secondary Education at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

The CHLD student organization (which was officially named "PACE" or Professional Association of Childhood Educators by its founding members in Fall 2003 is for any and all students (CHLD majors or non-majors) with interest in child development and early childhood education. Group activities include free DHS-accredited training in child care topics, field trips, social and networking events, community service projects, and greeting and orientation services for first-semester CHLD students at West Campus. For more information, contact Dawn Parton at (918) 595-8039 or Debbie Deibert at (918) 595-8108.

Degree Requirements

General Education Requirements Credit Hours: 35

Communication 9 hours

COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours

See the General Education Requirements for the course list.

Mathematics 3 hours

See the General Education Requirements for the course list.

Psychology 3 hours

PSYC 1113 - Introduction to Psychology (S)

Science 8 hours

BIOL 1114 - General Biology for Non-Majors (L)
PHSC 1114 - General Physical Science (L,N)
(Courses in Physics, Chemistry, Zoology may be substituted. One of the courses must be a laboratory (L) science.)

Specialized Course Requirements Credit Hours: 25

Child Development 2 hours

CHLD 2042 - Early Field Experience in Teaching - Elementary *
or
CHLD 2052 - Early Field Experience in Teaching - Secondary *
*Background investigation required

Recommended Electives 23 hours

The courses below are recommended. Students should consult the specific college/university to which they plan to transfer when selecting courses. At least 12 credit hours must come from courses designated as Liberal Arts & Sciences Electives.
3 credit hours from any COMM, ENGL, ECON, GEOG, HIST, POLS, PSYC, or SOCI course.
ART 1113 - Art Appreciation (H)
BIOL 1383 - Nutrition
CHEM 1114 - Principles of Chemistry (L)
CHEM 1315 - General Chemistry I (L)
CSCI 1203 - Computer Concepts and Applications
ENGL 2383 - Advanced Composition
ENGL 2413 - Introduction to Literature (H)
ENGL 2683 - World Literature from 1700 (H)
GEOG 1043 - Introduction to Cultural Geography (S,I,H)
GEOG 2033 - World Regional Geography (S,I,H)
HIST 1053 - Ancient and Medieval Western Civilization (H)
HIST 2523 - History of Oklahoma
MATH 1473 - Quantitative Reasoning (A)
MATH 1483 - Mathematics Functions and Their Uses (A)
MATH 1513 - Precalculus I (A)
MATH 2553 - Geometry and Measurement
PHED 2212 - First Aid
PHED 2603 - Total Wellness
PHYS 1114 - General Physics I (L)
PSYC 2023 - Developmental Psychology
SOCI 1113 - Introduction to Sociology (S)
3-6 credit hours from one Foreign Language.
(Foreign Language is necessary and the number of hours will vary depending on the transfer university requirements. Check with an academic advisor for possible advanced standing credit. Language proficiency at the novice high level required.)

Total Credit Hours: 60

Physical education activity courses do not count toward the graduation requirements for this degree.
To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Pre-Nursing AS

Program Description

This program provides the foundational coursework and knowledge for students planning to transfer to a four-year university to complete a Bachelor of Science in Nursing (BSN). You should work closely with an academic advisor each semester to make certain you are enrolled in the correct courses for a seamless transfer process and you are encouraged to begin a dialogue with your intended transfer school as early as possible. Early coordination between TCC academic advisors and advisors from selected four-year institutions can streamline the transfer process. It is the student's responsibility to ensure that he/she understands the program/admission/transfer requirements for the transfer school.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Evaluate biological hypotheses using the scientific method.
- Use appropriate laboratory equipment and techniques to conduct experiments and perform procedures.
- Evaluate information from a variety of sources and assess its credibility, usefulness and relevance.
- Describe the structure and function of the human body.
- Predict the effect of various stimuli on homeostasis.
- Discuss host-microbe interactions as related to human health.
- Communicate biological information using oral, written and/or digital presentation techniques.

Careers

Search careers in Nursing at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this major will benefit from participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with any science faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 30

(General Education Science Requirements are satisfied through specialized courses.)

English 6 Hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 Hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for complete list.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Psychology 6 hours
PSYC 1113 - Introduction to Psychology (S)
PSYC 2023 - Developmental Psychology

Specialized Course Requirements Credit hours: 30

Science 24 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1383 - Nutrition
BIOL 2134 - Human Anatomy (L)
BIOL 2154 - Human Physiology (L)
BIOL 2164 - Microbiology (L)
CHEM 1315 - General Chemistry I (L)

Recommended Electives 6 hours
Select courses that will transfer to the university you plan to attend.
BUSN 1053 - Introduction to Business
CSCI 1203 - Computer Concepts and Applications
CSCI 2033 - Excel
ENGL 2383 - Advanced Composition
MATH 2513 - Finite Mathematics
SOCI 1113 - Introduction to Sociology (S)

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
NOTE: Consult an advisor at the university you plan to attend for prerequisite and application information.

Pre-Pharmacy AS

Program Description

The practice of pharmacy requires detailed knowledge of the physical and chemical properties of drugs as well as their particular biologic effects. Pharmacists practice in a variety of settings, including community pharmacies, hospitals, drug industries, and government agencies. Pharmacists may provide patient care, teach at colleges and universities, or may perform pharmaceutical research. The coursework generally requires a minimum of two full-time academic years of study. Most students require at least three years to complete prerequisite course work.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts when explaining the physical and chemical properties of drugs as well as their particular biologic effects.
- Apply scientific method to solve problems.
- Illustrate scientific data using graphs, tables, or text.
- Integrate knowledge from several disciplines around a central pharmacological theme.
- Communicate pharmaceutical information using oral, written or digital presentation techniques.
- Identify issues involving pharmacology in society.
- Use chemical instrumentation and proper laboratory techniques.
- Find and evaluate scientific literature.

Careers

Search careers in Pharmacy at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

You will benefit from participation in any of these student organizations:

- Club of Medical and Natural Sciences - southeast campus
- Engineering and Science Association - northeast campus
- MAD (Making A Difference) Scientist Club - west campus
- Science Club - metro campus

For more information speak with your science professor or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 30

(General Education Science requirements are satisfied through Specialized Courses.)

Economics 3 hours
ECON 2013 - Principles of Macroeconomics (S)

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See General Education Requirements for the complete list.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2523 - Calculus for Business, Life, & Social Sciences
(MATH 2114 - Analytic Geometry & Calculus I may be taken in place of MATH 2523. Consult the selected College of Pharmacy for specific prerequisite requirements before selecting MATH 2114.)

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 39-43

Science Courses 36 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 2134 - Human Anatomy (L)
BIOL 2164 - Microbiology (L)
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)
CHEM 2145 - Organic Chemistry I (L)
CHEM 2245 - Organic Chemistry II (L)
PHYS 1114 - General Physics I (L)

Additional Courses for Transfer: 3-7 hours
(Note: These requirements vary by College of Pharmacy. Consult with a transfer counselor at the receiving institution before selecting.)
BIOL 2154 - Human Physiology (L)
CHEM 2353 - Introduction to Biochemistry
COMM 1113 - Public Speaking

Total Credit Hours: 69-73

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Pre-Professional Health Sciences AS, Pre-Dentistry / Pre-Medicine / Pre-Optometry Option

Program Description

If your goal is to become a doctor, dentist, or optometrist, this degree will prepare you for transfer to a four-year institution to continue your education in preparation for admission into a school of medicine, dentistry or optometry. While these professional schools may not recommend a particular degree for admission, they do require a strong background in science which this program provides. You should work closely with an academic advisor each semester to make certain you are enrolled in the correct courses for a seamless transfer process and you are encouraged to begin a dialogue with your intended transfer school as early as possible. Early coordination between TCC academic advisors and advisors from selected four-year institutions can streamline the transfer process. It is the student's responsibility to ensure that he/she understands the program/admission/transfer requirements for the transfer school.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts of biology when explaining biological processes.
- Apply scientific method to solve problems.
- Illustrate scientific data using graphs, tables, or text.
- Integrate knowledge from several disciplines around a clinical theme.
- Communicate biological information using oral, written or digital presentation techniques.
- Identify issues involving biology in society.
- Use biological instrumentation and proper laboratory techniques.
- Find and evaluate scientific literature.
- Explain human pathological conditions in biological terms.

Careers

Search careers in Dentistry, Medicine, and Optometry at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this major will benefit from participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with any science faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 24

(Additional General Education requirements are satisfied through Specialized Courses.)

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Humanities 6 Hours
See the General Education Requirements for the course list.

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
Select one course from the following:
MATH 1513 - Precalculus I (A)
MATH 1613 - Precalculus II (A)
MATH 1715 - Precalculus I and II (A)
MATH 2114 - Analytic Geometry and Calculus I (A)
MATH 2124 - Analytic Geometry and Calculus II (A)
MATH 2134 - Analytic Geometry and Calculus III

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 39

Biology 16 hours
BIOL 1224 - Introduction to Biology for Majors (L)
and select three courses from the following:
BIOL 1404 - General Botany (L)
BIOL 1604 - Zoology (L)
BIOL 2134 - Human Anatomy (L)
BIOL 2154 - Human Physiology (L)
BIOL 2164 - Microbiology (L)

Chemistry 15 hours
CHEM 1315 - General Chemistry I (L)
and select two courses from the following:
CHEM 1415 - General Chemistry II (L)
CHEM 2145 - Organic Chemistry I (L)
CHEM 2245 - Organic Chemistry II (L)

Physics 8 hours
PHYS 1114 - General Physics I (L)
PHYS 1214 - General Physics II (L)

Additional Recommended Course
(not required for degree)
CHEM 2353 - Introduction to Biochemistry

Total Credit Hours: 63

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Pre-Professional Health Sciences AS, Pre-Medical Imaging Option

Program Description

If you are interested in diagnostic imaging techniques, this degree will prepare you for transfer to a four-year institution to continue your education in medical imaging. Pre-health science preparation consists of undergraduate credit hours weighted heavily with mathematical, physical, social and biological sciences. You should work closely with an academic advisor each semester to make certain you are enrolled in the correct courses for a seamless transfer process and you are encouraged to begin a dialogue with your intended transfer school as early as possible. Early coordination between TCC academic advisors and advisors from selected four-year institutions can streamline the transfer process. It is the student's responsibility to ensure that he/she understands the program/admission/transfer requirements for the transfer school.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts of biology when explaining biological processes.
- Apply scientific method to solve problems.
- Illustrate scientific data using graphs, tables, or text.
- Integrate knowledge from several disciplines around a clinical theme.
- Communicate biological information using oral, written or digital presentation techniques.
- Identify issues involving biology in society.
- Use biological instrumentation and proper laboratory techniques.
- Find and evaluate scientific literature.
- Identify anatomical features given medical imagery.

Careers

Search careers in Medical Imaging at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this major will benefit from participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with any science faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 33

(Science General Education Requirements are satisfied through Specialized Course Requirements.)

English 9 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
Select courses designated Humanities from the General Education Requirements.

Mathematics 3 hours
MATH 1513 - Precalculus I (A)

Behavioral Science 6 hours
PSYC 1113 - Introduction to Psychology (S)
SOCI 1113 - Introduction to Sociology (S)

Recommended Electives 3 hours
Select courses from the list of Liberal Arts & Sciences Electives.

Specialized Course Requirements Credit Hours: 28

Allied Health 3 hours
ALDH 1323 - Medical Terminology

Science 25 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1604 - Zoology (L)
BIOL 2134 - Human Anatomy (L)
BIOL 2154 - Human Physiology (L)
CHEM 1315 - General Chemistry I (L)
PHYS 1114 - General Physics I (L)

Total Credit Hours: 61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Pre-Professional Health Sciences AS, Pre-Occupational Therapy Option

Program Description

If you are interested in helping people return to self-sufficiency and your goal is to become an occupational therapist, this degree will provide you with the coursework and knowledge for transfer to a four-year institution to complete a bachelor's degree that will then prepare you for admission into a Master of Science in Occupational Therapy program. You should work closely with an academic advisor each semester to make certain you are enrolled in the correct courses for a seamless transfer process and you are encouraged to begin a dialogue with your intended transfer school as early as possible. Early coordination between TCC academic advisors and advisors from selected four-year institutions can streamline the transfer process. It is the student's responsibility to ensure that he/she understands the program/admission/transfer requirements for the transfer school.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts of biology when explaining biological processes.
- Apply scientific method to solve problems.
- Illustrate scientific data using graphs, tables, or text.
- Integrate knowledge from several disciplines around a clinical theme.
- Communicate biological information using oral, written or digital presentation techniques.
- Identify issues involving biology in society.
- Use biological instrumentation and proper laboratory techniques.
- Find and evaluate scientific literature.
- Describe body movements using anatomical terminology.

Careers

Search careers in Occupational Therapy at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this major will benefit from participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with any science faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 33

(General Education Science requirements are satisfied in Specialized courses.)

Behavioral Science 9 hours
PSYC 1113 - Introduction to Psychology (S)
PSYC 2023 - Developmental Psychology
and select one course from the following:
PSYC 2193 - Personality Theories
PSYC 2423 - Introduction to Abnormal Psychology

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
Select courses designated Humanities (H) from the General Education Requirements.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Specialized Course Requirements Credit Hours: 28

Allied Health 3 hours
ALDH 1323 - Medical Terminology

Science 25 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1604 - Zoology (L)
BIOL 2134 - Human Anatomy (L)
BIOL 2154 - Human Physiology (L)
CHEM 1315 - General Chemistry I (L)
PHYS 1114 - General Physics I (L)

Total Credit Hours: 61

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Pre-Professional Health Sciences AS, Pre-Physical Therapy Option

Program Description

If you are interested in helping people regain mobility following trauma and your goal is to become a physical therapist, this degree will provide you with the science coursework and knowledge for transfer to a four-year institution to complete a bachelor's degree that will then prepare you for admission into a Doctor of Physical Therapy (DPT) program. You should work closely with an academic advisor each semester to make certain you are enrolled in the correct courses for a seamless transfer process and you are encouraged to begin a dialogue with your intended transfer school as early as possible. Early coordination between TCC academic advisors and advisors from selected four-year institutions can streamline the transfer process. It is the student's responsibility to ensure that he/she understands the program/admission/transfer requirements for the transfer school.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts of biology when explaining biological processes.
- Apply scientific method to solve problems.
- Illustrate scientific data using graphs, tables, or text.
- Integrate knowledge from several disciplines around a clinical theme.
- Communicate biological information using oral, written or digital presentation techniques.
- Identify issues involving biology in society.
- Use biological instrumentation and proper laboratory techniques.
- Find and evaluate scientific literature.
- Identify musculoskeletal pathologies using anatomical terminology.

Careers

Search careers in Physical Therapy at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this major will benefit from participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with any science faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 30

English 6 hours
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
Select courses designated Humanities (H) from the list of General Education Requirements.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
MATH 2193 - Elementary Statistics

Psychology 6 hours
PSYC 1113 - Introduction to Psychology (S)
PSYC 2023 - Developmental Psychology

Specialized Course Requirements Credit Hours: 30

Science 29 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1604 - Zoology (L)
BIOL 2134 - Human Anatomy (L)
BIOL 2154 - Human Physiology (L)
CHEM 1315 - General Chemistry I (L)
PHYS 1114 - General Physics I (L)
PHYS 1214 - General Physics II (L)

Recommended Electives 1 hour
Select from any subject area; however, Physical Education activity courses may not be used to meet degree requirements.

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Pre-Professional Health Sciences AS, Pre-Veterinary Medicine Option

Program Description

If you are interested in working with animals, both large and small, and your goal is to become a veterinarian, this degree will provide you with the science coursework and knowledge for transfer to a four-year institution to complete a bachelor's degree that will then prepare you for admission into a Doctor of Veterinary Medicine (DVM) program. This course of study provides a solid foundation in mathematics, chemistry, physics, microbiology, and zoology. You should work closely with an academic advisor each semester to make certain you are enrolled in the correct courses for a seamless transfer process and you are encouraged to begin a dialogue with your intended transfer school as early as possible. Early coordination between TCC academic advisors and advisors from selected four-year institutions can streamline the transfer process. It is the student's responsibility to ensure that he/she understands the program/admission/transfer requirements for the transfer school.

For More Information Contact: School of Science and Mathematics
Metro Campus: (918) 595-7334 ♦ Northeast Campus: (918) 595-7542
Southeast Campus: (918) 595-7742 ♦ West Campus: (918) 595-8193

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply core concepts of biology when explaining biological processes.
- Apply scientific method to solve problems.
- Illustrate scientific data using graphs, tables, or text.
- Integrate knowledge from several disciplines around a clinical theme.
- Communicate biological information using oral, written or digital presentation techniques.
- Identify issues involving biology in society.
- Use biological instrumentation and proper laboratory techniques.
- Find and evaluate scientific literature.
- Identify musculoskeletal pathologies using anatomical terminology.

Careers

Search careers in Veterinary Science at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students in this major will benefit from participation in the **Club of Medical and Natural Sciences** at the southeast campus or the **Sci-π Club** at the west campus. For more information speak with any science faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 30

(General Education Science requirements are satisfied through Specialized Courses.)

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 Hours
See the General Education Requirements page for the course list.

Mathematics 6 hours
MATH 1513 - Precalculus I (A)
and select one course from the following:
MATH 2193 - Elementary Statistics
MATH 2523 - Calculus for Business, Life, and Social Sciences

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 30

Biology 12 hours
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1604 - Zoology (L)
BIOL 2164 - Microbiology (L)

Chemistry 10 hours
CHEM 1315 - General Chemistry I (L)
CHEM 1415 - General Chemistry II (L)

Physics 8 hours
PHYS 1114 - General Physics I (L)
PHYS 1214 - General Physics II (L)

Total Credit Hours: 60

To receive an A. A. or A.S. degree, students must demonstrate computer proficiency.

Project Management Certificate

Program Information

This certificate is designed for students seeking project management skills to complement their chosen career, and for professionals preparing for Project Management Institute (PMI®) Certification. Students will gain the foundational knowledge and skills needed to participate in and lead successful projects in information technology and other industries where the ability to work as a part of a team and respond to changes in real-time is critical. Proficiency in teamwork, leadership, ethical, and communication skills will be attained. Courses are taught using a hands-on, real-world, team-based approach employing essential project management software and mobile technologies.
PMI® is a registered trademark of the Project Management Institute, Inc.

For More Information Contact:
School of Business and Information Technology
Southeast Campus: (918) 595-7639

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Create a project plan using Microsoft Project.
- Create a project plan using Microsoft Excel.
- Devise a risk assessment plan for a scheduled or current project.
- Apply methods of project management to current or proposed projects as proposed by the Project Management Body of Knowledge.
- Monitor and control a project through the systematic use of Earned Value Management.
- Provide a team-centered environment that facilitates project success and team member growth.

Careers

Search careers related to Project Management at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Membership in **Phi Beta Lambda** will provide you with opportunities to practice your newly acquired project management skills outside of the classroom while networking with other business students. For more information, speak to any business faculty or stop by a Student Life office on campus.

Certificate Requirements

Business 9 hours
BUSN 2503 - Principles of Project Management
BUSN 2513 - Project Management Applications
BUSN 2523 - Project Management Certification Preparation

Total Credit Hours: 9

Psychology AA

Program Description

Psychology is the science of behavior and mental processes. As a Psychology major, you will investigate such topics as personality theories, social psychology, psychological disorders, motivation, learning, physiology, memory and cognition. You will explore the complexity of the human experience through all stages of human development. Majoring in Psychology will provide you with a foundational understanding of the human mind, its motivation and behavior. Whether you are pursuing a degree in order to continue your education at a four-year college or university or are ready to take your first steps on your career journey, Psychology prepares you for whatever path you choose.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Identify basic psychological terminology, concepts, and theories in psychology.
- Recognize the basic components of research methods and design.
- Describe key regulations in the APA ethics code for protection of human and nonhuman research participants.
- Identify obvious violations of ethical standards in psychological contexts.
- Identify aspects of individual and cultural diversity and the interpersonal challenges that often result from the diversity and context.
- Express ideas in written format that reflect basic psychological concepts and principles.
- Write using APA style.
- Interpret quantitative data deployed in statistics, graphs, and tables, including statistical symbols in research reports.

Careers

Search careers related to Psychology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Network with other Psychology students through participation in **Psychology Club**. For more information speak with any Psychology faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
See the General Education Requirements for the course list.

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory (L) science.

General Education Recommended Electives 3 hours

CSCI 1203 - Computer Concepts and Applications
or
Select three (3) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours

Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23

Psychology 15 hours

Select five (5) courses from the following:
PSYC 1113 - Introduction to Psychology (S)
PSYC 1313 - Human Relations (S)
PSYC 2023 - Developmental Psychology
PSYC 2053 - Social Psychology
PSYC 2143 - Guided Activities in Service Learning
PSYC 2193 - Personality Theories
PSYC 2213 - Brain and Behavior
PSYC 2223 - Behavioral Statistics
PSYC 2323 - Conflict Resolution
PSYC 2523 - Child Psychology
PSYC 2533 - Adolescent Psychology
PSYC 2613 - Adult Psychology
PSYC 2633 - Industrial and Organizational Psychology (S) *
PSYC 2713 - Aging, Death and Dying (S)
PSYC 2813 - Human Sexuality (S)

Recommended Electives 8 hours

Select courses that will transfer to the college/university you plan to attend.
CSCI 1203 - Computer Concepts and Applications
MATH 1513 - Precalculus I (A)
PHIL 1113 - Introduction to Philosophy (H)
PHIL 2163 - Introduction to the History and Philosophy of Science (H)
PSYC 2153 - Crisis Intervention and Experience (S)
SOCI 1113 - Introduction to Sociology (S)
SOCI 2013 - Marriage and Family (S)

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.
Physical Education activity classes do not count toward the graduation requirements for this degree.

Radiography (X-ray) AAS

Program Description

The Radiography (X-ray) Program at Tulsa Community College is designed to prepare students with the knowledge and skills to function as medical radiographers. The program is nationally accredited by the Joint Review Committee on Education in Radiologic Technology. Medical Radiographers/Radiologic Technologists are the medical personnel who perform diagnostic imaging examinations. Radiographers use x-rays to produce black and white images of anatomy. These images are captured on film, computer or videotape. Radiographers are educated in anatomy, patient positioning, examination techniques, equipment protocols, radiation safety, radiation protection and basic patient care. Radiographers often specialize in areas of CT, MRI, Mammography, Cardiovascular Technology, Quality Control, Management and Education. Radiographers work closely with radiologists, physicians who interpret medical images to either diagnose or rule out disease or injury.

Program Information

The Radiography Program is a two-year (six-semester) program consisting of 48 credit hours of Radiography courses (didactic and clinical) and 22 hours of related general education courses. Lecture and clinical courses run concurrently throughout the two years. Upon completion of the program, graduates receive an Associate in Applied Science (AAS) degree, and are eligible to apply for examination by the American Registry of Radiologic Technologists (ARRT) in Radiography (R). Clinical education classes consist of eight-hour shifts for two to three days per week in the assigned clinical education center.

Admission to the Program

The Radiography Program admits a new class each year beginning in June (summer term). The number of students admitted to the class is limited by clinical availability and is usually 25 to 30 students. The Radiography courses are offered during the day only and will take a total of six (6) terms to complete. The program consists of 50 credit hours of radiography lecture and clinical courses and 22 credit hours of related general education courses.

Program Application Instructions

1. All prospective Radiography students who have not been enrolled at TCC within the past year must complete an application for admission to the College and submit their high school transcripts, ACT scores, and previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Radiography program. Admission to Tulsa Community College does not guarantee admission to the Radiography program.
2. Applications for admission to the Radiography program must be completed online at tulsacc.edu/healthscienceapply by February 1 to start the program in the summer semester if accepted. For more information, contact the Department of Allied Health office at 918-595-7002.
3. First-time college students must meet with an academic advisor regarding new student orientation and to determine if course placement testing is required before enrollment.
4. All prospective applicants are encouraged to enroll in: BIOL 1314 - Human Anatomy and Physiology.
5. RADT 1212 - Introduction to Radiography must be completed with a grade of "C" or better by the end of the spring semester in which the student is applying.

Program Admission Requirements

1. Students must meet all of the following criteria before admission will be considered:
    - Must be a high school graduate or equivalent (G.E.D).
    - Application to the college and the program must be submitted before February 1.
    - Must have a minimum cumulative GPA of 2.0 or better.
    - Must attend an interview session with the program director.
2. Selection will be made according to the following criteria:
    - Overall Grade Point Average. NOTE: If a student has less than 12 college hours, then an average of high school and college GPA will be used.
    - ACT Scores are required. There is no minimum required ACT score for this program.
3. Applicants will be ranked according to the following formula:
    - Math ACT Score + Science ACT Score divided by 2 + Composite ACT Score divided by 2 + Overall GPA divided by 2 = Ranking Score.
    - Completion of required General Education courses other than BIOL 1314 will be worth 1 point each added to the ranking score. Maximum of 2 points are given for completing 2 or more additional science classes, and 1 point is given for a previous degree or Phlebotomy certificate.

- Completion of BIOL 1314 - Anatomy & Physiology with a grade of "C" or better will be worth 5 points added to the ranking score.
- Completion or RADT 1212 - Introduction to Radiography will be worth 4 points added to the ranking score. Students currently taking RADT 1212 will get 4 points contingent upon a passing grade of 75% or better.
- Students who have their application held to be ranked the following year will have 2 points added to their ranking score.

Students with the highest ranking will be selected first. Since the Radiography program has a limited enrollment based on the number of clinical spots available per year, only the top ranking applicants will be selected. Students with a grade point average of less than a 2.00 and/or on academic probation WILL NOT be considered for admission to the program until GPA is raised or academic probation is discontinued.

4. An extensive criminal background check, including but not limited to, a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health Service students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements. Students will also be required to submit current CPR certification for American Heart BLS Healthcare Provider, and immunization records to satisfy clinical contract requirements.
5. All applicants will be contacted by the program director by email for an informational visit and will be ranked for acceptance according to their academic background.

Contact Information
Program Director
Michele Hough
Email: michele.hough@tulsacc.edu
Work Phone: 918-595-7004

Program Learning Outcomes

After successful completion of this program you will be able to:

- Perform exam protocols in a correct manner.
- Incorporate anatomy and technique in the field of Radiography.
- Manage appropriate patient care.
- Manage Radiography equipment proficiently.
- Incorporate positioning skills in the lab and clinical setting.
- Exemplify professionalism/behavior.
- Evaluate Radiographic images you have taken.
- Communicate appropriately in the clinical setting.

Careers

Search careers in Radiography at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

TCC Radiography Student Organization; Oklahoma Society of Radiologic Technologists (OSRT); American Society of Radiologic Technologists (ASRT). Student discount memberships are available for OSRT and ASRT.

Degree Requirements

General Education Requirements Credit Hours: 19

Biology 4 hours**
BIOL 1314 - Human Anatomy and Physiology
(May substitute BIOL 2134 and BIOL 2154)

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing
ENGL 2343 - Business Communication I

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours
Select one course from the following:
MATH 1473 - Quantitative Reasoning (A)
MATH 1513 - Precalculus I (A)

Specialized Course Requirements Credit Hours: 51

Allied Health 3 hours
ALDH 1323 - Medical Terminology

Radiography 48 hours**
RADT 1211 - Introduction to Radiography Laboratory
RADT 1212 - Introduction to Radiography
RADT 1222 - Radiographic Clinical Education I
RADT 1313 - Radiographic Anatomy and Positioning I
RADT 1324 - Radiographic Clinical Education II
RADT 1333 - Radiographic Anatomy and Positioning II
RADT 1344 - Radiographic Clinical Education III
RADT 1372 - Radiographic Technique
RADT 1383 - Advanced Radiographic Technique
RADT 2301 - Radiographic Seminar
RADT 2312 - Radiographic Clinical Education IV
RADT 2323 - Radiographic Special Procedures
RADT 2336 - Radiographic Clinical Education V
RADT 2343 - Radiographic Biology and Pathology
RADT 2356 - Radiographic Clinical Education VI
RADT 2383 - Radiographic Physics

Total Credit Hours: 70

**Courses must be completed with a "C" or better.

Religious Studies AA

Program Description

Religion is one of the primary social activities of humankind. Its study involves a comparative understanding of the various ways different peoples, across time and space, have developed their religious ideas, values, systems, beliefs, rituals, and traditions in response to fundamental questions of human existence. Religious Studies offers a rigorous, systematic, and objective intellectual inquiry into various aspects of religions, their adherents and world views, their goals and expressions. It employs a wide variety of approaches and methods in order to understand the role of religion in human experience and thought. Courses in Religious Studies are for majors and for those meeting Humanities credit requirements. They are designed to be non-technical and to appeal to a broad range of interests.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Analyze various religious positions without reference to personal value judgements.
- Examine the common social functions of religion.
- Evaluate issues in religious studies from the perspectives of major religious traditions.
- Distinguish between analytical and devotional approaches to the study of religion.
- Compare religious phenomena across cultures.

Careers

Search careers related to Religious Studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 31

See the General Education Requirements for the course list. Humanities requirement is satisfied in Specialized Course Requirements.

Specialized Course Requirements Credit Hours: 29

Religious Studies 12 hours

RELG 1113 - Introduction to Religious Studies (H)
and select three courses from the following:
RELG 1213 - Religions of the World: The Eastern Tradition (H) (I)
RELG 1223 - Religions of the World: The Western Tradition (H)
RELG 2113 - Old Testament (H)
RELG 2123 - New Testament (H)

Controlled Electives 12 hours

PHIL 2173 - Introduction to the Philosophy of Religion
RELG 2173 - Religion and Society (H) *
RELG 2233 - Religion in America (H)
RELG 2243 - Christian Ethics and Social Thought (H)
RELG 2313 - Religion in Film (H)
May also select any RELG course not taken from the above list.

Recommended Electives 5 hours

Select courses from either the General Emphasis or International Studies Emphasis that will transfer to the university you plan to attend.

General Emphasis

ENGL 2543 - British Literature to 1800 (H)
ENGL 2773 - American Literature to 1865 (H)
HIST 1053 - Ancient and Medieval Western Civilization (H)
HIST 1063 - Modern Western Civilization (H)
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
PHIL 1113 - Introduction to Philosophy (H)
PHIL 1133 - Philosophy in Literature (H)
PHIL 2133 - Introduction to Ethical Thinking (H)
PSYC 1113 - Introduction to Psychology (S)
RELG 2330 - Field Studies in Religion
SOCI 1113 - Introduction to Sociology (S)
SOCI 2123 - Introduction to Cultural Anthropology (S)

International Studies Emphasis

HEBR 1023 - Biblical Hebrew I
LATN 1103 - Latin I
LATN 1213 - Latin II

Total Credit Hours: 60

Physical Education activity courses do not count toward the graduation requirements for this degree.
To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Respiratory Care AAS

Program Description

The Respiratory Care Program at Tulsa Community College (TCC) is designed to prepare individuals with the knowledge, skills and behaviors that are required for successful advanced respiratory therapists. If you enjoy working in a fast-paced environment where your technical and scientific responsibilities will be matched by a real need for human relations skills, then the TCC Respiratory Care Program may be for you. Respiratory Care is a health care specialty that offers a set of unique challenges in the areas of prevention, diagnosis, treatment, management and rehabilitation of people with lung disorders. As an advanced respiratory therapist, you will be involved in a wide variety of lifesaving and life-supporting situations, working side by side with physicians, nurses and others on the health care team. You will treat patients ranging from newborns to senior citizens. Your expertise will be in demand and opportunities to expand your knowledge and skills will be great.

The Respiratory Care Program is a 2-year, 5-term, full-time day program consisting of specialized courses offered in a specific sequence. Graduates of the program are awarded an Associate Degree in Applied Science and are eligible to apply for the National Board for Respiratory Care (NBRC) Certification and Registry Examinations.

Accreditation

The Respiratory Care Program at Tulsa Community College is nationally accredited by the Commission on Accreditation for Respiratory Care (COARC), 1248 Hardwood Rd., Bedford, TX 76021, (817) 283-2835.

Admission to the Program

The Respiratory Care program generally accepts 20-25 students each year beginning in the fall term. The general education courses may be taken prior to being accepted into the program to lighten term course loads.

Program Application Instructions

1. All prospective Respiratory Care students who have not been enrolled at TCC within the past year must complete an application for admission to the College and submit their high school transcripts, ACT scores, and previous college transcripts to the Metro Campus Student Completion Services office at 909 South Boston, Tulsa, OK 74119. Incomplete submissions will not be considered for admission into the Respiratory Care Program. Admission to Tulsa Community College does not guarantee admission to the Respiratory Care Program.
2. Applications to the Respiratory Care program must be completed online at tulsacc.edu/healthscienceapply by April 15. For more information, contact the Department of Allied Health office at (918) 595-7002.

Program Admission Requirements

A selection committee reviews all applications. Qualified applicants will be granted an interview with the Respiratory Care Program faculty. Qualified applicants are then ranked from the highest to the lowest score according to an established point system. The top 20-25 applicants are selected for the next fall semester class and are notified of their selection by the first week of May. The selection criteria are based upon the following:

- Cumulative GPA
- ACT/SAT Composite Score
- High School GPA (if less than 12 college credit hours)
- Math and/or Science GPA
- Math and Science ACT/SAT Score
- Interview
- BIOL 1314 - Human Anatomy and Physiology is a prerequisite course and must be taken prior to acceptance into the program.
- An extensive criminal background check, including but not limited to a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening is required by all clinical affiliates. All Allied Health students participating in clinicals are required to complete these background checks, immunizations and a drug screening test by the Department of Allied Health office deadline prior to the first clinical rotation. Any positive findings may be subject to review by the clinical affiliates and could prevent the student from completing clinical requirements.

Contact Information

Program Director
Peggy Spears, MSRRT
918-595-7015
peggy.spears@tulsacc.edu

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Apply oxygen therapy concepts to relevant patient situations.
- Perform endotracheal suctioning while assessing the patient's response to the procedure.
- Perform bronchodilator therapy using a small volume nebulizer while assessing the patient's response to therapy.
- Make appropriate ventilator setting changes based on the patient's physiologic responses.
- Recommend diagnostic and therapeutic procedures after assessing patient data from laboratory and physiologic evaluations.

Careers

Search careers in Respiratory Care at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

AARC (American Association of Respiratory Care) and NN2RC (National Network of Associate Degree Respiratory Care)

Degree Requirements

General Education Requirements Credit Hours: 19

Biology 4 hours**
BIOL 1314 - Human Anatomy and Physiology
Prerequisite to admission into the Respiratory Care Program

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Psychology 3 hours
PSYC 1113 - Introduction to Psychology (S)

Specialized Course Requirements Credit Hours: 50**

RESP 1232 - Applied Sciences for Respiratory Care
RESP 1242 - Respiratory Care Patient Assessment
RESP 1313 - Respiratory Care Techniques and Theory I
RESP 1342 - Respiratory Care Pharmacology
RESP 1354 - Cardiopulmonary Anatomy and Physiology
RESP 1403 - Respiratory Care Techniques and Theory II
RESP 1414 - Clinical I
RESP 1443 - Respiratory Care Pathophysiology
RESP 1511 - Clinical Procedures Laboratory
RESP 1522 - Introduction to Mechanical Ventilation
RESP 2102 - Clinical II
RESP 2204 - Clinical III
RESP 2212 - Neonatal and Pediatric Respiratory Care
RESP 2311 - Mechanical Ventilator Lab
RESP 2324 - Advanced Topics in Mechanical Ventilation
RESP 2414 - Clinical IV
RESP 2452 - NBRC Review
RESP 2493 - Respiratory Critical Care
RESP 2562 - Cardiopulmonary Diagnostics.

Total Credit Hours: 69

**Courses must be completed with a "C" or better.

Sociology AA

Program Description

Sociology is the study of social life, social change, and the social causes and consequences of human behavior. Sociologists investigate the structure of groups, organizations, and societies, and how people interact within these contexts. Since all human behavior is social, the subject matter of sociology ranges from the intimate family to the hostile mob, from organized crime to religious cults, from the divisions of race, gender and social class to the shared beliefs of a common culture, and from the sociology of work to the sociology of sports. Because sociology addresses the most challenging issues of our time, it is a rapidly expanding field whose potential is increasingly tapped by those who craft policies and create programs.

For More Information Contact:
School of Liberal Arts & Communication
Metro Campus: (918) 595-7064

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Apply basic sociological concepts.
- Explain how class, ethnicity, gender, age, and race influence people's everyday lives.
- Identify the influences and sociological perspectives of the early sociology founders.
- Use sociological theories as alternate perspectives from which to view societies locally, nationally, and globally.
- Apply ethical sociological research methods.
- Evaluate your own ethics and traditions in relation to others.

Careers

Search careers related to Sociology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
See the General Education Requirements for the course list.

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory (L) science.

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

General Education Recommended Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or select three (3) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23-24

Sociology 15 hours
SOCI 1113 - Introduction to Sociology (S)
SOCI 2113 - Social Problems in America (S)
and select three courses from the following:
SOCI 2013 - Marriage and Family (S)
SOCI 2043 - Juvenile Delinquency (S)
SOCI 2053 - Social Psychology (S)
SOCI 2123 - Introduction to Cultural Anthropology (S)
SOCI 2133 - Introduction to Deviant Behavior (S)
SOCI 2143 - Inequalities in America (S) (D)
SOCI 2173 - Religion and Society (S) (May be taken as RELG 2173)
SOCI 2223 - Behavioral Statistics (S)
SOCI 2713 - Aging, Death and Dying (S)
SOCI 2813 - Human Sexuality (S)

Recommended Electives 8-9 hours
CSCI 1203 - Computer Concepts and Applications
ECON 2013 - Principles of Macroeconomics (S)
ENGL 2883 - American Literature from 1865 (H)
HIST 2043 - Contemporary Affairs (H) (D)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
PHIL 1113 - Introduction to Philosophy (H)
PHIL 2113 - Logic
PHIL 2133 - Introduction to Ethical Thinking (H)
PHIL 2163 - Introduction to the History and Philosophy of Science (H)
POLS 2033 - Introduction to Political Thought
PSYC 1113 - Introduction to Psychology (S)
PSYC 1313 - Human Relations (S)
SOCI 2153 - Crisis Intervention and Experience (S) (May be taken as PSYC 2153)
SOCI 1073 - Human Service Techniques
SOCI 2243 - Introduction to Social Work (S)

Total Credit Hours: 60-61

Proficiency in a foreign language is recommended.
To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Spanish - See World Languages

Theatre AA

Program Description

The Tulsa Community College Theatre program strives to set the standard of excellence for two-year training programs. The theatre program prepares students for transfer to four-year institutions as a theatre major or to pursue other fields, such as education, business management, or communications, among others, with the kind of experience only a theatre program can provide.

For More Information Contact:
School of Visual and Performing Arts
Southeast Campus: (918) 595-7752

Program Learning Outcomes

Upon successful completion of this program, you will be able to:

- Define the roles of each component in a theatrical team. Perform one or more of these roles dependably, competently, and resourcefully as part of a team working collaboratively.
- Analyze text as it relates to performances that embody the playwright's and director's intentions.
- Select, prepare, and present representative and varied scenes and monologues from a range of sources, integrating theory and process in the creation of character.
- Demonstrate the use body and voice effectively as the actor's instruments of communication in a scene or monologue.
- Assemble, rehearse, and perform a well-suited personal audition package.
- Identify the different steps in the process of theatre design, recognizing the differences between various types of theatre spaces and their respective applications and uses.
- Identify and properly use the tools and materials of theatre production.
- Memorize and consistently adhere to theatre safety guidelines.
- Identify major developments in theatre from historical, cultural, and stylistic perspective.

Careers

Search careers related to Theatre at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Theatre majors are encouraged to join **Delta Psi Omega**. Membership in the local chapter at TCC is open to all theatre majors and theatre students.

Degree Requirements

General Education Requirements Credit Hours: 35

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements for the course list.

Mathematics 3 hours
MATH 1473 - Quantitative Reasoning (A) or higher level General Education Math

Science 7 hours
See the General Education Requirements for the course list. One course must be a laboratory (L) science.

Recommended Electives 4 hours
Select courses from the list of Liberal Arts & Sciences Electives.

Specialized Course Requirements Credit Hours: 25

Theatre 19 hours

THEA 1033 - Stagecraft I
THEA 1053 - Acting I
THEA 1081 - Theatre Practice I
A Theatre major is required to have two semesters of transcripted Theatre Practice I.
THEA 1093 - Introduction to Theatre (H)
THEA 1133 - Costume Techniques I
THEA 2063 - Fundamentals of Stage Lighting
THEA 2081 - Theatre Practice II
A Theatre major is required to have two semesters of transcripted Theatre Practice II.

Controlled Electives 6 hours

Select two (2) courses from the following:
THEA 1043 - Stagecraft II
THEA 1343 - Stage Movement I
THEA 2003 - Audition Techniques
THEA 2013 - Make-Up I
THEA 2043 - Costume History
THEA 2053 - Acting II
THEA 2073 - Introduction to Production Design
THEA 2253 - Stage Management
THEA 2313 - Voice and Diction I
THEA 2333 - Improvisation for the Theatre
THEA 2453 - Creative Writing: Scriptwriting I

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

Additional Recommended Courses

(not required for degree)
ENGL 2543 - British Literature to 1800 (H)
ENGL 2653 - British Literature from 1800 (H)
ENGL 2773 - American Literature to 1865 (H)
ENGL 2883 - American Literature from 1865 (H)
HIST 1053 - Ancient and Medieval Western Civilization (H)
HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)
HUMN 2223 - Humanities II: From the Renaissance to the Present (H)
MUSC 1113 - Music Appreciation (H)
MUSC 1153 - American Popular Music (H)
MUSC 1731 - Guitar Ensemble
MUSC 1791 - Jazz Combo
THEA 1563 - Musical Theatre
THEA 2463 - Creative Writing: Scriptwriting II

Veterinary Technology AAS

Program Description

Veterinary Technicians are essential members of the veterinary health care team. A Registered Veterinary Technician (RVT) will support and augment veterinary care in many fields involving animals, including private veterinary practice, biomedical research, herd health management, teaching, zoological parks, education, and government services.

Under the supervision of a licensed veterinarian, RVT's may perform a diversity of skills to include: intensive nursing care, clinical laboratory procedures, radiology, anesthesiology, dental care, and surgical assistance. A graduate will have an in-depth understanding of the fundamentals of animal husbandry, behavior, and nursing care for a variety of species. The Veterinary Technology Program is accredited by the American Veterinary Medical Association (AVMA). RVT licensure is regulated by the Oklahoma State Board of Veterinary Medical Examiners (OSBVME).
Prospective students must formally apply to the TCC Veterinary Technology program. For program information and an application, contact: Veterinary Technology Program, TCC West Campus, 7505 West 41st Street, Tulsa, OK 74107-8633, 918-595-8212.

The graduate will receive an Associate Degree in Applied Science. Upon degree completion, the graduate is eligible to take the NVTE (National Veterinary Technician Examination) and the Oklahoma licensure examination. The licensed RVT will work under the supervision of a licensed veterinarian.

Individuals may not be eligible for a veterinary technician licensure in the state of Oklahoma who have:

- been addicted to narcotics or alcohol,
- received treatment for the habitual use of narcotics or alcohol;
- been convicted of a narcotics-related offense;
- ever been reprimanded, disciplined, disqualified or suspended from the duties of a veterinary technician or animal care;
- ever been a patient in a sanitarium or institution for the treatment of mental illness;
- been arrested/convicted of any felony offense, including a deferred sentence; If any of these circumstances exist, it is advised that the prospective student discuss this with the Oklahoma State Board of Veterinary Medical Examiners.
  Note: All applicants for licensure in the State of Oklahoma must undergo an OSBI (Oklahoma State Bureau of Investigation) background check during application for Examination and Licensure.

Admission to the Program

Program Application Instructions

1. All program applicants must complete separate applications to Tulsa Community College and to the Veterinary Technology program.
2. Contact the Veterinary Technology program, West Campus (918) 595-8212, for program information and application.
3. Shadowing is to be completed before application to program or at program director's discretion. Contact the Veterinary Technology program for more information and specific requirements.
4. Prerequisite course work for the Veterinary Technology program must be completed prior to admission.
5. Submit completed application and required materials, including official high school and college transcripts, and SAT/ACT (if exam taken) scores, to: Veterinary Technology Program, TCC West Campus, 7505 West 41st Street, Tulsa, OK 74107-8633, 918-595-8212, by April 30. Incomplete submissions will not be considered for admission to the program. Admission to TCC does not guarantee acceptance into the Veterinary Technology program.
6. Eligible applicants will be notified and an interview will be scheduled.
7. All interviewed applicants will receive notification by email regarding their selection status.

Program Admission Requirements

In order to enroll in courses that are part of the program degree plan, students must receive an extensive criminal background check, including but not limited to a seven-year county of residence nationwide criminal history check, national sexual predator screening, Social Security check, and Medicare/Medicaid fraud screening. Potential students need to be aware that drug testing is a requirement for participation in the Veterinary Technology program.

Contact Information
Program Director
Jan Barnett, DVM
918-595-8212
jan.barnett@tulsacc.edu

Program Learning Outcomes

1. Accomplish the academic and skill-based knowledge to successfully complete the AAS degree in Veterinary Technology.
2. Successful completion of the National Veterinary Technician Examination (NVTE) and State of Oklahoma licensing examination, to enter a career as a Registered Veterinary Technician (RVT).
3. Acquire the knowledge and desire to exemplify professionalism and leadership.
4. Graduates will appropriately apply skills and knowledge to perform the duties required of an RVT in the proper nursing care of a variety of animal species:
    - Foundational skills including knowledge of anatomy/physiology and functional interactions of organ systems, microbiology/immunology and diseases, verbal/written communication and computer skills, and information/resource management.
    - Clinical skills including diagnostic imaging, anesthesia/surgical assisting, nursing, clinical pathology, preventive medicine, dentistry, behavioral management, and herd health.
    - Management skills including effective client and staff communication (including dealing with difficult clients and grief management), efficient business and facility management, accurately maintaining proper record keeping for the hospital and various regulatory bodies, and implementation of safety and OSHA standards.
5. Students and graduates will recognize and continue to enhance their skills through lifelong learning.

Careers

Search careers related to Veterinary Technology at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students are encouraged to network with other Vet Tech students through participation in the Veterinary Technology Student Association (VTSA).

Degree Requirements

General Education Requirements Credit Hours: 23-24

(General Education courses are prerequisites for admission into the Veterinary Technology program.)

Biology 4 hours**
Select one course from the following:
BIOL 1224 - Introduction to Biology for Majors (L)
BIOL 1604 - Zoology (L)
Biology courses must be taken within 12 years of application date.

Chemistry 4-5 hours**
Select one course from the following:
CHEM 1114 - Principles of Chemistry (L)
CHEM 1315 - General Chemistry I (L)

English 6 hours
ENGL 1113 - Composition I
and select one course from the following:
ENGL 1213 - Composition II
ENGL 2333 - Technical/Professional Writing (recommended)

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Mathematics 3 hours**
Select one course from the following:
MATH 1473 - Quantitative Reasoning (A)
MATH 1513 - Precalculus I (A)

Specialized Course Requirements Credit Hours: 53

Veterinary Technology 53 hours**
VETT 1125 - Veterinary Anatomy and Physiology
VETT 1132 - Introduction to Veterinary Technology
VETT 1161 - Clinical Calculations for Veterinary Technicians
VETT 1183 - Principles of Small Animal Care
VETT 1193 - Principles of Large Animal Care
VETT 1223 - Veterinary Hospital Technology I
VETT 1232 - Clinical Pathology I
VETT 1242 - Clinical Pathology II
VETT 1263 - Veterinary Office and Computer Skills
VETT 2125 - Practicum: Animal Clinics and Nursing
VETT 2224 - Microbiology and Sanitation
VETT 2234 - Clinical Pathology III
VETT 2254 - Laboratory, Wild, and Exotic Animal Technology
VETT 2313 - Veterinary Hospital Technology II
VETT 2333 - Veterinary Pharmacology
VETT 2352 - Radiology, Ultrasound and Diagnostic Imaging
VETT 2364 - Large Animal Technology
VETT 2382 - Board Review for Veterinary Technicians (Optional course)

Total Credit Hours: 76-77

** Courses must be completed with a "C" or better.

World Languages AA, French Option

Program Description

This program is designed for students who wish to acquire oral and written language proficiency, an awareness of the chosen language's speaking culture, and who have plans to transfer to a four-year university.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Communicate orally in the target language in most social situations.
- Understand the meaning of written texts.
- Identify the meaning of spoken French in most social situations.
- Write grammatically and analytically in French.
- Compare and contrast significant historical and/ or current developments and traditions in your home culture and French and Francophone culture.

Careers

Search careers related to foreign language studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Enjoy the benefits of networking with other French majors by joining the **French Language Association**. For more information, speak to any French faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements page for the course list.

Mathematics 3 hours
See the General Education Requirements page for the course list.

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science (L).

Recommended Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or select three (3) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23

French 18 hours
FREN 1103 - French I
FREN 1213 - French II
FREN 1313 - French III
FREN 1413 - French IV
FREN 2113 - Intermediate French I
FREN 2213 - Intermediate French II

Controlled Electives 5 hours
NOTE: The majority of the controlled electives must be courses taught in French. English based courses may only count for two hours toward the degree.
FREN 1001 - French for Communication I
FREN 1031 - French Pronunciation
FREN 1201 - French for Communication II
FREN 1301 - French for Communication III
FREN 1401 - French for Communication IV
FREN 2041 - French - Introduction to the Arts ^
FREN 2071 - French History and Geography Introduction ^
FREN 2121 - Intermediate French Communication
FREN 2143 - French Civilization and Culture
FREN 2320 - International Work and/or Study Seminar
FREN 2330 - French International Seminar and/or Field Studies
FREN 2413 - French Translating
FREN 2421 - French Culture Comparisons ^
FREN 2433 - French Cinema and Conversation
FREN 2523 - Intermediate French Grammar and Composition
FREN 2533 - Advanced French Conversation
^Course conducted in English.

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

World Languages AA, Japanese Option

Program Description

Majoring in foreign language is a likely choice for the students who are curious about learning and understanding a new culture as well as their own, studying and working abroad, increasing native language ability, and sharpening cognitive and life skills. The program will prepare students to develop a solid competence in, and sensitivity to, Japanese language and culture.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Students will demonstrate a Novice High to Intermediate Low of proficiency in Japanese in speaking, listening, reading and writing as defined in ACTFL (American Council on the Teaching of Foreign Languages Proficiency Guidelines.

Careers

Search careers related to studies in foreign language at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Enjoy the benefits of networking with other Japanese majors by joining the Japanese Culture and Language Association (JCLA) at Metro campus or the Japanese Club at Southeast campus. For more information, speak to any Japanese faculty or stop by the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours

COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours

POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours

See the General Education Requirements page for the course list.

Mathematics 3 hours

See the General Education Requirements page for the course list.

Science 7 hours

See the General Education Requirements page for the course list. One course must be a laboratory science (L).

Recommended Electives 3 hours

CSCI 1203 - Computer Concepts and Applications
or select three (3) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours

Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23

Japanese 18 hours

JAPN 1103 - Japanese I
JAPN 1213 - Japanese II
JAPN 1313 - Japanese III
JAPN 1413 - Japanese IV
JAPN 2113 - Intermediate Japanese I
JAPN 2213 - Intermediate Japanese II

Controlled Electives 5 hours

The majority of the controlled electives must be courses taught in Japanese. English based courses may only count for two hours toward the degree.
JAPN 1001 - Japanese for Communication I
JAPN 1111 - Kanji I
JAPN 1121 - Kanji II
JAPN 1131 - Kanji III
JAPN 1141 - Kanji IV
JAPN 1201 - Japanese for Communication II
JAPN 1301 - Japanese for Communication III
JAPN 1401 - Japanese for Communication IV
JAPN 2071 - Japanese History and Geography Introduction ^
JAPN 2320 - International Work and/or Study Seminar
JAPN 2421 - Japanese Culture Comparisons ^
JAPN 2523 - Intermediate Japanese Grammar and Composition
^Course conducted in English

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

World Languages AA, Spanish Option

Program Description

This program is designed for students who wish to acquire oral and written language proficiency, an awareness of the chosen language's speaking culture, and who have plans to transfer to a four-year university. TCC instructional methods infuse technology into the learning process.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate higher-level communicative competency when talking with others using Spanish.
- Display behaviors that demonstrate understanding of Hispanic cultures.
- Display capacity for reading and writing at a high-intermediate level of Spanish.

Careers

Search careers related to foreign language studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Spanish majors will benefit from participation in the **Hispanic Student Association**. For more information, speak with any Spanish faculty or inquire at the Student Life office on campus.

Degree Requirements

General Education Requirements Credit Hours: 37

Communication 9 hours
COMM 1113 - Public Speaking
ENGL 1113 - Composition I
ENGL 1213 - Composition II

History and Political Science 6 hours
POLS 1113 - American Federal Government
and select one course from the following:
HIST 1483 - U.S. History 1492 to the Civil War Era
HIST 1493 - U.S. History - Civil War Era to the Present

Humanities 6 hours
See the General Education Requirements page for the course list.

Mathematics 3 hours
See the General Education Requirements page for the course list.

Science 7 hours
See the General Education Requirements page for the course list. One course must be a laboratory science (L).

Recommended Electives 3 hours
CSCI 1203 - Computer Concepts and Applications
or select three (3) credit hours from the list of Liberal Arts and Science Electives

Required Electives 3 hours
Select three (3) credit hours from courses in Fine Arts (Art, Music, Theatre), Foreign Language, Psychology, or Social Sciences.

Specialized Course Requirements Credit Hours: 23

Spanish 18 hours
SPAN 1103 - Spanish I
SPAN 1213 - Spanish II
SPAN 1313 - Spanish III
SPAN 1413 - Spanish IV
SPAN 2113 - Intermediate Spanish I
and select one course from the following:
SPAN 2213 - Intermediate Spanish II
SPAN 2523 - Intermediate Spanish Grammar and Composition

Controlled Electives 5 hours
NOTE: The majority of the controlled electives must be courses taught in Spanish. English based courses may only count for two hours toward the degree.
SPAN 1001 - Spanish for Communication
SPAN 1031 - Spanish Pronunciation
SPAN 1061 - Spanish for Biblical Study
SPAN 1201 - Spanish for Communication II
SPAN 1301 - Spanish for Communication III
SPAN 1401 - Spanish for Communication IV
SPAN 2041 - Spanish - Introduction to the Arts ^
SPAN 2071 - Spanish-Mexican History and Geography Introduction ^
SPAN 2121 - Intermediate Spanish Communication
SPAN 2143 - Latin American Civilization and Culture
SPAN 2213 - Intermediate Spanish II
SPAN 2320 - International Work and/or Study Seminar
SPAN 2413 - Translating Spanish to English
SPAN 2421 - Spanish Culture Comparisons ^
SPAN 2443 - Interpreting Spanish to English
SPAN 2453 - Interpreting English to Spanish
SPAN 2463 - Courtroom Interpreting Skills Introduction
SPAN 2473 - Medical Interpreting Skills Introduction
SPAN 2523 - Intermediate Spanish Grammar and Composition
SPAN 2533 - Advanced Spanish Conversation
SPAN 2543 - Translating English to Spanish
SPAN 2663 - Spanish Service Learning
^Course conducted in English.

Total Credit Hours: 60

To receive an A.A. or A.S. degree, students must demonstrate computer proficiency.

World Languages Certificate, French Option

Program Description

This program provides an in-depth study of spoken and written French and prepares students to use the French language as a career skill. The courses are designed to emphasize acquisition of competency sufficient to communicate orally and in writing with a native speaker of the French language on a professional or work-related basis. TCC instructional methods infuse technology into the learning process, which increases access to resources for the language. Graduates find a variety of positions with government or social organizations and firms involved with speakers of the target language (translating, interpreting, investments, accounting, banking, education, publishing, manufacturing, sales, service, and travel)**.**

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Communicate orally in the target language in most social situations.
- Understand the meaning of written texts.
- Identify the meaning of spoken French in most social situations.
- Write grammatically and analytically in French.
- Compare and contrast significant historical and/ or current developments and traditions in your home culture and French and Francophone culture.

Careers

Search careers related to foreign language studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

French majors will benefit from participation in the **French Language Association**. For more information speak with any French faculty or inquire at the Student Life Office on campus.

Certificate Requirements

French 18 hours
FREN 1103 - French I
FREN 1213 - French II
FREN 1313 - French III
FREN 1413 - French IV
FREN 2113 - Intermediate French I
FREN 2213 - Intermediate French II

Controlled Electives 7 hours

At least four hours of the controlled electives must be courses taught in French. English based courses may only count for three hours toward the certificate.

FREN 1001 - French for Communication I
FREN 1031 - French Pronunciation
FREN 1201 - French for Communication II
FREN 1301 - French for Communication III
FREN 1401 - French for Communication IV
FREN 2041 - French - Introduction to the Arts ^
FREN 2071 - French History and Geography Introduction ^
FREN 2121 - Intermediate French Communication
FREN 2143 - French Civilization and Culture
FREN 2320 - International Work and/or Study Seminar
FREN 2330 - French International Seminar and/or Field Studies
FREN 2413 - French Translating
FREN 2421 - French Culture Comparisons ^
FREN 2433 - French Cinema and Conversation
FREN 2523 - Intermediate French Grammar and Composition
FREN 2533 - Advanced French Conversation
^Course conducted in English

Total Credit Hours: 25

World Languages Certificate, Japanese Option

Program Description

This certificate provides an in-depth study of spoken and written Japanese language and prepares students to use Japanese as a career skill. The courses are designed to emphasize acquisition of competency sufficient to communicate orally and in writing with a native speaker of Japanese on a professional or work-related basis. TCC instructional methods infuse technology into the learning process, which increases access to resources for the language. Graduates find a variety of positions with government or social organizations and firms involved with speakers of Japanese (translating, interpreting, investments, accounting, banking, education, publishing, manufacturing, sales, service, and travel).

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to demonstrate a novice high to intermediate level of proficiency in Japanese in speaking, listening, reading and writing as defined in ACTFL (American Council on the Teaching of Foreign Language) proficiency guidelines.

Careers

Search careers related to foreign language studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Students majoring in Japanese will benefit from participation in the **Japanese Culture and Language Association** (JCLA) at Metro Campus and **Japanese Club** at the Southeast Campus.

Certificate Requirements

Japanese 18 hours
JAPN 1103 - Japanese I
JAPN 1213 - Japanese II
JAPN 1313 - Japanese III
JAPN 1413 - Japanese IV
JAPN 2113 - Intermediate Japanese I
JAPN 2213 - Intermediate Japanese II

Controlled Electives 7 hours
At least four hours of the controlled electives must be courses taught in Japanese. English based courses may only count for two hours toward the certificate.
JAPN 1001 - Japanese for Communication I
JAPN 1111 - Kanji I
JAPN 1121 - Kanji II
JAPN 1131 - Kanji III
JAPN 1141 - Kanji IV
JAPN 1201 - Japanese for Communication II
JAPN 1301 - Japanese for Communication III
JAPN 1401 - Japanese for Communication IV
JAPN 2071 - Japanese History and Geography Introduction ^
JAPN 2320 - International Work and/or Study Seminar
JAPN 2421 - Japanese Culture Comparisons ^
JAPN 2523 - Intermediate Japanese Grammar and Composition
^Course conducted in English.

Total Credit Hours: 25

World Languages Certificate, Spanish Interpreting Skills Option

Program Description

This program provides an introduction to interpreting skills for the courtroom or medical areas. Courses are designed to emphasize acquisition of speaking competency sufficient to communicate fluently (Spanish to English and English to Spanish) and to provide communication assistance between non-Spanish speaking medical personnel and non-English speaking patients with legal or medical groups.

Prerequisite Requirements
Students must complete SPAN 1103 - Spanish I and SPAN 1213 - Spanish II or have instructor approval before beginning this program.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate near-native communicative competency when rendering an interpretation in both A language and B language.
- Display behaviors that show cultural awareness of the nuanced intricacies of Hispanic cultures.
- Exhibit adherence to professional code of ethics and standard practices at all times.

Careers

Search careers related to foreign language studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Spanish majors will benefit from participation in the **Hispanic Student Association**.

Certificate Requirements

Spanish 18 hours
SPAN 1313 - Spanish III
SPAN 1413 - Spanish IV
SPAN 2443 - Interpreting Spanish to English
SPAN 2453 - Interpreting English to Spanish
and select one course from the following:
SPAN 2113 - Intermediate Spanish I
SPAN 2213 - Intermediate Spanish II
SPAN 2483 - Community Interpreting Skills Introduction
and select one course from the following:
SPAN 2463 - Courtroom Interpreting Skills Introduction
SPAN 2473 - Medical Interpreting Skills Introduction

Controlled Electives 1-3 hours
SPAN 2661-3 - Spanish Service Learning

Total Credit Hours: 19-21

World Languages Certificate, Spanish Option

Program Description

This program provides an in-depth study of the spoken and written language and prepares students to use the Spanish language as a career skill. The courses are designed to emphasize acquisition of competency sufficient to communicate orally and in writing with a native speaker of the target language on a professional or work-related basis. TCC instructional methods infuse technology into the learning process, which increases access to resources for the language. Graduates find a variety of positions with government or social organizations and firms involved with speakers of the target language (translating, interpreting, investments, accounting, banking, education, publishing, manufacturing, sales, service, and travel). Courses may also be transferred to an Associate of Arts Degree.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Careers

Search careers related to foreign language studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Certificate Requirements

Spanish 18 hours
SPAN 1103 - Spanish I
SPAN 1213 - Spanish II
SPAN 1313 - Spanish III
SPAN 1413 - Spanish IV
SPAN 2113 - Intermediate Spanish I
SPAN 2213 - Intermediate Spanish II or
SPAN 2523 - Intermediate Spanish Grammar and Composition

Controlled Electives 7 hours
At least four hours of the controlled electives must be courses taught in Spanish. English based courses may only count for three hours toward the certificate.
SPAN 1001 - Spanish for Communication
SPAN 1031 - Spanish Pronunciation
SPAN 1061 - Spanish for Biblical Study
SPAN 1201 - Spanish for Communication II
SPAN 1301 - Spanish for Communication III
SPAN 1401 - Spanish for Communication IV
SPAN 2041 - Spanish - Introduction to the Arts ^
SPAN 2071 - Spanish-Mexican History and Geography Introduction ^
SPAN 2121 - Intermediate Spanish Communication
SPAN 2143 - Latin American Civilization and Culture
SPAN 2320 - International Work and/or Study Seminar
SPAN 2330 - Spanish International Seminar and/or Field Studies.
SPAN 2413 - Translating Spanish to English
SPAN 2421 - Spanish Culture Comparisons ^
SPAN 2443 - Interpreting Spanish to English
SPAN 2453 - Interpreting English to Spanish
SPAN 2523 - Intermediate Spanish Grammar and Composition
SPAN 2533 - Advanced Spanish Conversation
SPAN 2543 - Translating English to Spanish
^Course taught in English

Total Credit Hours: 25

World Languages Certificate, Spanish Translating Skills Option

Program Description

This program provides an introduction to translating skills. Courses are designed to emphasize usage of language competency for written translation purposes (Spanish to English and English to Spanish). Holders of the certificate find a variety of opportunities in business and industry and social service areas.

Prerequisite Requirements
Students must complete SPAN 1103 - Spanish I and SPAN 1213 - Spanish II or instructor approval before beginning this program.

For More Information Contact:
School of Liberal Arts & Communication
Southeast Campus: (918) 595-7694

Program Learning Outcomes

Upon successful completion of this program you will be able to:

- Demonstrate near-native communicative competency when reading and writing in Spanish.
- Display behaviors that demonstrate understanding of the jargon of various occupations and colloquies.
- Display superior knowledge of grammar and orthography in Spanish.

Careers

Search careers related to foreign language studies at TCC Career Explorer and visit TCC Career Services to learn more about our free career planning and job preparation services.

Student Organizations

Spanish majors will benefit from participation in the **Hispanic Student Association**.

Certificate Requirements

Spanish 18 hours
SPAN 1313 - Spanish III
SPAN 1413 - Spanish IV
SPAN 2113 - Intermediate Spanish I
SPAN 2413 - Translating Spanish to English
SPAN 2543 - Translating English to Spanish
and select one course from the following:
SPAN 2523 - Intermediate Spanish Grammar and Composition
SPAN 2213 - Intermediate Spanish II
Controlled Electives 3 hours
SPAN 2321-3 - International Work and/or Study Seminar
SPAN 2331-3 - Spanish International Seminar and/or Field Studies
SPAN 2143 - Latin American Civilization and Culture

Total Credit Hours: 21

Course Descriptions

Course Naming System:

Course content areas at Tulsa Community College are categorized in “disciplines,” a related group of courses in a specified subject area, such as English (ENGL) or Physics (PHYS). Each course is first assigned a specific discipline name and then a specific four-digit course number, as in ENGL 1113, and a course name, as in Composition I. A brief description of the course content follows the course name and number. If a course is offered as part of a required sequence of courses, the prerequisite requirements for that course are also listed within the catalog course description. Not all courses listed in the catalog are offered each term, and certain courses may be offered on only one campus. Please check the current term class schedule for this information.

Course Numbering System:

- First digit - The year in which the course is usually taken.*
- Second and third digit - The individual course number within a discipline.
- Fourth - The credit hours awarded for a course.

*Exception: Zero-level (non-credit) courses which may be taken in any term, but usually within the first two semesters.

Credit Hour:

A credit hour consists of a one-hour class period per week for 16 weeks per semester, with the exception of laboratories, practicums, or physical education activity classes in which generally two one-hour periods per week for 16 weeks equals one credit hour. The number of class hours and laboratory hours doubles for a class in an eight-week term. Note: The time required each week for laboratory may vary from course to course. Please refer to the course syllabus for more information.

General Education Courses:

Courses used to fulfill general education requirements at TCC are listed in the catalog section titled, General Education Requirements. A code letter following a course title designates the general education category for which the course may generally be used for transfer to another university, as follows:

(A) Analytical and Quantitative Thought
(D) Diversity
(H) Humanities
(I) International or Non-Western Dimension
(L) Laboratory Science
(N) Natural Science
(S) Social and Behavioral Sciences

Accounting

ACCT 1003 - Introduction to Accounting

Provides an understanding of the fundamental principles of double entry accounting as applied to practical business situations. Emphasizes the following: preparation of financial statements, debit and credit rules of accounting, the accounting cycle, special journals, and payroll accounting. The entire course incorporates applicable mathematical procedures (and their review) as they are used in accounting methodology.

ACCT 1411 - Quickbooks

This course includes the review and use of this powerful accounting tool for both accountants and non-accountants to: 1) record sales, track accounts receivable and accounts payable, 2) record expenses and pay bills, 3) track receipts and shipment/sales of inventory as well as inventory analysis, 4) document work estimates, activity by jobs, and employees/contractors time for invoicing and payroll, 5) process employee payroll, print paychecks, prepare quarterly and annual payroll reports and print W-2 forms, and 6) analyze accounting information through the preparation of various reports including balance sheet and income statement. Prerequisite: Working knowledge of accounting and computers.

ACCT 2213 - Financial Accounting

Theory and practice of measuring and recording financial data for an economic unit: journalizing transactions, adjusting entries for revenue and expense items, inventories, depreciation, internal control with an emphasis on cash, current and long-term liabilities, and accounting for corporation stock transactions. Emphasis also will concentrate on the preparation and use of the income statement, balance sheet, and statement of cash flows. Prerequisites: Must meet appropriate proficiencies in English, Math, and Reading or completion of ACCT 1003 with a grade of "C" or better

ACCT 2223 - Managerial Accounting

An introduction to managerial accounting. Analysis of cost behavior with an emphasis on the accumulation of product costs and budgeting for planning and performance evaluation. Coverage includes job order costing, process costing, cost-volume-profit analysis, capital budgeting, standard costs, and departmentalization. Prerequisites: ACCT 2213 with grade of "C" or better.

ACCT 2243 - Payroll Administration

This course will cover a wide spectrum of basic payroll accounting and employment topics for large and small employers. It will concentrate on the administration of the payroll function under the Fair Labor Standard Act and the Internal Revenue Code. Other subjects include overtime pay, payroll taxes, withholding reporting and deposits, voluntary and non-voluntary deductions (cafeteria plans, group health plans, COBRA requirements, worker's compensation issues, pension plans, etc.), and W-2 preparation and reconciliation. The Certified Payroll Professional (CPP) designation requirements will also be introduced. Prerequisites: ACCT 2213 and ACCT 2223 with a grade of "C" or better or instructor approval

ACCT 2253 - Peachtree

This class is a study of a comprehensive automated accounting program. Includes all modules of the package, set-up of a business, and actual operation of the package for three months. Prerequisite: ACCT 2213 with a grade of "C" or better. Includes lecture and in-class production.

ACCT 2263 - Quickbooks Pro - Comprehensive

This course will provide a comprehensive study of the QuickBooks Pro Accounting Software Package. It covers a service and merchandising business from a sole proprietorship, partnership, or corporation form and meets the needs of a small to midsize business. Features will range from creating the company, recording simple to complex entries, preparing multiple reports, preparing payroll to closing the accounting periods. Prerequisite: ACCT 2213 with a grade of "C" or better.

ACCT 2313 - Intermediate Accounting I

A review of the accounting cycle and advanced work in the areas of cash, receivables, inventories, current liabilities, plant and equipment, intangible assets and long-term liabilities and stockholders' equity. Prerequisites: ACCT 2223 with a grade of "C" or better.

ACCT 2323 - Intermediate Accounting II

A continuation of Intermediate Accounting I, with emphasis on investments, long-term liabilities, accounting for leases and pensions, stock holders' equity, earnings per share, revenue recognition, income taxes, accounting changes, statement of cash flows, financial statement analysis, and disclosures. Prerequisite: ACCT 2313 with a grade of "C" or better.

ACCT 2333 - Cost Accounting

Basic principles and procedures of cost accounting and cost control in a manufacturing organization through study of job order and process cost procedures, predetermined cost, and variance analysis. Prerequisites: ACCT 2223 with grade of "C" or better.

ACCT 2363 - Income Tax I

Provides an understanding of basic income tax laws applicable to individuals and sole proprietorships. Subjects treated include personal exemption, gross income, business expenses, non-business deductions, capital gains, and losses. Emphasis is on problems commonly encountered in the preparation of income and tax returns. Prerequisite: ACCT 2213 with a grade of "C" or better.

ACCT 2383 - Governmental and Non-profit Accounting

A study is made of the unique characteristics of fund accounting used at various levels of governmental units and nonprofit operations. Special emphasis is devoted to budgeting and accounting control as a means of furthering sound financial administration of these organizations. Prerequisites: ACCT 2213 and ACCT 2223 with a grade of "C" or better.

ACCT 2393 - Accounting Information Systems

Study of alternative accounting systems used for the collection, organization, and presentation of information. Practice in (1) designing accounting systems to assist management in decision-making process, and (2) designing financial reports for internal and external purposes. Practice in using accounting software. Prerequisites: ACCT 2223 with a grade of "C" or better, CSCI 1203.

ACCT 2403 - Income Tax II

The study of advanced federal income taxation problems. Special emphasis is placed on the preparation of returns for partnerships, trusts, and corporations. Other subjects include an introduction of tax planning and research. Prerequisite: ACCT 2363 with a grade of "C" or better.

ACCT 2433 - Computerized Business Income Tax

Course is designed to teach the use of professional tax software using Pro Series Professional tax software from Individual to Corporate.

ACCT 2443 - Auditing

A study is made of the audit function; a survey is made of the professional authority, body of theory, and standards - general, fieldwork and reporting; and a discussion of the audit opinion and its implications. Special emphasis will be placed on work-paper techniques, internal control and internal auditing. Prerequisite: ACCT 2313 with a grade of "C" or better.

ACCT 2463 - Fraud Examination

An examination of various aspects of fraud detection and prevention, including asset misappropriation, skimming, cash larceny, check tampering, register disbursement schemes, payroll and expense reimbursement schemes, inventory and other assets, corruption, bribery, conflicts of interest and fraudulent financial statements. Prerequisites: ACCT 2213 and ACCT 2223 with a grade of "C" or better.

ACCT 2523 - Accounting Software Applications

The study of a computer application package using microcomputers as a vehicle. Systems studied will be general ledger, accounts receivable, accounts payable, billing, payroll, and inventory control. Prerequisites: ACCT 2213 with a grade of "C" or better and CSCI 1203.

ACCT 2533 - Fundamentals of Health Care Accounting

This is an introductory course in financial accounting for health care organizations. Vocabulary, financial tools and concepts, and assessing financial information will be included.

ACCT 2543 - Management Accounting in Health Care Organizations

An introduction to management accounting that provides the student with techniques necessary to understand management accounting as used in health care organizations. The limitations of management accounting in making health care operations decisions will be included. Prerequisite: ACCT 2533 with a grade of "C" or better or ACCT 2213 with a grade of "C" or better, or instructor approval.

ACCT 2563 - Accounting Internship

Supervised employment in the student's chosen field of Accounting. Intended to provide practical experience for students preparing for a career in accounting. Requires instructor approval.

ACCT 2571 - Writing for Accountants

This course is designed for accountants seeking professional improvement in communication skills using formats from actual accounting practice. It covers all the stages of the writing process: planning (including analysis of audience and purpose), critical thinking, accounting research, generating and organizing ideas, writing a draft, revising the draft, and designing a document for effective presentation. Prerequisites: ACCT 2213, ACCT 2223 and ENGL 1113, all with a grade of "C" or better.

ACCT 2990 - Selected Topics in Accounting

The study and/or analysis of a selected topic in Accounting. May be repeated with a different topic.

Allied Health

ALDH 1013 - Applied Medical Physics

Medical Physics is concerned with the application of the concepts and methods of physics to the diagnosis and therapy of human disease. Modern medicine relies on physical tools, techniques and principles developed in the physical sciences. This course is an introduction to key physical principles as applied to medical imaging and radiation/diagnostic ultrasound. Topics covered include imaging metrics, ionizing radiation and radiation safety, radioactivity, radiation therapy computed tomography, nuclear medicine, ultrasound and magnetic resonance imaging.

ALDH 1323 - Medical Terminology

A comprehensive medical terminology course focusing on root words, suffixes and prefixes, with exposure to medical terms relating to symptomatology, disease process, diagnostic testing, procedures and abbreviations. The medical terms are introduced and examined by body system. Upon completion of the course, students should be proficient in utilizing, defining and accurately spelling medical terms and identifying medical abbreviations.

American Sign Language Education

ASLE 1363 - American Sign Language I

An introduction to American Sign Language (ASL) which includes the development of receptive and expressive skills in authentic situations and an introduction to Deaf culture. This introductory course in ASL uses a natural language approach to introduce culturally appropriate signed concepts related to the immediate environment. Common communicative events and interactions are utilized to acquire a basic working vocabulary and grammar. Course includes development of appropriate linguistic/cultural behaviors and awareness of respect for Deaf culture. Receptive and expressive skills are fostered through interactive ASL lessons without voice.

ASLE 1373 - American Sign Language II

Continuation of American Sign Language I. This course further develops receptive and expressive skills in American Sign Language in authentic situations and expands the study of Deaf culture. This course progresses from common, concrete communicative events and interactions to language expressing abstract ideas. Emphasis is on the comprehension and production of increasingly complex linguistic structure focusing on dialogues and conversational expressions. More complex receptive and expressive skills are fostered through interactive ASL lessons without spoken English. Prerequisite: ASLE 1363 with a grade of "C" or better or instructor approval.

ASLE 1413 - Deaf Culture and History

This is an interdisciplinary course to introduce students to human values through the exploration of American deaf culture through its history, literature, and arts. Students will explore deaf culture as a minority culture focusing on awareness and understanding of cultural diversity and preservation of language. Culture and relationships are examined through the impact of modern technology and moral trends.

ASLE 1603 - ASL Choir I

A non-traditional sign choir, incorporating rhythm and movement with American Sign Language. Students will acquire the skills needed to interpret music in a visually artistic manner. Prerequisite: ASLE 1363

ASLE 2023 - ASL Choir II

This course is a continuation of ASLE 1603 ASL Choir I, a non-traditional sign choir, incorporating rhythm and movement with American Sign Language. This course further develops the skills needed to interpret music in a visually artistic manner. Prerequisite: ASLE 1603

ASLE 2131 - Conceptual Sign Vocabulary Development

This course is designed to increase conceptually accurate sign vocabulary. Emphasis will be on analysis of English texts and finding appropriate sign equivalents. Prerequisite: ASLE 1373 with a grade of "C'" or better or instructor approval.

ASLE 2243 - ASL Choir III

This course is a continuation of ASLE 2023 ASL Choir II, a non-traditional sign choir, incorporating rhythm and movement with American Sign Language. This course further develops the skills needed to interpret music in a visually artistic manner. Prerequisite: ASLE 2023.

ASLE 2414 - American Sign Language III

An ASL course focusing on specific grammatical and cultural topics. Emphasis is on the development of fluent conversational skills utilizing grammatical non-manual signals and markers. Students will learn how to narrate, describe, compare, and comment. Narratives of native language users are utilized for beginning text analysis of ASL.

Interactive ASL lessons without voice lead to expanded vocabulary mastery and fluency lab component. Prerequisite: ASLE 1373 with a grade of "C" or better or instructor approval. Includes lab component.

ASLE 2524 - American Sign Language IV

An advanced ASL performance course integrating cultural and linguistic competencies ranging from informal to formal communication events. Emphasis is on greater fluency in idiomatic language usage and mastery of vocabulary and syntax. Linguistic competence is enhanced through interactive discourse without voice. Prerequisite: ASLE 2414 with a grade of "C" or better or instructor approval. Includes lab component.

Arabic

ARBC 1103 - Arabic I

A beginning course in understanding, speaking, reading, and writing Arabic. The first in a sequence of related courses.

ARBC 1213 - Arabic II

Continued instruction in understanding, speaking, reading, and writing Arabic. The second in sequence of related courses. Prerequisite: ARBC 1103 with a grade of "C" or better or instructor approval.

Art

ART 1013 - Fundamentals of Art I

Fundamentals of Art I is a study of the principle elements of two-dimensional design. Those elements include color, perspective, fundamental drawing concepts and compositional elements. By using a variety of materials, students will apply the information to a series of studio assignments. Beginning course required of all art majors. Open to all interested students. Includes lab component

ART 1023 - Painting I

Painting I will develop skills in opaque painting, stressing form and content, visual appreciation, and individual expression. Prerequisite: ART 1013 or instructor approval. Includes lab component

ART 1033 - Painting II

Painting II will continue to develop the student's skills in opaque painting. The course will continue to stress form and content, visual appreciation, and individual expression. Prerequisite: ART 1013 and ART 1023 or instructor approval. Includes lab component.

ART 1053 - Art History Survey I (H)

Art History Survey I is a study of the arts, artists and their cultures from the Prehistoric man through the Early Renaissance. Required of all art majors.

ART 1063 - Art History Survey II (H)

Art History Survey II is a study of the arts, artists and their cultures from the Early Renaissance to the present. Required of all art majors.

ART 1083 - Fundamentals of Art II

Fundamentals of Art II is a continuation of Fundamentals of Art I. The course is a study and analysis of three-dimensional art forms. By using a variety of materials and processes, the student will complete a series of studio assignments. Basic concepts involving the use of line, mass, space, texture, and form as related to various three-dimensional materials will be stressed. Suggested for all art majors. Includes lab component.

ART 1113 - Art Appreciation (H)

The study of art from a variety of different backgrounds and cultures as both product and process. Aesthetic judgment-making in evaluation of art from different times and places is stressed.

ART 1123 - Drawing I

Drawing I will develop the student's understanding of the basic concepts of drawing and their powers of observation. Students will work with various media utilizing a variety of sources and environments. Prerequisite: ART 1013 or instructor approval. Includes lab component.

ART 1133 - Drawing II

Drawing II will continue to develop the student's understanding of the concepts of drawing. Students will continue to develop their skills in media by using a variety of sources and environments. Prerequisites: ART 1013 and ART 1123 or instructor approval. Includes lab component.

ART 2053 - Art History Survey III

Art History Survey III is a study of the arts, artists and their cultures beginning with the early 20th century. Various 20th-century styles will be covered including Cubism, Dada, Pop, Super-Realism, Conceptual, and Performance.

ART 2063 - Watercolor I

Watercolor I will develop skills in watercolor painting, stressing form and composition, visual perception, and individual expression Prerequisite: ART 1013 or instructor approval. Includes lab component.

ART 2073 - Watercolor II

Watercolor II will continue to develop skills in watercolor painting. Projects will continue to stress form and composition, visual perception, and individual expression. Prerequisite: ART 1013 and ART 2063 or instructor approval Includes lab component.

ART 2083 - Sculpture I

Sculpture I is a creative approach to sculpture techniques and form exploration using a variety of media. Prerequisite: ART 1013 and ART 1083 or instructor approval. Includes lab component.

ART 2093 - Sculpture II

Students will continue to develop their skills, methods, and study of the sculptural form. The course will continue to stress methods, materials, concept, and artistic style. Prerequisites: ART 1013, ART 1083, and ART 2083. Includes lab component.

ART 2143 - Figure Drawing I

Figure Drawing I includes study in gesture and finished drawings of the model. Emphasis will be placed on pose, composition, and a variety of media. Prerequisite: ART 1013 or instructor approval. Includes lab component.

ART 2153 - Figure Drawing II

Figure Drawing II will continue to develop study in gesture and finished drawings of the model. Students will further their skills in use of media and papers. Prerequisite: ART 1053 and ART 2143 or instructor approval. Includes lab component.

ART 2223 - Printmaking I

Printmaking I will cover basic media and processes involved in the relief, intaglio, lithographic and monotype processes. Prerequisites: ART 1013 or instructor approval. Includes lab component.

ART 2233 - Printmaking II

Printmaking II will continue to develop the student's skills and knowledge in the relief, intaglio, lithographic and monotype processes. Students will continue to develop their conceptual and studio skills. Prerequisites: ART 1013 and ART 2223 or instructor approval. Includes lab component.

ART 2263 - Introduction to Ceramics

Introduction to clay as a medium through hand building and wheel forming methods with an emphasis on critical thinking in relation to three-dimensional form. Techniques explored will include forming, glazing, decoration, and firing. Includes lab component.

ART 2273 - Intermediate Ceramics

This class will continue to develop throwing skills, encouraging the student to work on a larger scale. Surface and design techniques will be explored, as well as an introduction to reduction firing. Prerequisite: ART 2263 or instructor approval. Includes lab component.

ART 2283 - Advanced Ceramics

This class will be project-oriented, with students exploring forms and techniques of their own choosing, advanced glazing techniques and the fundamentals of glaze chemistry. Prerequisites: ART 2263 and ART 2273 or instructor approval. Includes lab component.

ART 2313 - Jewelry I

Jewelry I will develop the student's skills in fabrication, metal-forming, and casting. Emphasis will be on artistic design and craftsmanship. Prerequisites: ART 1013 and ART 1083 or instructor approval. Includes lab component.

ART 2323 - Jewelry II

Jewelry II will continue to develop the student's skills in casting, fabrication, and metal-forming. Continued emphasis will be placed on artistic design and craftsmanship. Prerequisites: ART 1013 and ART 1083 and ART 2313 or instructor approval. Includes lab component.

ART 2403 - Illustration I

Introduction to historic and contemporary illustration and consideration of a wide range of illustrative styles. Required experiments with media and consideration of alternate ways of illustrating a message through conceptual and compositional variations. Prerequisites: ART 1013 and ART 2143. Includes lab component.

ART 2413 - Typography I

This course serves as a preliminary introduction to typography as a communication medium within the field of Graphic Design. Letterforms and their characteristics will be explored through a study of type selection, spacing, leading, layout alternatives, type specification, copy fitting, and history. Students will develop an understanding of typographic terminology and measuring systems while developing hand and computer skills. Prerequisite: ART 1013. Includes lab component.

ART 2423 - Graphic Design I

This course involves an examination of the fundamental elements and principles of design as related to the field of visual communication. Students will learn to solve basic design problems through a developed creative process. Topics of creative problem solving will involve the practice of research gathering, brainstorm and rapid ideation exercises, rough development of multiple concepts, and the production of final creative solutions. Visual communication problems tasked will explore both word and image. The development of technical and presentation skills will be emphasized. Prerequisites: ART 1013 and ART 1123. Includes lab component.

ART 2503 - Professional Practice

Includes information about artistic materials, how to make them, how to use them, their health risks, and how to mitigate health risks. Students will also explore avenues of making a living as an artist and related skills such as preparation of art for presentation, presentation techniques, and portfolio development. Prerequisites: Six hours of art classes, including at least one studio class or instructor approval. Includes lab component.

ART 2530 - Field Studies in Art

In this course, students are exposed through travel to art, artists, and inspiring environments. The course includes lectures and readings to prepare for the experience and discussions and writing or artistic creation as a response to or evaluation of the experience. Requires instructor approval.

ART 2543 - Introduction to Glassblowing

Beginning glassblowing will introduce the basics of traditional glass working techniques with an emphasis on critical thinking in relation to a three-dimensional form. Techniques explored include kiln forming, gathering class, sculpting and simple vessels. Students will apply these techniques to produce a series of student assignments. Includes lab component.

ART 2553 - Intermediate Glassblowing I

Intermediate glassblowing will build upon the skills and knowledge gained in the Introduction to Glassblowing course. Students will explore more complex forms and color applications and will begin to express their artistic ideas in glass. Prerequisite: ART 2543. Includes lab component.

ART 2563 - Intermediate Glassblowing II

This course will build upon the skills and knowledge gained in the Beginning and Intermediate Glassblowing courses. Students will explore more complex forms and color applications and more fully develop their artistic ideas in glass. Prerequisite: ART 2553. Includes lab component.

ART 2813 - Filmmaking I

Beginning art filmmaking covering basic technical and aesthetic problems of the experimental films.

ART 2823 - Film Internship Filmmaking II

Continuation of art filmmaking covering basic technical and aesthetic problems of the experimental film.

ART 2853 - Photography

This is a comprehensive course in analog darkroom photography. Topics include historical techniques, black and white film exposure, processing and printing, equipment selection, image manipulation, color theory, and digital directions. Emphasis will be placed in the production of fine art photographic images. Students must provide their own 35mm camera. Includes lab component.

ART 2913 - Film/Video History and Analysis I

Topics vary. Examines films or videos technically as well as aesthetically. Covers either a specific genre of film or video, a certain time period, or works produced by a single director.

ART 2990 - Selected Topics in Art

The study and/or analysis of a selected topic in Art. May be repeated with a different topic.

Astronomy

ASTR 1104 - General Astronomy

An introduction to the concepts of modern astronomy including the solar system, the sun and stars, the Milky Way, other galaxies, and methods of observation.

ASTR 2990 - Selected Topics in Astronomy

The study and/or analysis of a selected topic in Astronomy. May be repeated with a different topic.

Aviation Sciences Technology

AVST 1113 - Private Pilot Ground School

The Private Pilot Ground School complies with the requirements of the Federal Aviation Regulations Part 141 and Part 61 aeronautical knowledge training preparing the student for the Private Pilot Certificate. Students will receive the required ground training in order to test for the Private Pilot Airplane Knowledge Test. This test requires an additional external cost. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements.

AVST 1222 - Private Pilot Flight Lab

The Private Pilot Flight Lab complies with the FAA Federal Aviation Regulations. This course will consist of a minimum of 35 flight training hours and 4 hours of pilot briefings preparing the student for the FAA Private Pilot Certificate. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. The FAA has established flight time minimums; however, it is extremely important to note that national flight time averages are documented significantly above published FAA minimums. Additional direct costs apply based on hourly aircraft rates and flight instruction. Published aircraft rental and instruction rates are available at the TCC Aviation Center. The Private Pilot Airplane Practical Test requires an additional external cost. The FAA Private Pilot Certification Course must be completed in order to advance within the curriculum. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements.

AVST 1232 - ATC Flight Training Lab

This course will parallel educational and training objectives set forth by the Federal Aviation Administration's Flight Deck Training program in order to provide the air traffic controller with direct interaction with flight crews and flight operations. The student will receive 10 hours of operational flight training experience in aircraft in high volume and high density airspace, IFR and VFR enroute operations, instrument approach procedures in terminal airport areas, and operational flight characteristics of aircraft. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements.

AVST 1343 - Introduction to Air Traffic Control

Introduction to Air Traffic Control is the first course in the Tulsa Community College Air Traffic Control Degree option program. This course introduces students to the history of the FAA from its founding to the present day operation of the vast National Airspace System (NAS). Topics studied include the structure and classes of airspace, fundamentals of radar, the basic concepts and rules of separation of aircraft, the facilities which control air traffic and the duties of the positions within those facilities. Students will also learn about the FAA Orders and Directives which dictate procedures for control of air traffic as well as flight operations. Other major points covered include airport markings and lighting, flight plans, marking and processing of flight progress strips, ATC clearances, letters of agreement (LOAs) and standard operating procedure (SOP) documents, aircraft performance and recognition, and wake turbulence. See the

TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements.

AVST 1354 - Air Traffic Control Tower Operations I

This course builds on the concepts from Introduction to Air Traffic Control. Students will learn to apply the basic ATC tower procedures for the safe, orderly and expeditious movement of air traffic. Students learn the rules of airport traffic pattern operation, runway separation requirements, wake turbulence separation rules, coordination between positions, i.e. between Local Control (tower) and Ground Control or Departure Control, proper phraseology for issuing instructions & clearances, adherence to letters of agreement (LOA) and standard operating procedure orders (SOP). Students will practice the application of air traffic rules and procedures in table top and tower simulator labs. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisites: AVST 1113 and AVST 1343

AVST 1364 - Air Traffic Control Radar Operations I

In this course, the student progresses from basic VFR tower operations to learning the concepts and rules for the application of radar in air traffic control, including: radar identification, basic radar vectoring, radar separation rules, radar use in instrument approaches and final approach course intercepts, arrival and departure procedures, and transfer of radar identification. During the latter stages of the course, students will see classroom topics demonstrated in the lab and will begin hands-on training in the simulator. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 1354 and AVST 2213

AVST 1403 - Advanced Theory of Flight

This course will provide professional pilot majors with training on advanced aircraft operations. Material addressed includes high altitude operations, flight management systems, and advanced aircraft systems. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 1113.

AVST 2113 - History of Aviation

Covers events from the early developments of flight to the present day and how they have affected our world. Topics will include historic events, aviation personalities, aircraft, and the role of governments as they have shaped the evolution of flight in the world aviation.

AVST 2132 - Instrument Flight Lab

The Instrument Flight Lab complies with the FAA Federal Aviation Regulations. This course will consist of a minimum of 35 flight training hours and 2 hours of pilot briefings preparing the student for the FAA Instrument Rating. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. The FAA has established flight time minimums; however, it is extremely important to note that national flight time averages are documented significantly above published FAA minimums. Additional direct costs apply based on hourly aircraft rates and flight instruction. Published aircraft rental and instruction rates are available at the TCC Aviation Center. The Instrument Airplane Rating Practical Test requires an additional external cost. The FAA Instrument Rating Certification Course must be completed in order to advance within the curriculum. Prerequisites: AVST 1222 for students seeking FAA FAR Part 141 training. AVST 2162 and a valid Private Pilot Certificate for students seeking FAA FAR Part 61 training. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements.

AVST 2152 - Multi-Engine Flight Lab

The Multi-Engine Flight Lab complies with the FAA Federal Aviation Regulations. This course will consist of a minimum of 15 flight training hours and 15 ground training hours preparing the student for the addition of an airplane multi-engine land class rating to an existing pilot certificate. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. The FAA has established flight time minimums; however, it is extremely important to note that national flight time averages are documented significantly above published FAA minimums. Additional direct costs apply based on hourly aircraft rates and flight instruction. Published aircraft rental and instruction rates are available at the TCC Aviation Center. The Additional Aircraft Rating Practical Test requires an additional external cost. The FAA Additional Aircraft Rating Course must be completed in order to advance within the curriculum. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 2132 (FAA Part 141) or AVST 1222 (FAA Part 61).

AVST 2162 - Commercial Cross-Country Flight Lab

The Commercial Cross-Country Flight Lab complies with the FAA Federal Aviation Regulations. This course will consist of a minimum of 53 flight training hours preparing the student for the FAA Commercial Pilot Certificate. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. The FAA has established flight time minimums; however, it is extremely important to note that national flight time averages are documented significantly above published FAA minimums. Additional direct costs apply based on hourly aircraft rates and flight instruction. Published aircraft rental and instruction rates are available at the TCC Aviation Center. The Commercial Cross-Country Flight Lab Course must be completed in order to advance within the curriculum. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 1222 for students seeking FAA FAR Part 61 training. Prerequisite: AVST 2132 for students seeking FAA FAR Part 141 training.

AVST 2172 - Commercial Multi-Engine Cross-Country Flight Lab

The Commercial Multi-Engine Cross-Country Flight Lab complies with the FAA Federal Aviation Regulations. This course will consist of a minimum of 53 flight training hours preparing the student for the FAA Commercial Pilot Certificate. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. The FAA has established flight time minimums; however, it is extremely important to note that national flight time averages are documented significantly above published FAA minimums. Additional direct costs apply based on hourly aircraft rates and flight instruction. Published aircraft rental and instruction rates are available at the TCC Aviation Center. The Commercial Multi-Engine Cross-Country Flight Lab Course must be completed in order to advance within the curriculum. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 2152 and AVST 2132 for students seeking FAA FAR Part 141 training. Prerequisite: AVST 2152 and AVST 1222 for students seeking FAA FAR Part 61 training.

AVST 2181 - Flight Certification Training

This course provides the required Federal Aviation Administration training in order for the applicant to meet various training objectives for certification of FAA Certificates, FAA Ratings, and or maintain compliance of FAA Currencies. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements.

AVST 2182 - Commercial Flight Lab

The Commercial Flight Lab complies with the FAA Federal Aviation Regulations. This course will consist of a minimum of 67 flight training hours preparing the student for the FAA Commercial Pilot Certificate. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. The FAA has established flight time minimums; however, it is extremely important to note that national flight time averages are documented significantly above published FAA minimums. Additional direct costs apply based on hourly aircraft rates and flight instruction. Published aircraft rental and instruction rates are available at the TCC Aviation Center. The Commercial Pilot Practical Test requires an additional external cost. The FAA Commercial Pilot Certification Course must be completed in order to advance within the curriculum. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 2162 (FAA Part 141 students) or AVST 2132 (FAA Part 61 students)

AVST 2192 - Commercial Multi-Engine Flight Lab

The Commercial Multi-Engine Flight Lab complies with the FAA Federal Aviation Regulations. This course will consist of a minimum of 67 flight training hours preparing the student for the FAA Commercial Pilot Single-Engine and Multi-Engine Certificate. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. The FAA has established flight time minimums; however, it is extremely important to note that national flight time averages are documented significantly above published FAA minimums. Additional direct costs apply based on hourly aircraft rates and flight instruction. Published aircraft rental and instruction rates are available at the Riverside Aviation Center. The Commercial Pilot Single-Engine and Multi-Engine Practical Tests require an additional external cost. The FAA Commercial Pilot Multi-Engine Certification Course must be completed in order to advance within the curriculum. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 2172 (FAA Part 141 students) or AVST 2132 (FAA Part 61 students).

AVST 2213 - Instrument Pilot Ground School

The Instrument Pilot Ground School complies with the requirements of the Federal Aviation Regulations Part 141 and Part 61 aeronautical knowledge training preparing the student for the Instrument Pilot Rating. Students will receive the required ground training in order to test for the Instrument Rating Knowledge Test. This test requires an additional external cost. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisites: AVST 1113 and AVST 1222.

AVST 2226 - Air Traffic Control Tower Operations II

A continuation of ATC Tower Operations I. Through a series of simulation scenarios under instructor supervision, students will learn and demonstrate the use of ATC rules and procedures by working simultaneous arrivals, departures, closed (touch & go) traffic and helicopter operations on multiple runways/helipads. Students will demonstrate correct wake turbulence separation, use of taxi-into-position-and-hold operations, runway crossings with both aircraft and vehicular traffic, and handling emergencies. The simulation scenarios become progressively more complex with students providing ATC tower services to small, large, and heavy weight classes of aircraft simultaneously, with emphasis on the correct prioritizing of duties. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 1354.

AVST 2246 - Air Traffic Control Tower Operations III

Takes the student beyond the traffic complexity of Tower Operations II with increased numbers of aircraft operations, the application of wake turbulence separation, simultaneous IFR, VFR, and closed pattern operations on both parallel and crossing runways. The objective of the course is to prepare the student to perform at the highest levels of traffic complexity taught in the Initial Terminal phase of training at the FAA Academy. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 2226.

AVST 2253 - Aviation Meteorology

Aviation Meteorology is the study of the atmosphere and its phenomena as it relates to aviation. This course delves into the characteristics of the atmosphere with a special emphasis on weather affecting aircraft and air traffic control. Content includes fundamentals of aviation weather services, frontal formations, hazardous weather, dissemination of weather content and format, types of surface observations, content and format of pilot weather reports, atmospheric circulation systems, area forecasts, center weather advisories, AIRMETs & SIGMETs, and Convective SIGMETs. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements.

AVST 2262 - ATC Enroute and Nonradar

Introduces the ATC student to the application of the rules of nonradar separation primarily in the enroute environment of the air traffic control system. All required documents must be on file with the Aviation Center. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisites: AVST 1364.

AVST 2273 - Air Traffic Control Career Prep

This course is designed to assist the ATC student in preparation for the ATSAT test, the entry exam for the FAA, and will examine closely the skills required to score competitively on the ATSAT. Prerequisite: AVST 1343. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements.

AVST 2313 - Commercial Pilot Ground School

The Commercial Pilot Ground School complies with the requirements of the Federal Aviation Regulations Part 141 and Part 61 aeronautical knowledge training preparing the student for the Commercial Pilot Certificate. Students will receive the required ground training in order to test for the Commercial Pilot Airplane Knowledge Test. This test requires an additional external cost. The Professional Pilot majors must comply with Tulsa Community College's FAA approved Training Course Outline. See the TCC Aviation Academic Counselor at the Riverside Aviation Center for course permission and enrollment requirements. Prerequisite: AVST 2213 and AVST 2132

AVST 2413 - Aircraft Dispatch I

An introduction to practical aircraft dispatch theory, procedures, and applications. Will provide the student with the required knowledge and training for the FAA Knowledge Test for the Aircraft Dispatch Certificate. Prerequisites: AVST 1113 and AVST 2253.

AVST 2454 - Aircraft Dispatch II

Advanced training in FAA Aircraft Dispatch application and procedures, including regulations, practical dispatch applications, air traffic control, meteorology, emergency and abnormal procedures, navigation, aircraft, and communications. Will provide the student with the required knowledge and training for the FAA Practical Test for the Aircraft Dispatch Certificate. Prerequisites: AVST 1113 and AVST 2253.

Biology

BIOL 1113 - Introduction to Environmental Science

A study of environment apart from mankind (natural environment), the influence of humans on the environment with emphasis on population growth and problems it has created relative to environmental features such as soil, waters, vegetation, wildlife, landforms, and the atmosphere.

BIOL 1114 - General Biology for Non-Majors (L)

A presentation of selected principles in biological science for the non-science major, including the cell concept, the organization of multi-cellular systems, plants and animals as organized systems, and man in relation to his environment. Includes lab component.

BIOL 1224 - Introduction to Biology for Majors (L)

Introductory biology course for majors with lab. This course includes an in-depth study of fundamental biological concepts, including metabolism, homeostasis, heredity, evolution, and ecology at the sub-cellular, cellular and organismal levels. It provides the foundation for other advanced courses in the biological sciences. Prerequisite: MATH 0013 or equivalent. Includes lab component.

BIOL 1314 - Human Anatomy and Physiology

An introduction to the basic principles of the structure and function of the human body. A beginning course designed to emphasize the integration of all body systems. Designed for students in Allied Health programs. Includes lab component.

BIOL 1324 - Basic Microbiology

An introductory course in microbiology. Consideration will be given primarily to the pathogenic microorganisms, including bacteria, viruses, and protozoa. Emphasis will be placed on nomenclature of organisms, their associated diseases, and related terminology. It is highly recommended that students complete BIOL 1114 - General Biology for Non-Majors (L) or BIOL 1314 - Human Anatomy and Physiology before enrolling in this course. Prerequisite: CHEM 1134. Includes lab component.

BIOL 1383 - Nutrition

An evaluation of basic composition of nutrients and accessory factors required for adequate human nutrition. Application of nutritional principles to the planning of normal and special dietary regime.

BIOL 1404 - General Botany (L)

An introduction to photosynthetic organisms and fungi, including their anatomy, physiology, genetics, ecology, classification, and evolution with emphasis on the seed plants. Recommended for science majors. Prerequisite: Completion of BIOL 1224 with a grade of "C" or better or instructor approval. Includes lab component.

BIOL 1423 - Microbes and Society

This course is designed for the non-major student. Microorganisms are a ubiquitous fundamental part of this planet. Course topics will explore the diversity of microbial life and their relationship with society and the environment.

BIOL 1604 - Zoology (L)

An integrated approach to the evolution of anatomical and physiological mechanisms within the animal kingdom. The morphology, physiology, and embryological development of systems and mechanisms within the major invertebrate and vertebrate phyla will be covered. Prerequisite: Completion of BIOL 1224 with a grade of "C" or better or instructor approval. Includes lab component.

BIOL 2134 - Human Anatomy (L)

A systemic approach to the study of the human body. Clinical and functional relationships of each organ system is emphasized. Prerequisite: Completion of BIOL 1224 or BIOL 1604 with a grade of "C" or better Includes lab component.

BIOL 2143 - Marine Biology

The nature, interrelationships, and ecology of lifeforms throughout the oceans will be explored. Morphology and physiology of major phyla of marine organisms will be investigated. Interrelationships of marine life to the geological, physical, and chemical characteristics of the ocean will be studied. An ecological approach to all relationships will be used. Prerequisite: BIOL 1114 or BIOL 1224 or GEOL 1113.

BIOL 2154 - Human Physiology (L)

The function of mammalian organ systems including basic, cell-molecular properties, maintenance systems, communication and control, reproduction and integration of activities. Emphasis on humans in homeostasis. Prerequisites: Completion of BIOL 1224 or BIOL 1604, BIOL 2134, and CHEM 1114 or CHEM 1315 with a grade of "C" or better. Includes lab component.

BIOL 2164 - Microbiology (L)

Included will be a survey of the protozoa and fungi of medical significance, with an in-depth survey of bacteria, their morphology, metabolism, pathogenic capabilities, and classification. Laboratory will emphasize those techniques concerned with isolation and pure culture of microorganisms and the use of biochemical criteria in taxonomy. Prerequisite: CHEM 1114 or CHEM 1315 and completion of BIOL 1224 with a grade of "C" or better. Includes lab component.

BIOL 2213 - Brain and Behavior

This course covers both the biological basis of human behavior (including the nervous system, homeostasis, biological clocks, etc.) and the psychological consequences of the biology of our species (feelings, learning and memory, thinking and consciousness, the malfunctioning brain, etc.) The course also includes speculation on future developments in brain research. Prerequisites: BIOL 1114 or BIOL 1224 and PSYC 1113. Crosslisted with PSYC 2213.

BIOL 2313 - Principles of Ecology

A study of key ecological concepts introducing the student to the foundations of the various sub-disciplines and terminology used in ecology, along with resources and resource management in the environment and the interaction of species. Terrestrial and aquatic ecosystems will be covered in considerable detail.

BIOL 2990 - Selected Topics in Biology

The study and/or analysis of a selected topic in Biology. May be repeated with a different topic.

Biomedical Equipment Technology

BMET 1304 - Introduction to Biomedical Electronics

A study of the techniques and instruments used in hospitals and medical clinics. Information on hospital and clinical organization and operations with emphasis on regulations and procedures for patient safety and shock hazard prevention is provided. Additional emphasis is given to medical terminology, and anatomy and physiology. Prerequisite: Concurrent enrollment in ELET 1303. Includes lab component.

BMET 2343 - Biomedical Electronics Theory I

A study of the basic principles by which physiological events are measured. Electronic fundamentals are used to understand electrodes, transducers, amplifiers, and patient monitoring systems. Electrode care and placement and the operation of medical electronic instruments are studied Prerequisite: BMET 1304, concurrent enrollment, or approval of the associate dean. Includes lab component.

BMET 2353 - Biomedical Electronics Theory II

A continuation of BMET 2343. An application of the techniques studied in BMET 2343 to measurements made in cardiology, laboratory medicine, and radiology. Theory, operation, and maintenance of equipment used in clinics and hospitals. Testing of equipment used for respiratory and physical therapy will be included. Prerequisites: BMET 2343 and ELET 2244. Includes lab component.

BMET 2373 - Biomedical Electronics Clinical

Supervised practical experience in cooperating hospitals, and/or Biomedical Service Centers, which encompass a study of techniques used in repair of medical equipment. Prerequisites: BMET 2343 and concurrent enrollment in BMET 2353

BMET 2990 - Selected Topics in Biomedical Equipment Technology

The study and/or analysis of a selected topic in Biomedical Equipment Technology. May be repeated with a different topic.

Biotechnology

BIOT 1113 - Introduction to Biotechnology

An introduction to biotechnology including career exploration, history and applications of DNA/RNA technology, molecular biology, bioethics, safe laboratory practices and bioinformatics. The course covers calculations for solution preparations, instruction on making buffers, determining pH, pipetting, making dilutions, calibration of pipets and balances as well as an introduction into DNA and protein isolation and analysis. Includes lab component.

BIOT 1315 - Biotechnology Laboratory Methods and Techniques

Emphasis is on laboratory operations, management, equipment, instrumentation, quality control techniques, and safety procedures. Lecture emphasis will be on biochemistry, bioorganic topics and the scientific method, including assay design. Laboratory practice will stress lab safety and the design of assays for various classes of biochemicals, including RNA, DNA, enzyme and total protein assays. Offered spring semester only. Prerequisites: BIOT 1113, BIOL 1224 and CHEM 1315 or concurrent enrollment. Includes lab component.

BIOT 1534 - Cell Culture Techniques

This course will discuss the lecture topics of the cell cycle, cell requirements for growth, and bacterial and animal viruses. Lab topics will include sterile technique. In the study of eukaryotic cell culture techniques, the laboratory emphasizes the principles and practices of media preparation and sterilization, initiation, cultivation, maintenance, and the preservation of cell, including applications such as project development and biomanufacturing. The topic of lab safety with potentially biohazardous agents will be covered. Offered fall semester only. Prerequisites: BIOT 1113 and BIOL 2164 or concurrent enrollment. Includes lab component.

BIOT 2101 - Biotechnology Quality Assurance

The issues of quality control in a biotechnology setting will be explored, along with FDA, EPA and OSHA regulations. Offered spring semester only. Prerequisite: BIOT 1113.

BIOT 2202 - Applied Bioscience Research

In an applied learning investigation, students will extract DNA from an organism, amplify a specific gene, purify the product and ligate the gene into a plasmid with subsequent transformation. The resulting product will be analyzed with a variety of bioinformatics tools. Students will be introduced to the process of constructing a research investigation and communicating the results using scientific poster presentations. Prerequisites: BIOT 1113 or BIOL 1224 or instructor approval. Includes lab component.

BIOT 2246 - Molecular Biology and Techniques

An introduction to the principles of heredity and theory of molecular biology with an emphasis on DNA replication, transcription, gene expression and regulation, recombinant DNA, and RNA interference. Techniques such as DNA and RNA isolation, DNA restriction digests, cell transformation, transfection, PCR, DNA sequencing, real-time PCR, blot assays, microarray analysis, DNA mapping, cloning and DNA bioinformatic tools will be discussed and explored. Offered fall semester only. Prerequisites: BIOT 1315, BIOL 2164 and CHEM 1415 with grades of "C" or better. CHEM 1415 may be taken concurrently with this course. Includes lab component.

BIOT 2335 - Biotechnology Proteomics and Instrumentation

Lecture will discuss theory, applications, and operation of various analytical instruments with an emphasis on protein purification in both an R&D laboratory and a biomanufacturing facility. Laboratory exercises will focus on calibration of instruments, quantitative and qualitative analysis by chromatography, centrifugation, spectrophotometry, and SDS-PAGE gel analysis. Additionally, basic immunology including humoral and cellular immunity with ELISAs, Western Blots and cytoimmunology will be taught. An introduction to protein bioinformatics tools is included. Offered spring semester only. Prerequisites: BIOT 1534 and CHEM 1415 with a grade of "C" or better. Includes lab component.

BIOT 2512 - Biotechnology Apprenticeship

This is an experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry partner. Mentored and supervised by a workplace employee, the student achieves objectives in a biotechnical project that are developed and documented by the college that directly relate to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary. The student should have a minimum of 160 hours on the job. Prerequisites: BIOT 2246 or BIOT 2335 with grades of "C" or better.

BIOT 2990 - Selected Topics in Biotechnology

The study and/or analysis of a selected topic in Biotechnology. May be repeated with a different topic.

Business

BUSN 1053 - Introduction to Business

Provides overall picture of business operation: includes analysis of specialized fields within business organizations; identifies role of business in modern society.

BUSN 1123 - Keyboarding I

Introduction and development of alpha/numeric keyboarding skills using the touch method on the microcomputer. Development of speed and accuracy.

BUSN 1143 - Introduction to Ethics: Business Issues (H)

An introductory level course in ethics, focusing on the types of situations that pose ethical problems in business. An attempt will be made to help the student develop an ethical framework which will allow the student to address ethical issues in the business world. Crosslisted with PHIL 1143.

BUSN 1153 - Introduction to Hospitality Operations -Hotels, Restaurants and Tourism

Study of hotels, restaurants, gaming operations, and the tourism and hospitality industry around the world. The course covers the scope of the industry including an analysis of ethical issues and career opportunities. Special emphasis is given to the essential management functions of the hospitality enterprise including marketing, human resources, accounting, finance, and information technologies.

BUSN 1173 - Introduction to Health Care Business Operations

A basic course in United States health care including the history of health care delivery systems, comparable systems outside the United States, available resources, system processes, outcomes, and health policies for the future.

BUSN 1353 - Business Mathematics

Utilizes mathematical operations to solve practical business application problems. Includes a review of basic mathematics and percentages, discounts, and price change calculations. Payroll, banking and finance applications will be covered. Microsoft Excel will be used and additional topics include installment buying, mortgages, taxes, insurance, analysis of financial statements and inventory costs.

BUSN 2053 - Intercultural Communication (H,I)

An introductory course in intercultural communication; the study of communication among people from different cultures. Emphasis is on increasing students' understanding of cultural theories of communication and cultural issues that affect communication effectiveness especially in educational and business contexts. Crosslisted with COMM 2053.

BUSN 2213 - Small Business Management

A study of the steps necessary to start and operate a small business including the development of a business plan covering forecasting, feasibility, financing, location, legal requirements, and other activities as well as a study of market planning, staffing, financial analysis, legal problems, and monitoring on-going activities. Prerequisite: ACCT 2213 or concurrent enrollment, or instructor approval.

BUSN 2313 - Business Law I

Introduction to basic principles in the legal environment of business, including but not limited to: the ethical resolution of disputes in the court system and using alternative dispute resolution; sources of the law; the laws of business organizations, contract, torts, "white collar" criminal law, intellectual property; the regulation of commerce; and, the relationship between employer and employee, or management and labor.

BUSN 2323 - Business Law II

Further studies of the legal principles applicable to commerce, with an emphasis on the law of agency, bankruptcy, commercial paper, credit insurance, property, sales, and secure transactions. Prerequisite: BUSN 2313.

BUSN 2363 - Supervisory Management

A study of management philosophy and decision-making processes; study of principles in the functions of planning, organizing, supervising, and controlling. Includes cases in handling of morale, discipline, communications, grievances, order-giving, and other phases of effective relations with subordinate employees.

BUSN 2403 - Guest Relations and Customer Service

Basic concepts and current trends in customer service and guest relations in the hospitality industry. Special areas of emphasis include problem solving, development of a customer service strategy, creating customer service systems, coping with challenging customers, customer retention and measuring satisfaction. Examines organization and operation of hotels and restaurants from frontline, front office and guest service operations. Explores key front office functions, related systems, and skills necessary to ensure guest satisfaction and efficient operations.

BUSN 2433 - Introduction to Entrepreneurship

A focus on the entrepreneurial mindset and the process of launching and growing a new business. Students will review opportunities, innovation, new value creation, business context, existing firms, and any area of business or life that pertains to entrepreneurship.

BUSN 2503 - Principles of Project Management

An introduction to the basic theory and principles of project management. Emphasis is on the major Process Groups of Initiating, Planning, Executing, Controlling and Closing and how the steps interrelate during the project life cycle. Students will expand their knowledge and increase their aptitude in the use of the interpersonal skills needed to participate in a team-based environment. Through a hands-on approach, students will develop teamwork, leadership, ethical and communication skills required, as well as techniques for building trust and resolving conflicts with project participants.

BUSN 2513 - Project Management Applications

Students will learn to use the essential technologies of project management. The student will develop skills in the efficient and effective use of industry standard software to create, coordinate, and communicate project information. Mobile tools such as laptops and handheld devices will be employed to acclimate students to today's real-time project management environment. Emphasis will be on the use of project management principles in case studies and real-world examples. Prerequisite: BUSN 2503 and CSCI 1203 or instructor approval

BUSN 2523 - Project Management Certification Preparation

Through the use of case studies and real-world examples, this course prepares students for certification exams offered by the Project Management Institute (PMI®). The course meets the Project Management Institute's educational requirements for the Certified Associate in Project Management (CAPM®) exam and the Project Management Professional (PMP®) exam. CAPM®, PMP® and PMI® are registered trademarks of the Project Management Institute, Inc. Prerequisite: BUSN 2503 or instructor approval.

BUSN 2613 - Labor and Food Cost Management

Concepts related to preparation of hot foods, pantry, and bakery items for commercial kitchens. Emphasis on essential components and techniques of food production, food cost control setting standards, ordering, and inventory. Other topics will include control of labor costs and revenues.

BUSN 2633 - Industrial and Organizational Psychology (S)

An application of the principles of psychology to the problems of business and industry. Special attention will be given to the areas of communication, motivation, job satisfaction, and personnel selection, placement, and training. Prerequisite: PSYC 1113 or PSYC 1313. Crosslisted with PSYC 2633.

BUSN 2683 - Administrative Careers Internship

Supervised employment providing practical and technical skills experience beyond the scope of the classroom. Prerequisite: Instructor approval

BUSN 2723 - Principles of Hotel Management

Covers the principles involved with the successful operation of a lodging establishment. Specific topics will include the planning and development of a hotel, design and organization, revenue and cost centers, security issues, various legal issues including ADA compliance, ethical considerations, operational controls, finance, and information technology utilization.

BUSN 2733 - Principles of Meetings and Convention Management

Covers the principles involved with the successful planning and execution of meetings and conventions. Specific topics will include key participants in the industry, types of meetings and events, diverse venues, industry suppliers, the classification of meeting and event planners and incentive and management destination companies. Pre-event, on-site, and post-event activities will be studied, including strategies to develop well-organized meetings and events. Related topics will include conducting a needs analysis, developing clear and measurable meeting objectives, planning programs, developing timelines and budgets, and performing a breakeven analysis.

BUSN 2990 - Selected Topics in Business

The study and/or analysis of a selected topic in Business. May be repeated with a different topic.

Cardiovascular Technology

CVTC 1003 - Introduction to Cardiovascular Technology

An introduction to the field of cardiovascular technology. Topics include patient history, physical assessment, communication, ethics, and documentation. Special emphasis will be placed on the principles of radiation safety, sterile technique, cardiac monitoring, and arterial hemostasis. Prerequisite: ALDH 1323 with a grade of "C" or better.

CVTC 1013 - Cardiovascular Anatomy and Physiology

The study of the anatomy, physiology, and structural composition of the heart and vascular systems. Topics include cardiac embryology, coronary arteries, valves, electrical conduction system, hemodynamics, peripheral vascular system, and interpretation of 12 lead EKG Prerequisite: BIOL 1314 with a grade of "C" or better

CVTC 1023 - Cardiovascular Pharmacology

Covers the basic fundamentals of cardiovascular pharmacology and the most frequently used medications in the cardiovascular setting. Topics include the basic principles of drug receptors, pharmacodynamics, pharmacokinetics, calculations, routes of administration, and emergency medications used in the cath lab. Prerequisites: ALDH 1323; BIOL 1314 and MATH 1473, all with a grade of "C" or better. Corequisite: CHEM 1114.

CVTC 1034 - Cardiovascular Skills Practicum

Acquaints the student to the clinical cardiovascular setting in a simulated environment. The course is an introduction to the various cardiovascular procedural areas providing a comprehensive understanding of the field of cardiology, x-ray physics, imaging, cardiographic angiography, and fluorography. An emphasis will be placed on establishing and maintaining a sterile field.

CVTC 1044 - Cardiovascular Pathophysiology

Prepares the cardiovascular technology student to identify the pathological processes and congenital defects of the cardiovascular system. Topics will include infective endocarditis and rheumatic heart disease, coronary artery disease, pericardial disease, valvular heart disease, heart failure, cardiogenic shock, hypertension, murmurs and congenital abnormalities. Disorders of the conduction system will also be covered, including SA node, AV node, and ventricular arrhythmias. Prerequisite: CVTC 1013.

CVTC 1063 - Clinical Practicum I

This course provides an introduction to the cardiovascular clinical environment. The learner will focus on the elements of patient care, the patient-technologist relationship, and the professional relationship between the physician and the cardiovascular healthcare team. Students are assigned to clinical experiences in local hospitals in addition to on-campus lecture and laboratory sessions Prerequisite: CVTC 1034.

CVTC 2103 - Invasive Procedures I

Designed to prepare the student to enter the invasive cardiovascular field. Introduces the construction and purpose of specialized equipment and its role in invasive procedures. Topics will include invasive cardiovascular equipment, specialized equipment and cardiac pacemaker and defibrillator implantation. Prerequisite: CVTC 1034 with a grade of "C" or better. Includes lab component.

CVTC 2125 - Clinical Practicum II

Clinical experience is provided in the cardiac catheterization laboratory setting. The student will gain valuable hands-on experience in the areas of scrubbing, circulating, recording, pre- and post-procedure care and manipulating imaging equipment. Prerequisite: CVTC 1063 Co-requisite: CVTC 2103

CVTC 2133 - Invasive Procedures II

Continues the advanced study of invasive cardiac medical electronics and instrumentation. Emphasis will be placed on advanced diagnostic and therapeutic procedures including intravascular ultrasound, coronary artery blood flow, atherectomy, laser and RF ablation techniques. Cardiovascular support systems, such as intra-aortic balloon pump will be introduced. The basics of intracardiac mapping for electrophysiology studies will be explained. Prerequisite: CVTC 2103 with a grade of "C" or better. Includes lab component.

CVTC 2145 - Clinical Practicum III

A laboratory course designed to provide a continuation of the clinical practicum. An emphasis will be placed on refining skills used in specific diagnostic tests, the calculation of hemodynamic data, and professional performance in the clinical environment. Prerequisite: CVTC 2125 Co-requisite: CVTC 2133

Chemistry

CHEM 1114 - Principles of Chemistry (L)

A course for science majors. Does not substitute for CHEM 1315. Principles, concepts and theories of chemistry are examined and applied to a variety of topics such as chemical bonding, chemical reactions, states of matter, solutions, electrochemistry, and nuclear chemistry. The descriptive chemistry of some common elements and compounds is included. Prerequisite: MATH 0013 or appropriate placement test score. Includes lab component.

CHEM 1134 - General, Organic and Biological Chemistry

For Dental Hygiene students. This is a comprehensive course that briefly covers general and organic chemistry with a focus on biological chemistry and its application to the dental hygiene profession. Atomic structure, chemical bonding, intermolecular forces, solutions, acids and bases, functional groups, carbohydrates, lipids, proteins, nucleic acids, and metabolism will be covered. Course includes lab and covers general, organic, and biochemistry. Prerequisite: MATH 0013 or appropriate placement test score.

CHEM 1315 - General Chemistry I (L)

Designed for science and science-related majors. The course includes the fundamental laws and theories dealing with the structure and interactions of matter and the use of these principles in understanding the properties of matter, chemical bonding, chemical reactions, the physical states of matter, changes of state, and solutions. The fundamental principles are applied to the solution of quantitative problems relating to chemistry. Prerequisite: MATH 1513 or MATH 1715 or equivalent with a grade of "C" or better. Includes lab component.

CHEM 1365 - General Chemistry for Engineers

Survey course for engineers needing only one semester of chemistry. Thermodynamics, atomic structure, solid state, materials, equilibria, acids and bases, and electrochemistry. Course may serve as a substitute for CHEM 1315 and/or CHEM 1415 in Engineering majors only. Prerequisite: One year of high school chemistry or one semester of college chemistry (CHEM 1114 or equivalent) and MATH 1513 with a grade of "C" or better or equivalent. Includes lab component.

CHEM 1415 - General Chemistry II (L)

Designed for science and science-related majors, this course is a continuation of CHEM 1315. The fundamental concepts introduced previously, together with additional ones, are applied to solutions, colloids, chemical kinetics, chemical equilibria, electrochemistry, nuclear chemistry, and organic chemistry. Qualitative inorganic analysis is included in the laboratory work. Prerequisite: CHEM 1315 with a grade of "C" or better.

CHEM 2145 - Organic Chemistry I (L)

A study of fundamental concepts of organic structure and bonding, reactions of principal functional groups, mechanisms, and nomenclature of hydrocarbons and their derivatives. Laboratory emphasis is on purification, separation, synthesis and instrumental methods of studying organic systems. Prerequisite: CHEM 1415. Includes lab component.

CHEM 2245 - Organic Chemistry II (L)

A continuation of CHEM 2145, reactions of principal functional groups and mechanisms. Laboratory emphasis is on synthesis and organic qualitative analysis. Prerequisite: CHEM 2145. Includes lab component.

CHEM 2353 - Introduction to Biochemistry

This is an introductory course designed to assist students in their preparation for MCAT, PCAT and upper level biochemistry courses. The course covers the topics of the structure and function of biochemicals, especially proteins, carbohydrates, lipids and nucleic acids and goes into the elementary details of membrane structures and transport across membranes, DNA replication, transcription and translation, and intermediary metabolism of carbohydrates. Prerequisite: CHEM 2145.

CHEM 2990 - Selected Topics in Chemistry

The study and/or analysis of a selected topic in Chemistry. May be repeated with a different topic.

Child Development

CHLD 1101 - CDA: Application and Assessment Preparation

A preparation course for the CDA Credential. Students will study the CDA assessment system and review the competency standards for the CDA Credential evaluation. How to complete the direct assessment application, compile the Professional Resource File, distribute and collect the parent questionnaires, select a CDA Advisor, and completion of the Observation Instrument will be covered. Student candidates for the CDA credential may apply in one or more of the following: preschool, family childcare, infant/toddler, bilingual, and/or monolingual Spanish. Each of these areas will be explained in this class.

CHLD 1102 - CDA: Competencies 1 & 4

A preparation course for the CDA Credential. Focus on how to establish and maintain a safe, healthy, learning environment for children and how to establish positive relationships with families. Students will learn how to promote good health and nutrition, prevent illness, reduce injuries, arrange materials and space, and establish routines in the preschool environment for learning, exploration, and play. The importance of involving families in programs for children will be emphasized. Course addresses CDA Competencies #1 and #4. Assigned field experiences. Prerequisites: Criminal History and Sex Offender Registry background check and CHLD 1101 or concurrent enrollment.

CHLD 1202 - CDA: Competency 3

A preparation course for the CDA Credential. Focus on how to promote children's self-esteem and independence and how to help children feel physically and emotionally secure. Children's development of social skills, empathy, and respect for others will be emphasized. Students will learn the relationship between guidance methods and children's individuality, personality, and developmental levels. Prevention of behavior problems and positive guidance techniques are presented. Course addresses CDA Competency #3. Assigned field experiences. Prerequisites: Criminal History and Sex Offender Registry background check and CHLD 1101 or concurrent enrollment.

CHLD 1302 - CDA: Competency 2

A preparation course for the CDA Credential. Study of developmentally appropriate equipment, activities, and methods to promote the physical and cognitive development of children. Focus on music, art, drama, books, literature, writing, and block play. Students learn how to provide opportunities that promote creativity, curiosity, exploration, and problem solving. Gross motor, fine motor, and development of children's senses are featured. Language development and communication are studied. Course addresses CDA Competency #2. Assigned field experiences. Prerequisites: Criminal History and Sex Offender Registry background check and CHLD 1101 or concurrent enrollment.

CHLD 1402 - CDA: Competencies 5 & 6

A preparation course for the CDA Credential. Focus on the management of resources, organization strategies, communication, planning, record keeping, and working cooperatively with others. Making professional and ethical decisions based on knowledge of child development theories, practices and quality child care services is emphasized. Importance of participation in activities that promote competence, personal growth, and professional development is stressed. Course addresses CDA Competencies #5 and #6. Assigned field experiences. Prerequisites: Criminal History and Sex Offender Registry background check and CHLD 1101 or concurrent enrollment.

CHLD 2003 - Child Development in the Lifespan

This course focuses on the study of child development beginning with conception and continuing through the significant age periods of human life. Students will study the principles of development, developmental theories and the dynamics of development within the context of the cultural, societal, and family environments. Assigned field experiences.

CHLD 2023 - Child Development and Parenting

A systems perspective of child development and parenting with an emphasis on the ecological approach. Course will include the study of family processes, parenting philosophies, styles, and techniques. Assigned field experiences.

CHLD 2032 - Early Field Experience in Teaching - Early Childhood

This course is for students who are considering teaching as a career. Students who are interested in becoming a teacher in early childhood (Kindergarten - 3rd grade) should enroll in this class. Students are placed in a school setting where they complete 32 hours interacting, tutoring, mentoring, and helping children with school related learning. This is a blended online, on-campus, lab course and requires a two hour on-campus orientation the first Friday of the semester. Students are required to complete written assignments both online and in the school classroom where they are assigned. Prerequisites: Completed information sheet and a Criminal History and Sex Offender Registry background check clearance.

CHLD 2042 - Early Field Experience in Teaching - Elementary

This course is for students who are considering teaching as a career. Students who are interested in becoming a teacher in elementary (1st-8th grade) should enroll in this class. Students are placed in a school setting where they complete 32 hours interacting, tutoring, mentoring, and helping children with school related learning. This is a blended online, on-campus, lab course and requires a two hour on-campus orientation the first Friday of the semester. Students are required to complete written assignments both online and in the school classroom where they are assigned. Prerequisites: Completed information sheet and a Criminal History and Sex Offender Registry background check clearance.

CHLD 2052 - Early Field Experience in Teaching - Secondary

This course is for students who are considering teaching as a career. Students who are interested in becoming a teacher in secondary (7th-12th grade) should enroll in this class. Students are placed in a school setting where they complete 32 hours interacting, tutoring, mentoring, and helping children with school related learning. This is a blended online, on-campus, lab course and requires a two hour on-campus orientation the first Friday of the semester. Students are required to complete written assignments both online and in the school classroom where they are assigned. Prerequisites: Completed information sheet and a Criminal History and Sex Offender Registry background check clearance.

CHLD 2101 - Quality Child Care

Designed to meet students' individual goals for their child care home or center. Students will learn how to plan, develop, and implement procedures for a safe, healthy, high quality program for children. Areas of study will include staffing, environment, health and safety, services, family involvement, and quality relationships as well as other relevant topics. Participants will identify their child care home or center challenges and establish goals as a guide for the improvement of their program.

CHLD 2103 - Child Guidance

This course presents the theoretical basis for the use of constructive child guidance and discipline techniques in programs serving children. Students learn observational methods and behavior analysis to help determine the most appropriate guidance techniques and understand the impact of development on children's behavior. Field experience facilitates the acquisition of observational skills and provides models for discussion and learning child guidance and classroom management skills. Assigned field experiences. Prerequisites: CHLD 2003 with a grade of "C" or better or concurrent enrollment.

CHLD 2113 - Introduction to Child Care Management

Provides an overview of how to effectively manage child care programs. A focus on relevant and current issues, integrating knowledgeable, reflective, and critical perspectives in early education is presented. Licensing requirements, staff management and conflict resolution are addressed. Students will learn how to to use developmental knowledge to create healthy, respectful, supportive and challenging learning environments. A basic introduction to child care budgets and finances is addressed. Highlights the benefits of establishing positive and supportive relationships with children, families and community. Assigned field experiences. Offered fall semester only.

CHLD 2181 - Early Childhood Gardening Activities for Teachers

Course provides hands-on activities for classroom teachers to implement low cost gardening projects and garden crafts. Most projects use materials that are recycled and found in the kitchen. Many projects can be used for inexpensive parent gifts. Projects include: an insect house, potpourri, pressed plant material bookmarks, and plant propagation. Participants will develop and present a lesson plan using a plant part and PASS objectives.

CHLD 2203 - Child and Family in the Community

Focus on contemporary societal factors including diversity, culture, and family structures as they relate to children in various childcare programs. Ethics, professionalism, and skills development for child development and human services professionals will be addressed. Emphasis on promoting optimum development and support of families and children within programs and the larger community. Assigned field experiences.

CHLD 2213 - Children with Special Needs

This course will focus on the principles and practices of facilitating learning for children with special needs. A primary objective is to make practical application to healthy learning environments for all children. Legislative issues, inclusion, early intervention, developmentally appropriate strategies, advocacy, and parental involvement will be addressed. Assigned field experiences.

CHLD 2233 - Physical Development and Creative Expression: Birth to Eight

Study of creativity, play, and motor development with appropriate experiences in play, music, art, and motor skills for children, birth to eight years. Assigned field experiences. Prerequisites: Criminal History and Sex Offender Registry background check. This course cannot be taken concurrently with CHLD 2513 or CHLD 2253.

CHLD 2243 - Language and Cognitive Development: Birth to Eight

Study of language and cognitive development with consideration of appropriate experiences in literacy, numeracy, and science for children birth to eight years. Assigned field experiences. Offered spring semester only. Prerequisites: Criminal History and Sex Offender Registry background check.

CHLD 2253 - Child Development Practicum

The practicum is the culminating experience for the Child Development student. Practicum site placements will be individualized based on the student's degree option. Students will interact with children and/or families teaching appropriate curriculum and activities. A portfolio of previously completed course work will be compiled by each student to document student knowledge, skills and abilities as they relate to the NAEYC associate degree standards for early childhood education. Offered spring semester only. Prerequisites: Criminal History and Sex Offender Registry background check and CHLD 2003, completed with a grade of "C" or better. This course cannot be taken concurrently with CHLD 2513.

CHLD 2263 - Social and Emotional Development: Birth to Eight

Study of social and emotional development and appropriate experience for children birth to eight years. Assigned field experiences. Offered fall semester only. Prerequisites: Criminal History and Sex Offender Registry background check.

CHLD 2413 - Professionalism & Leadership in Early Care & Education

Course presents an in depth study of professionalism and leadership topics meaningful to early care and education directors, principals, and teachers. The profession of early childhood education and what it means to be a professional will be studied. The NAEYC Standards, Position Statements, and Code of Ethical Conduct will be reviewed and discussed. Relevant current issues, advocacy, integration of knowledge, reflective practice, intentional teaching, and critical perspectives in early education will be presented. The class includes a professional NAEYC Standards based self-assessment and a planning form for setting goals and charting one's own professional development in the field of early care and education. Offered fall semester only.

CHLD 2513 - Programming for Infants and Toddlers

This course will focus on developmental theories as they relate to infant and toddler development and behavior. Students will study infant and toddler care-giving routines as opportunities for facilitating development through focus on individuality and responsiveness. Developmentally appropriate environmental and interaction practices, including health and safety, will be addressed. Prerequisites: Criminal History and Sex Offender Registry background check. CHLD 2003 with a grade of "C" or better and all previous CHLD coursework with a grade of "C" or better. Course includes a lab component.

CHLD 2613 - Health, Safety, and Nutrition: Birth to Eight

Examines health, safety, and nutrition practices in early childhood programs. Topics include: state child care licensing standards, common medical conditions affecting children's health, the infectious process and environmental control, safety management and injury prevention, planning for children's health and safety education, nutritional guidelines, child malnutrition, child obesity, immunizations, emergency response procedures, and children with special medical needs. Emphasizes the importance of respecting and partnering with families to help children establish healthy lifestyles and achieve their learning potential. Assigned field experiences.

CHLD 2990 - Selected Topics in Child Development

The study and/or analysis of selected topics in child development. May be repeated with a different topic. Field experiences in topic-related settings may be required beyond the normal class hours.

Chinese

CHNS 1103 - Chinese I

An elementary course in understanding, speaking, reading, and writing Chinese. The first in a sequence of related courses.

CHNS 1213 - Chinese II

Continued instruction in understanding, speaking, reading, and writing Chinese. Prerequisite: CHNS 1103 with a grade of "C" or better or approval of instructor.

CHNS 2990 - Selected Topics in Chinese

The study and/or analysis of a selected topic in Chinese. May be repeated with a different topic.

College Experience

COLL 1002 - First Year Experience Seminar

This student success course is for all new to college, degree-seeking students. Students are oriented to TCC campuses and college services, with an emphasis on personal and social strategies to increase involvement in college and community activities. The course requires students to analyze and apply study techniques and behavior patterns essential to college success, apply critical and creative thinking skills to solve academic and social problems, and construct goals and time plans to balance work, school, and family.

Communication

COMM 1113 - Public Speaking

An introductory course in oral communication, emphasis is on improving applied communication skills. Special attention is given to critical thinking skills and the anatomy of the communication process: audience analysis, research, organization, logic, ethical use of evidence, delivery, and listening. Required for B.A. and B.S. degrees in most professional majors; i.e. Business, Law, Education, Medical, English.

COMM 2053 - Intercultural Communication (H) (I)

An introductory course in intercultural communication: the study of communication among people from different cultures. Emphasis is on increasing students' understanding of cultural theories of communication and of cultural issues that affect communication effectiveness especially in educational and business contexts. Crosslisted with BUSN 2053.

COMM 2073 - Oral Interpretation

Oral Interpretation combines communication concepts and skills with dual goals of helping the student to understand basic communication principles and improving oral communication skills. Special emphasis is placed on preparing, selecting, organizing, and delivering literary works as well as on analyzing and evaluating the performance process.

COMM 2093 - Business and Professional Communication

A study of the principles and theories of business and professional communication. Students will address a variety of questions that arise from the intersection of public, professional life and the academic study of rhetoric/communication.

COMM 2103 - Interpersonal Communication

A study of the principles and theories of communication in dyadic (one-to-one) and human interactive situations. Emphasis will be on increasing student awareness of verbal and nonverbal communication behavior. Focus will be directed toward improving interpersonal communication skills.

COMM 2243 - Small Group Communication

A study of theories and principles related to small group communication. Emphasis on the communication dynamics involved in group relationships, group decision making processes, and group leadership in both professional and personal contexts. Students become better group members and learn how to facilitate effective collaboration among members of a group.

COMM 2333 - Forensics

This course is open to all students. Participation includes preparation, practice, class performances and competitions. Students will perform various individual events including oral interpretation events (dramatic and humorous interpretation, interpretation of prose and poetry, and duo interpretation) and platform speaking events (persuasive and informative speaking, impromptu and extemporaneous speaking, after dinner speaking, communication analysis, Student Congress, Parli-Debate, and Lincoln Douglas debate). The student must compete with the TCC Forensic Team and travel to at least two regional competitions throughout the semester. This class is available for credit to both majors and non-majors.

COMM 2343 - Forensics Performance Competition

This course is open to all students. Participation includes preparation, practice, class performances and competitions. Students will perform various individual events including oral interpretation events (dramatic and humorous interpretation, interpretation of prose and poetry, and duo interpretation) and platform speaking events (persuasive and informative speaking, impromptu and extemporaneous speaking, after dinner speaking, communication analysis, Student Congress, Parli-Debate, and Lincoln Douglas debate). The student must compete with the TCC Forensic Team and travel to at least three regional competitions throughout the semester. This class is available for credit to both majors and non-majors.

COMM 2351 - Forensics Competition Practicum

This course is open to all students. Participation includes preparation, practice, class performances and competitions. Students will perform various individual events including oral interpretation events (dramatic and humorous interpretation, interpretation of prose and poetry, and duo interpretation) and platform speaking events (persuasive and informative speaking, impromptu and extemporaneous speaking, after dinner speaking, communication analysis, Student Congress, Parli-Debate, and Lincoln Douglas debate). The student must compete with the TCC Forensic Team and travel to at least three regional competitions throughout the semester. This class is available for credit to both majors and non-majors.

COMM 2353 - Forensics II

This course is open to all students. Participation includes preparation, practice, class performances and competitions. Students will perform various individual events including oral interpretation events (dramatic and humorous interpretation, interpretation of prose and poetry, and duo interpretation) and platform speaking events (persuasive and informative speaking, impromptu and extemporaneous speaking, after dinner speaking, communication analysis, Student Congress, Parli-Debate, and Lincoln Douglas debate). The student must compete with the TCC Forensic Team and travel to at least three regional competitions throughout the semester. This class is available for credit to both majors and non-majors.

COMM 2363 - Forensics III

This course is open to all students. Participation includes preparation, practice, class performances and competitions. Students will perform various individual events including oral interpretation events (dramatic and humorous interpretation, interpretation of prose and poetry, and duo interpretation) and platform speaking events (persuasive and informative speaking, impromptu and extemporaneous speaking, after dinner speaking, communication analysis, Student Congress, Parli-Debate, and Lincoln Douglas debate). The student must compete with the TCC Forensic Team and travel to at least three regional competitions throughout the semester. This class is available for credit to both majors and non-majors.

COMM 2373 - Forensics IV

This course is open to all students. Participation includes preparation, practice, class performances and competitions. Students will perform various individual events including oral interpretation events (dramatic and humorous interpretation, interpretation of prose and poetry, and duo interpretation) and platform speaking events (persuasive and informative speaking, impromptu and extemporaneous speaking, after dinner speaking, communication analysis, Student Congress, Parli-Debate, and Lincoln Douglas debate). The student must compete with the TCC Forensic

Team and travel to at least three regional competitions throughout the semester. This class is available for credit to both majors and non-majors.

COMM 2503 - Communication Theory

A survey of theories designed to explain how humans interact. Includes verbal, nonverbal, interpersonal, small group, organizational, political, intercultural, and mass communication. Prerequisite: COMM 1113.

COMM 2553 - Introduction to Rhetorical Theory

Survey of theories focusing on how persuasive messages are communicated. Particular attention is given to public communication and various rhetorical theories. Students explore the relationship between public communication and efforts to influence audiences. Special attention is given to the intersection of rhetoric and 'persuasion' as well as the rhetorical traditions from literary criticism. Prerequisite: COMM 1113.

COMM 2990 - Selected Topics in Communication

The study and/or analysis of a selected topic in Communication. May be repeated with a different topic.

Computer Information Systems

CSCI 1011 - Introduction to Personal Computers

This class for the complete novice is designed to eliminate the fear of computers and introduce the Windows environment plus word processing, spreadsheet, and database programs. Hands-on sessions on the personal computer will help the student gain confidence in using the computer.

CSCI 1171 - Introduction to Web Page Design

This course is intended to provide students with an overview of the tools available to design and develop an effective personal or corporate presence on the World Wide Web. This will be accomplished through the use of hands-on projects and exercises

CSCI 1203 - Computer Concepts and Applications

A theory/applications course introducing the role of computers in all aspects of global society including security issues and utilizing Microsoft Windows, Word, Excel, Access, Power Point and the Internet to equip students with basic computer skills necessary for their academic and professional careers. It will serve as the first course to be taken by any computer science major, may satisfy a computer science requirement for another discipline, is a university transferable course and meets the computer proficiency requirements mandated by the Oklahoma State Regents for Higher Education.

CSCI 1263 - Network Fundamentals

This first course in the network curriculum provides a general introduction to networking. Topics will include an overview of the hardware and software needed for network connectivity including personal computer operating systems, network media and topology, network card configuration and installation, communication protocols and standards. This course provides for hands-on interaction with network related hardware and software. The focus will include coverage of Comp TIA'S objectives for the Network+ certification exam. Prerequisite: CSCI 1203 or instructor approval. Recommended: CSYS 2023 and CSCI 2143.

CSCI 1273 - Customer Support

Designed to show how customer support positions provide guidance and assistance in both consulting and troubleshooting roles within a helpdesk environment. Guidance in educating the user community based upon current hardware/software products. Understanding the importance of developing a better understanding of a customer's business environment and troubleshooting/resolving the customer's problems as quickly as possible. Develop troubleshooting and problem solving techniques to distinguish between communication vs. equipment hardware/software problems and be able to effectively communicate with non-technical users over the telephone. Prerequisite: CSCI 1263

CSCI 1483 - Introduction to UNIX (Linux)

An introduction to UNIX operating system with specific reference to UNIX commands, the UNIX file structure, editors, and shell programming. Includes an introduction to system administration and security. Prerequisites: CSCI 1203 or instructor approval.

CSCI 1531 - Introduction to Excel

This course is designed for the beginning spreadsheet student. Instruction will focus on the set-up and elementary operations of using and building spreadsheets and workbooks. Prerequisite: CSCI 1011 or CSCI 1641 or instructor approval.

CSCI 1541 - Advanced Excel

A brief review of the basic spreadsheet operations will be covered. Emphasis will be on data commands and shortcuts. Add-In options and macros will be discussed. Prerequisite: CSCI 1531 or CSCI 1203 or instructor approval.

CSCI 1551 - Introduction to Word

This course is designed for the beginning word processing student. Instruction will focus on the set-up and elementary operations of creating and using documents. Prerequisite: CSCI 1011 or CSCI 1641 or instructor approval.

CSCI 1561 - Advanced Word

Review basic word processing operations with emphasis on assembling and merging documents. Includes shortcuts, styles, macros, and creating templates. Prerequisite: CSCI 1551 or CSCI 1203 or instructor approval.

CSCI 1571 - Introduction to Access

This course is designed for the beginning database student. Instruction will focus on the set-up and elementary operations of creating and using a database. Queries and reports will be generated. Prerequisite: CSCI 1011 or CSCI 1641 or instructor approval.

CSCI 1641 - Windows

This course is a hands-on introduction to the Windows operating system. The student will learn how to set-up and configure the Windows environment plus launch and run multiple applications. Many of the basic features and operations that are performed in most Windows applications will be demonstrated and practiced. Prerequisite: CSCI 1011.

CSCI 1711 - Introduction to PowerPoint

This course is designed for the beginning student. Instruction will be on developing slide presentations, speaker notes, handouts and flyers. Guidelines for effective presentation will be discussed. Prerequisites: CSCI 1011 and CSCI 1641 or CSCI 1203.

CSCI 1721 - Applied Integrated Software

The student must have basic integrated spreadsheet knowledge. The study of the integration of the functions of the package including the development and use of charts will be provided through lecture and lab activities.

CSCI 1901 - Beginning UNIX (Linux)

A practical introduction to the UNIX operating system, with emphasis on creating and manipulating files and using basic commands. Includes an introduction to shell programming. Prerequisite: CSCI 1011 or instructor approval.

CSCI 2013 - Word

This course offers an in-depth coverage of the concepts and techniques required to create complex documents for business use and to assist in the preparation for the Microsoft Office Specialist Word expert exam. Prerequisite: CSCI 1203 or instructor approval.

CSCI 2033 - Excel

This course provides an in-depth coverage of the concepts and techniques required to use a spreadsheet to express, analyze, and solve business-related problems and to assist in the preparation for the Microsoft Office Specialist Excel expert exam. Prerequisite: CSCI 1203 or instructor approval.

CSCI 2043 - Access

This course covers the topics required to create, update, and query a database and generate reports and to assist in the preparation necessary for the Microsoft Office Specialist Access core exam. Prerequisite: CSCI 1203 or instructor approval.

CSCI 2073 - Ethics in Information Technology

This course will cover ethical decision making, privacy, computer and Internet crime, intellectual property, freedom of expression, software development, social networking, computer and network security, computer reliability, and the professional ethics forum that ties them together. Ethical scenarios, cases and current events items are used to provide a broad practical awareness of the ethical issues.

CSCI 2133 - Introduction to JAVA

An introduction to how Java language is used to develop highly portable applications and applets. Topics will include data objects exceptions, threads, and the Abstract Windows Toolkit. Prerequisites: CSYS 1203 and CSCI 2473 or CSCI 2843 or instructor approval.

CSCI 2143 - A+ II

This course deals with the most current Windows operating systems, Mac OS and Linux. Topics include installation, maintenance and common features. Introduction to virtualization, security, common threats, vulnerabilities and preventative methods will be covered, along with software troubleshooting, tools and best practices. Occupational procedures will include safety, environmental concerns, ethics, professionalism and troubleshooting theory. This course will prepare the student to take and pass the second of the two required CompTIA exams to gain A+ certification. As the Comp TIA exam is modified to meet industry needs, this course will also be modified to cover the new topics in the exam Prerequisite: CSCI 1203 or instructor approval.

CSCI 2163 - Windows Operating Systems

This course covers a state-of-the-art operating system environment. Major areas to be studied will include coverage of installation procedures, customizing desktops, security issues, file management, network/internet connectivity, managing programs/hardware/digital media, maximizing performance, and some troubleshooting techniques. Prerequisite: CSCI 1203.

CSCI 2283 - Visual Basic

The Visual Basic language is presented with the students creating applications that will run in the Windows environment. Topics include event processing techniques, incorporating GUI objects and menus into an application and discussion of application specific commands and functions.

CSCI 2473 - C Language

The C programming language is presented with emphasis on applications as a portable, "mid-level" language. The student will write several programs utilizing the important features of C such as functions, structures, pointers, recursion and bit-operations. Students should have a working knowledge of the operating system in which they will be interacting. Prerequisite: CSYS 1203 or instructor approval.

CSCI 2483 - PowerPoint / Multimedia

This course provides comprehensive coverage of the concepts and techniques to create presentations suitable for professional purposes, to understand the underlying functionality of presentation software, and to assist in the preparation for the Microsoft Office Specialist PowerPoint comprehensive exam. Prerequisite: CSCI 1203 or instructor approval.

CSCI 2653 - Database for UNIX (Linux) Systems

An introduction to UNIX database software including how to create, update, and query a database, generate reports, set up a command file, and organize a database. Prerequisites: CSCI 1483 and a 3-credit hour programming class, or instructor approval.

CSCI 2683 - Data Structures

Advanced programming techniques and concepts using the C programming language. Topics will include algorithm analysis and design, memory management, software engineering concepts and standard data structures including linked lists and binary trees. Prerequisite: CSCI 2473 or instructor approval.

CSCI 2753 - Introduction to Networking

This course is designed for the student majoring in microcomputer programming, microcomputer software applications, or mainframe programming. It provides an overview of networks in a computer environment. Topics will include installation and configuration of software and hardware components of a network, typical network configurations, and file and software sharing. Hands on experience will be provided on a typical network in the lab. Prerequisite: CSCI 2163 or instructor approval.

CSCI 2773 - Advanced Database for UNIX (Linux) Systems

Continued instruction in the creation and use of UNIX databases, including performance improvement techniques. Prerequisite: CSCI 2653.

CSCI 2783 - Advanced UNIX (Linux)

Continued instruction in the UNIX operating system, including system administration functions. Emphasis will be placed on setting up and maintaining file systems, networks, devices, and users. This course helps prepare the student to take the current CompTIA Linux + certification exam. Prerequisite: CSCI 1483 or instructor approval.

CSCI 2843 - C++ Programming Language

Programming techniques in object-oriented programming, including data abstraction, inheritance, polymorphism, and dynamic object creation. Emphasis will be placed on the reusability of objects and the focus on object concepts as they deal with future program maintenance. Prerequisite: CSYS 1203 and CSCI 2473 or instructor approval.

CSCI 2873 - Advanced C++

This course is intended to strengthen a student's ability to design an object oriented system and implement that system on a Windows based platform. The class will concentrate on conforming to industry-standard user and system interface guidelines to build potentially commercial level products. Prerequisite: CSCI 2843 or instructor approval.

CSCI 2953 - Analysis/Solution Architecture

This course is designed to help prepare for the Solution Architecture component of the Microsoft Certified Solutions Developer certification exam. Topics include how to gather, analyze, and present business processes and requirements and the use of appropriate Microsoft® Solutions Framework (MSF) models and processes to create conceptual, logical and physical designs for a business solution. Students will learn how to select suitable technologies and architectures for their solution, based on trade-off analysis.

CSCI 2983 - Information Technology Capstone/Internship

The Information Technology Capstone/Internship is designed to assist students in developing the specialized skills necessary to succeed in a business or corporate setting. The course can include working at a company as an intern, creating a project assigned by faculty, developing a portfolio that contains the projects completed from course work and/or a Capstone project. Students will be under the supervision of faculty. Students will spend 12 hours per week at an internship site or working on a project. Prerequisites: Students must have completed 75% of their curricular requirements, completed the application process, and obtained instructor permission to enroll.

CSCI 2990 - Selected Topics in Computer Science

The study and/or analysis of a selected topic in Computer Science. May be repeated with a different topic.

CSYS 1013 - HTML and CSS

Hypertext Markup Language (HTML) and Cascading Style Sheets (CSS) will be presented along with the introductory principles of website design. Projects will include the creation of a variety of different types of web pages and websites, advocating accessibility and efficiency principles and techniques. Prerequisite: CSCI 1203.

CSYS 1022 - MS Word for Medical Documents

This course provides introductory word processing skills for medical professionals. Creating, formatting, editing, and illustrating documents; creating tables, forms, and templates; and collaborating on documents will be covered.

CSYS 1103 - Introduction to Computer Electronics

Electronic principles used in microcomputers, including elements from DC, AC, Digital Electronics, and Microprocessors. Prerequisite: CSCI 1203.

CSYS 1133 - Oracle: Introduction to SQL

This course offers an extensive introduction to data server technology. The course covers the concepts of relational databases and the SQL languages. Demonstrations and hands-on exercises reinforce the concepts. Prerequisite: CSCI 1203 or instructor approval.

CSYS 1203 - Introduction to Computer Programming

This course is a required prerequisite for all programming classes and will serve as an introduction to structured programming techniques. Topics to be covered include flowcharting, pseudo code, sequence, selection, iteration, arrays, I/O, principles of problem solving, debugging, documentation and good programming practice. Topics will be applied using an appropriate programming language. Prerequisite: CSCI 1203 or concurrent enrolllment.

CSYS 1211 - Introduction to MAC OS

This course is a hands-on introduction to the MacIntosh operating system. The student will learn to setup and configure as well as launch and run multiple applications in the Mac environment. Basic features and operations performed in Mac applications will be demonstrated and practiced, including file management techniques. Offered fall and spring terms.

CSYS 1393 - Web Design and Marketing

Introduction to website creation and marketing related to E-Commerce business. Topics may include market research, usability issues, and design guidelines, including importance of logos, psychology of color, product promotion and cost factors. Develop and test a website using web development software. Prerequisite: CSCI 1203. MKTG 2423 is recommended. Crosslisted with MKTG 1393.

CSYS 1443 - Electronic Commerce

This course will examine the foundation, operation and implications of the Internet economy. Course content may include such topics as Internet technologies, privacy, security, online market mechanisms, interaction with customers, electronic publishing, electronic shopping, knowledge-based products, pricing in the Internet economy, database issues, online auctions and e-marketplaces, intellectual property, policies, ethics for the Internet economy, emerging technologies and an outlook for the new economy. Prerequisite: CSCI 1203 or instructor approval. Crosslisted with MKTG 1443.

CSYS 1793 - Mobile Development - iPhone

A hands-on introduction to designing, developing, debugging and testing mobile applications using Objective C and targeting the iPhone mobile device. Among the topics to be covered: using Core Graphics and Core Animation to customize UI components, using the iPhone's built-in accelerometers, and integrating your application with other iPhone applications and services. Prerequisite: CSCI 2473 or instructor approval.

CSYS 2013 - Webserver Administration

Study methods of building, maintaining, monitoring and controlling a website, including architecture of websites and integration with other servers. Explore security issues, firewall options and current web server software. Prerequisites: CSYS 1203, CSCI 1203, and CSCI 1263.

CSYS 2023 - A+ I

This course covers three basic areas: computer hardware, networking, and mobile devices. Learning will be focused on skills across those three areas, including identifying, comparing, contrasting, appropriate selection to meet customer needs, installation, configuration and troubleshooting. This course will prepare the student to take and pass the first of the two required CompTIA exams to gain A+ certification. As the CompTIA exam is modified to meet industry needs, this course will also be modified to cover the new topics in the exam. Prerequisite: CSCI 1203 or instructor approval.

CSYS 2033 - Scripting

Course objectives consist of learning the JavaScript scripting language and how it is used to create dynamic content for web pages through the use of variables, functions, objects and events along with data types and operators. Also covered will be the use of the JavaScript language to process web page based forms, animations, cookies, and implementing web page security. Prerequisites: CSYS 1013 or concurrent enrollment.

CSYS 2063 - Windows Server Administration

Students will perform server installation and operations of networking services, Active Directory services, monitoring and troubleshooting, as well as gain an understanding of the operating system functions and capabilities. Microsoft's objectives and certification guidelines will be covered. Prerequisite: CSCI 1263 or instructor approval.

CSYS 2073 - MS Office

An in-depth treatment of the Microsoft Office product. Access, Excel, Word, and PowerPoint will be used separately and as an integrated part of Office. Emphasis will be placed on hands-on training. Prerequisite: CSCI 1203 or instructor approval.

CSYS 2153 - Advanced XHTML Technologies

This course focuses on the development of multimedia-intensive, platform independent web pages for conventional Internet, Intranet, and Extranet based applications. Topics will include DHTML, CSS, client-side scripting, XML, and multimedia. Prerequisite: CSYS 1013.

CSYS 2223 - Graphical User Interface Development

Students will learn how to design, develop and evaluate interactive application interfaces. Topics include: events, regular expressions, exception handling, debugging, and testing. Prerequisite: CSYS 2613.

CSYS 2273 - Internet Business Applications

An introduction to the development of applications that can be used in a web-based environment. Topics can include Active Server Pages, JAVA Server Pages, and DCOM development. Prerequisite: CSYS 1013.

CSYS 2293 - Social Media

Explore the use of Social Media for business and personal use. Develop a Social Media marketing plan for a business. Prerequisite: CSCI 1203; MKTG 2423 recommended. Crosslisted with MKTG 2293.

CSYS 2323 - Outlook

This course covers the topics necessary to utilize a powerful integrated messaging, scheduling, and information management tool and to assist in the preparation necessary for the Microsoft Office Specialist Outlook core exam. Prerequisite: CSCI 1203 or instructor approval.

CSYS 2343 - Visual Basic for Applications

The Visual Basic for Applications language is presented with emphasis on how to record, edit, and write VBA macros and procedures for use with word processing, spreadsheet, and database applications. Specific topics include automating routine applications tasks, automating OLE and other types of data exchanges between applications programs, and writing complete programs that handle all aspects of performing complex tasks. Prerequisites: (CSCI 2013 and CSCI 2033) or (CSCI 2013 and CSCI 2043) or (CSCI 2033 and CSCI 2043) or instructor approval.

CSYS 2383 - Implementing and Supporting TCP/IP

Course covers installation, configuration, use, and support TCIP/IP, to include: protocol suite components, IP addressing, subnet masks, DHCP, LMHOSTS, WINS, DNS, SNMP. Prerequisite: Instructor approval.

CSYS 2413 - Advanced JAVA

This is an advanced programming course that emphasizes JDBC and advanced client server programming techniques in JAVA. Prerequisite: CSCI 2133 or instructor approval.

CSYS 2433 - Microsoft Exchange Server

Course covers installation and configuration of Exchange Server and clients, to include: public folders, replication of folders, forms, Internet mail, Netware connectivity. Prerequisite: Instructor approval.

CSYS 2463 - PHP Programming

Course objectives consist of learning the PHP scripting language and how it is used to create dynamic content for web pages through the use of variables, functions, and objects along with data types and operators. Also covers the use of the PHP language to: process web page based forms, read and write cookies, perform service side file I/O and access databases. Prerequisite: CSYS 2033.

CSYS 2493 - Principles of Information Assurance

Introduction to all areas of information assurance, including attackers and techniques, policies & procedures, hardening of operating systems, applications, and networks, email and web security, cryptography, public key infrastructures, operational security, and recovery of digital evidence (forensics). Students will perform numerous hands-on labs. This course prepares students to take the CompTIA Security+ certification exam. Prerequisite: CSCI 1263 or instructor approval.

CSYS 2503 - ASP.NET

This course will teach students how to use ASP.NET to create data driven web pages. Topics will include a brief overview of MS-SQL Server and Internet Information Server, creating web pages that dynamically display, insert, update, and delete records from a SQL Server database and use Crystal Reports to present data on a web page. Programming techniques are presented that enhance Rapid Application Development for web based programs. Prerequisite: CSCI 2283 or instructor approval.

CSYS 2563 - Enterprise Security

Information security for the entire organization from a management perspective. Topics include the history and development of computer and network security, system development life cycle, user needs, threats, attacks, risk analysis and management, legal & ethical issues, policy & procedure development, converged network security, cryptology, tools & techniques, physical security, operational security, implementation & administration, personnel security, contingency planning, incident handling and disaster recovery. Students will complete several projects to help reinforce the material. Prerequisite: CSCI 1203

CSYS 2603 - Mobile Web Design

This course will focus on creating websites that are optimized for mobile devices. Topics covered will include designing for the mobile web, the mobile first design philosophy, responsive design, and touch based design patterns. Technologies and techniques used will include, but are not limited to, HTML, CSS, Javascript, progressive enhancement, device detection, media and storage APIs, and geolocation. Prerequisite: CSYS 2033.

CSYS 2613 - C# Programming

An introduction to C# and the .NET Framework. Topics will include exception handling techniques, C#-based GUI development, multithreading, strings, characters, regular expressions, graphics, files and streams. Prerequisites: CSYS 1203 or instructor approval

CSYS 2623 - Mobile Development - Advanced iPhone

This course is a continuation of CSYS 1793 - Mobile Development - iPhone. It focuses on advanced mobile application development topics including OpenGL, Core Graphics, Core Animation, Web Services, Networking, and Instruments. Prerequisite: CSYS 1793

CSYS 2643 - Database Design and SQL

Course covers the design and creation of relational databases using the Structured Query Language including performing analysis of data needs, establishing table structures, defining and working with keys, defining field specifications, establishing and working with table relationships, defining business rules, creating views, and managing data integrity. Prerequisite: CSYS 1203 or instructor approval.

CSYS 2703 - Computers in the Law

A beginning class covering the use of computer applications in legal organizations designed to introduce the use of computer software and hardware; word processing; databases; timekeeping and billing; docket control; case management; litigation support; computer-assisted research; courthouse-related applications; and specialized legal software. Prerequisite: CSCI 1203 or instructor approval.

CSYS 2783 - Advanced C# Programming

Course builds on the material from the introductory C# programming course and includes graphical interface development using C#, event driven programming, custom controls, advanced OO concepts, using the pre-processor, exception handling, and unit testing. Prerequisite: CSYS 2613 or instructor approval.

CSYS 2793 - Mobile Development - Android

A hands-on introduction to designing, developing, debugging and testing mobile applications using Java and targeting Android-based mobile devices. Among the topics to be covered: taking advantage of Android's APIs for data storage, retrieval, user preferences, files, databases, and content providers, and using Android's communication APIs for SMS, telephony, network management, and Internet resources. Prerequisites: CSCI 2133 or instructor approval

CSYS 2813 - Mobile Development - Windows Mobile

A hands-on introduction to designing, developing, debugging, and testing mobile applications using C# and targeting Windows Mobile-based devices. Among the topics to be covered: designing and developing a user interface that responds to different screen resolutions, sizes, and orientations; creating and connecting to SQL Server Compact Edition databases in order to perform transactions; exchanging data with a Web Page from a mobile application by using HTTP; and calling a Web service from a mobile application. Prerequisites: CSYS 2613 or instructor approval.

CSYS 2823 - Mobile Game Development

The student will learn the basics of mobile game development as well as the process for marketing and distribution for both the iOS and Android platforms. This is an advanced hands-on development class that requires prior development knowledge of either the iOS or Android platforms. Prerequisites: CSYS 1793 and CSYS 2793.

CSYS 2843 - Mobile Development Capstone

The final course in the Mobile Computing Development degree sequence. With a focus on incorporating skills learned throughout the degree sequence, students will develop a professional mobile solution while working with clients in the community. Prerequisites: CSYS 1793 and CSYS 2793.

CSYS 2853 - Ruby

This course will familiarize students with use of the Ruby programming language and environment and will cover the creation and use of variables and constants, control structures, blocks and iterators, classes and objects. Prerequisite: CSYS 1203 or CSYS 2033 or instructor approval.

CSYS 2863 - Rails I

This course will teach students the basics of designing and implementing web applications using the model/view/controller design pattern with the Ruby on Rails framework. Students will be taught how to perform migrations, work with object relational mappings, work with routing, perform ajax operations, and perform test-driven development. Prerequisites: CSYS 2853 and CSYS 2033 or instructor approval

CSYS 2873 - Rails II

The second Rails course teaches students more advanced concepts and techniques that can be incorporated into Ruby and Rails-powered Websites. Topics will include Web services through Rails, incorporation of Rails javascript helpers and AJAX functionality, unit and function testing and test-driven development, as well as other selected topics. Prerequisite: CSYS 2863 or instructor approval.

CSYS 2943 - Windows Server Advanced Administration

Provides more in-depth knowledge of the day-to-day activities of Windows Server Administration to include Microsoft specific topics of deploying, managing and maintaining servers. Students will learn to configure and manage the following: file and print services; network services and access; Network Policy Server Infrastructure, Active Directory; and Group Policy. Microsoft objectives and certification guidelines will be covered. Prerequisite: CSYS 2063 or instructor approval.

CSYS 2953 - Windows Server Advanced Services

Students will gain knowledge of the advanced services available within the Windows Server operating system. Specific topics of high availability, file and storage solutions, business continuity, disaster recovery, network services, Active Directory infrastructure, and Identity and Access Solutions are covered. Microsoft objectives and certification guidelines will be covered. Prerequisite: CSYS 2063 or instructor approval.

CSYS 2990 - Selected Topics in Computer Science

The study and/or analysis of a selected topic in Computer Science. May be repeated with a different topic.

Criminal Justice

CRIM 1013 - Introduction to Criminal Justice

An examination of the historical development of law enforcement. Fundamental functions of federal, state, and local law enforcement agencies. The trend toward professionalism.

CRIM 1213 - Police Fundamentals

Theory and basic knowledge necessary to enable a beginning peace officer to perform field services. Emphasis on authority, ethics, arrest, evidence, public relations, preventive patrol, crimes, and basic criminal procedure. Prerequisite: State certification as peace officer.

CRIM 1253 - Police Methods and Equipment

Methods and equipment necessary to enable a beginning peace officer to perform field services. Prerequisite: State certification as peace officer.

CRIM 2023 - Traffic Investigation

A study of traffic enforcement, education, and engineering with primary emphasis on techniques, traffic accident investigation analysis, and selective enforcement.

CRIM 2063 - Law Enforcement Supervision

The essentials of supervision with primary emphasis toward the supervisor's role in planning, budgeting, training, methods of improving leadership, and awareness of the managerial role.

CRIM 2103 - Criminal Evidence

The law, rules, and kinds of evidence. Admissible evidence for criminal prosecution.

CRIM 2113 - Criminalistics

Basic criminalistics designed to develop proficiency in the scientific detection, collection, and preservation of evidence in criminal investigation. Forensic science from a practical, rather than theoretical point of view. Prerequisite: CRIM 1013.

CRIM 2123 - Criminal Law I

An examination of the nature of the criminal act. Classification of crimes, necessary elements, and defenses. Consideration of the effects of case decisions on criminal law.

CRIM 2133 - Introduction to Crime Scene Investigation

This course is designed to familiarize the student with the collection of physical evidence at the scene of the crime. The course will emphasize the crime scene search, the recognition of physical evidence, the techniques and methods for collection, preservation and transmission for laboratory analysis of visible and latent evidence.

CRIM 2143 - Criminal Law II

The substantive criminal law defining common law and statutory offenses and punishments. Prerequisite: CRIM 2123.

CRIM 2183 - Police Equipment and Weapons

A study of the various types of equipment and weapons used in law enforcement.

CRIM 2213 - Interrogation Techniques

Basic fundamentals of proper techniques of interrogation, interview, case preparation, and courtroom testimony.

CRIM 2223 - Criminal Procedures I

The control machinery of criminal law from investigation to pardon. Problems incident to investigation, search and seizure, arrest, trial, judgment, and disposition of persons suspected and/or accused of criminal acts.

CRIM 2333 - Criminal Procedures II

A hybrid course presented in lecture, independent and on-line study requiring service learning/internship in a field-study environment. The course includes review and preparation of common documents in law enforcement including a case report, affidavit of probable cause, and a search warrant with accompanying documents. Prerequisite: CRIM 2223 or concurrent enrollment.

CRIM 2990 - Selected Topics in Criminal Justice

The study and/or analysis of a selected topic in Criminal Justice. May be repeated with a different topic.

Dental Hygiene

DHYG 1012 - Dental and Oral Anatomy

This course includes anatomy of the oral structures, tooth morphology, dental anomalies, and physiology of occlusion. Prerequisite: Acceptance into the Dental Hygiene Program. Includes lab component.

DHYG 1022 - Head and Neck Anatomy

Gross anatomy of the head and neck with emphasis on osteology, circulation, innervation and musculature as these structures relate to the clinical practice of dental hygiene. Prerequisite: Acceptance into the Dental Hygiene Program.

DHYG 1302 - Oral Embryology and Histology

Embryonic development and microscopic anatomy of human body systems with emphasis on the oral structures. Prerequisite: Acceptance into the Dental Hygiene Program.

DHYG 1333 - Pathology, Etiology and Immunology

This course provides an overview of the principles of general pathology, the study of pathology of organ systems of most importance to the dental hygienist and an in-depth study of pathology of the head, neck, and oral structures. The course includes the etiology of disease, host responses of inflammation, repair and immunology, and common clinical features of disease. It emphasizes visual differentiation between normal and abnormal tissues and conditions Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better.

DHYG 1353 - Periodontology

This course is designed to provide the student with a thorough understanding of the role of the dental hygienist in the treatment of periodontal disease. The normal periodontinum, pathogenesis and etiology of periodontal disease will be reviewed. This course also includes host response and periodontitus as a manifestation of systemic diseases along with incorporating an evidence-based approach to periodontal care. Assessment, planning implementing and maintenance strategies for the prevention and treatment of periodontal diseases are also presented. Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better.

DHYG 1363 - Dental Hygiene Theory I

Introduction to the dental hygiene profession. Principles of ethical and professional behavior are presented along with professional responsibility. This course includes dental terminology, basic principles of infection control (standard precautions), oral health services to patients with bloodborne infectious diseases and concepts of oral hygiene. The course will also include patient management and disease prevention, patient health education, dental deposits and their significance in oral disease, the dental hygiene plan, care and maintenance of implants, introduction to oral inspection procedures (extra/intra oral examination, examinations of teeth and surrounding periodontal structures), along with obtaining medical/dental histories and vital signs. Prerequisites: Acceptance into the Dental Hygiene Program.

DHYG 1373 - Dental Hygiene Theory II

This course includes an overview of dental specialties; procedures for medical and dental emergencies; oral health care services to patients with bloodborne infectious diseases; and concepts of planning dental hygiene care for child, adolescent, adult, and older adult/geriatric patients. Also included in this course are the rationale and use of instrument sharpening, tobacco use cessation, the ultrasonic scaler, and desensitization. Another component of the course includes outside observation with selected dental offices. Laboratory hours will be announced in the course syllabus. Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better.

DHYG 1384 - Clinical Dental Hygiene I

This course includes the preclinical laboratory experience designed to develop thorough and efficient dental instrumentation techniques for comprehensive oral hygiene services. It includes clinical concepts of patient education and treatment, the setup and care of equipment and instruments, aseptic technique and the prevention of disease transmission, taking medical/dental histories and vital signs, inspection of oral hard and soft tissues, dental charting procedures, and instrumentation skills. Preclinical experience will be gained through mannequins and student partner practice. Prerequisites: Acceptance into the Dental Hygiene Program and current certification in basic life support for healthcare providers. Material fees required.

DHYG 1394 - Clinical Dental Hygiene II

Application of clinical techniques, skills, and current procedural practices of the dental hygienist with emphasis on self-evaluation. Focus will be on integrating knowledge into individualized patient treatment plans that may include: patient motivation/education to include selection of appropriate oral health products and tobacco cessation counseling if necessary, charting/data gathering skills, data processing support, instrumentation techniques/skills, power scaling utilization, desensitization, administration of local anesthesia, administration of nitrous oxide/oxygen analgesia, as well as fluoride applications. In addition, a weekly group discussion of selected topics will be conducted in a colloquium format. Course includes 180 clinical hours. Prerequisites: Current certification in Basic Life Support for Healthcare Providers and successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better. Materials fee required.

DHYG 1412 - Dental Radiography Foundation

A study of the physical and chemical properties of X-radiation, biological effects of X-rays, materials, radiographic analysis, and procedures. Prerequisites: Acceptance into the Dental Hygiene Program.

DHYG 1421 - Dental Radiography Techniques

The student will receive practical experience in radiography techniques, evaluation, and interpretation, care of equipment, radiation safety and infection control. Prerequisites: Acceptance into the Dental Hygiene Program. Includes lab component.

DHYG 1512 - Dental Pain Management

Introduction to dental pain management therapies with emphasis on administration of Nitrous Oxide/Oxygen sedation and local anesthesia. Prerequisites: Current certification in Basic Life Support for Healthcare Providers and successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better. Includes lab component.

DHYG 1532 - Dental Hygiene Pharmacology

This course includes an introduction to the basic principles of drug actions and interactions, emphasizing dental-related therapeutics and drugs associated with common system disorders. Also included in this course are the indications and procedures for use of emergency drugs that are commonly used in dentistry. Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better.

DHYG 2022 - Special Needs/Geriatrics

Focus is on the management of older adult/geriatric patients and those patients whose medical, physical, psychological, or social situations make it necessary to modify normal dental routines in order to provide dental treatment for those individuals. These individuals include, but are not limited to, people with developmental disabilities, complex medical problems, and significant physical limitations. Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better.

DHYG 2312 - Community Dental Health I

This course is designed to prepare students to promote oral health and prevent oral disease through organized community-based efforts. Topics presented include: the role of the dental public health professional; epidemiological patterns of oral diseases; evidence based decision making; research methodology; biostatistics and governmental influences in the oral health care delivery system. Additional topics included are principles in program assessment, planning, implementation, and evaluation. The concept of cultural competency, social responsibility, service-learning, and ethical and legal principles are also introduced. Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better.

DHYG 2321 - Community Dental Health II

This course provides practice experience within the community for developing, implementing and evaluating dental health projects. Students will participate in dental screenings, table clinics, school health oral presentations and other community-based projects. Prerequisites: Current certification in Basic Life Support for Healthcare Providers and successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better.

DHYG 2343 - Dental Materials, Techniques and Support Services

Presentation of procedures and materials used in dentistry, including their chemical composition and physical characteristics. Allows student to perform procedures that fall within the scope of dental hygiene practice, manipulate materials, and explain procedures to patients. Also included are the rationale and use of impressions, study models, sealants and the air polisher. Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better. Includes lab component.

DHYG 2362 - Dental Hygiene Theory III

This course includes concepts and application of non-surgical periodontal therapy, advanced instrumentation skills, planning dental hygiene care for the periodontal patient, reevaluation and maintenance of oral and periodontal health, advanced fulcrum techniques, application of chemotherapeutic agents, insurance coding for dental procedures, dietary analysis and counseling, and cases. Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better

DHYG 2382 - Ethics, Law and Dental Practice Management

This course focuses on preparation for practice and ethical decision making, including principles of professionalism, principles of office management with emphasis on productivity, remuneration, risk management and the concept of the dental health team, jurisprudence, current dental hygiene issues, preparation for board examinations, preparation of personal resumes, and interviewing techniques. Prerequisites: Successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better.

DHYG 2385 - Clinical Dental Hygiene III

Continued development of clinical techniques, skills, and current procedural practices of the dental hygienist with emphasis on self-evaluation. Emphasis on individualized dental hygiene care plans, reevaluation and maintenance of oral and periodontal health status, subsequent treatment needs, referral, risk assessment, expanded functions, dental hygiene case presentations and current advances in dental hygiene services. Clinical application of radiography, non-surgical periodontal therapy and advanced instrumentation techniques, power driven scalers and air polisher utilization, the administration of nitrous oxide/oxygen analgesia and local anesthesia. Students also participate in service learning rotations (up to 16 hours) at selected community sites. In addition, a weekly group discussion of selected topics will be conducted in a colloquium format. Course includes 240 clinical hours. Prerequisites: Current certification in Basic Life Support for Healthcare Providers and successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better. Materials fee required

DHYG 2395 - Clinical Dental Hygiene IV

This course offers continued development of competency in clinical techniques, skills, and current procedural practices of the dental hygienist with emphasis on self-evaluation. Includes continuing clinical application of expanded functions, along with nonsurgical periodontal therapy, re-evaluation and periodontal maintenance strategies. Students also participate in service learning rotations (up to 16 hours) at selected community sites. In addition, a weekly group discussion of selected topics will be conducted in a colloquium format. Course includes 240 clinical hours. Prerequisites: Current certification in Basic Life Support for Healthcare Providers and successful completion of all previous Dental Hygiene (DHYG) coursework with a grade of "C" or better. Materials fee required

DHYG 2990 - Selected Topics in Dental Hygiene

The study and/or analysis of a selected topic in Dental Hygiene. May be repeated with a different topic.

Diagnostic Medical Sonography

DMS 1002 - Introduction to Diagnostic Medical Sonography

This course incorporates an introduction to ultrasound scanning techniques. Students will use ultrasound equipment to practice the principles and protocols to the performance of satisfactory diagnostic sonographic imaging and Doppler procedures in a supervised setting. Also included are basic patient care skills, body mechanics, the rights, and privacy of patients, medical ethics and appropriate oral and written communications. Prerequisite: Admission to Diagnostic Medical Sonography program. Includes lab component

DMS 1103 - Acoustical Physics and Instrumentation I

A study of the principles of diagnostic ultrasound, the fundamental properties of ultrasonic physics, stressing tissue interactions, and interfaces. Focusing characteristics, methods, intensity, and power considerations are introduced along with system resolution considerations. Prerequisite: Admission to the Diagnostic Medical Sonography program.

DMS 1213 - Acoustical Physics and Instrumentation II

A continuation of the study of the properties of diagnostic ultrasound, stressing the operation of diagnostic equipment, the display systems, biological effects and quality assurance methods. Current developments in ultrasound are reviewed, discussed, and evaluated. Prerequisite: Prior DMS coursework with a grade of "C" or better or instructor approval

DMS 1223 - Abdominal Sonography I

This course is an in-depth study in the sonographic imaging of the abdominal viscera and includes sonographic terminology and correlation of the ultrasound findings with clinical laboratory tests. Hands-on lab activities designed to ensure competency in basic scanning skills are included. Prerequisite: Prior DMS coursework with a grade of "C" or better or instructor approval

DMS 1233 - OB/GYN Sonography I

This course includes an in-depth study of the female pelvis with emphasis on the sonographic appearance of its structure and the numerous pathological processes that may affect the gravid and non-gravid uterus. The course will continue to study early pregnancy and its complications and includes a hands on lab designed to ensure competency. Prerequisite: Prior DMS coursework with a grade of "C" or better or instructor approval.

DMS 1242 - Sonography Clinical Practice I

A beginning clinical education experience requiring application of the knowledge learned in the classroom. Professionalism and personal interaction are stressed along with technical competencies. Clinical education occurs in various clinical sites and allows students to experience current clinical practice. Prerequisite: All prior DMS coursework with a grade of "C" or better or instructor approval

DMS 1252 - Sonography Clinical Practice II

A clinical education experience requiring application of the knowledge learned in the classroom. Professionalism and personal interaction are stressed along with technical competencies. Prerequisite: All prior DMS coursework with a grade of "C" or better or instructor approval.

DMS 1263 - Neurosonography and Small Parts Sonography

This course is a study of the sonographic imaging of the premature infant brain and the pathological processes that affect it. Also included are the sonographic evaluations of the prostate, scrotum, thyroid gland, breast and superficial structures. A hands-on lab designed to ensure competency is included. Prerequisite: Prior DMS coursework with a grade of "C" or better or instructor approval.

DMS 2035 - Sonography Clinical Practice III

A clinical education experience requiring application of the knowledge learned in the classroom. Professionalism and personal interaction are stressed along with technical competencies. Prerequisite: Instructor approval or completion of all prior DMS coursework with a grade of "C" and students must sit for the ARDMS SPI exam.

DMS 2123 - Abdominal Sonography II

This course is a continuation of Abdominal Sonography I and is an in-depth study of the abdominal viscera stressing deviations and pathologies. Includes correlation of the ultrasound findings with clinical laboratory tests as well as a hands-on lab designed to ensure competency. Prerequisite: Instructor approval or completion of all prior DMS coursework with a grade of "C" and students must sit for the ARDMS SPI exam.

DMS 2131 - Ultrasound Seminar

This course is a comprehensive review of all aspects of the sonography curriculum to prepare the students for the Board Exams. Prerequisite: Prior DMS coursework with a grade of "C" or better or instructor approval.

DMS 2133 - OB/GYN Sonography II

This course is a continuation of OB/GYN Sonography I which includes the sonographic evaluation of pregnancy and related complications. Emphasis is placed on the detection of fetal anomalies, pathology, and the scan planes necessary for appropriate imaging. This course includes a hands on lab designed to ensure competency. Prerequisite: Instructor approval or completion of all prior DMS coursework with a grade of "C" and students must sit for the ARDMS SPI exam.

DMS 2148 - Sonography Clinical Practice IV

This last clinical education experience progresses the student to an entry level sonographer prepared to enter the workforce. Professionalism and personal interaction are stressed along with technical competencies. Prerequisite: All prior DMS coursework with a grade of "C" or better or instructor approval.

DMS 2153 - Vascular Ultrasound

Venous and arterial anatomy and hemodynamic functions, both normal and abnormal will be stressed. Sonographic imaging techniques for vascular structures and Doppler spectral analysis of normal and pathological patterns will also be studied. Prerequisites: Admission to DMS program and successful completion of all prior DMS course work or proof of prior Sonographic Registry.

Digital Media

DGMD 1103 - Adobe Acrobat

A presentation of key concepts, techniques, and tools found within Acrobat Professional. Emphasis on Acrobat basics, keyboard shortcuts, creating PDF documents, combining files into PDF portfolios, creating PDF documents from web pages, editing PDF files, adding signatures and security, creating media-rich presentations, working with forms, using Acrobat in professional publishing, employing commenting tools, and making documents accessible and flexible. Students are encouraged to obtain Adobe Certified Expert (ACE) status. Offered fall, spring and summer terms.

DGMD 1113 - Adobe Photoshop

Key concepts and techniques plus the more advanced features and tools in the latest software version. Emphasis on the work area, basic photo corrections, retouching and repairing, working with selections, layer basics, masks and channels, correcting and enhancing digital photographs, typographic design, vector drawing, techniques, advanced layering, advanced compositing, and preparing files for the web. Students will learn about the benefits of obtaining Adobe Certified Associate (ACA) and/or Adobe Certified Expert (ACE) status through industry certification. Offered fall, spring, and summer terms.

DGMD 1203 - Adobe Illustrator

Concepts and techniques plus the more advanced features and tools in the latest software version. Emphasis on using Illustrator tools and commands, selecting and aligning, creating and editing artwork, working with type, layers, brushes, and symbols, applying effects. Students are encouraged to obtain Adobe Certified Associate (ACA) and/or Adobe Certified Expert (ACE) certification. Prerequisite: CSCI 1203 or instructor approval. Offered fall and spring terms.

DGMD 1213 - Advanced Photoshop

Learn professional Photoshop techniques to enhance and alter digital photographs and prepare them for web and print distribution using Macintosh computers. Emphasis on masking, layering techniques, video editing, 3d features, and choosing a non-destructive workflow. Students are encouraged to obtain Adobe Certified Associate (ACA) certification. Prerequisite: DGMD 1113 or instructor approval. Offered fall, spring, and summer terms.

DGMD 1223 - Digital Photography

Techniques and procedures of digital photography. Use your own digital camera to input images into the digital environment and use Adobe Photoshop software to enhance, resize, and alter photographs to prepare them for print and online distribution. Emphasis on integration of technical skills and aesthetic expression. Projects require exploration and experimentation. Prerequisite: DGMD 1113 or instructor approval. Offered fall and spring terms.

DGMD 2303 - Adobe Audition

Overview of key concepts, techniques, and tools within Adobe Audition. Emphasis on Audition basics, work area, repairing and adjusting audio clips, editing and enhancing voice-over recordings, sampling, creating background music and loops, exploring effects, working with markers, importing, exporting, and round-trip editing. Students are encouraged to obtain Adobe Certified Expert (ACE) certification. Prerequisites: CSCI 1203 or instructor approval. Offered fall and spring terms.

DGMD 2313 - Adobe InDesign

Overview of key concepts, techniques, and tools. Emphasis on basics, general work area, setting up a document, working with typography, creating text and graphic frames, importing and editing text, preparing styles, importing and linking graphics, mixing swatches and defining color formats, creating tables, working with effects and transparency, preparing master pages, preflighting, packaging, and outputting content for print and digital medium. Additional topics will involve a discussion of the basic principles and elements of design. Students will conceptually develop all projects using a basic creative process. Students are encouraged to obtain Adobe Certified Associates (ACA) and/or Adobe Certified Expert (ACE) certification. Prerequisites: CSCI 1203 or instructor approval. Offered fall and spring terms.

DGMD 2323 - 2D Animation

Develop skills in the use of industry-standard software to develop storyboards and two dimensional animation, including creating, importing, and sequencing media elements to create multimedia presentations. Emphasis on conceptualization, creativity, and visual aesthetics. Explore storytelling through animation and push boundaries of the imagination. Students are encouraged to obtain Adobe Certified Associate (ACA) certification. Prerequisite: CSCI 1203 or instructor approval. Offered fall term only.

DGMD 2333 - Digital Video I/Final Cut Pro

Overview of basic digital video editing techniques and principles. Gain hands on experience in video capture and editing using Final Cut Pro nonlinear video editing software. Prerequisite: JRMC 2573 or instructor approval. Offered fall term only.

DGMD 2343 - 3D Graphics Using Lightwave

Study terminology, principles, techniques, and tools relating to the creation of ray-traced 3D images using Newtek Lightwave. Learn to creatively concept, design, model, surface, and render 3D objects and environments. Topics include exploration of modeling tools, texture mapping, camera and light rigging, plugins, and rendering techniques. Additional topics will involve an overview of standard projects, preparing models for 3D printing, and key-frame techniques to produce a basic animated camera fly-through. Prerequisite: CSCI 1203 and DGMD 1113 or instructor approval. Offered fall term only.

DGMD 2353 - Adobe Premiere

Overview of key concepts, techniques, and tools. Emphasis on basics such as importing, editing, working with audio, creating transitions, and producing titles. Additional topics will involve multi-camera editing, DVD with menu compilation, time-remapping techniques, effects, and compressing video for handheld devices such as mobile phones, iPods, PSPs, and smartphones. Basic script and storyboard techniques will be discussed for the creative development of all video projects. Students are encouraged to obtain Adobe Certified Expert (ACE) certification. Prerequisites: CSCI 1203 or instructor approval. Offered fall and spring terms.

DGMD 2393 - Graphic Design Capstone

Develop a personal brand identity system, employment strategy, and portfolio showcase. Study and obtain Adobe Certified Associate (ACA) status. Students must have completed 75% of their curriculum requirements and obtained instructor permission to enroll. Offered fall and spring terms.

DGMD 2413 - Adobe Dreamweaver

Overview of key concepts and techniques plus more advanced features and tools in the latest version of the software. Emphasis on basics, customizing workspace, applying cascading style sheets, working with text, designing with images, inserting links, crafting page layouts, creating interactive pages, constructing forms, adding multimedia, publishing to the web, increasing productivity with templates, and working with code. Students are encouraged to obtain Adobe Certified Associate (ACA) and/or Adobe Certified Expert (ACE) certification. Prerequisites: CSYS 1013 and DGMD 1113; or instructor approval. Offered fall and spring terms.

DGMD 2423 - Adobe After Effects

Overview of key concepts, techniques, and tools with emphasis on basics, work area, creating animation using effects and presets, working with kinetic typography synchronizing audio layers, working with shape layers, working with masks, animating with the puppet-pin tools, keying, performing color correction, exploring 3D elements, using 3D effects, nesting, rotoscoping, motion tracking, stabilizing, and rendering. Principles of design and motion graphics will be shared. Basic script and storyboard techniques will be discussed for the creative development of all animated narratives. Students are encouraged to obtain Adobe Certified Expert (ACE) status. Prerequisites: CSCI 1203 or instructor approval. Offered fall and spring terms.

DGMD 2433 - Digital Video II/Final Cut Pro

Continuation of DGMD 2333. Integrate graphics, audio, animation, and special effects into digital video projects. Use Final Cut Pro video editing software on Macintosh platforms. Prerequisite: DGMD 2333 or instructor approval. Offered spring term only.

DGMD 2443 - 3D Animation Using Lightwave

Study terminology, principles, tools, and techniques relating to the production 3D animated content using Newtek Lightwave. Model, rig, and animate characters, vehicles, and particle systems within a dynamic environment. Topics will include keyframe animation, using paths, physical dynamics, and procedural animation techniques. Fundamental principles of animation will be shared. Basic script and storyboard techniques will be discussed for the creative development of all animated narratives. Prerequisites: DGMD 2343 or instructor approval. Offered spring term only.

DGMD 2493 - Graphic Design Internship

Practical, hands-on learning through professional work experience and supervision. Students will complete an approved 180-hour (60 hours per credit) on-site work experience. Instructor approval required. Prerequisite: DGMD 2393. Offered fall and spring terms.

Drafting and Computer-Aided Design

DRFT 1324 - Engineering Drawing with CAD

This introductory course for the beginning drafter includes such topics as drafting room practices, graphical geometry, orthographic projection, dimensioning, and perspective views. Emphasis is placed on developing the abilities of three dimensional vision, graphic communication skills, and lettering. Dimensioning is taught to ASME standards. Course also includes introduction to AutoCAD. Includes lab component.

DRFT 1363 - Civil Drafting and Design

This course introduces the different drawings used in the field of Civil Engineering. Typical subjects covered include project stationing, development of roadway; storm sewer; sanitary sewer; water line and drainage structure plan and profile sheets, plotting drawings from survey field notes, contour interpolation and cross-sections. Prerequisites: DRFT 1324 and MATH 1513 or MATH 1454. Includes lab component.

DRFT 1442 - Descriptive Geometry

Study geometric projection of lines, points, and planes in AutoCAD. Solve related drafting problems. Study space relations that points, lines, and planes share in forming any given shape. Prerequisite: DRFT 1324 or DRFT 2204.

DRFT 2043 - CATIA Fundamentals

This course is designed to familiarize the student with the functional skills required to employ CATIA in a project orientated environment. Instruction will be provided covering the basic concepts needed to use CATIA to create part models, file functions, and analysis. Basic Windows skills and an understanding of Basic Drafting is highly recommended. Includes lab component.

DRFT 2053 - CATIA Solids and Surfacing

This course is designed to familiarize the student with the advanced skills required to employ CATIA's Surfacing and Solid functions in a project orientated environment. Instruction will be provided covering the concepts needed to use CATIA to create part models, file functions, and analysis. Prerequisite: DRFT 2043/ENGT 2043 or instructor approval. Includes lab component.

DRFT 2204 - AutoCAD 2

This course introduces AutoCAD software as a drafting tool. Students develop skills needed to produce 2D drawings, basic dimensioning, and disk data storage. Covers creation, retrieval, and modification of drawings using basic AutoCAD commands. Prerequisite: DRFT 1324. Includes lab component.

DRFT 2223 - Mechanical Design I (Computer Aided Design)

A study of mechanical design principles which addresses such problems as geometric arrangements, effects of motion of one part on others, and effects of forces. Also addressed are properties of materials, limitation of manufacturing processes and economics, and the use of handbooks to aid in the study of the interrelationship of parts. Computer aided drafting equipment is utilized. Prerequisites: MATH 1513 or MATH 1454 and DRFT 2204. Includes lab component.

DRFT 2233 - Autodesk Inventor Modeling

This course introduces 3D solid modeling and parametric modeling techniques and concepts using the Inventor program. It starts by constructing basic shapes to building intelligent more complex solid models and creating multi-view drawings. Includes lab component.

DRFT 2293 - Survey of CAD Applications

This course is intended to provide comprehensive overview of production drawings and documents from the standpoint of the production designer. This course is project-oriented comprised of three component phases, and the final project is delivered as a set of documents. One phase demonstrates the relation between tool and product design processes and manufacturing methods. Another phase covers structural working drawings per AISC design specifications with a focus on members, connections, and fasteners. A third phase presents fundamentals in process piping drafting. The use of handbook and standards including architectural design will be highlighted throughout the course. Prerequisite: DRFT 2204 and a 3D solids course such as ProE, Inventor or Solidworks.

DRFT 2393 - Basic SolidWorks

A fundamental introduction to 3-dimensional production solids modeling utilizing SolidWorks CAD software, including generation of the solids model and conversion to a working drawing. Includes lab component.

DRFT 2990 - Selected Topics in Drafting and Design Technology

The study and/or analysis of a selected topic in Drafting and Design Technology. May be repeated with a different topic.

Economics

ECON 1353 - Personal Finance

The study of practical applications in budgeting, borrowing, insurance, investments, taxes, home ownership, and other aspects of personal money management.

ECON 2013 - Principles of Macroeconomics (S)

An introduction to the functioning and current problems of the aggregate economy. Major topics include supply and demand, determination and analysis of national income, employment and unemployment, inflation, monetary and fiscal policy, and international trade.

ECON 2023 - Principles of Microeconomics (S)

An introduction to prices and markets. Major topics include elasticity and consumer choice, product markets, factor markets, income distribution, and the foreign exchange market.

ECON 2123 - International Economic Issues (S,I)

This course examines the unique aspects of business operations within various regions of the world and the nature of international trade, foreign exchange, and the critical operational problems and issues involved in conducting business in other countries. A review of global geography will be conducted during the course and current international business trends and topics will be discussed. Prerequisite: ECON 2013.

ECON 2990 - Selected Topics in Economics

The study and/or analysis of a selected topic in Economics. May be repeated with a different topic.

Electronics Technology

ELET 1212 - Introduction to Electricity

A beginning course in basic electricity/electronics. Emphasis will be placed on equipment familiarization using digital multimeters, oscilloscopes, also electrical safety, and analyzing simple direct and alternating current circuits. This course is designed for students needing an exposure to electricity or as a beginning class for electronics. Prerequisite: MATH 0013 or instructor approval.

ELET 1223 - Hydraulics and Pneumatics

A study of hydraulic and pneumatic systems as it relates to fluids, energy and power, pumps, actuators, control devices, flow distribution, and industrial applications. Prerequisite: ELET 1212. Includes lab component.

ELET 1232 - Introduction to Substation Safety

An introductory course covering substation basics, including grid connects infrastructure, components, and electrical safety. Electrical safety practices will be demonstrated and analyzed. SCADA analysis will be demonstrated. This course can be taken concurrently with other substation courses. Prerequisite: ELET 1212 or basic knowledge of electrical circuits.

ELET 1303 - DC Circuit Analysis

An introductory course in basic electricity including electrical properties of materials, units, basic electrical laws and theorems, and electrical circuits and components. This course also introduces the student to electronic design software used in troubleshooting circuits. Prerequisite: MATH 1454 or MATH 1513 and ELET 1212 or concurrent enrollment. Includes lab component.

ELET 1313 - AC Circuit Analysis

Introduction to alternating current electricity. A study of the characteristics of sine wave including the amplitude, frequency, period, and phase relationships; analyzing AC circuits by use of AC network theorems, resonant circuits and filter circuits. Prerequisites: ELET 1303 and MATH 1454 or MATH 1613 or concurrent enrollment. Includes lab component.

ELET 1443 - Introduction to Alternative Energy

This course provides basic knowledge of alternative energy systems, including wind, solar and Oklahoma-produced biofuels. Students will have the opportunity to build or test a wind power generator and a solar electric generator. Battery storage systems included. Prerequisite: ELET 1212. Includes lab component.

ELET 1503 - Programmable Control

A study of programmable controllers as they relate to the control of automated systems. Included is a study of the memory system and I/O interaction, specifications, wiring, logic concepts, number systems and codes, the instruction set, ladder logic programming and application problems. Prerequisite: ELET 1212. Includes lab component.

ELET 1523 - Unmanned Aerial Vehicles and Systems

Learn to read and use UAV manuals and technical data sheets related to FAA regulations. Theory of UAV flight and controls will be covered along with aircraft and electrical safety, UAV/UAS command and control requirements, ground control station set-up, airspace classifications, airspace restrictions, FAA and Government UAS restrictions, and uses. Build or troubleshoot a UAV and learn basic techniques for ground control stations and UAVs. Transmitters, receivers, battery maintenance and control electronics will be covered as they pertain to UAV systems.

ELET 2112 - Substation Breaker Circuits

Covers the principles and troubleshooting of an electrical substation. The student will be able to identify and utilize personal safety equipment while performing maintenance and troubleshooting to low and high voltage breaker equipment. Included topics are vacuum, air, oil, gas circuit breakers and mechanical operating system of the breakers. Prerequisite: ELET 1313 or concurrent enrollment.

ELET 2132 - Substation Relay Circuits

Covers the principles and troubleshooting of an electrical substation. The student will be able to identify and utilize personal safety equipment while performing installation and maintenance to electromechanical substation relays. Focus on the manual calculation and testing of the devices, including different testing techniques: static element testing, end-to-end/dynamic testing, and performing the same with the use of automation. Prerequisite: ELET 1313 or concurrent enrollment.

ELET 2152 - Substation Transformer Circuits

Covers the principles and troubleshooting of an electrical substation. The student will be able to identify and utilize personal safety equipment while performing testing, calculations of loads, and maintenance to large substation transformers. Analysis includes real and reactive power, transmission line power, phase angle between sender and receiver, HV transformers, three phase power, and transients. Prerequisite: ELET 1313 or concurrent enrollment.

ELET 2172 - Substation Relay Circuits II

This course continues with advanced troubleshooting of electrical substation relay circuits. Advanced relay circuits focuses on the manual calculation and testing of the devices, including different testing techniques and not limited to microprocessor based programming, SCADA, and system automation. Prerequisite: ELET 2132 or concurrent enrollment. Includes lab component.

ELET 2215 - Digital Circuits

Principles and techniques of modern digital systems. Topics include number systems and codes, logic gates and Boolean algebra, combinational logic circuits, flip-flops and related devices, arithmetic circuits, counters and registers, MSI logic circuits, analog conversion, memory devices, and integrated-circuit logic families. Prerequisites: ELET 1313.

ELET 2244 - Amplifiers I

Introduction to solid state electronic devices and basic electronic circuits, including diodes, rectifiers, transistor bias and load lines, common emitter, common collector and common base circuits, and an introduction to field effect transistors and thyristors. Also covered are special amplifiers, power amplifiers, push-pull amplifiers, feedback amplifiers, differential amplifiers, direct coupled and integrated circuit amplifiers, and operational amplifiers. Prerequisites: ELET 1313. Includes lab component.

ELET 2333 - Amplifiers II

A continuation of topics covered in Amplifiers I. This course will cover power and operational amplifier circuits. The study also includes generators, timers, active filters, and power supply circuits. Prerequisite: ELET 2244. Includes lab component.

ELET 2514 - Microprocessors

An introduction to the architecture and instruction of microprocessors and microcontrollers. Logic switches, I/O's, and displays are used in the lab including the use of the Arduino microcontroller and many other peripherals. Coding and decoding using C language will be covered. Conclusion of the lab experience will be to design an intelligent robot. Prerequisite: ELET 2215. Includes lab component.

ELET 2525 - Wireless Communications

This course is designed to instruct the student in communication circuits and systems. Topics will include R.F. amplifiers, variable oscillators, amplitude and frequency modulation. Lab experience will include receiver trouble shooting, antenna fabrication and testing on an antenna range, microwave test equipment, LNA design, and wireless telecommunication systems. Prerequisite: ELET 2244.

ELET 2533 - Automation Control

This course covers electrical power, motors and the devices used to control motor systems. Topics to be included are a review of DC/AC circuits, servo-controls, sensors, and integrated applications. Prerequisite: ELET 1313 or ELET 1503. Includes lab component.

ELET 2632 - Introduction to Nanotechnology

This course is designed to help the student develop an understanding of the fundamental concepts behind nano and micro technology. Topics include fabrication, clean-rooms, microscopy, lithograph, and materials used in the building of silicon devices. Other areas of study will focus on where and how this new technology is used. Classroom demonstration will be used. Prerequisite: ELET 1212.

ELET 2990 - Selected Topics in Electronics Technology

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

Emergency Medical Services Professional

EMSP 2115 - Principles of Paramedic I

An introduction to basic EMS knowledge, life span development, advanced level patient assessment, clinical reasoning, and the components of safe quality care. The student will be expected to accept accountability for personal learning and performance which reflects a fundamental understanding of EMS history and a complex understanding of EMS systems, roles, responsibilities, and professionalism of EMS personnel. The student should successfully complete required supervised hours and competencies in approved clinical and prehospital sites as determined by the program. Prerequisite: Admission to program and FEMS 1214 with a grade of "C" or better. Corequisite: EMSP 2129.

EMSP 2129 - Paramedic Theory and Application I

The study of practical application of adult epidemiology, psychosocial impact, pathophysiology, and management of respiratory, cardiovascular, and medical emergencies, which includes clinical reasoning and the development of treatment plans. Pharmacology introduces the student to the principles of pharmacology, medication administration, major medication classes, and emergency mediations. Advanced Cardiac Life Support certification and laboratory included. Prerequisite: FEMS 1214 (or equivalent) with a grade of "C" or better. Corequisite: EMSP 2115.

EMSP 2214 - Principles of Paramedic II

A study of all age groups of advanced assessment, pathophysiology, and management of trauma emergencies to include clinical reasoning and the development of treatment plans. The student will be required to successfully complete supervised hours and competencies in approved clinical and prehospital sites as determined by the program. The purpose of field/clinical is to allow the application of learned principles in the delivery of patient care. Prerequisite: EMSP 2115 and EMSP 2129 with a grade of "C" or better. Corequisite: EMSP 2229.

EMSP 2229 - Paramedic Theory and Application II

A study of specific populations including obstetrical and gynecological conditions, neonatal, pediatric, geriatric, bariatric, and patients with special challenges including epidemiology, psychosocial impact, anatomy, physiology, pathophysiology, presentation, prognosis and management to include clinical reasoning and the development of treatment plans. Students will engage in management of chronic illness and emergencies affecting special populations including polypharmacological impacts, abuse, neglect, poverty, and the terminally ill using the application of standards of paramedic practice. Includes Pediatric Advanced Life Support certification and laboratory. Prerequisite: EMSP 2115 and EMSP 2129 with a grade of "C" or better. Corequisite: EMSP 2214.

EMSP 2314 - Principles of Paramedic III

This capstone leadership course integrates all didactic knowledge, psychomotor skills, affective behavior and clinical instruction throughout the program to demonstrate entry level paramedic competency and apply clinical decision making. The student will be expected to accept accountability for personal learning and performance which reflects a complex understanding and the ability to apply knowledge and skills in clinical decision making. The course includes a leadership experience and laboratory and emphasizes decision making. Prerequisite: EMSP 2115, EMSP 2129, EMSP 2214, and EMSP 2229 with a grade of "C" or better. Corequisite: EMSP 2325.

EMSP 2325 - Paramedic Theory and Application III

This internship is a capstone experience in which the student must successfully demonstrate the ability to assess, manage, and direct care for sick and injured patients during out-of-hospital patient contacts. This course and attached clinical experiences assess the student's ability to perform as a competent entry level paramedic. Prerequisite: Completion of all previous EMSP courses (or equivalent) with a grade of "C" or better. Corequisite: EMSP 2314.

Engineering

ENGR 1111 - Introduction to Engineering

An overview of study skills, orientation and entrance requirements for a typical engineering college, computer-based productivity tools, and engineering ethics and careers.

ENGR 1132 - Engineering Design with Computer Aided Design

An introduction to engineering design using modern methodologies and state-of-the-art computer-aided design tools. Hands-on design construction and testing through class participation. Prerequisite: MATH 1454 or MATH 1613 Includes lab component.

ENGR 1242 - Introductory Engineering Computer Programming

Programming to solve problems typical of practice in engineering. Instruction and writing programs in computer languages. Prerequisites: MATH 1454 or MATH 1513

ENGR 2103 - Engineering Statics

Topics covered are: equilibrium of particles and rigid bodies in two and three dimensions, vector algebra of forces and moments, friction, centroids, moments of inertia, distributed forces, internal loads with loading diagrams, trusses, and frames. Prerequisites: PHYS 2034 and MATH 2114.

ENGR 2143 - Engineering Strength of Materials

Topics covered are elastic and plastic stress, strain and deformation, axial, torsion, bending and combined loading, thermal stress, pressure vessels, columns and buckling, shear flow, bending moment and torque diagrams, beam deflection; Mohr's circle of stress, statically indeterminate members. Prerequisites: ENGR 2103 and MATH 2124.

ENGR 2213 - Thermodynamics

Energy and energy relationships involving heat, work, and mass. First and second laws of thermodynamics for ideal and pure substances, control volume analysis and cyclic systems; equations of state. Prerequisites: CHEM 1315, PHYS 2034, and MATH 2124.

ENGR 2523 - Elementary Dynamics

Kinematics and kinetics of particles and bodies, using the three different coordinate systems in two and three dimensions; pulley systems; work-energy methods, impulse-momentum principles, including oblique impact, coefficient of restitution, linear and angular momentum. Prerequisite: ENGR 2103.

ENGR 2613 - Introduction to Electrical Science

Elements of electrical engineering; AC and DC Circuits, mesh and nodal formulation of network equations, steady-state response to sinusoids and step function, energy, power, power factor, Thevenin and Norton analysis, Laplace transforms. Introduction to PSPICE. Prerequisites: PHYS 2124 and MATH 2124.

ENGR 2990 - Selected Topics in Engineering

The study and/or analysis of a selected topic in Engineering. May be repeated with a different topic.

Engineering Technology

ENGT 1212 - Introduction to Fabrication Lab

A course for the development of lab research and projects in engineering technologies. Students will utilize basic hand tools in the design and fabrication of projects. With training, students may also work with mills, lathes, welding, PCB circuit design, soldering, and/or 3-D plotting in project development. Basics of metal working machine tools and standard shop practices, with a special emphasis on shop safety, will be covered along with exploration into the fundamentals of turning, milling, broaching and sawing, and the abilities of conventional machine tools. Includes lab component.

ENGT 1313 - Manufacturing Processes

A study of the history of, and current trends in, industrial processes, their development and impact, and the sources and classifications of engineering materials used in manufacturing. The means of material recovery from nature to fabrication as it is related to tools, machines, and processes, which are combined to produce a finished product. Visits to local industrial plants are arranged.

ENGT 1443 - Geometric Dimensioning and Tolerancing

An in depth study of dimensional tolerancing as identified in the American National Standards Institute, ANSI Y 14.5 specification. This course will explore the meaning of symbols used in the International Standard, their application and the processes necessary to achieve the specified geometry, as well as the common practices used in Engineering drawings and practical limits and challenges in the manufacturing environment. Prerequisite: QCTT 1223 or any DRFT class. Crosslisted with QCTT 1443

ENGT 1463 - Composite Materials

This course explores the properties and the processes of manufacturing used with today's modern composite materials. Typical processes used in the Tulsa area will be reviewed along with site visits.

ENGT 1513 - Manufacturing Safety

This course provides the basics of workplace safety principles in modern and real-world manufacturing and industrial processes for employment in entry-level manufacturing jobs. Students will learn how to work in a safe and productive manufacturing workplace; perform safety and environmental inspections; perform emergency drills and participate on emergency teams; identify unsafe conditions and take appropriate corrective action; provide safety orientation for all employees; train personnel to correctly use safety equipment; suggest processes and procedures that support work environment safety; fulfill safety and health requirements for maintenance, installation, and repair; monitor safe equipment and operator performance; and utilize effective safety-enhancing workplace practices.

ENGT 1523 - Manufacturing Quality

This course provides the basics of workplace quality principles in modern and real-world manufacturing and industrial processes needed for employment in entry-level manufacturing jobs. Students will learn to participate in periodic internal quality audit activities; correctly check calibration of gages and other data collection equipment; suggest continuous improvements; inspect materials and product/process at all stages to ensure required specifications; document results of quality tests; communicate issues with quality and take corrective action to restore or maintain quality; record process outcomes and trends; identify fundamentals of blueprint reading; and use common metric and measurement systems and precision measurement tools.

ENGT 1533 - Manufacturing Procedures

This course offers a basic overview of modern and real world manufacturing trends, and how manufacturing transforms materials into products. The course covers the varying types of manufacturing production and materials, the role of communication in industry; and how teamwork and leadership blend to make manufacturing processes and procedures successful.

ENGT 1543 - Manufacturing Maintenance

This course provides a basic technical overview of modern and real world manufacturing tools and equipment used in today's manufacturing companies. Knowledge of how to improve productivity through predictive and preventive maintenance is emphasized. Students will gain an understanding of safety systems, sensors, and maintenance housekeeping procedures in the manufacturing industry.

ENGT 2153 - Lean, Six Sigma, Quality Systems

An introduction to the history, evolution and practice of advanced manufacturing and quality systems, including Lean Manufacturing, Kiazen, 5-S, Kanban, Toyota Production System and Six Sigma. Exploration into the theory and tools behind today's most advanced business philosophies. Crosslisted with QCTT 2153.

ENGT 2462 - Project Engineering and Management

Project engineers are responsible for overseeing the various stages of development for a variety of products and projects. This course will prepare the student for assignments in industrial project management. Course material includes project scheduling, cost management, resource allocation, team building, project scope, and risk management.

ENGT 2990 - Selected Topics in Engineering Technology

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

English

ENGL 0611 - Sentence Improvement

Instructs students in different kinds of sentence construction and application of that knowledge to actual writing experiences. Includes lab component.

ENGL 0621 - Punctuation

Teaches students the rules of punctuation and their proper application. Includes lab component.

ENGL 0641 - Basic Vocabulary

Introduces fundamentals for vocabulary building, including dictionary use; prefixes, suffixes, and roots; and application of that knowledge to the decoding of words. Includes lab component.

ENGL 0903 - Reading Foundations I

Teaches students basic reading skills necessary to improve comprehension, build vocabulary, and develop interest in reading.

ENGL 0913 - Reading Foundations II

Provides students an opportunity to enhance skills and techniques taught in Reading Foundations I. Emphasizes locating central themes and/ or main ideas, distinguishing between major and minor details, drawing logical conclusions, and recognizing purpose and tone. Prerequisite: ENGL 0903 with a grade of "C" or better, or appropriate placement score.

ENGL 0923 - Writing Foundations I

Helps students improve their writing skills through practical writing experiences for social, business, and academic life. Intended as a clinic for individual problems with English language usage, grammar, spelling, and punctuation, as well as sentence structure and paragraph development.

ENGL 0933 - Writing Foundations II

A continuation of Writing Foundations I that provides students with approaches to paragraph and essay writing. Emphasizes skills for basic academic writing: sentence structure, English language usage, punctuation, and editing and revising. Prerequisite: ENGL 0923 with a grade of "C" or better, or appropriate placement score.

ENGL 0943 - Writing Foundations Workshop

Designed to help students successfully complete ENGL 1113 Composition I during the same semester they meet their developmental writing proficiency requirements. Students must enroll in this course and the linked ENGL 1113 course in the same semester for a total of six (6) credit hours. Prerequisites: ENGL ENGL 0913 and ENGL 0923 with a grade of "C" or better, or appropriate placement scores.

ENGL 1071 - College Vocabulary Enrichment

This self-paced course is designed to increase a student's vocabulary in a variety of content areas and will help students develop a college vocabulary that will allow them to read, write, and speak with greater facility and understanding.

ENGL 1083 - Grammar and Mechanics

Offers a fundamental, systematic, and rigorous survey of the principles and structures of contemporary English grammar. Explores concepts of grammar and mechanics necessary to speak and write effectively.

ENGL 1113 - Composition I

The first in a sequence of two courses. Introduces students to academic writing, basic research, and documentation. Prerequisite: ENGL 0933 with a grade of "C" or better, or appropriate placement score.

ENGL 1131 - Reading Lab

Assists students who have already achieved college-level reading skills to develop efficient techniques in college-content area reading and to approach the reading process with critical and evaluative skills.

ENGL 1213 - Composition II

The second in a sequence of two courses. Furthers analytical reading skills, academic writing, and techniques of research and documentation. Prerequisite: ENGL 1113 with a grade of "C" or better.

ENGL 1691 - Speed Reading

Helps students improve their reading rates with effective comprehension through computer-delivered programs and directed reading assignments. Includes lab component.

ENGL 2333 - Technical/Professional Writing

Offers applied practice in technical and professional writing with emphasis on format, style, research techniques, and editing for specialized audiences and/or publications. Prerequisite: ENGL 1113 with a grade of "C" or better.

ENGL 2343 - Business Communication I

Focuses on effective methods of business communication, including various letters, memoranda, resumes, documented researched reports, oral presentations, and PowerPoint presentations. Gives attention to audience analysis and business writing style and usage. Prerequisite: ENGL 1113 with a grade of "C" or better.

ENGL 2383 - Advanced Composition

Allows students who have successfully completed ENGL 1113 and ENGL 1213 to reinforce and refine their writing skills. Provides practice in drafting and revising expository essays and analyzing the work of professional writers through primary and secondary sources. Prerequisite: ENGL 1213 with a grade of "C" or better.

ENGL 2413 - Introduction to Literature (H)

Introduces students to the study of fiction, poetry, and drama with attention to the elements and conventions specific to each literary type. Intended to serve as basis for further study in literature survey courses. Prerequisite: ENGL 1113 and ENGL 1213 with a grade of "C" or better. ENGL 1213 may be taken concurrently with this class.

ENGL 2433 - Novel Writing

Focuses on the craft of novel writing, with emphasis on developing characters, plotting a novel, and drafting a first chapter. Requires students to write and revise their own novel chapters, study published novels, and critique their classmates' novel chapters. This class may not be offered every semester.

ENGL 2443 - Poetry Writing

Focuses on the craft of writing poetry, with emphasis on poetic forms, meter, word choice, figurative language, and imagery. Requires students to write and revise poems, study published poetry, and critique classmates' poems. This class may not be offered every semester.

ENGL 2453 - Creative Writing: Scriptwriting

The course teaches screenplay writing techniques. Attention is given to subject and character development. Students learn the components of plot development, scene building and screenplay formats. Crosslisted with THEA 2453.

ENGL 2463 - Creative Nonfiction Writing

Explores nonfiction genres such as personal essay, memoir, or travel writing. Addresses narrative structure, scene construction, voice, and theme. Requires students to demonstrate proficiency in use of terminology and critical skills necessary for creating and revising nonfiction. This class may not be offered every semester.

ENGL 2473 - Short Story Writing

Focuses on the craft of writing short stories, with emphasis on point of view, character development, plot, setting, and prose style. Requires students to write and revise their own short stories, study published short stories, and critique classmates' short stories. This class may not be offered every semester.

ENGL 2493 - Introduction to Creative Writing

Provides an introductory study of creative writing that may include poetry, short story, non-fiction, and script writing. This class may not be offered every semester.

ENGL 2543 - British Literature to 1800 (H)

Surveys early English literature and literary movements, including representative authors from the Anglo-Saxon to the Romantic periods. This class may not be offered every semester. Prerequisite: ENGL 1113 and ENGL 1213 with a grade of "C" or better. ENGL 1213 may be taken concurrently with this class.

ENGL 2653 - British Literature from 1800 (H)

Surveys English literature and literary movements, including representative authors from the Romantic period to the present. This class may not be offered every semester. Prerequisite: ENGL 1113 and ENGL 1213 with a grade of "C" or better. ENGL 1213 may be taken concurrently with this class.

ENGL 2673 - World Literature to 1700 (H)

Surveys literature and literary movements from antiquity to 1700, including representative works from various global traditions. This class may not be offered every semester. Prerequisite: ENGL 1113 and ENGL 1213 with a grade of "C" or better. ENGL 1213 may be taken concurrently with this class.

ENGL 2683 - World Literature from 1700 (H)

Surveys literature and literary movements from 1700 to the present, including representative works from various global traditions. This class may not be offered every semester. Prerequisite: ENGL 1113 and ENGL 1213 with a grade of "C" or better. ENGL 1213 may be taken concurrently with this class.

ENGL 2773 - American Literature to 1865 (H)

Surveys representative American literature and literary movements from the pre-colonial through the Civil War eras. This class may not be offered every semester. Prerequisite: ENGL 1113 and ENGL 1213 with a grade of "C" or better. ENGL 1213 may be taken concurrently with this class.

ENGL 2883 - American Literature from 1865 (H)

Surveys representative American literature and literary movements from the Civil War era to the present. This class may not be offered every semester. Prerequisite: ENGL 1113 and ENGL 1213 with a grade of "C" or better. ENGL 1213 may be taken concurrently with this class.

English as a Second Language

ESLA 0063 - ESL Institute Beginning 1

This novice-low level course introduces students to beginning English language skills. Placement determined by the ESL department.

ESLA 0213 - ESL Listening Basics 1

This novice-mid level course develops everyday listening skills in English. Placement determined by the ESL department.

ESLA 0223 - ESL Reading Basics 1

This novice-mid level course develops everyday reading skills in English. Placement determined by the ESL department.

ESLA 0233 - ESL Grammar Basics 1

This novice-mid level course develops everyday grammar usage in English. Placement determined by the ESL department.

ESLA 0243 - ESL Writing Basics 1

This novice-mid level course develops everyday writing skills in English. Placement determined by the ESL department.

ESLA 0253 - ESL Speaking Basics 1

This novice-mid level course develops everyday speaking skills in English. Placement determined by the ESL department.

ESLA 0263 - ESL Institute Basics 1

This novice-mid level course maintains and enhances everyday English language usage. Placement determined by the ESL department.

ESLA 0313 - ESL Listening Basics 2

This novice-high level course continues the development of everyday listening skills in English. Placement determined by the ESL department.

ESLA 0323 - ESL Reading Basics 2

This novice-high level course continues the development of everyday reading skills in English. Placement determined by the ESL department.

ESLA 0333 - ESL Grammar Basics 2

This novice-high level course continues the development of everyday grammar usage in English. Placement determined by the ESL department.

ESLA 0343 - ESL Writing Basics 2

This novice-high level course continues the development of everyday writing skills in English. Placement determined by the ESL department.

ESLA 0353 - ESL Speaking Basics 2

This novice-high level course continues the development of everyday speaking skills in English. Placement determined by the ESL department.

ESLA 0373 - ESL Pronunciation and Spelling 1

This course develops pronunciation and spelling in English focusing on American English sounds and their spelling patterns. Placement determined by the ESL department.

ESLA 0413 - ESL Listening Intermediate 1

This intermediate-low level course continues the development of everyday listening skills in English. Placement determined by the ESL department.

ESLA 0423 - ESL Reading Intermediate 1

This intermediate-low level course continues the development of everyday reading skills in English. Placement determined by the ESL department.

ESLA 0433 - ESL Grammar Intermediate 1

This intermediate-low level course continues the development of everyday grammar usage in English. Placement determined by the ESL department.

ESLA 0443 - ESL Writing Intermediate 1

This intermediate-low level course continues the development of everyday writing skills in English. Placement determined by the ESL department.

ESLA 0453 - ESL Speaking Intermediate 1

This intermediate-low level course continues the development of everyday speaking skills in English. Placement determined by the ESL department.

ESLA 0463 - ESL Institute Intermediate 1

This intermediate-low level course continues the maintenance and enhancement of everyday English language usage. Placement determined by the ESL department.

ESLA 0473 - ESL Pronunciation and Spelling 2

This course develops pronunciation and spelling in English focusing on American English rhythm, intonation, and spelling patterns. Placement determined by the ESL department.

ESLA 0513 - ESL Listening Intermediate 2

This intermediate-mid level course continues the development of everyday listening skills in English. Placement determined by the ESL department.

ESLA 0523 - ESL Reading Intermediate 2

This intermediate-mid level course continues the development of everyday reading skills in English. Placement determined by the ESL department.

ESLA 0533 - ESL Grammar Intermediate 2

This intermediate-mid level course continues the development of everyday grammar usage in English. Placement determined by the ESL department.

ESLA 0543 - ESL Writing Intermediate 2

This intermediate-mid level course continues the development of everyday writing skills in English. Placement determined by the ESL department.

ESLA 0553 - ESL Speaking Intermediate 2

This intermediate-mid level course continues the development of everyday speaking skills in English. Placement determined by the ESL department.

ESLA 0613 - ESL Listening Intermediate 3

This intermediate-high level course continues the development of everyday listening skills in English. Placement determined by the ESL department.

ESLA 0623 - ESL Reading Intermediate 3

This intermediate-high level course continues the development of everyday reading skills in English. Placement determined by the ESL department.

ESLA 0633 - ESL Grammar Intermediate 3

This intermediate-high level course continues the development of everyday grammar usage in English. Placement determined by the ESL department.

ESLA 0643 - ESL Writing Intermediate 3

This intermediate-high level course continues the development of everyday writing skills in English. Placement determined by the ESL department.

ESLA 0653 - ESL Speaking Intermediate 3

This intermediate-high level course continues the development of everyday speaking skills in English. Placement determined by the ESL department.

ESLA 0713 - ESL Listening Advanced 1

This advanced-low level course develops academic and professional listening skills in English. Placement determined by the ESL department.

ESLA 0723 - ESL Reading Advanced 1

This advanced-low level course develops academic and professional reading skills in English. Placement determined by the ESL department.

ESLA 0733 - ESL Grammar Advanced 1

This advanced-low level course develops academic and professional grammar usage in English. Placement determined by the ESL department.

ESLA 0743 - ESL Writing Advanced 1

This advanced-low level course develops academic and professional writing skills in English. Placement determined by the ESL department.

ESLA 0753 - ESL Speaking Advanced 1

This advanced-low level course develops academic and professional speaking skills in English. Placement determined by the ESL department.

ESLA 0763 - ESL Institute Advanced 1

This advanced-low level course continues the maintenance and enhancement of academic and professional English language usage. Placement determined by the ESL department.

ESLA 0813 - ESL Listening Advanced 2

This advanced-mid level course develops academic and professional listening skills in English. Placement determined by the ESL department.

ESLA 0823 - ESL Reading Advanced 2

This advanced-mid level course develops academic and professional reading skills in English. Placement determined by the ESL department.

ESLA 0833 - ESL Grammar Advanced 2

This advanced-mid level course develops academic and professional grammar usage in English. Placement determined by the ESL department.

ESLA 0843 - ESL Writing Advanced 2

This advanced-mid level course develops academic and professional writing skills in English. Placement determined by the ESL department.

ESLA 0853 - ESL Speaking Advanced 2

This advanced-mid level course develops academic and professional speaking skills in English. Placement determined by the ESL department.

ESLA 0913 - ESL Listening Advanced 3

This advanced-high level course develops academic and professional listening skills in English. Placement determined by the ESL department.

ESLA 0923 - ESL Reading Advanced 3

This advanced-high level course develops academic and professional reading skills in English. Placement determined by the ESL department.

ESLA 0933 - ESL Grammar Advanced 3

This advanced-high level course develops academic and professional grammar usage in English. Placement determined by the ESL department.

ESLA 0943 - ESL Writing Advanced 3

This advanced-high level course develops academic and professional writing skills in English. Placement determined by the ESL department.

ESLA 0953 - ESL Speaking Advanced 3

This advanced-high level course develops academic and professional speaking skills in English. Placement determined by the ESL department.

ESLA 0990 - Selected Topics in ESL

This is a study of selected topics in ESL. It may be repeated with a different topic. Placement determined by the ESL department.

ESLN 0013 - ESL Beginning 1

This novice level course introduces the students to the English language including the fundamentals of reading, writing, speaking and listening. Placement determined by the ESL department.

ESLN 0023 - ESL Beginning 2

This novice level course continues the introduction to the English language building on the previous course in this series. Skills include the fundamentals of reading, writing, speaking and listening. Placement determined by the ESL department.

ESLN 0033 - ESL Beginning 3

This novice level course continues the introduction to the English language building on the previous courses in this series. Skills include the fundamentals of reading, writing, speaking and listening. Placement determined by the ESL department.

ESLN 0043 - ESL Beginning 4

This novice level course continues the introduction to the English language building on the previous courses in this series. Skills include the fundamentals of reading, writing, speaking and listening. Placement determined by the ESL department.

ESLN 0053 - ESL Beginning 5

This novice level course continues the introduction to the English language building on the previous courses in this series. Skills include the fundamentals of reading, writing, speaking and listening. Placement determined by the ESL department.

ESLN 0063 - ESL Beginning 6

This novice level course continues the introduction to the English language building on the previous courses in this series. Skills include the fundamentals of reading, writing, speaking and listening. Placement determined by the ESL department.

ESLN 0073 - ESL Topics Beginning 1

This novice level course continues the introduction to the English language building on the previous courses in this series. Skills include the fundamentals of reading, writing, speaking and listening. Placement determined by the ESL department.

ESLN 0113 - ESL Basics 1

This novice level course further develops English language skills in reading, writing, speaking, and listening with a focus on everyday language use. Placement determined by the ESL department.

ESLN 0123 - ESL Basics 2

This novice level course further develops English language skills building on the previous course in this series. Skills include reading, writing, speaking, and listening with a focus on everyday language use. Placement determined by the ESL department.

ESLN 0133 - ESL Basics 3

This novice level course further develops English language skills building on the previous courses in this series. Skills include reading, writing, speaking, and listening with a focus on everyday language use. Placement determined by the ESL department.

ESLN 0143 - ESL Basics 4

This novice level course further develops English language skills building on the previous courses in this series. Skills include reading, writing, speaking, and listening with a focus on everyday language use. Placement determined by the ESL department.

ESLN 0153 - ESL Basics 5

This novice level course further develops English language skills building on the previous courses in this series. Skills include reading, writing, speaking, and listening with a focus on everyday language use. Placement determined by the ESL department.

ESLN 0163 - ESL Basics 6

This novice level course further develops English language skills building on the previous courses in this series. Skills include reading, writing, speaking, and listening with a focus on everyday language use. Placement determined by the ESL department.

ESLN 0173 - ESL Topics Basics 1

This novice level course maintains and enhances skills for beginning English language learners. Placement determined by the ESL department.

ESLN 0213 - ESL Comprehension 1

This intermediate level course expands English language skills in reading, writing, speaking, and listening. The course features expanded grammar, vocabulary and longer discourse. Placement determined by the ESL department.

ESLN 0223 - ESL Comprehension 2

This intermediate level course expands English language skills building on the previous course in this series. Skills include reading, writing, speaking, and listening introducing expanded grammar, vocabulary and longer discourse. Placement determined by the ESL department.

ESLN 0233 - ESL Comprehension 3

This intermediate level course expands English language skills building on the previous courses in this series. Skills include reading, writing, speaking, and listening introducing expanded grammar, vocabulary and longer discourse. Placement determined by the ESL department.

ESLN 0243 - ESL Comprehension 4

This intermediate level course expands English language skills building on the previous courses in this series. Skills include reading, writing, speaking, and listening introducing expanded grammar, vocabulary and longer discourse. Placement determined by the ESL department.

ESLN 0253 - ESL Comprehension 5

This intermediate level course expands English language skills building on the previous courses in this series. Skills include reading, writing, speaking, and listening introducing expanded grammar, vocabulary and longer discourse. Placement determined by the ESL department.

ESLN 0263 - ESL Comprehension 6

This intermediate level course expands English language skills building on the previous courses in this series. Skills include reading, writing, speaking, and listening introducing expanded grammar, vocabulary and longer discourse. Placement determined by the ESL department.

ESLN 0273 - ESL Comprehension Topics 1

This intermediate level course maintains and enhances skills for beginning English language learners through a variety of subject matter. Placement determined by the ESL department.

ESLN 0313 - ESL Proficiency 1

This intermediate level course continues the development of English language skills in reading, writing, speaking, and listening. The course features a variety of daily, academic, and professional topics. Placement determined by the ESL department.

ESLN 0323 - ESL Proficiency 2

This intermediate level course continues the development of English language skills in reading, writing, speaking, and listening from the previous course in this series. The course features a variety of daily, academic, and professional topics. Placement determined by the ESL department.

ESLN 0333 - ESL Proficiency 3

This intermediate level course continues the development of English language skills in reading, writing, speaking, and listening from the previous courses in this series. The course features a variety of daily, academic, and professional topics. Placement determined by the ESL department.

ESLN 0343 - ESL Proficiency 4

This intermediate level course continues the development of English language skills in reading, writing, speaking, and listening from the previous courses in this series. The course features a variety of daily, academic, and professional topics. Placement determined by the ESL department.

ESLN 0373 - ESL Topics Proficiency 1

This intermediate level course maintains and enhances skills for beginning English language learners through a variety of subject matter. Placement determined by the ESL department.

ESLN 0383 - ESL Topics Proficiency 2

This intermediate level course maintains and enhances skills for beginning English language learners through a variety of subject matter. Placement determined by the ESL department.

ESLN 0393 - ESL Topics Proficiency 3

This intermediate level course maintains and enhances skills for beginning English language learners through a variety of subject matter. Placement determined by the ESL department.

ESLN 0413 - ESL Mastery 1

This advanced level course develops English proficiency with an emphasis for use in academic and professional situations. Placement determined by the ESL department.

ESLN 0423 - ESL Mastery 2

This advanced level course continues to develop English proficiency with an emphasis for use in academic and professional situations and building on the previous course in this series. Placement determined by the ESL department.

ESLN 0433 - ESL Mastery 3

This advanced level course continues to develop English proficiency with an emphasis for use in academic and professional situations and building on the previous course in this series. Placement determined by the ESL department.

ESLN 0443 - ESL Mastery 4

This advanced level course continues to develop English proficiency with an emphasis for use in academic and professional situations and building on the previous course in this series. Placement determined by the ESL department.

ESLN 0473 - ESL Topics Mastery 1

This advanced level course maintains and enhances skills for beginning English language learners through a variety of subject matter. Placement determined by the ESL department.

ESLN 0483 - ESL Topics Mastery 2

This advanced level course maintains and enhances skills for beginning English language learners through a variety of subject matter. Placement determined by the ESL department.

ESLN 0493 - ESL Topics Mastery 3

This advanced level course maintains and enhances skills for beginning English language learners through a variety of subject matter. Placement determined by the ESL department.

ESLN 0613 - ESL Culture Basics 1

This novice-high level course develops language proficiency along with awareness of the basic American customs, symbols and ideas. Placement determined by the ESL department.

ESLN 0713 - ESL Culture Intermediate 1

This intermediate level course develops language proficiency along with awareness of the American customs, symbols and ideas. Placement determined by the ESL department.

ESLN 0741 - TOEFL® Prep Reading Intermediate

This intermediate level course reviews language and strategies tested in the Reading section of the TOEFL®. Placement determined by the ESL department.

ESLN 0751 - TOEFL® Prep Grammar Intermediate

This intermediate level course reviews language and strategies tested in the Structure and Written expression section of the TOEFL®. Placement determined by the ESL department.

ESLN 0763 - TOEFL® Prep Intermediate

This intermediate level course reviews language and strategies tested in the TOEFL®. Placement determined by the ESL department.

ESLN 0813 - ESL Culture Advanced 1

This advanced level develops language proficiency along with understanding of American customs, symbols, history, and ideals. Placement determined by the ESL department.

ESLN 0841 - TOEFL® Prep Reading Advanced

This advanced level course reviews language and strategies tested in the Reading section of the TOEFL®. Placement determined by the ESL department.

ESLN 0851/0852 - TOEFL® Prep Grammar Advanced

This advanced level course reviews language and strategies tested in the Structure and Written expression section of the TOEFL. Placement determined by the ESL department. May be taken as a one or two-hour course.

ESLN 0863 - TOEFL® Prep Advanced

This advanced level course reviews language and strategies tested in common standardized tests. Placement determined by the ESL department.

ESLN 0990 - Selected Topics in ESL

This is a study of selected topics in ESL. It may be repeated with a different topic. Placement determined by the ESL department.

Fire and of Emergency Medical Services

FEMS 1214 - Principles of Fire and Emergency Medical Services

Topics include the history and development of fire protection; the role of the fire service in the development of civilization; introduction to general fire hazards; and a discussion of the problems and possible solutions for current and future fire protection.

FEMS 1224 - Emergency Services Safety and Survival

This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for culture and behavior change throughout emergency services. Topics include the aspects of tactics and strategy in extinguishing fires; pre-fire plans, organization of the fire ground, including techniques of using available equipment and personnel; a study of conflagrations and techniques of predicting fire severity; the development of skills for effective response to crises.

FEMS 1233 - Fire Behavior and Combustion

A review of basic physical science; fundamental chemistry and physics of fire; the hazards of many materials, systems, and processes; and appropriate techniques to control their risks.

FEMS 1243 - Hazardous Materials Chemistry

This course covers topics based on basic chemistry relating to categories of hazardous materials including recognition, identification, reactivity, and health hazards encountered by emergency services.

FEMS 1253 - Building Construction for Fire Protection

Concepts in fire safe building design and construction to include a detailed study of materials, assemblies and methods, building codes and the Life Safety Code, and relationships among public and private agencies with fire safety interests.

FEMS 1263 - Fire Protection Hydraulics and Water Supply

This course is designed to develop understanding of fluid flow through hoses, pipes, pumps, and fire protection appliances as well as water supply and distribution analysis using hydraulics calculations and testing techniques to detect anomalies in design or performance capabilities.

FEMS 2213 - Legal Aspects of Emergency Services

An introduction to federal, state, and local laws that regulate emergency services, national standards influencing emergency services, standard of care, tort, liability, and a review of relevant court cases. Students study and explore past, current, and possible future litigation issues involving the emergency services based on legal and ethical decisions.

FEMS 2223 - Fire Prevention

Topics include the fundamentals of fire prevention codes and their enforcement; the techniques of fire safety inspection which result in maximum compliance; fire prevention through the methods of public fire safety education.

FEMS 2233 - Code Enforcement

A comprehensive overview of the everyday work practices of fire inspectors and the important role they play in fire risk reduction in their communities. Course covers basic and advanced concepts for fire science students, fire inspectors, and fire officers.

FEMS 2243 - Fire Protection Systems

A study of fire hazards related to various industrial processes, techniques, and facilities; the design and properties of private fire protection devices and agents; automatic fire detection and fire extinguishing systems; and familiarization with regulatory agencies, codes, and standards.

FEMS 2253 - Fire Investigation and Arson

This course covers the firefighter's role in fire investigations; the method and mechanics of protecting, searching, and controlling the fire scene; determining the point or origin, path of fire travel, and fire causes; interviews and interrogations; recognizing and preserving evidence; Oklahoma arson laws; alibis, motives, providing the corpus delicti, preparation of the case, court testimony, reports and records and juvenile fire setters. Includes lab component.

FEMS 2263 - Fire and Emergency Services Administration

Planning and organization for the municipal fire service, methods of management and supervision applied to the fire service, relations with other municipal entities, the bargaining agent and the public, and the expanding scope of municipal fire service responsibilities.

FEMS 2319 - Emergency Medical Technician

Study of modules of EMT preparatory activities, basic airway management, patient assessment, shock medical emergencies, trauma emergencies, pediatrics, geriatrics, obstetrics and EMT operations. Includes blood sugar determination, intravenous therapy maintenance, and the performance of lifting and moving. Practicum skills are an integral part of the course. Under the direct supervision of a clinical preceptor, the student will attend field and/or hospital clinicals which require certain immunizations and liability insurance. American Heart Association BLS for the Healthcare Provider certification will be required during the course.

FEMS 2403 - Public Safety Prior Learning Assessment

Students develop their Professional Portfolio Profile of Prior Learning to document prior learning, knowledge, skills and abilities while building a professional portfolio for career assessment, employment, and promotional opportunities. Students learn how to package the Portfolio utilizing modern communication techniques, programs, and processes while increasing their understanding of forty essential soft communication skills. Competency is demonstrated by designing, developing, and submitting a Portfolio Assessment Profile for evaluation as a capstone exercise. Prerequisite: Instructor approval required.

FEMS 2990 - Selected Topics in Fire and Emergency Medical Services

The study and/or analysis of a selected topic in Fire and Emergency Medical Services. May be repeated with a different topic.

French

FREN 1001 - French for Communication I

A companion course to FREN 1103 with emphasis on speaking and comprehension skills. Recommended that it be taken simultaneously with FREN 1103 or after. Prerequisite: FREN 1103 with a grade of "C" or better or instructor approval.

FREN 1031 - French Pronunciation

A beginning course in French with special emphasis on pronunciation and the oral skills. May be taken simultaneously with FREN 1103. Prerequisite: FREN 1103 with a grade of "C" or better or instructor approval.

FREN 1103 - French I

A beginning course in understanding, speaking, reading, and writing French. The first in a sequence of related courses.

FREN 1201 - French for Communication II

Continued instruction in basic language concepts and beginning conversational skills. Conducted in French. Prerequisite: FREN 1103 with a grade of "C" or better or instructor approval.

FREN 1213 - French II

Continued instruction in understanding, speaking, reading, and writing French. The second in a sequence of related courses. Prerequisite: FREN 1103 with a grade of "C" or better or instructor approval.

FREN 1301 - French for Communication III

Continued instruction to develop oral fluency and conversational skills. Conducted in French. Prerequisite: FREN 1213 with a grade of "C" or better or instructor approval.

FREN 1313 - French III

Continued instruction in understanding, speaking, reading, and writing French. The third in a sequence of related courses. Prerequisite: FREN 1213 with a grade of "C" or better or instructor approval.

FREN 1401 - French for Communication IV

Continued instruction to develop oral fluency and conversational skills. Conducted in French. Prerequisite: FREN 1313 with a grade of "C" or better or instructor approval.

FREN 1413 - French IV

Continued instruction in understanding, speaking, reading, and writing French. The fourth in a sequence of related courses. Prerequisite: FREN 1313 with a grade of "C" or better or instructor approval.

FREN 2041 - French - Introduction to the Arts

An introduction to the French arts with an attempt to develop an aesthetic awareness and an understanding of the role that the arts play in modern day French activities. Conducted in English.

FREN 2071 - French History and Geography Introduction

A survey of French history and geography as it relates to modern day French societies and language with an awareness of the relationship between the physical, political, and linguistic regions. Conducted in English.

FREN 2113 - Intermediate French I

An intermediate course in understanding, speaking, reading, and writing French. Taught in French. Prerequisite: FREN 1413 with a grade of "C" or better or instructor approval.

FREN 2121 - Intermediate French Communication

Intensive practice in speaking French at the intermediate level covering a wide range of subjects; i.e., everyday language, intermediate literature samples, other publications, and current events. Conducted in French. Prerequisite: FREN 2113 with a grade of "C" or better or instructor approval.

FREN 2143 - French Civilization and Culture

Conversations and readings concerning French culture and civilization. Conducted in French. Prerequisite: FREN 2113 with a grade of "C" or better or instructor approval.

FREN 2213 - Intermediate French II

An intermediate course in understanding, speaking, reading, and writing French. Taught in French. Prerequisite: FREN 1413 with a grade of "C" or better or instructor approval.

FREN 2320 - International Work and/or Study Seminar

Practicum with an international firm and/or study abroad. Focus on application and enhancement of language skills (oral and written forms). Prerequisite: Permission of Director of Global Learning and Associate Dean before enrollment and in advance of work/study abroad experience.

FREN 2330 - French International Seminar and/or Field Studies

This course is designed to provide an on-site experience in the selected French-speaking country. Includes lectures, readings, oral interactions, and written reports. All or a portion of instruction and activities are conducted at the international site. Focus on language (oral and written forms) and culture development. Prerequisite: Permission of Director of Global Learning and Associate Dean before enrollment and in advance of in-country experience.

FREN 2413 - French Translating

Translating skills course with focus on translating the written language of French to English with some English to French. Prerequisite: FREN 2113 with a grade of "C" or better or instructor approval.

FREN 2421 - French Culture Comparisons

Focus on the cultural aspects of the Francophone people. Includes a comparison with the American culture as well as other culture groups. Conducted in English.

FREN 2433 - French Cinema and Conversation

Analytical study of French films in terms of historical and cultural contexts. Students will use language in a meaningful way to address the different cultural aspects portrayed in the films. Prerequisite: FREN 2213 with a grade of "C" or better or 18 hours of French or instructor approval.

FREN 2523 - Intermediate French Grammar and Composition

This course includes a thorough review of syntax and grammar and the development of composition skills. Conducted in French and English. Prerequisite: FREN 2213 with a grade of "C" or better or 18 hours of French or instructor approval.

FREN 2533 - Advanced French Conversation

This course is intended for students who have studied French structure through the intermediate level and have gained a basic oral fluency and proficiency. Class activities will focus on acquiring sufficient speaking skills to interact with native speakers and the use of French as the main language of communication without the aid of an interpreter. Conducted in French. Prerequisite: FREN 2213 with a grade of "C" or better or 18 hours of French or instructor approval.

FREN 2990 - Selected Topics in French

The study and/or analysis of a selected topic in French. May be repeated with a different topic.

Geographic Information Systems

GIS 2344 - Introduction to Geographic Information Systems

An introduction to the theory and uses of Geographic Information Systems to capture, store, query, and analyze data referenced to a location on the Earth's surface. Topics include history and applications, map projections, coordinate systems, data sources, structures, and models, along with methods of data acquisition, management, manipulation, analysis, and visualization. The lab component will provide students hands-on experiences with ArcGIS software. Course must be completed with a "C" or better to progress in the GIS program. Crosslisted with GEOG 2344.

GIS 2354 - Computer Cartography

A brief history and an introduction of cartography, including the basics of map creation, interpretation, and design. Lab will introduce ESRI's ArcView software mapping capabilities. Must be completed with a "C" or better to progress in the program. Includes lab component.

GIS 2373 - GIS Data Acquisition and Management

An introduction to spatial data acquisition for Geographic Information Systems. Gain the experience necessary to acquire, convert, and create spatial data. Emphasis on Global Positioning Systems, Metadata, and the creation and editing of data in a personal geo database. Course must be completed with a "C" or better to advance in the GIS program. Prerequisites: GEOG 2344/GIS 2344 with a grade of "C" or better or instructor approval. Includes lab component.

GIS 2383 - Advanced Geographic Information Systems

A continuation of Introduction to GIS (GEOG 2344or GIS 2344). Explore various components of spatial analysis and raster data. The lab component provides an introduction to the ArcGIS Spatial Analyst and 3D Analyst extensions. Course must be completed with a "C" or better to advance in the GIS program. Prerequisite: GEOG 2344/GIS 2344/SURV 2344 with a grade of "C" or better or instructor approval.

GIS 2393 - Geographic Information Systems Practicum

Gain experience in designing, implementing, and completing GIS projects. Emphasis on project planning, data acquisition, management, analysis, and presentation. Course must be completed with a "C" or better to graduate in the GIS program. Prerequisites: GIS 2344/GEOG 2344/SURV 2344 , GIS 2354, GIS 2373, GIS 2383, all with a grade of "C" or better or instructor approval. Includes lab component.

GIS 2990 - Selected Topics in Geographical Information Systems

The study and/or analysis of selected topics in Geographical Information Systems. May be repeated with a different topic.

Geography

GEOG 1014 - Geography (Physical) (L)

Physical geography is a survey of those sciences which study the natural environment. The course presents a study of meteorology, climatology, geology, hydrology, oceanography, soil science, and plant and animal ecology. A major thrust of the course is to establish the interrelatedness of these sciences in terms of scientific principles which apply to each of them. Attention is given to the laws of thermodynamics as well as factors influencing the distributions of weather phenomena, climate zones, landforms, oceanic processes, soil processes, plants, and animals. The course is specifically aimed at non-science majors. Includes lab component.

GEOG 1023 - World Geography (Economic) (S)

A study of the relation of mankind to his environment and his utilization of natural resources, dealing with problems of production, manufacture, and distribution of goods throughout the world. The aspects of primitive subsistence and degrees of commercialism are considered.

GEOG 1043 - Introduction to Cultural Geography (S,I,H)

An introduction to the basic concepts associated with people and their relationships to their physical and cultural environment, with an emphasis on social, economic and political organization.

GEOG 2013 - Meteorology

A study of the Earth's atmosphere including its dynamics, processes, and structure as they pertain to the establishment of weather. Attention will be given to the relationships between weather conditions and air pollution.

GEOG 2033 - World Regional Geography (S,I,H)

A study of China, the former USSR, Europe, Latin America, the Arab world, and other parts of our globe. Special emphasis will be given to the five dimensions: political, economic, historical, social, and geographic as each relates to the specific regions. Foresights and options will be examined to improve our vision of the modern world with its ever more close associations and dependencies.

GEOG 2344 - Introduction to Geographic Information Systems

An introductory course designed to acquaint students with the theory and uses of Geographic Information Systems to capture, store, query, and analyze data referenced to a location on the Earth's surface. Topics include history and applications, map projections, coordinate systems, data sources, structures, and models, along with methods of data acquisitions, management, manipulation, analysis, and visualization. The lab component will provide students hands-on experiences with ArcGIS software. Crosslisted with GIS 2344. Course must be completed with a "C" or better to progress in the GIS program.

GEOG 2990 - Selected Topics in Geography

The study and/or analysis of a selected topic in Geography. May be repeated with a different topic.

Geology

GEOL 1014 - General Geology (Physical) (L)

Study of earth materials and processes for science and non-science majors. Includes examination of the Earth's interior, magnetism, gravity, setting in space, minerals, rocks, structure, and geologic processes. Laboratory may include field studies.

GEOL 1024 - General Geology (Historical) (L)

Study of earth materials and processes within a time perspective. For science and non-science majors. Utilizes fossils, geologic maps, and field studies to interpret geologic history. Laboratory may include field studies. Prerequisite: GEOL 1014 or instructor approval.

GEOL 1113 - Introduction to Oceanography

General survey of the scientific framework of the four specializations of oceanographic study- biological, chemical, geological/geophysical, and physical oceanography.

GEOL 2021 - Map and Airphoto Interpretation

Recognition of landforms and geologic features on topographic maps and airphotos. Includes interpretation of geologic maps and fundamentals basic to all types of contour maps. Prerequisite: GEOL 1014 or GEOG 1014, or instructor approval.

GEOL 2990 - Selected Topics in Geology

The study and/or analysis of a selected topic in Geology. May be repeated with a different topic.

German

GRMN 1001 - German for Communication I

A companion course to GRMN 1103 with emphasis on speaking and comprehension skills. Recommended that it be taken simultaneously with GRMN 1103 or after. Prerequisite: GRMN 1103 with a grade of "C" or better or instructor approval.

GRMN 1103 - German I

A beginning course in understanding, speaking, reading, and writing German. The first in a sequence of related courses.

GRMN 1201 - German for Communication II

Continued instruction in basic language concepts and beginning conversational skills. Conducted in German. Prerequisite: GRMN 1103 with a grade of "C" or better or instructor approval.

GRMN 1213 - German II

Continued instruction in understanding, speaking, reading, and writing German. The second in a sequence of related courses. Prerequisite: GRMN 1103 with a grade of "C" or better or instructor approval.

GRMN 1301 - German for Communication III

Continued instruction to develop oral fluency and conversational skills. Conducted in German. Prerequisite: GRMN 1213 with a grade of "C" or better or instructor approval.

GRMN 1313 - German III

Continued instruction in understanding, speaking, reading, and writing German. The third in a sequence of related courses. Prerequisite: GRMN 1213 with a grade of "C" or better or instructor approval.

GRMN 1413 - German IV

Continued instruction in understanding, speaking, reading, and writing German. The fourth in a sequence of related courses. Prerequisite: GRMN 1313 with a grade of "C" or better or instructor approval.

GRMN 2990 - Selected Topics in German

The study and/or analysis of a selected topic in German. May be repeated with a different topic.

Health Information Technology

HITC 1113 - Introduction to Health Information Management

Students are exposed to the educational requirements and professional credentials for health information management, as well as job functions, career opportunities, and alternative work settings. The organizational structure of the American Health Information Management Association (AHIMA) is reviewed along with member services provided. Record format, content, documentation guidelines, and procedures for quantitative and qualitative analysis of the record are also examined. Other topics addressed include: the master patient index, the number index, numbering and filing systems, and record tracking, retrieval and retention. Prerequisite: Admission to the Health Information Technology Program. Includes lab component.

HITC 1131 - Health Care Delivery Systems and Trends

Students are exposed to the evolution and organization of current health care systems in the United States, regulatory agencies, health care organizations, health care settings (i.e., hospitals, ambulatory care, long term care, home health care, hospice), health care professionals, third party payers, and health care financing. Terminology associated with health care delivery systems will be defined and current trends with health care delivery examined.

HITC 1213 - Statistics and Research Methodology

Descriptive statistics (i.e., means, frequencies, ranges, percentiles and standard deviations), health care statistics, vital statistics and productivity statistics are introduced, including definitions, sources, methods for collection (including abstracting) and reporting, as well as analysis techniques to determine significance, reliability, validity, and/or manipulation. Indices (i.e., diagnosis, procedure, and physician), registers (i.e., birth, death, cancer and trauma) and databases maintained in the health information management department are examined. Students are introduced to, and apply, knowledge-based research techniques and research protocol. Exposure to Institutional Review Boards, national guidelines for human subjects research and health informatics are also included. Prerequisite: HITC 1113, with a "C" or better. Includes lab component.

HITC 1223 - Electronic Health Record Systems

This course provides an overview of electronic health record (EHR) systems including the architecture and design, evaluation and acquisition, data integrity, security and privacy concepts, including monitoring processes and data recovery techniques. Also addressed are policies and procedures for assessing the EHR and its content for compliance as a legal business record. Students are familiarized with state and national initiatives, regulations and guidelines related to information systems for healthcare delivery systems. Other topics examined include data dictionaries, data modeling, data warehousing, screen design, personal health records and micrographics, electronic or imaging technology for data/record storage and retrieval. Prerequisite: HITC 1113 with a grade of "C" or better, and HITC 1353 or concurrent enrollment.

HITC 1242 - Health Information Management in Alternate Care Settings

Alternate care settings (i.e., physician's office, ambulatory care, long term care, home health, hospice, subacute care, rehabilitation, mental health, and dental care) will be examined individually with respect to accrediting agencies, regulatory guidelines, and professional associations. An emphasis will be placed on documentation requirements, systems and administrative procedures, medical office procedures, software and technological tools and professional practice standards related to management of health information in each of the settings. Prerequisite: HITC 1113 with a grade of "C" or better or concurrent enrollment.

HITC 1333 - CPT and HCPCS Coding

The course will examine the process of coding procedures using Current Procedural Terminology IV (CPT-IV) and HCFA's Common Procedural Coding System (HCPCS). CPT coding guidelines, section guidelines, modifier usage, and code linkage will be examined in detail. Students will be exposed to HCPCS codes and the hospital chargemaster. Coding exercises will demonstrate the student's understanding of the principles of CPT coding. Prerequisites: BIOL 1314 and ALDH 1323, with a grade of "C" or better. Includes lab component.

HITC 1353 - Legal Aspects of Health Records

The focus of this course is on legal issues affecting health information. It provides exposure to the American legal system, legal terminology, case studies, and statutes with practical application of these principles and concepts to medical records. Confidentiality and security of medical information is addressed as are HIPAA regulations. Other topics examined include: birth and death certificates, informed consent, response to subpoenas, admissibility, discoverability, negligence, liability, living wills, and organ donations Prerequisite: HITC 1113, with a grade of "C" or better.

HITC 1363 - Classification Systems, Terminologies and Coding I

The current mandated classification system utilized in coding diagnoses and procedures will be examined in detail including associated conventions, guidelines and principles. Variations in coding guidelines based on health care settings will be delineated. Pertinent reference books and publications will be identified. Definitions and reporting guidelines from the Uniform Hospital Discharge Data Set (UHDDS) will be reviewed. Proficiency in coding will be demonstrated through coding exercises and practical applications. Other classifications, taxonomies, nomenclatures, terminologies and clinical vocabularies utilized in reimbursement or managing health information are investigated. Prerequisites: BIOL 1314 and ALDH 1323 with a grade of "C" or better. Includes lab component.

HITC 1412 - Professional Practice Experience I

Supervised exposure to basic health information management functions and applicable software applications via field trips, demonstrations and/or performance activities provided in an appropriate health care setting or through simulated laboratory activities. Prerequisites: HITC 1213 and HITC 1353 with a grade of "C" or better.

HITC 2053 - Pathophysiology and Pharmacology I

Review of current theories of disease process by body systems to assist the student in interpreting documentation within the medical record. This course will familiarize students with common diseases by examining diagnostic criteria, tests and procedures, etiological factors, associated complications and treatment regimens, including procedures and/or medications. Drug classification and adverse drug reactions are examined as are the implications of diagnostic test results. Prerequisites: BIOL 1314 and ALDH 1323, with a grade of "C" or better.

HITC 2113 - Management Techniques for Health Information Services

During this course the application of basic management techniques as they relate to health information services are examined including planning, organizing, staffing, supervising, and controlling. Students will be exposed to the development and use of job descriptions, policies and procedures, productivity standards, performance evaluations, and budgets. Techniques for resume writing, interviewing, counseling, procedure analysis, forms design, department design and/or layout with ergonomic equipment consideration, and purchase, will also be addressed. Critical thinking skills, decision making techniques and team building concepts are examined. Prerequisite: HITC 1213, with a grade of "C" or better.

HITC 2121 - Physician Billing and Reimbursement

Introduction to physician billing and reimbursement issues including insurance verification, preauthorization, claims processing and adjudication, interpretation of explanation of benefits (EOB), appeal of denials, accounts receivable, postings and collections. Other issues examined include the physician fee schedule, Resource Based Relative Value System (RBRVS) and major third party payers (private and government sponsored). Prerequisites: HITC 1333 and HITC 1363 with a grade of "C" or better and HITC 2403 or concurrent enrollment. Includes lab component.

HITC 2133 - Reimbursement Systems and Revenue Cycle Management

Students are introduced to the following reimbursement systems: Ambulatory Patient Classification (APC), Diagnosis Related Groups (DRG), Medicare Severity Diagnosis Related Groups (MS-DRG), Resource Utilization Groups (RUG), Home Health Resource Groups (HHRG), and the prospective payment systems for inpatient rehabilitation and psychiatric facilities. Retrospective and prospective reimbursement systems and capitation are examined. Revenue cycle management issues including advance beneficiary notice, bill preparation, reviewing remittance advice forms, appealing denials, case mix index, and charge master maintenance are investigated. Coding quality and compliance strategies and plans are reviewed. Prerequisites: HITC 1333 and HITC 1363 with a grade of "C" or better and HITC 2403 or concurrent enrollment.

HITC 2153 - Pathophysiology and Pharmacology II

This course continues the review of current theories of disease process for the remaining body systems not covered in HITC 2053. Students will investigate common diseases by examining diagnostic criteria, tests and procedures, etiological factors, associated complications and treatment regimens, including procedures and/or medications. Drug classification and adverse drug reactions are examined as are the implications of diagnostic test results. Prerequisites: BIOL 1314 and ALDH 1323 with a grade of "C" or better.

HITC 2213 - Quality, Utilization, and Risk Assessment

Course includes a detailed examination of licensure and accreditation standards utilized to measure department compliance. Students are introduced to quality improvement theory and techniques (departmental and hospital-wide) and to the "team concept approach" including a review of member and/or facilitator skills needed to successfully participate. The course will also address the concepts and theories of utilization management, critical care pathways, severity of illness systems, quality improvement organizations, and risk management. The role of the medical staff coordinator in credentialing, privileging, committee preparation, and minutes documentation is also examined Prerequisite: HITC 1213, with a grade of "C" or better.

HITC 2342 - Professional Practice Experience III - Coding

Utilizing the current mandated code sets, students will apply coding guidelines and principles to advanced coding problems and patient record documentation. Coding software and groupers will be utilized. Supervised experience coding a variety of patient types (e.g., inpatient, outpatient, physician visits) will occur in a health care setting or through simulated laboratory activities. Exposure to other coding related functions (e.g., Charge Master Maintenance, Clinical Documentation Improvement, Billing Issues) could occur via field trips, individual assignments or guest speakers. Prerequisites: HITC 1333, HITC 1363, HITC 2403, HITC 2133, HITC 2121, HITC 2053 and HITC 2153 with a grade of "C" or better or instructor approval.

HITC 2403 - Coding II

The application of coding principles and guidelines introduced in HITC 1363 will be continued. Source documents are reviewed to practice identifying diagnostic and procedural information to be coded. Coding and reporting guidelines are then applied to diagnostic and procedural information obtained from the health records. This enables the student to establish the necessary skills for achieving coding totality, coding accuracy, and appropriate sequencing of codes. Students will also utilize coding software and groupers. Prerequisite: HITC 1363 with a grade of "C" or better. Includes lab component.

HITC 2411 - Professional Practice Experience II

Supervised exposure to expanded health information management functions (e.g., Cancer Registry, Quality Assessment, Medical Staff Coordination) and alternate care settings (e.g., Home Health, Hospice, Skilled Nursing Facilities) via field trips, demonstrations and/or performance activities conducted at the facility or in simulated laboratory activities. Emphasis is placed on the variations in policies, functions, procedures and documentation requirements applicable to each setting. Prerequisites: HITC 1412 and HITC 1353 with a grade of "C" or better

HITC 2512 - HIT Professional Review

Capstone course builds on the concepts of all courses within the HIT program. Students will evaluate and integrate the knowledge and skills learned and assess their level of mastery with entry level competencies. Prerequisites: All previous HITC courses with a grade of "C" or better or instructor approval.

HITC 2990 - Selected Topics in Health Information Technology

The study and/or analysis of a selected topic in Health Information Technology. May be repeated with a different topic.

Hebrew

HEBR 1011 - Introduction to Hebrew

Includes a study of language structure and vocabulary of biblical scriptures.

HEBR 1023 - Biblical Hebrew I

This course will serve as an introduction to biblical Hebrew with an emphasis on language use through work with biblical texts as well as instruction in the fundamentals of Hebrew grammar.

HEBR 2990 - Selected Topics in Hebrew

The study and/or analysis of a selected topic in Hebrew. May be repeated with a different topic.

History

HIST 1053 - Ancient and Medieval Western Civilization (H)

A survey of the background for development of civilization in the West including the Near East, Greece, and Rome through the Middle Ages and into the period of the Renaissance and Reformation.

HIST 1063 - Modern Western Civilization (H)

The unfolding of the pattern of modern western civilization from the Renaissance to current times. A study of the Age of Revolution and the beginnings of industrialism in the nineteenth century and the social, economic, and political factors of recent world history.

HIST 1073 - Twentieth Century World History (H) (I)

A survey of world history covering World War I and its aftermath, the Depression and the rise of totalitarianism, World War II, the decline of Western imperialism and the growth of the Third World, and the issues of the 1980's.

HIST 1483 - U.S. History 1492 to the Civil War Era

A general presentation of United States history, commencing with the European background and first discoveries. The pattern of exploration, settlement, and development of institutions is followed throughout the colonial period and the early national experience to Civil War era.

HIST 1493 - U.S. History - Civil War Era to the Present

A survey of the unfolding of United States history from the Civil War Era to the present day. The study includes social, economic, and political aspects of American life and follows the development of the United States as a world power.

HIST 2043 - Contemporary Affairs (H) (D)

A study of contemporary affairs based on news magazines, newspapers, and audiovisual resources. By studying current events the student can gain a greater insight into his/her own time and also into historical methodology. Emphasis on self-directed study and skills in using the Learning Resources Center.

HIST 2333 - African-American History (H)

A survey of the African-American experience in American history, beginning with slavery during the creation of the United States as a democratic republic. Tracing the abolitionist movement, African-Americans in the Civil War, Reconstruction and post- Reconstruction, the course will focus on America's attempts to deal with the consequences of slavery throughout the twentieth century.

HIST 2343 - Native American History

An introduction to the cultures, experiences, and conflicts of Native Americans from pre-history to the present. Crosslisted with NAMS 2343.

HIST 2523 - History of Oklahoma

Intercultural contributions from prehistoric to present, including explorations, Indian cultures, homesteading, and statehood.

HIST 2990 - Selected Topics in History

The study and/or analysis of a selected topic in History. May be repeated with a different topic.

Horticulture Technology

HORT 1231 - Introduction to Irrigation

An overview of landscape irrigation design, construction and maintenance.

HORT 1303 - Principles of Horticulture

Introduction to horticultural principles and practices, including basics of landscape design, characteristics and the use of horticultural plants, and the scope and development of the horticulture industry. Includes lab component.

HORT 1383 - Landscape Design & Construction

Covers landscape planning, design and installation with an emphasis on matching plants to the location they are most suited for success. Proper methods of installation and contracting techniques will also be covered.

HORT 2251 - Horticulture Internship I

A supervised work experience in a local greenhouse and nursery.

HORT 2401 - Pest Control Certification & Licensing

The study of general and specific standards required by both federal and Oklahoma law to obtain a pest control license.

HORT 2501 - Greenhouse Management

An overview of practices involved in operating a commercial greenhouse including design, maintenance, environmental control, and crop production.

Human Resources

HRES 1313 - Principles of Human Resources

The principles, policies, and practices currently related to the organization and administration of the human resources department. Will include topics on the employment process, diversity in the workplace, promotion principles, retirement plans, union and nonunion activities and relations. Comparative analysis of such human resources practices as rating scales, job evaluation, safety, and welfare programs also will be included.

HRES 1333 - Benefits Management

A study of employee benefits management. Will include the analysis, selection, and administration of benefit plans, including health delivery systems (HMO's and PPO's, etc.), retirement plans, savings investment plans, and workers' compensation. Prerequisite: HRES 1313 or instructor approval.

HRES 1343 - Compensation Management

A study of compensation management systems. A salary planning emphasis which includes organizational policies, job analysis, job evaluation, salary surveys, compensation structuring computer generated programs, and employee performance appraisals. Prerequisite: HRES 1313 or instructor approval.

HRES 2313 - Human Resource Law I

An in-depth study of the various human resource laws which have an effect on companies and organizations today. Topics to be covered include the ADA, EEO, affirmative action programs, discrimination, employment contracts, employee discipline, and employee termination. Prerequisite: HRES 1313 or instructor approval.

HRES 2333 - Employee and Labor Relations

A study of issues in the areas of industrial, labor, and employee relations including handling personnel problems, analyzing labor relations problems and their resolutions, and negotiating collective bargaining agreements. Prerequisite: HRES 1313 or instructor approval.

HRES 2343 - Training and Development

An introduction to training and development, including program development, media, methods, and resources. Will include section on cost benefits resulting from the relationship of training and development to employee productivity. Will include oral presentations. Prerequisite: HRES 1313 or instructor approval.

HRES 2353 - Human Resource Law II

A continuation of Human Resource Law I with an emphasis on the importance of legal compliance related to performance appraisals, training, employee privacy, OSHA, safety programs, union-management relations including NLRB and current labor legislation, compensation and benefits, retirement, worker's compensation and unemployment compensation. Prerequisite: HRES 1313 and HRES 2313 or instructor approval.

HRES 2363 - Performance Management

A study of HR's role in stablishing a performance management (PM) system. Students will learn and practice methods for designing and developing an effective HR performance management system that aligns with the organization's PM framework and strategy. Methods for defining PM accountabilities, objectives, standards, and competencies. Designing performance appraisal forms, measuring employee performance, and learning role of managers and employees. Utilizing prescriptive and non-prescriptive PM models, diagnosing performance problems, and communicating PM change.

HRES 2990 - Selected Topics in Human Resources

The study and/or analysis of a selected topic in Human Resources. May be repeated with a different topic.

Human Services

HSVC 1113 - Principles of Human Services

An interdisciplinary approach to the understanding of human services. The theoretical and practical approaches utilized by various human service agencies within the community will be considered. The course will also introduce the student to the skills necessary for the paraprofessional in education, developmental disabilities, gerontology, mental health care, and substance abuse areas.

HSVC 1213 - Basic Counseling Skills

Basic models and techniques of individual and group counseling for a variety of clients will be introduced. Content will emphasize communication skills, interviewing techniques, assessment of client's needs, problem identification skills, client rights, and development of client goals and objectives.

HSVC 1313 - Chemical Dependency and Treatment

Introduction to substance abuse and treatment; includes treatment strategies, perspectives, and understanding of the addiction process and its effects upon the individual, his/her family, his/her employer, and society.

HSVC 1403 - Direct Support Professional Foundations

Basic knowledge necessary to enable a beginning Direct Support Professional (DSP) or Habilitation Training Specialist (HTS) to provide supports in residential, employment or vocational, community waiver or specialized foster care services for individuals with disabilities. Emphasis on fundamentals of working in the field, effective teaching/learning, communication, ethical and legal issues, basic residential support, health and safety issues, physical assistance, behavioral intervention, and community inclusion. Prerequisite: DDSD Certificate of Training and instructor approval. Includes lab component.

HSVC 1413 - Introduction to Developmental Disabilities

This course will provide an overview of developmental disabilities, focusing on education and training needs of persons with mild to severe/profound disabilities, as well as trends and issues in services to this population. Students will be exposed to strategies/outcomes planning and assessment skills that are used to help the consumer with disabilities prepare for transition from school to community living and employment. Students will examine job opportunities, training and skill requirements for employment.

HSVC 1421 - Behavioral Supports for Individuals with Disabilities

This course focuses on proactive strategies to support the needs of individuals with disabilities. Content identifies antecedents and consequences that maintain the behavior, including the function of a behavior. Consideration will be given to identifying and teaching the individual appropriate alternative behaviors. Interventions discussed and applied will be appropriate for home, community, social, or employment settings.

HSVC 1423 - Models for Supporting Persons with Developmental Disabilities

An examination of the community environment support settings in which persons with disabilities live, go to school, and work. The course will emphasize the concepts of values, beliefs, ethics, attitudes, respect, and choices as the foundation within all the support networks. The latest models in the areas of family, education, employment, medical, recreation and leisure, advocacy, and community-based programming will be reviewed.

HSVC 1443 - Direct Support Professional I

This course will enhance professional awareness and knowledge of issues related to the Direct Support Professional. Emphasis on professionalism, code of ethics, DSP roles and interaction with various professionals and organizations. Course will also guide participants in analysis of life experiences and professional growth, incorporating portfolio and career path development. Instructor approval required.

HSVC 1523 - Volunteer Management in Human Services

Many health and human services agencies and providers expand and extend their services through the work of volunteers. This course will examine the operation of volunteer programs, including program design, recruitment and selection, orientation, and training and supervision. Prerequisite: HSVC 1113. Includes lab component.

HSVC 2003 - Family Relationships

The study of interpersonal relationships with family members addressing processes and influences throughout family life. Principles and issues of family life perspective, including dynamics of families affected by chemical and alcohol dependency will be addressed.

HSVC 2023 - Lifespan Development

Theoretical concepts and principles of development from prenatal period through death. Addresses the nature and dynamics of developmental changes and the impact upon individuals and family groups over their life spans with emphasis on multidimensional and ecological perspectives. Directed observation/field assignments.

HSVC 2053 - Human Services Applications/Case Management

Intervention strategies for diverse populations, recognizing family, community, state, and societal systems and each system's role in mental and physical health. Course content will include treatment planning, community resources, referral and networking, program coordination, ethical standards for human services workers, and advocacy. Prerequisites: HSVC 1113 and HSVC 1213.

HSVC 2073 - Issues in Human Services

This course is designed to address recent trends, issues, values and ethics, policies, and laws relevant to working with diverse populations. Human services planning and in-depth coverage of specific areas in human services, such as developmental disabilities, elderly, and other special populations, will provide the student with current information and strategies in human services. Prerequisite: HSVC 1113.

HSVC 2101 - Ethics, Human Services and the Law

This course focuses on key ethical and legal issues of specific populations including, but not limited to, children, elderly, mentally ill, and the developmentally disabled. Medical settings and spirituality in counseling will be discussed.

HSVC 2103 - Practicum I

This course is designed to give students field experience through a supervised work experience in an alcohol or chemical dependency program. In addition to the 100-hour on-site experience, students will also participate in a weekly lecture to analyze their experiences and concerns. Prerequisites: HSVC 1113, HSVC 1213, HSVC 1313, HSVC 2213, and SOCI 2153 or PSYC 2153 with a "C" or better and Instructor approval.

HSVC 2111 - Cultural Competence in the Helping Professions

A course to introduce cultural competence and its practical applications within the helping professions. Steps towards becoming culturally competent as an individual and professional, including ethical responsibility, self-assessment and awareness, framework for culturally sensitive practice, and an individualized plan of action will be incorporated.

HSVC 2113 - Human Services Internship

This course is designed to give students field experience through a supervised work experience with an appropriate agency. This experience should relate to the student's area of concentration. In addition to the 160 hours of on-site work experience, students will meet weekly in a lecture/discussion to discuss and analyze their experiences and concerns. Prerequisites: HSVC 1113, HSVC 1213, HSVC 2023 and HSVC 2053 and Instructor approval.

HSVC 2121 - Stress Management in the Helping Professions

This course addresses characteristics of stress and burnout specific to human service professionals. Techniques for preventing and addressing the symptoms and causes of stress for self-management and implementation with clients will be explored. Course includes activities, discussions, and media presentation.

HSVC 2153 - Peer - Mentoring and Leadership I

This course provides advanced human services majors with the opportunity to serve peers and faculty in the Human Services program at Tulsa Community College while practicing various skills critical to professional development. Prerequisite: Instructor approval. Includes lab component.

HSVC 2163 - Peer Mentoring and Leadership II

This course provides advanced human services majors with the opportunity to serve peers and faculty in the Human Services program at Tulsa Community College while practicing various skills critical to professional development. Students previously serving as peer mentors will progress in professional competencies individualized to meet the needs of the student and the program. Prerequisite: Instructor approval. Includes lab component.

HSVC 2173 - Service Learning in Human Services

Features hands-on learning in diverse human service settings. Learning in a "real world" environment by participating in activities that contribute to improving conditions for those in need. Students will perform various assignments available at the identified agencies. In-class time may include conceptual overview lecture/discussion prior to field assignments and "process" assignments, such as journals and group discussions while in the field. Includes lab component.

HSVC 2203 - Parent-Child Relations

Focus on parent-child relations across the lifespan. The interactional influence of children on the family and the impact of parenting on the child will be addressed within a variety of system contexts, including family, school and neighborhood, community and professionals. Emphasis on promoting optimum development and support of families and children addressing challenging issues of contemporary parenting, such as single parenting, stepfamilies, and high risk families. Assigned field experiences. Prerequisite: HSVC 2023.

HSVC 2213 - Introduction to Group Dynamics

Lecture will focus on the history and application of group dynamics and group therapy. Students will gain knowledge and skill in conducting group therapy. Application of group therapy with special populations, such as chemical dependency, adolescents, and mental disorders, will be discussed. Students will gain awareness of group therapy techniques in an experiential setting. Prerequisites: HSVC 1213 and HSVC 1313. Includes lab component.

HSVC 2221 - Childhood Stress

This course is geared to human services students and professionals who desire to better understand the actions and reactions of children to stressful situations. Typical characteristics and various techniques for intervention will be addressed through a multitude of presentation methods.

HSVC 2221 - Introduction to Child Welfare

This course will introduce the student to the field of child welfare services. Historical applications as well as current policies and procedures will be examined. Students will be introduced to the complete cycle of child welfare including prevention and treatment. Ethical and legal issues will also be discussed.

HSVC 2231 - Critical Issues with Children

This course is designed for human services students and professionals who desire to better understand children in the context of critical issues within their lives, including developmental issues, family and social issues, and behavioral issues. Typical characteristics and various techniques for intervention will be addressed through a multitude of presentation methods.

HSVC 2241 - Dealing with the Sexually Abused Child in the Classroom

This course will address the special needs and behaviors of a child that has been sexually abused. Participants will learn to identify problem behaviors as well as strategies to address these behaviors.

HSVC 2342 - Recreation Therapy/Rope Course Training

Certified low sequencing of icebreakers, warm-ups and initiatives for low challenge course elements. Training in belaying, repelling, high set-ups, rescues, and all technical aspects of running a high challenge course. (Miscellaneous fees may be required.)

HSVC 2363 - Recreation Therapy/Outdoor Adventure

Field based course to understand origins and components of involvement in outdoor pursuits. Numerous skills applied to various outdoor settings. (Miscellaneous fees may be required.)

HSVC 2413 - Introduction to Leisure Services

The nature, scope and significance of leisure and recreation. Delivery systems for leisure services, major program areas and the interrelationship of special agencies and institutions serving the recreation needs of society.

HSVC 2433 - Introduction to Therapeutic Recreation

Theory and application of therapeutic recreation with emphasis on types of illnesses and disabilities, delivery systems, programming and services.

HSVC 2513 - Management of Community Programs

This course will prepare students for management careers and/or enhance the skills of professionals already employed in a community setting. It will include an examination of management philosophies, guidelines, strategies, personnel issues, and current program operations of human service agencies/organizations, particularly small non-profit entities. Prerequisite: HSVC 1113.

HSVC 2613 - Gerontology in Human Services

Focus on the roles and responsibilities of the human services worker with this specialized population, including knowledge of the social welfare system, bereavement, current status of managed care, and other related issues. An overview of the aging process and implications of an aging population will be presented. Discussion of levels of care, resources, and options for the elderly population within the community will be addressed. Fifteen to twenty field hours in a related service agency are required. Prerequisite: HSVC 2023.

HSVC 2701 - Introduction to Play Therapy

Along with an overview of play therapy history and application, specific play therapy techniques such as art therapy, sandtray play, water play, mutual storytelling, puppetry, board games, and role-plays will be presented in an experiential learning environment. Discussion will include applications with special populations and students will learn how to engage a variety of populations in specific play techniques.

HSVC 2711 - Clinical Application of Dreaming

The clinical and therapeutic application of dreams will be explored in an experiential environment. The use of dreams in individual, group, and family therapy will be presented. Students will have the opportunity to explore their dreams using a variety of techniques and methodologies.

HSVC 2990 - Selected Topics in Human Services

The study and/or analysis of a selected topic in Human Services. May be repeated with a different topic.

Humanities

HUMN 2113 - Humanities I: Prehistory through the Middle Ages (H)

An interdisciplinary survey designed to strengthen the student's fundamental grasp of human values, ideas, discoveries, and creative achievements. Areas of consideration may include architecture, cosmology, dance, drama, film, history, literature, music, mythology, painting, philosophy, religion, and sculpture.

HUMN 2223 - Humanities II: From the Renaissance to the Present (H)

A continued interdisciplinary survey designed to strengthen the student's fundamental grasp of human values, ideas, discoveries and creative achievements. Areas of consideration may include architecture, cosmology, dance, drama, film, history, literature, music, mythology, painting, philosophy, religion, and sculpture.

HUMN 2323 - 20th Century Humanities (H)

This course will allow a global focus on creative achievements from 1900 to the present. It is a survey of the "modern" humanities.

HUMN 2333 - Humanities: Literature and Film (H)

An introductory study of the narrative through examination of selected literature and its adaptation into film.

HUMN 2443 - Art of Film (H)

A critical study of film as an art form and as a reflection of modern culture through examination of selected works and reviews.

HUMN 2553 - Introduction to American Humanities (H)

An interdisciplinary, multi-cultural survey designed to strengthen the student's appreciation of America's rich cultural heritage. Areas of consideration may include architecture, cosmology, dance, drama, film, history, literature, music, painting, philosophy, religion, and sculpture.

HUMN 2613 - International Film (H,I)

Analytical study of exemplary international films in terms of major historical periods or trends, themes and aesthetics. Critical analysis of aesthetic and narrative traditions of film as a reflection of the humanistic values of the cultures of their production. Students will speak and write critically about film as an art form as well as about film in relation to culture.

HUMN 2663 - Hollywood's America (H)

This course will explore values, myths, and legends about America as portrayed by Hollywood. It will examine how films about America both reflect and lead popular American and international consciousness of America's society, history, heroes, heroines, and villains.

HUMN 2773 - American Popular Culture (H)

This course is a critical analysis of the form and content of the arts Americans experience on a daily basis. Areas of consideration may include advertising arts, cartoons, dance, fashions, film, new religions, popular literature, popular music, and television.

HUMN 2883 - Cultural Identities and the Arts in America (H)

Examine cultural identities in America as they are expressed through oral traditions, music, literature, and the arts. Explore how the various cultures which came together in America borrowed from each other to produce the forms we see today. Distinctions are made between perceived cultural differences and those cultural elements which are common to all humanity.

HUMN 2990 - Selected Topics in Humanities

The study and/or analysis of a selected topic in Humanities. May be repeated with a different topic.

Information Technologies Convergence

ITCV 1033 - Introduction to Voice & Data Networking

This is an introductory study of voice and data communications and convergence. Topics include the history and evolution of the telecommunications infrastructure, analog & digital signaling & transmission media & technologies, service providers, binary, decimal, and hexadecimal numbering systems, circuit and packet switching, WAN and broadband networking technologies, and Voice over IP. Students will perform numerous hands-on labs. This course is a prerequisite for ITCV 2033 Cisco CCENT / ICND1, and serves as a substitute for CSCI 1263 Network Fundamentals. Prerequisite: CSCI 1203 or demonstration of computer proficiency. MATH 1473 is highly recommended as a prerequisite for this course.

ITCV 2023 - Wireless Networking

An in-depth study of current and emerging wireless communications and networking technologies used in PANs, LANs, MANs, and WANs. Topics include wireless transmission, RF, IR, antennas, WLAN's, security, global positioning systems, cellular technologies, RFID, NFC, Blue Tooth, satellite, VoWLAN, ZigBee, and Wi-Max. Prerequisite: ITCV 1033 or instructor approval. Completion of the Math requirement for the student's desired degree or certificate is recommended.

ITCV 2033 - Cisco CCENT/ICND 1

This course prepares students to take the Cisco ICND 1 certification exam, and is a prerequisite for taking ITCV 2203 Cisco CCNA Routing & Switching/ICND2. Topics include a review of networking fundamentals, Ethernet LANs, and IPv4 addressing, subnetting and services, and an introduction to IPv6. Students will configure real Cisco routers and switches in hands-on labs. Prerequisite: ITCV 1033 or instructor approval. Completion of the Math requirement for the student's desired degree or certificate plan is recommended.

ITCV 2203 - Cisco CCNA Routing & Switching/ICND2

This course prepares the student to take the current CCNA ICND2 certification exam. Topics include LAN switching, IPv4 protocols and routing, WANs, IPv6 routing protocols, and network management. Students will configure real Cisco routers and switches in hands-on labs. Prerequisite: ITCV 2033 Cisco CCENT/ICND 1 or instructor approval.

ITCV 2293 - Cloud Computing

This course prepares students to provision and support cloud computing, and will also help to prepare students for industry certification exams. Topics include software as a service (SaaS), platform as a service (PaaS), infrastructure as a service (IaaS), data storage, RAID systems, big data, network attached storage (NAS), storage area networks (SAN), cloud computing, hypervisors, business continuity, replication, virtualization, virtual machines, physical to virtual conversion, and live migration. Students will work in groups to build their own cloud infrastructure with shared storage, multiple hosts, and cloud management. Prerequisites: ITCV 1033, CSCI 1483, and CSYS 2063 or instructor approval.

ITCV 2990 - Selected Topics in Information Technologies Convergence

Selected topics in Information Technologies Convergence.

Interior Design

INTD 1303 - Sales and Negotiations

A multi-pronged approach focused on the development and growth of the salesperson through a study of self-motivation, business communication, and the development of sales presentations and closing strategies, with special emphasis on developing negotiation skills. Crosslisted with MKTG 1313.

INTD 1313 - Interior Design Orientation

An introductory course into the field of interior design which includes the basic elements and principles of design. An overview of the profession including professional standards, employment opportunities, interior materials, and an understanding of basic human needs in relation to design. Concurrent enrollment in INTD 1473 is required and concurrent enrollment in INTD 1433 is strongly recommended for Interior Design majors.

INTD 1433 - History of Interiors I (H)

A study of architecture and interior furnishings from prehistoric to the 18th century. Major political, religious and art movements influencing the interior design profession are included. Concurrent enrollment in INTD 1313 and INTD 1473 is recommended. Online only.

INTD 1443 - History of Interiors II (H)

A study of architecture, interiors and furniture of the 19th and 20th centuries. Major political, religious and art movements influencing the interior design profession are included. Online only. Prerequisites: INTD 1433 with a grade of "C" or better.

INTD 1473 - Color Theory

A study of color as it relates to Interior Design from the past to now. Emphasis on how colors are mixed, emotions are evoked by colors and design implications are related to color. Concurrent enrollment in INTD 1433 is suggested. Fall only. Concurrent enrollment in INTD 1313 is required

INTD 1483 - Design I

An introduction to drafting tools, equipment and techniques. This course will introduce Interior Design students to visual communication for the design profession through technical drafting skills, including floor plans, elevations, and isometrics. Emphasis is placed on the design implications of spatial relationships, scale and function. Concurrent enrollment in INTD 1443 is suggested. Spring only. Prerequisites: INTD 1313 and INTD 1473, both with a grade of "C" or better. Concurrent enrollment in INTD 1493 is required.

INTD 1493 - Presentation Drawing

An introduction to architectural sketching, one and two-point perspective drawing, and color rendering techniques to enhance interior presentations. Concurrent enrollment in INTD 1443 is suggested. Spring only. Prerequisites: INTD 1313 and INTD 1473, both with a grade of "C" or better. Concurrent enrollment in INTD 1483 is required

INTD 1513 - Design II

In-depth creative application of space planning for a variety of large project types. Emphasis placed on material and finish selection and presentation boards. Concurrent enrollment in INTD 1543 is suggested. Fall only. Prerequisites: INTD 1443, INTD 1483, and INTD 1493, all with a grade of "C" or better. Concurrent enrollment in INTD 1523 is required.

INTD 1523 - Introduction to CAD for Interior Design

This course introduces the principles and techniques utilized in Computer Aided Design and drafting for two dimensional. application. Students will be introduced to concepts of drawing entities and objects, as well as processes to manipulate, edit, or modify drawings. Concurrent enrollment in INTD 1543 is suggested. Fall only. Prerequisites: INTD 1443, INTD 1483, and INTD 1493, all with a grade of "C" or better. Concurrent enrollment in INTD 1513 is required.

INTD 1533 - Photoshop for Interior Design

This course is designed to provide students with a functional knowledge of the industry standard graphics editing software in a hands-on environment. Design concepts will be emphasized by completing projects based on the Interior Design profession. Fall only. Prerequisites: INTD 1513 and INTD 1523 or concurrent enrollment.

INTD 1543 - Professional Practice for Interior Design

A study of professional practices in Interior Design, including business procedures, professional ethics, contracts, project management and specifications. Concurrent enrollment in INTD 1513 and INTD 1523 is suggested. Online only. Prerequisites: INTD 1483 and INTD 1493, both with a grade of "C" or better.

INTD 2343 - Interior Design Internship I

Supervised employment in the Interior Design profession. Intended to provide practical experience for students preparing for a career in the area of Interior Design and decorating who are not already employed in this field. Prerequisites: INTD 1513, INTD 1523, and INTD 1543, all with a grade of "C" or better, and instructor approval.

INTD 2353 - Interior Design Internship II

Supervised employment in the Interior Design profession. Intended to provide practical experience for students preparing for a career in the area of Interior Design who are not already employed in this field. Prerequisites: INTD 2343 with a grade of "C" or better and instructor approval.

INTD 2403 - Market Field Trip

Students will become familiar with market showroom services available to interior designers. Showroom procedures in relation to samples, ordering, and financial requirements will be covered. Course may be taken twice. Prerequisites: INTD 1313 with a grade of "C" or better and instructor approval.

INTD 2433 - Textiles for Interior Design

A study of styles, properties, testing, and appropriate uses of textiles in Interior Design. Yardage calculations needed for various window treatments and wall covering applications will be covered. Spring only. Prerequisites: INTD 1513, INTD 1523, and INTD 1543, all with a grade of "C" or better. Concurrent enrollment in INTD 2443 and INTD 2463 is required.

INTD 2443 - Materials and Interior Finishes

The study of materials and finishes for interiors from characteristics to installation. Emphasis on selecting appropriate materials, estimating and specifications. Prerequisites: INTD 1513, INTD 1523 and INTD 1543, all with a grade of "C" or better. Concurrent enrollment in INTD 2433 and INTD 2463 is required. Spring only.

INTD 2453 - Advanced CAD for Interior Design

Advanced visual communication, computer drafting and presentation techniques. In-depth design problems will be addressed. Spring and summer. Prerequisites: INTD 1513, INTD 1523, and INTD 1543, all with a grade of "C" or better.

INTD 2463 - Codes for Interior Designs

The study and research of codes used in the Interior Design profession. Emphasis on ADA, fire, and building codes. Spring only. Prerequisites: INTD 1513, INTD 1523 and INTD 1543, all with a grade of "C" or better. Concurrent enrollment in INTD 2433 and INTD 2443 is required.

INTD 2503 - Computer Graphics

A study of three-dimensional computer modeling and rendering using various computer programs. Fall only. Prerequisites: INTD 1513 and INTD 2453, both with a grade of "C" or better. Concurrent enrollment in INTD 2523 is required.

INTD 2513 - Lighting for Interior Design

A study of lighting design for interior spaces. Emphasis on lighting systems, fixtures, specifications, and placement. Spring Only. Prerequisites: INTD 2503 and INTD 2523, both with a grade of "C" or better. Concurrent enrollment in 2533 is required.

INTD 2523 - Design III

Development of a large scale studio project while researching and applying design principles and elements and codes as well as selecting furniture and finishes. Emphasis on the development of construction documents. Fall only. Prerequisites: INTD 1513, INTD 2443, INTD 2453, INTD 2463, all with a grade of "C" or better. Concurrent enrollment in INTD 2503 is required

INTD 2533 - Design IV

Students will assess personal strengths and goals. Emphasis placed on resumes, portfolios, design organization, and presentation methods to exhibit work. Small design projects may be addressed Prerequisites: INTD 2503 and INTD 2523, both with a grade of "C" or better. Concurrent enrollment in INTD 2513 is required.

INTD 2990 - Selected Topics in Interior Design

The study and/or analysis of a selected topic in Interior Design. May be repeated with a different topic.

Interpreter Education

INED 1423 - Introduction to Interpreting

This course is designed to provide students with a working knowledge of the profession of interpreting, including the Code of Ethics, certification criteria, the roles and responsibilities of an interpreter, and compensation. The role of the interpreter in a variety of professional settings including educational, medical, legal, the performing arts, mental health, and employment will be addressed.

INED 2213 - American Sign Language to English Interpreting I

This course is designed to develop consecutive interpreting skills from American Sign Language to spoken English. Emphasis will be on development of interpreting processing skills. Concurrent enrollment with ASLE 2414 and INED 2393 is recommended. Prerequisites: ASLE 1373 and INED 1423 with a "C" or better or instructor approval.

INED 2233 - American Sign Language to English Interpreting II

This course is a continuation of American Sign Language to English Interpreting I. Students will refine consecutive interpretation skills and develop simultaneous interpretation skills from American Sign Language to English. Students will discuss the application of process skills, contrastive ASL-English linguistics, contrastive cultural analysis, and teaming skills. This course includes practice of requisite skills and process tasks of increased complexity with rehearsed and unrehearsed language samples. Concurrent enrollment with INED 2403 and ASLE 2524 is recommended. Prerequisite: INED 2213 with a "C" or better or instructor approval.

INED 2393 - Interpreting I

This course is designed to develop skills in consecutive interpretation from spoken English to American Sign Language. Coursework will enhance development in auditory memory, visualization, message analysis and target language production. Students are required to observe interpreters in two instructor-approved situations beyond the classroom. Concurrent enrollment in INED 2213 and ASLE 2414 is recommended. Prerequisites: ASLE 1373 and INED 1423 with a grade of "C" or better and an placement score or a grade of "C" or better in ENGL 1113 or instructor approval.

INED 2403 - Interpreting II

This course is a continuation of Interpreting I with an emphasis on transliteration skills. Students will work from consecutive interpreting to simultaneous interpreting increasing linguistic competency and cultural appropriateness. Students are required to observe interpreters in two instructor-approved situations beyond the classroom. Concurrent enrollment with INED 2233 and ASLE 2524 is recommended. Prerequisite: INED 2393 with a grade of "C" or better or instructor approval. Includes lab component.

INED 2443 - Interpreting in Specialized Settings

This course is designed to equip the student with the skills and vocabulary needed to interpret in a variety of settings including, but not limited to, medical, mental health, legal, employment, educational, religious and the performing arts. Prerequisites: INED 2393 and ASLE 2414 with "C' or better or instructor approval. Includes lab component.

INED 2613 - Interpreting III

This course is designed to strengthen processing skills and target language production from spoken English to American Sign Language and from American Sign Language to spoken English through the use of interactive materials. Continued application of process skills, contrastive ASL-English linguistics, contrastive cultural analysis and teaming skills will be provided using rehearsed and unrehearsed texts. Concurrent enrollment with INED 2643 is recommended. Prerequisites: INED 2403 with a grade of "C" or better or instructor approval. Includes lab component.

INED 2643 - Interpreting Internship

This course provides practical experience in settings such as educational, rehabilitation, community service center, and agencies serving children, adolescents, and/or adults who are Deaf or hard of hearing. Students have the opportunity to synthesize practical and academic experiences gained during coursework. The site, supervision, and plan of activity will be agreed upon mutually by student and instructor. Concurrent enrollment with INED 2613 is recommended. Prerequisites: ASLE1413, INED 2233, INED 2403, INED 2443, and ASLE 2524 with a grade of "C" or better or instructor approval. Includes lab component.

INED 2990 - Selected Topics in Interpreter Education

The study and/or analysis of a selected topic in Interpreter Education. May be repeated with a different topic.

Italian

ITAL 1001 - Italian for Communication I

A companion course to ITAL 1103 with emphasis on speaking and comprehension skills. Recommended that it be taken simultaneously with ITAL 1103 or after. Prerequisite: ITAL 1103 with a grade of "C" or better or instructor approval.

ITAL 1103 - Italian I

A beginning course in understanding, speaking, reading, and writing Italian. The first in a sequence of related courses.

ITAL 1201 - Italian for Communication II

Continued instruction in basic language concepts and beginning conversational skills. Conducted in Italian. Prerequisite: ITAL 1103 with a grade of "C" or better or instructor approval.

ITAL 1213 - Italian II

Continued instruction in understanding, speaking, reading, and writing Italian. The second in a sequence of related courses. Prerequisite: ITAL 1103 with a grade of "C" or better or instructor approval.

ITAL 1301 - Italian for Communication III

Continued instruction to develop oral fluency and conversational skills. Conducted in Italian. Prerequisite: ITAL 1213 with a grade of "C" or better or instructor approval.

ITAL 1313 - Italian III

Continued instruction in understanding, speaking, reading, and writing Italian. The third in a sequence of related courses. Prerequisite: ITAL 1213 with a grade of "C" or better or instructor approval.

ITAL 1401 - Italian for Communication IV

Continued instruction to develop oral fluency and conversational skills. Conducted in Italian. Prerequisite: ITAL 1313 with a grade of "C" or better or instructor approval.

ITAL 1413 - Italian IV

Continued instruction in understanding, speaking, reading, and writing Italian. The fourth in a sequence of related courses. Prerequisite: ITAL 1313 with a grade of "C" or better or instructor approval.

ITAL 2330 - Italian International Seminar and/or Field Studies

This course is designed to provide an on-site experience in the selected Italian speaking country. Includes lectures, readings, oral interactions, and written reports. All or a portion of instruction and activities are conducted at the international site. Focus on language (oral and written forms) and culture development. Prerequisite: Permission of the Dean of Global Education and Associate Dean before enrollment and in advance of in-country experience.

ITAL 2421 - Italian Culture Comparisons

Focus on the cultural aspects of the Italian people. Includes a comparison with the American culture as well as other culture groups. Conducted in English.

ITAL 2990 - Selected Topics in Italian

The study and/or analysis of a selected topic in Italian. May be repeated with a different topic.

Japanese

JAPN 1001 - Japanese for Communication I

A companion course to JAPN 1103 with emphasis on speaking and comprehension skills. Recommended that it be taken simultaneously with JAPN 1103 or after. Prerequisite: JAPN 1103 with a grade of "C" or better or instructor approval.

JAPN 1103 - Japanese I

A beginning course in understanding, speaking, reading, and writing Japanese. The first in a sequence of related courses.

JAPN 1111 - Kanji I

A review of JLPT N5 kanji and their usage. Conducted in Japanese and English. Prerequisite: JAPN 1103 with grade of "C" or better.

JAPN 1121 - Kanji II

A review of JLPT N4 kanji and their usage. Conducted in Japanese and English. Prerequisite: JAPN 1103 with grade of "C" or better.

JAPN 1131 - Kanji III

A review of JLPT N3/N4 kanji and their usage. Conducted in Japanese and English. Prerequisite: JAPN 1103 with grade of "C" or better.

JAPN 1141 - Kanji IV

A review of JLPT N3 kanji, Joyo kanji and their usage. Conducted in Japanese and English. Prerequisite: JAPN 1103 with grade of "C" or better.

JAPN 1201 - Japanese for Communication II

Continued instruction in basic language concepts and beginning conversational skills. Conducted in Japanese. Prerequisite: JAPN 1103 with a grade of "C" or better or instructor approval.

JAPN 1213 - Japanese II

Continued instruction in understanding, speaking, reading, and writing Japanese. The second in a sequence of related courses. Prerequisite: JAPN 1103 with a grade of "C" or better or instructor approval.

JAPN 1301 - Japanese for Communication III

Continued instruction to develop oral fluency and conversational skills. Conducted in Japanese. Prerequisite: JAPN 1213 with a grade of "C" or better or instructor approval.

JAPN 1313 - Japanese III

Continued instruction in understanding, speaking, reading, and writing Japanese. The third in a sequence of related courses. Prerequisite: JAPN 1213 with a grade of "C" or better or instructor approval.

JAPN 1401 - Japanese for Communication IV

Continued instruction to develop oral fluency and conversational skills. Conducted in Japanese. Prerequisite: JAPN 1313 with a grade of "C" or better or instructor approval.

JAPN 1413 - Japanese IV

Continued instruction in understanding speaking, reading, and writing Japanese. The fourth in a sequence of related courses. Prerequisite: JAPN 1313 with a grade of "C" or better or instructor approval.

JAPN 2071 - Japanese History and Geography Introduction

A survey of Japanese history and geography as it relates to modern day Japanese societies and language with an awareness of the relationship between the physical, political, and linguistic regions. Conducted in English.

JAPN 2113 - Intermediate Japanese I

An intermediate course in understanding, speaking, reading, and writing Japanese. Taught in Japanese. Prerequisite: JAPN 1413 with a grade of "C" or better or instructor approval.

JAPN 2213 - Intermediate Japanese II

An intermediate course in understanding, speaking, reading, and writing Japanese. Taught in Japanese. Prerequisite: JAPN 1413 with a grade of "C" or better or instructor approval.

JAPN 2320 - International Work and/or Study Seminar

Practicum with an international firm and/or study abroad. Focus on application and enhancement of language skills (oral and written forms). Lecture and/or laboratory equivalent. Prerequisite: Approval of Dean of Global Education and Associate Dean before enrollment and in advance of work/study abroad experience.

JAPN 2421 - Japanese Culture Comparisons

Focus on the cultural aspects of the Japanese people. Includes a comparison with the American culture as well as other culture groups. Conducted in English.

JAPN 2523 - Intermediate Japanese Grammar and Composition

This course includes a thorough review of syntax, grammar and the development of composition skills. Conducted in both Japanese and English. Prerequisite: JAPN 2213 with grade of "C" or better or 18 hours of Japanese or instructor approval.

JAPN 2990 - Selected Topics in Japanese

The study and/or analysis of a selected topic in Japanese. May be repeated with a different topic.

Journalism/Mass Communications

JRMC 1013 - Introduction to Mass Communications

A survey course designed to provide students with a panoramic view of mass communications in the digital global age with emphasis on the role of mass media in a diverse society. Open to all majors. Offered fall, spring, and summer terms.

JRMC 1103 - Introduction to Broadcasting

Introductory course in the practical application of writing, performance, and technical production pertaining to radio, television field production and studio production. Students will acquire hands-on experience as they produce assignments in the radio lab, on field assignments, and in the television studio. Open to all majors. Offered Fall and Spring terms. Includes lab component.

JRMC 1113 - Writing for the Mass Media

Introduction to media writing and Associated Press Style. Course focuses on news and non-news styles used by media writers and professionals. Directed study of practice in writing for print and electronic media, including online media. Offered fall, spring and summer terms. Students are required to pass the Media Writing Skills Test with a score of 70 percent or higher. Offered Fall and Spring terms. Prerequisites: Word-processing ability and ENGL 1083 or concurrent enrollment.

JRMC 1123 - News Writing and Reporting

Techniques of news writing and reporting in the digital age, including: writing leads, structuring and polishing the news story; using the stylebook; information gathering and interviewing; determining news value; practice in writing different types of stories, with emphasis on hard news, feature, police, government, and speech coverage. Offered Fall and Spring terms. Prerequisites: Typing/word processing ability, successful completion of ENGL 1083 and JRMC 1113 or instructor approval

JRMC 1613 - Radio Production

This course provides an overview of digital radio production, including technical aspects, editing and radio station operations. The theories, tools, techniques, and regulatory controls of audio production are examined. Offered fall term only. Offered Fall term only. Prerequisite: JRMC 1103 or concurrent enrollment. Includes lab component.

JRMC 2013 - Principles of Advertising

Course covers elements and purposes of advertising; study of historical, legal, ethical, psychological, economic, global, societal and artistic aspects. Focus on advertising structure, comprehensive campaign reports, marketing and promotional mixes, budget, and media planning, practice in advertising copywriting and design and sales. Offered Fall term only. Prerequisites: JRMC 1113 and/or concurrent enrollment.

JRMC 2023 - Electronic Communication

This course introduces students to electronic communication with a series of hands-on projects that incorporate multimedia tools. Students will develop skills in basic logging, photography, videography, podcasting and web page development. Discussion will focus on effective techniques for storytelling in a changing media landscape, and exploring new approaches to traditional methods of communication. Offered Spring term only. Prerequisite: JRMC 1113. Includes lab component.

JRMC 2143 - Studio Production

Students learn to write, produce and direct multi-camera studio productions. Topics include studio camera operation, lighting and sound, as well as organized pre-production and crewing in a studio environment. Offered Spring term only. Prerequisites: JRMC 2573 or instructor approval. Includes lab component.

JRMC 2173 - Advanced Broadcasting

Advanced study in writing for television and radio practice in script writing; broadcast performance/ announcing; pre-production, broadcast reporting and management of programs and formats. Includes lab component. Offered Spring term only. Prerequisite: JRMC 1103.

JRMC 2183 - Principles of Public Relations

Students learn fundamental principles of public relations processes, including research, planning and communication. Course includes an examination of selected case study methodologies, including writing news releases and planning, detailing and producing a comprehensive public relations campaign. Offered Spring term only. Prerequisite: JRMC 1113 or concurrent enrollment.

JRMC 2433 - Field Production

Pre and post-production processes involved in field (on location) broadcast productions. Topics include field camera setup and operation, field audio, television direction, and in-camera or basic continuity editing with an emphasis on underlying principles of video technology. Offered Fall term only. Prerequisites: JRMC 2573 or instructor approval. Includes lab component.

JRMC 2513 - TCC Connection I

The workshop is continuation and further development in the production of a bi-weekly news product. Included in the workshop is hands-on training for a newspaper and a website. Assignments in news gathering and prioritization, news writing, editing, layout and design, photography, advertising sales, office management, and operations in a media-related environment will be emphasized. Students will acquire experience using InDesign, Photoshop and other media-related software programs. Offered Fall term only. Prerequisite: Instructor approval.

JRMC 2523 - TCC Connection II

Continued workshop providing further development in the production of a bi-weekly news product. Included in the workshop is hands-on training for the development of a newspaper and a website. Assignments in news gathering and prioritization, news writing, editing, layout and design, photography, advertising sales, office management, and operations in a media-related environment will be emphasized. Students will acquire experience using InDesign, Photoshop and other media-related software programs. Offered Spring and Summer terms. Prerequisite: Instructor approval.

JRMC 2573 - Videography

An introductory study in video technologies basic equipment, including digital video camera operation, video composition, basic lighting, audio, production planning, and visual story telling. Offered Fall and Spring terms. Prerequisite: JRMC 1103.

JRMC 2631 - Radio Practicum

This course concentrates on using the voice-tracking software available in the Radio Lab. Students will receive individual instruction on learning to use the software. Students will then provide weekly programming for TCC's Internet radio station. This is a self-paced course; however, students are required to produce a designated minimum number of shows. Open to all majors. Offered Fall and Spring terms.

JRMC 2633 - Radio Announcing

This course provides an interpretive analysis and practical application of broadcast announcing. Broadcast announcing principles and techniques are discussed and applied. Includes creating, reading and delivering commercials, news, interviews, public service announcements, and special events. Offered Spring term only. Prerequisite: JRMC 1613. Includes lab component

JRMC 2973 - Journalism and Mass Communications Internship I

Expands the JRMC and Digital Media Programs, offering internship as a means to provide students with hands-on learning and working experience in their chosen JRMC degree options of Strategic Communications or Electronic and Broadcast Communication; or their chosen Digital Media specialty of Broadcast Production Specialist or Graphic Design Specialist. Students must apply through internship faculty advisor. Offered fall, spring, and summer terms.

JRMC 2983 - Journalism and Mass Communications Internship II

Expands the Journalism and Mass Communications, offering internship as a means to provide students with hands-on learning and working experience. Prerequisites: Successful completion of JRMC 2973; initiation of the application process with the Program Coordinator or Dean. Offered fall, spring and summer terms.

JRMC 2990 - Selected Topics in Journalism

The study and/or analysis of a selected topic in Journalism and Mass Communications. May be repeated with a different topic.

Latin

LATN 1103 - Latin I

An elementary course in understanding, speaking, reading, and writing Latin. The first in a sequence of four related courses.

LATN 1213 - Latin II

Continued instruction in understanding, speaking, reading, and writing Latin. Prerequisite: LATN 1103 with a grade of "C" or better or instructor approval.

LATN 2990 - Selected Topics in Latin

The study and/or analysis of a selected topic in Latin. May be repeated with a different topic.

Management

MGMT 1073 - Business Experiential Studies

Experiential learning credit may be granted for knowledge gained through bona fide corporate training programs. Personal involvement in certain professional organizations offering bona fide training may also be considered. The student will be required to attend a portfolio orientation session with the instructor, then develop a portfolio of business training and experiences to be submitted to the college for review to determine the equivalence to college learning. Prerequisite: Completed 12 credit hours of coursework at TCC with a 2.0 GPA or higher.

MGMT 1353 - Management Essentials

Introduction to practical management with emphasis on the role of the manager in the company/organization. Examines the function of management in conjunction with leadership, motivation, and communication.

MGMT 2103 - Workforce Development Internship

Supervised work experience related to the student's chosen workforce development field of study. Designed to provide practical application of workforce development program content in the work environment. Student must contact workforce development internship instructor and meet all requirements for internship participation including completion of 15 credit hours with a 2.0 GPA or higher, or instructor approval.

MGMT 2123 - Leadership Development

This course is designed to provide emerging and existing leaders the opportunity to explore the concept of leadership and to develop and improve their leadership skills. The course integrates reading from the humanities, experiential exercises, films and contemporary readings on leadership.

MGMT 2323 - Organizational Behavior

A study of the behavioral sciences and their application to human relations and productivity. Includes such topics as motivation, leadership, participative management, group dynamics, communication, organizational change, and group processes as related to team building and total quality management. Prerequisite: MGMT 1353 or MGMT 2363, MGMT 2453 or instructor approval.

MGMT 2353 - Business Policy

A study of management activities utilizing comprehensive case problems. Emphasis is on the integration of management functions in the process of planning objectives, establishing policies, and determining strategic plans of action. Prerequisite: MGMT 2323 or instructor approval.

MGMT 2363 - Principles of Management

Introduction to the basic theory and principles of management. Emphasis is on the functions of management, planning, organizing, staffing, directing, and controlling. A survey approach to current trends in management and possible future developments in organization and administration.

MGMT 2443 - Imagination, Innovation, and Creativity

This course is designed to provide students with practical knowledge, skills, and hands-on exercises which add value to services and products through innovation and imagination. Utilizing critical thinking skills, problem-solving techniques, and various creative exercises, students will develop their personal creative potential, and explore techniques such as lateral thinking, inversion, and free association within a team environment.

MGMT 2453 - Human Resources Management

Study of the principles and practices of management with emphasis on the human factors, including recruitment, interviewing, testing, training, and performance appraisal. Emphasizes the responsibilities of all managers for human resources in their organization. Prerequisite: MGMT 1353 or MGMT 2363 or instructor approval.

MGMT 2990 - Selected Topics in Management

The study and/or analysis of a selected topic in Management. May be repeated with a different topic.

Marketing

MKTG 1313 - Sales and Negotiations

A multi-pronged approach, focused on the development and growth of the salesperson through a study of self-motivation, business communication, and the development of sales presentations and closing strategies, with special emphasis on developing negotiation skills. Crosslisted with INTD 1303.

MKTG 1333 - Fashion Innovation and Marketing

Course emphasizes the process of fashion innovation, variables of fashion affecting production and distribution of consumer goods, and development of present structure in the fashion industry.

MKTG 1393 - Web Design and Marketing

An introduction to website creation and marketing related to E-Commerce business. Topics may include market research, usability issues, and design guidelines which include marketing approaches such as importance of logos, psychology of color, product promotion and cost factors. Students will develop and test a website using popular web development software. Prerequisite: CSCI 1203; MKTG 2423 recommended. Crosslisted with CSYS 1393.

MKTG 1403 - Marketing Internship I

Supervised employment in the student's chosen field of marketing. Intended to provide practical experience for students preparing for a career in marketing. Requires instructor approval.

MKTG 1423 - Marketing Internship II

Supervised employment in the student's chosen field of marketing. Intended to provide practical experience for students preparing for a career in marketing. Requires instructor approval.

MKTG 1433 - Marketing Internship III

Supervised employment in the student's chosen field of marketing. Intended to provide practical experience for students preparing for a career in marketing.

MKTG 1443 - Electronic Commerce

This course will examine the foundation, operation and implications of the Internet economy. Course content may include topics such as Internet technologies, privacy, security, online market mechanisms, interaction with customers, electronic publishing, electronic shopping, knowledge-based products, pricing in the Internet economy, database issues, online auctions and e-marketplaces, intellectual property, policies, ethics for the Internet economy, emerging technologies and an outlook for the new economy. Prerequisite: CSCI 1203 or instructor approval. Crosslisted with CSYS 1443.

MKTG 1453 - Marketing Internship IV

Supervised employment in the student's chosen field of marketing. Intended to provide practical experience for students preparing for a career in marketing. Requires instructor approval.

MKTG 2293 - Social Media

Explore the use of social media for business and personal use. Develop a social media marketing plan for a business. Prerequisite: CSCI 1203; MKTG 2423 recommended. Crosslisted with CSYS 2293.

MKTG 2343 - Customer Service

This course provides students with the basic concepts and current trends in the customer service industry. Special areas of emphasis include problem solving, development of a customer service strategy, creating customer service systems, coping with challenging customers, customer retention and measuring satisfaction.

MKTG 2363 - Consumer Behavior

The study of the consumer decision-making process including the effects of psychology and sociology. Course is taught from the perspective of those involved with or interested in selling, advertising, and retailing. Prerequisite: MKTG 2423 or instructor approval.

MKTG 2393 - Advertising and Promotion Management

Emphasizing the selection of media sources and coordination of advertising and promotion as a part of the marketing mix. The student will learn how to prepare and manage an advertising and promotion campaign.

MKTG 2423 - Principles of Marketing

A study of the marketing mix, including product, price, promotion and distribution and the influence of political, competitive, social, and technological environments on the marketing mix. The course also includes a review of marketing research and consumer behavior.

MKTG 2433 - Product Development

Course emphasizes the stages of product development, acquiring raw materials and products, design elements, production processes, pricing strategies, promotional tools, and distribution elements. A focus will be placed on principles related to merchandising, display, and retail practices.

MKTG 2813 - International Marketing

Dealing with the problems and opportunities of marketing in an international environment. Includes representation, licensing, credit, export and import requirements, and governmental regulations. Prerequisite: MKTG 2423 or instructor approval.

MKTG 2990 - Selected Topics in Marketing

The study and/or analysis of a selected topic in Marketing. May be repeated with a different topic.

Mathematics

MATH 0003 - Math Foundations I

A study of the fundamental operations of whole numbers, integers, fractions, and decimals, including an introduction to percents.

MATH 0013 - Math Foundations II

A course for students who need to review their basic algebra background. Included within this course are signed numbers; positive and negative exponents; order of operations; conversions in fractions, decimals and percents; algebraic expressions; factoring; polynomials; slope; graphing; linear equations and inequalities; and applications. Equivalent to one year of high school algebra. Prerequisite: Appropriate Placement score or MATH 0003 with a grade of "C" or better.

MATH 0055 - Math Foundations I & II

A combination of MATH 0003 and MATH 0013. For students who need to review their basic mathematics and algebra skills. Included are operations with whole numbers, fractions, decimals, and percents, signed numbers, exponents, algebraic expressions, factoring, algebraic fractions, linear equations and inequalities, and graphing. Equivalent to one year of high school algebra.

MATH 0123 - Essentials for Precalculus I

A continuation of MATH 0013, including radical expressions and equations; solving systems of equations; evaluating functions, rational expressions and equations; complex numbers; graphing linear, quadratic, and absolute value functions; quadratic equations; and applications. A corequisite to MATH 1513. Prerequisite: MATH 0013 or MATH 0055 with a grade of "C" or better.

MATH 0403 - Essentials for Quantitative Reasoning

Designed to strengthen students' background in elementary algebra and to prepare them for further work in non-STEM mathematics, emphasizing the development of problem-solving techniques. Topics include algebraic expressions; set operations; integer exponents; radicals; variation; dimensional analysis; equations; and linear, quadratic and logarithmic graphs. Prerequisites: One year of high school algebra and appropriate placement score or MATH 0013 or MATH 0055 with a grade of "C" or better.

MATH 0990 - Selected Topics in Mathematics

Selected topics in mathematics that do not require students to have a prerequisite basic math or algebra background. Courses in math that are specially designed for companies, institutions, or private organizations and are not dependent upon prerequisite math courses.

MATH 1454 - Technical Mathematics

A course designed for technical-occupational students in pursuit of a degree in technical education. Topics to be included are fundamental concepts of basic mathematics, algebra, right-triangle trigonometry, functions and graphs, factoring and algebraic functions, systems of linear equations, quadratic equations, exponents and radicals, exponents and logarithms, trigonometric functions, complex numbers, and oblique triangles and vectors. Prerequisite: One year of high school algebra and geometry and appropriate placement score or MATH 0013 with a grade of "C" or better, or the equivalent.

MATH 1473 - Quantitative Reasoning (A)

Covers the skills and tools (including technology) needed to think critically about quantitative information encountered in daily life. Emphasis on solving real-world problems utilizing open-ended exercises that involve reading, analyzing, calculating, and clearly reporting results. Topics include: using numbers in the real world; financial literacy; statistics; probability; linear and exponential modeling. Prerequisites: Two years of high school algebra and appropriate test score or MATH 0123 with a grade of "C" or better or co-requisite enrollment in MATH 0403.

MATH 1483 - Mathematics Functions and Their Uses (A)

Focuses on the analysis of functions and their graphs from the viewpoint of rates of change. Linear, polynomial exponential, logarithmic, and other function models will be studied, with applications to the natural sciences, business, social sciences, and agriculture. Prerequisites: Two years of high school algebra and appropriate placement or ACT score, or MATH 1454 or MATH 1473 with a grade of "C" or better.

MATH 1513 - Precalculus I (A)

A continuation of MATH 0123, including relations and functions; graphing using transformations; algebra of functions, circles and parabolas; polynomial and rational functions; systems of equations; matrices; exponential and logarithmic functions; sequences and series; and applications. Prerequisites: Two years of high school algebra and appropriate test score or MATH 0123 or MATH 1473 with a grade of "C" or better, or co-requisite enrollment in MATH 0123.

MATH 1613 - Precalculus II (A)

Consists of trigonometric functions; degree and radian measure; solutions of right and oblique triangles; the unit circle; graphs of circular functions and the inverse functions; identities inverse trigonometric functions and equation; complex numbers; and polar coordinates. Prerequisite: MATH 1513 with a grade of "C" or better, or concurrent enrollment.

MATH 1715 - Precalculus I and II (A)

Topics from college algebra and trigonometry with emphasis on graphing and functions. Consists of quadratic relations; functions; inverse functions; systems of equations; matrices and determinants; theory of equations; complex numbers; logarithmic and exponential functions; probability; the binomial theorem; sequences; trigonometric functions; trigonometric identities; polar coordinates; solutions of triangles; and vectors. Prerequisite: Two years of high school algebra and appropriate placement or ACT score, or MATH 0123 with a grade of "C" or better or corequisite enrollment.

MATH 2114 - Analytic Geometry and Calculus I (A)

Limits and continuity; differentiation including transcendental functions; applications of differentiation including related rates, optimization and curve sketching; integration including the substitution rule; the fundamental theorems of calculus; and applications of integration to computation of areas. Prerequisites: MATH 1613 or MATH 1715 with a grade of "C" or better.

MATH 2124 - Analytic Geometry and Calculus II (A)

Further applications of integration; techniques of integration including improper integrals; infinite sequences and series including Taylor and Mclaurin series; parametric equations; and polar coordinates. Prerequisite: MATH 2114 with a grade of "C" or better.

MATH 2134 - Analytic Geometry and Calculus III

Geometry of 3-D space; vectors and vector-valued functions; functions of several variables; partial differentiation and gradients; multiple integration; vector analysis including line integrals; surface integrals; Green's theorem; and Stoke's theorem. Prerequisite: MATH 2124 with a grade of "C" or better.

MATH 2193 - Elementary Statistics

An introduction to basic statistical terminology, organization of data, measures of central tendency and dispersion, review of combinations, permutations, and probability, binomial and normal distributions, hypothesis testing, and a variety of other statistical techniques. Prerequisite: MATH 1473 or MATH 1513 or MATH 1483 or MATH 1715 with a grade of "C" or better.

MATH 2423 - Mathematics Concepts for Educators

Foundations for teaching arithmetic and geometry on the elementary level. Includes origins of numerals; number bases; systems of whole numbers; integers; rational numbers; real numbers; and intuitive geometry. Focus on current issues in mathematics education and research and the use of computers in mathematics education. Prerequisite: MATH 1473 or MATH 1513 or MATH 1715 with a grade of "C" or better.

MATH 2513 - Finite Mathematics

Designed for business and economic students, involving set theory, logic probability, matrices, vectors, linear programming, game theory, and mathematics of finance and accounting. Prerequisite: MATH 1513 or MATH 1715 with a grade of "C" or better.

MATH 2523 - Calculus for Business, Life, and Social Sciences

An introduction to differential and integral calculus with applications in the fields of business, and the life and social sciences. Prerequisite: MATH 1473 or MATH 1513 or MATH 1715 with a grade of "C" or better.

MATH 2553 - Geometry and Measurement

This course provides a modeling and hands-on approach to geometry concepts for elementary teachers. Topics include perimeter, area, volume, mass, English and metric systems, time, temperature, vocabulary, polygons, polyhedrons, shapes, constructions, transformations, tessellation, and trigonometry. Prerequisite: MATH 1473 or MATH 1513 or MATH 1715 with a grade of "C" or better.

MATH 2613 - Elementary Differential Equations

Solutions and applications of first order ordinary differential equations by symbolic and numerical methods. Solutions and applications of second order linear equations. Series solutions, Laplace transforms, and higher order equations with constant coefficients and an introduction to systems of differential equations. Prerequisite: MATH 2124 with a grade of "C" or better.

MATH 2990 - Selected Topics in Mathematics

The study and/or analysis of a selected topic in Mathematics. May be repeated with a different topic.

Medical Laboratory Technology

MDLT 1203 - Phlebotomy

The basic concepts and skills needed to prepare to become a phlebotomist. Requires MLT/ Phlebotomy Program Director approval. Includes lab component.

MDLT 1222 - Phlebotomy Clinical

Students will be assigned to clinical laboratories for practical phlebotomy experiences. Clinical schedule is flexible but equates to 100 clinical lab hours. Includes observation and laboratory procedures. Prerequisites: Concurrent enrollment in MDLT 1203 and MLT Program Director approval.

MDLT 2002 - Clinical Laboratory Operations and Professionalism

An overview of clinical laboratory operations and an introduction to each area of the clinical laboratory. Also includes: professional ethics and conduct; medical legal aspects; laboratory safety; microscopy; basic instrumentation; laboratory mathematics; and quality assessment. Course must be completed with a "C" or better. Prerequisite: Admission into the MLT Program or Program Director approval.

MDLT 2212 - Urinalysis and Body Fluids

An introduction to the study of urine and body fluids analysis. Includes the anatomy and physiology of the kidneys; physical, chemical and microscopic examination of urine; cerebrospinal fluid; and other body fluids. Course must be completed with a "C" or better. Prerequisite: Admission into the MLT Program or Program Director approval.

MDLT 2222 - Clinical Immunology and Serology

An introduction to the theory and application of basic immunology, including the immune response; principles of antigen antibody reactions; and the principles of serological procedures as they relate to disease. The immunology lab will utilize a variety of testing methods to demonstrate the serological response to infectious disease. Course must be completed with a "C" or better. Prerequisite: Admission into the MLT or Program Director approval.

MDLT 2302 - Hematology Lab

The student will develop skills and competencies in Hematology/Coagulation laboratory techniques such as specimen processing, identification and enumeration of the formed elements, and the use of instrumentation. They will also perform laboratory tests used to evaluate bleeding disorders. Must be taken concurrently with MDLT 2303. Prerequisite: Admission to the MLT program or Program Director approval.

MDLT 2303 - Hematology

Theories of hematology and coagulation are studied with special emphasis on correlating laboratory test results with clinical disease states. The fundamentals of hematology include the structure, function, and kinetics of the formed elements of blood. Coagulation covers the mechanisms of hemostasis and thrombosis, including learning the components of the hemostatic process and the principles of laboratory tests used to evaluate bleeding disorders. Prerequisite: Admission to the MLT program or Program Director approval.

MDLT 2323 - Clinical Chemistry

An introduction to the principles and procedures of various test performed on Clinical Chemistry. Presents the physiological basis for the test, the principle and procedure for the test, and the clinical significance of the test results, including quality control and normal values. Course must be completed with a "C" or better. Prerequisite: Admission into the MLT program or Program Director approval.

MDLT 2331 - Clinical Chemistry Lab

Emphasis is placed on reagent preparations, analytical methodologies and correlating laboratory results with clinical significance. Chemical tests of blood urine and other body fluids are performed. Must be taken concurrently with MDLT 2323. Course must be completed with a "C" or better. Prerequisite: Admission into the MLT program or Program Director approval.

MDLT 2392 - Clinical Microbiology Lab

The laboratory exercise will endeavor to provide the student with the most comprehensive experiences possible, but will rely on the commonly measured differential characteristics of select bacterial groups. Must be taken concurrently with MDLT 2393. Prerequisite: Admission to the MLT program or Program Director approval.

MDLT 2393 - Clinical Microbiology

An emphasis is placed on pathogenic microorganisms, their identification, and related disease processes. Includes instruction in theory and pathogenesis of clinical microbiology, including collection, setup, identification, susceptibility testing, and reporting procedures. Prerequisite: Admission to the MLT program or Program Director approval.

MDLT 2422 - Clinical Immunohematology/Blood Bank Lab

Includes ABO and D typing, Type and Screen, Rh phenotyping, Cross Matching, Antibody Identification, DAT and Elution. Must be taken concurrently with MDLT 2423. Course must be completed with a "C" or better. Prerequisite: Admission into the MLT program or Program Director approval.

MDLT 2423 - Clinical Immunohematology/Blood Bank

Study of the principles, procedures, clinical significance and practice of a wide variety of procedures including donor selection, component preparation and use, and techniques used to detect antigen/antibody reactions which may adversely affect a patient receiving a transfusion. Course must be completed with a "C" or better. Prerequisite: Admission into the MLT program or Program Director approval.

MDLT 2433 - Clinical Practicum I

Students will be assigned to clinical laboratories for practical experiences in various procedures and techniques. Actual number of clinical lab hours is 40 hours per week for designated weeks. This clinical includes observation and laboratory procedures. Course must be completed with a "C" or better. Prerequisite: Completion of all MDLT courses with a grade of "C" or above.

MDLT 2462 - Clinical Practicum II

A continuation of Clinical Practicum I. Emphasis on observation, clinical application and laboratory procedures. Clinical lab hours are 40 hours per week for designated weeks. Course must be completed with a "C" or better. Prerequisite: Completion of MDLT 2433 with a grade of "C" or above.

MDLT 2516 - Clinical Practicum III

A continuation of Clinical Practicum I and II. Emphasis will be placed on observation, clinical application and laboratory procedures. Clinical lab hours are 40 hours per week for designated weeks. Course must be completed with a "C" or better. Prerequisites: MDLT 2433 and MDLT 2462 with a grade of "C" or above.

MDLT 2990 - Selected Topics in Medical Laboratory Technology

The study and/or analysis of a selected topic in Medical Laboratory Technology. May be repeated with a different topic.

Music

MUSC 1002 - Fundamentals of Music

A course that places particular emphasis on the basic skills of reading and writing music. It assumes no prior knowledge of music. Music majors must take this course or pass a theory proficiency test before taking MUSC 1013 and MUSC 1062.

MUSC 1013 - Music Theory I

Development and cultivation of musicianship skills, especially in the areas of tonal and rhythmic perception and articulation. Presentation of the essentials of music; classification of triads and seventh chords and their inversions; introduction to analysis and part writing. Prerequisite: MUSC 1002 with a grade of "C" or better or pass proficiency exam. Corequisites: Concurrent enrollment in Class Piano or Private Piano and MUSC 1062 for music majors. Piano corequisite may be waived by demonstration of proficiency.

MUSC 1023 - Music Theory II

Continuation of MUSC 1013. Continued work in analysis, part-writing and harmonization with diatonic triads and seventh chords and their inversions. Introduction to modulation and dominant secondary and secondary leading tone chords. Introduction to binary and ternary forms. Prerequisite: MUSC 1013 and MUSC 1062 with a grade of "C" or better or instructor approval. Corequisite: Concurrent enrollment in Class Piano or Private Piano and MUSC 1072 for music majors. Piano corequisite may be waived by demonstration of piano proficiency.

MUSC 1030 - Recital Class

This course requires attendance at student recitals, TCC departmental concerts and additional concerts approved by faculty. Four terms are required for all music majors. Graded as Satisfactory/Unsatisfactory.

MUSC 1053 - Recording Studio Techniques I

Designed to introduce students to the basic principles, techniques, and tools commonly used in modern sound recording. Open to anyone with an interest in sound or music.

MUSC 1062 - Aural Theory I

Development of aural skills related to sight-singing, rhythmic and melodic dictation, and keyboard harmony, using examples from the common practice period. Required for music majors. Open to non-music majors with approval of instructor. Taken concurrently with MUSC 1013 for music majors. Prerequisite: MUSC 1002 with a grade of "C" or better, pass proficiency exam, or instructor approval.

MUSC 1072 - Aural Theory II

Development of aural skills related to sight-singing, rhythmic and melodic dictation, and keyboard harmony, using examples from the common practice period. Required for music majors. Taken concurrently with MUSC 1023 for music majors. Prerequisite: MUSC 1013 and MUSC 1062 with a grade of "C" or better, or instructor approval.

MUSC 1113 - Music Appreciation (H)

A course designed to introduce students to the study of music as an aesthetic, historical, and cultural phenomenon. Students are instructed in perceiving and discerning the characteristics of musical sound, the functions of music in society, and development of the historical tradition of music, with emphasis on the music of the European classical repertoire as well as non-Western practices.

MUSC 1142 - Computer Music Techniques I

This course is designed to develop computer music skills and comprehension of MIDI with the use of Sibelius music composition software. It is designed to be a lab class. Requires intermediate computer skills. Prerequisite: MUSC 1013.

MUSC 1153 - American Popular Music (H)

This course is a survey of the history and development of the various styles of popular music that have originated in the United States since the middle of the 19th century. Emphasis is on understanding the basic elements of popular music, song types, and the technological, ethnic, cultural, social, and political forces that have shaped the various types of popular music. Students will be exposed to a wide variety of musical styles from minstrel song, to Tin Pan Alley, the blues, Jazz, Rock, Country, R&B, to the most recent developments of the 21st century. No previous musical experience necessary.

MUSC 1171 - Beginning Guitar

Beginning Guitar is designed for beginning students who are not majoring in music. At the end of the term students are expected to analyze written music and interpret a specialized system for writing guitar music called "tablature," as well as analyze techniques. Basic chords in the first position, called "open chords," will be used in simple song accompaniments. Students must provide their own instruments in good working condition. Acoustic guitars are preferred but not required. Amplifiers will not be provided.

MUSC 1181 - Percussion Class

This percussion methods/techniques class provides students an opportunity to develop beginning level performance skills on the major instruments of the percussion family, as well as an introduction to accessories, Latin percussion, and drum set. The course addresses methods for teaching percussion while providing an environment for students to learn how to diagnose common performance problems associated with percussion instruments and a variety of suggestions for solutions. Other topics to be covered include: equipment maintenance and repairs, suggestions for method books and repertoire, and organizational materials to maintain student's focus in a band class setting.

MUSC 1190 - Private Lessons for Non-Majors

Private piano, voice and instrumental lessons are designed to help non-music majors improve their technique, sight reading skills and basic musicianship. Students are expected to analyze and interpret solo literature. An additional laboratory fee is required. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. No Lecture. Laboratory 2 hours. 2 credit hours private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. No Lecture. Laboratory 4 hours Prerequisite: Requires instructor approval.

MUSC 1200 to 1490 - Private Music Lessons

Private piano, voice and instrumental lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. An additional laboratory fee is required. Prerequisite: Requires instructor approval. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Designed for the music major on a secondary instrument. Placement for non-majors with instructor approval. No Lecture. Laboratory 2 hours.

MUSC 1201 - Private Piano

Private piano lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1202 - Private Piano

Private piano lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1211 - Private Organ

Private organ lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level.

Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1212 - Private Organ

Private organ lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1241 - Private Voice

Private voice lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1242 - Private Voice

Private voice lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1251 - Private Guitar

Private guitar lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1252 - Private Guitar

Private guitar lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1311 - Private Violin

Private violin lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1312 - Private Violin

Private violin lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1321 - Private Viola

Private viola lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1322 - Private Viola

Private viola lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1331 - Private Cello

Private cello lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1332 - Private Cello

Private cello lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1341 - Private Bass

Private bass lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1342 - Private Bass

Private bass lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1351 - Private Flute

Private flute lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1352 - Private Flute

Private flute lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1361 - Private Oboe

Private oboe lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1362 - Private Oboe

Private oboe lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1371 - Private Clarinet

Private clarinet lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1372 - Private Clarinet

Private clarinet lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1381 - Private Saxophone

Private saxophone lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1382 - Private Saxophone

Private saxophone lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1391 - Private Electric Bass Guitar

Private electric bass guitar lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1392 - Private Electric Bass Guitar

Private electric bass guitar lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1411 - Private Trumpet

Private trumpet lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1412 - Private Trumpet

Private trumpet lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1421 - Private Horn

Private horn lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1422 - Private Horn

Private horn lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1431 - Private Trombone

Private trombone lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1432 - Private Trombone

Private trombone lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1441 - Private Tuba

Private tuba lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1442 - Private Tuba

Private tuba lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1451 - Private Bassoon

Private bassoon lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1452 - Private Bassoon

Private bassoon lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1461 - Private Harp

Private harp lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1462 - Private Harp

Private harp lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1471 - Private Euphonium

Private euphonium lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1472 - Private Euphonium

Private euphonium lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1491 - Private Percussion

Private instrumental lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on a secondary instrument. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Instructor approval required.

MUSC 1492 - Private Percussion

Private instrumental lessons are designed for music majors to improve their technique, sight reading skills and intermediate to advanced musicianship. Students will be expected to analyze and interpret solo literature from various historical periods. Technique, literature, number of performances and practice hours are appropriate for college freshman level. Designed for the music major on their primary instrument. 2 credit hour private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Recital and performance examination (jury) will be required. Instructor approval required.

MUSC 1512 - Voice Class

A course teaching the principles of breathing, voice production, tone control, enunciation, phrasing and analysis of techniques. Two group lessons per week.

MUSC 1541 - Orchestra

Study and performance of concert literature for full orchestra. Prerequisite: Enrollment by audition.

MUSC 1551 - Concert Choir

A mixed choral ensemble that studies and performs a wide variety of choral literature suitable for an advanced choir. Performances may include Madrigal programs, participation in state and local choral festivals, and combined choir performances with the Signature Symphony at TCC.

MUSC 1563 - Musical Theatre

A course designed to develop the musical and theatrical talents of students who either are interested in a degree in Musical Theatre or simply want to broaden their individual experiences on the stage. Course work consists of learning, blocking and presenting scenes from the major genres in musical theatre. Historical and cultural perspective on individual works will be included in abbreviated lecture form. Requires voice, dance and/or theatre experience.

MUSC 1612 - Class Piano I

The electronic piano lab offers individualized as well as class instruction in learning and/or improving techniques in playing the piano. Students will study piano literature from various historical styles and sharpen critical thinking skills as they analyze music presented. *Required for music majors.

MUSC 1622 - Class Piano II

Continuation of Class Piano I. Prerequisite: MUSC 1612 with a grade of "C" or better or instructor approval. *Required for music majors

MUSC 1632 - Class Piano III

Continuation of Class Piano II. Prerequisite: MUSC 1622 with a grade of "C" or better or instructor approval. *Required for music majors.

MUSC 1642 - Class Piano IV

Continuation of Class Piano III. May be waived by piano faculty by demonstration of piano proficiency. Prerequisite: MUSC 1632 with a grade of "C" or better or instructor approval. *Required for music majors.

MUSC 1651 - Concert Band

Study and performance of concert literature for the wind band. Prerequisite: Enrollment by audition.

MUSC 1661 - Jazz Band

This course is designed to study and develop fundamental techniques in the artistry of jazz in an ensemble setting from swing to big band. This class analyzes and incorporates many styles in the jazz idiom including improvisation. Prerequisite: Enrollment by audition.

MUSC 1711 - Brass Ensemble

This course is designed to give students the experience of rehearsing and performing in a brass chamber ensemble. Students will be exposed to brass ensemble repertoire and experience a collaborative approach to problem solving. Students must be able to read music and have intermediate musicianship experience on their instrument. Prerequisite: Enrollment by audition or instructor approval.

MUSC 1721 - Woodwind Ensemble

This course is designed to give students the experience of rehearsing and performing in a woodwind chamber ensemble. Students will be exposed to woodwind ensemble repertoire and experience a collaborative approach to problem solving. Students must be able to read music and have intermediate musicianship experience on their instrument. Prerequisite: Enrollment by audition or instructor approval.

MUSC 1731 - Guitar Ensemble

This course is designed to give students the experience of rehearsing and performing in a guitar chamber ensemble. Students will be exposed to guitar ensemble repertoire and experience a collaborative approach to problem solving. Students must be able to read music and have intermediate musicianship experience on their instrument. Prerequisite: Enrollment by audition or instructor approval.

MUSC 1741 - Cello Choir

Open to beginning, intermediate and advanced cello players. The choir studies, rehearses and performs many styles of music, from the Renaissance, Baroque, Classical, Romantic and Contemporary eras. No audition required.

MUSC 1761 - String Ensemble

This course is designed to give students the experience of rehearsing and performing in a string chamber ensemble. Students will be exposed to string ensemble repertoire and experience a collaborative approach to problem solving. Students must be able to read music and have intermediate musicianship experience on their instrument. Prerequisite: Enrollment by audition or instructor approval.

MUSC 1771 - Percussion Ensemble

This course is designed to give students the experience of rehearsing and performing in a percussion chamber ensemble. Students will be exposed to percussion ensemble repertoire from many different cultures and experience a collaborative approach to problem solving. Students must be able to read music and have intermediate musicianship experience on their instrument. Prerequisite: Enrollment by audition or instructor approval.

MUSC 1781 - Chamber Ensemble

This course is designed to give students the experience of rehearsing and performing in a chamber ensemble. Students will be exposed to chamber ensemble repertoire and experience a collaborative approach to problem solving. Students must be able to read music and have intermediate musicianship experience on their instrument. Prerequisite: Enrollment by audition or instructor approval.

MUSC 1791 - Jazz Combo

This course is designed to give students the experience of rehearsing and performing in a jazz combo. Students will be exposed to jazz combo repertoire and experience a collaborative approach to problem solving. Students must be able to read music and have advanced musicianship experience on their instrument. Prerequisite: Enrollment by audition or instructor approval.

MUSC 1802 - Jazz Improvisation

This course is designed to introduce and develop the skills needed for jazz improvisation. Designed for musicians wanting to explore beginning jazz improvisation in a non-competitive environment. Students must be able to read music and have intermediate musicianship experience on their instrument and a basic understanding of music theory.

MUSC 1852 - Composition for Songwriters I

Course will develop students' composition skills. Students with songwriting and/or popular music backgrounds can focus on songwriting with emphasis on notation and written presentation, and students with a background and/or interest in concert music will develop their knowledge of writing for combinations of orchestral and related instruments. Crossover techniques, styles and ensembles are welcome. Students will write songs and pieces as desired with the aim of creating a portfolio of scores and recording useful for applying to schools, competitions and seminars aiming for a professional standard of presentation and mature development of musical ideas. Practical skills include proper presentation of jazz and lead sheet notation/concert music engraving, development of musical ideas and presenting ideas in written popular/jazz and concert formats.

MUSC 2013 - Music Theory III

Analysis, part-writing, and harmonization, including chromatic harmonies and modulation. Introduction to fugue, sonata form, rondo form, and variation technique. Concurrent enrollment in Class Piano or Private Piano is required unless waived by demonstration of piano proficiency. Prerequisite: MUSC 1023 and MUSC 1072 with a grade of "C" or better or instructor approval. Corequisite: MUSC 2062 for music majors.

MUSC 2023 - Music Theory IV

A continuation of MUSC 2013. Introduction to extended harmonies and 20th century techniques. Concurrent enrollment in Class Piano or Private Piano is required unless waived by demonstration of piano proficiency. Prerequisite: MUSC 2013 and MUSC 2062 with a grade of "C" or better or instructor approval. Corequisite: MUSC 2072 for music majors.

MUSC 2062 - Aural Theory III

Development of aural skills related to sight-singing, rhythmic and melodic dictation, and keyboard harmony, using examples from the common practice period. Required for music majors. Taken concurrently with MUSC 2013 for music majors. Prerequisite: MUSC 1023 and MUSC 1072 with a grade of "C" or better or instructor approval.

MUSC 2072 - Aural Theory IV

Development of aural skills related to sight-singing, rhythmic and melodic dictation, and keyboard harmony, using examples from the common practice period. Required for all music majors. Taken concurrently with MUSC 2023 for music majors. Prerequisite: MUSC 2013 and MUSC 2062 with a grade of "C" or better or instructor approval.

MUSC 2133 - Introduction to the History and Literature of Music

A detailed introductory study of the major music historical periods and representative works from the Middle Ages through the 20th Century. Emphasis on developing research, listening, and analytical techniques in preparation for undergraduate level music history survey courses. Prerequisite: MUSC 1013 or instructor approval. Required of all music majors; non-music majors admitted with instructor approval.

MUSC 2181 - Show Choir

Jazz Choir is a mixed choral ensemble that studies and performs a wide variety of choral literature suitable for an advanced choir. Repertoire style will include accompanied and unaccompanied singing. Enrollment by audition. Concurrent enrollment in MUSC 1551 is required.

MUSC 2200 and 2240 - Private Piano and Voice Lessons

Technique, literature, number of performances and practice hours are appropriate for college sophomore level. Students will be expected to analyze and interpret solo literature from various historical periods. An additional laboratory fee is required. 1 credit hour private music instruction requires a weekly 30-minute lesson; 3 hours minimum weekly practice recommended. Designed for the music major on a secondary instrument. No Lecture. Laboratory 2 hours. 2 credit hours private music instruction requires a weekly 1-hour lesson; 6 hours minimum weekly practice recommended. Designed for the music major on their primary instrument. Recital and performance examination (jury) will be required. Prerequisite: Requires instructor approval. No Lecture. Laboratory 4 hours.

MUSC 2223 - Recording Studio Techniques II

Designed to provide students with hands on digital editing, mixing, and mastering experience with the ProTools system. Prerequisite: MUSC 1053 or instructor approval.

MUSC 2231 - Alexander Technique

An introductory study of the principles of the Alexander Technique. Students will begin to learn about their own habits, use, and direction and begin to apply the ideas of primary control, breathing freely, moving easily, and kinesthetic awareness to their musical and acting practice. Crosslisted with THEA 2231.

MUSC 2333 - Music Internship

Students work in a qualifying occupational setting where they receive practical training and experience toward their occupational objectives. Requires instructor approval.

MUSC 2413 - Opera Workshop

This course is designed to develop the musical and theatrical talents of students who are interested in a degree in music performance or simply want to broaden their individual experiences on the stage. Course work will focus on the art of performing opera literature and will include learning, blocking, and presenting scenes from standard and contemporary opera literature, music comedy, and operetta. Historical and cultural perspective of individual works will be included in abbreviated lecture form. This is a performance/lab class which will require both individual and partner-based work. A public performance of the literature studied will be presented at the conclusion of the course.

MUSC 2452 - Composition for Songwriters II

A continuation of MUSC 1852, this course will continue developing students' composition skills with increased focus on larger forms and instrumentation. Projects are tailored to a student's individual needs, with the expectations of pushing their boundaries. Practical skills continue to include proper presentation of jazz and lead sheet notation/concert music engraving, development of musical ideas and presenting their ideas in written popular/jazz and concert formats. Prerequisite: MUSC 1852 with a grade of "C" or better.

MUSC 2990 - Selected Topics in Music

The study and/or analysis of a selected topic in Music. May be repeated with a different topic.

Native American Studies

NAMS 2013 - Images of Indians in American Culture (H)

An examination of the images of "Indians" found in American culture, specifically art and literature, old-time radio, TV, film-even advertising and sports- leading to a critique of the persistence of stereotypes in contemporary social and political discourse.

NAMS 2113 - Native American Cultures (H)

An interdisciplinary survey designed to strengthen students' appreciation of the rich Native American cultural heritages. Areas of consideration may include history, philosophy, religion/spirituality, cosmology, science, politics, literature, drama, film, storytelling, music, dance, painting, sculpture, crafts, and architecture, among others.

NAMS 2213 - Native American Spiritualities (H)

An introduction to Native American spiritualities through the consideration of oral traditions, literatures, and ceremonial practices. Areas of consideration may include the customs, traditions, music, songs, and dances related to Stomp Dancing, the Seven Rites of the Lakota, the Native American Church, and Native American Christianity, among others.

NAMS 2223 - Native American Philosophies

A study of Native American philosophies as expressed in indigenous languages, social and ceremonial practices, story-telling traditions, oratory, literature, and art. Areas of emphasis may include epistemology, metaphysics, ethics, and aesthetics.

NAMS 2313 - Native American Literature, Drama, and Film (H)

A study of the development of Native American traditional and contemporary oral and literary expressions through an examination of story-telling, non-fiction, fiction, poetry, drama and film.

NAMS 2343 - Native American History

An introduction to the cultures, experiences, and conflicts of Native Americans from pre-history to the present. Crosslisted with HIST 2343.

NAMS 2513 - Native American Law

A historical analysis of the complex pattern of federal, state, and tribal laws that have affected Native Americans as individuals and as tribes. Areas of exploration may include federal treaties, federal policies, state compacts, and the principle of sovereignty. Crosslisted with PLGL 2483.

NAMS 2613 - Native American Art

An introductory survey designed to cultivate a fundamental understanding of the diverse traditions of Native American arts. Areas of consideration may include, but not be limited to, painting and sculpture, pottery, basket-weaving, and crafts.

NAMS 2990 - Selected Topics in Native American Studies

The study and/or analysis of a selected topic in Native American Studies. May be repeated with a different topic. Must have Native American Studies instructor approval for enrollment.

Nursing

NURS 1023 - Stress Management

This is an experiential course in which students learn the physiological, psychological, emotional, and spiritual impact of stressors, then discuss and implement stress/anxiety management techniques, including visualization, meditation, mindfulness, and a variety of therapies and research-based methods, maintain a journal of experiences and create their personal stress management plan. Twice weekly exercise and documentation of exercise by the student is required. Includes a lab component.

NURS 1111 - Adult Health I Clinical

Application of nursing process with assigned adult patients in the long term care facility. Demonstrates knowledge, skills, and attitudes regarding wellness promotion; illness prevention; infection control; medication administration; and head-to-toe physical assessment skills. Focus on health coaching; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisite: Admission to Program. Corequisites: NURS 1113, NURS 1143, NURS 1163.

NURS 1113 - Adult Health I

Broad exposure to adult health concepts. Explores selected exemplars for application of nursing process among healthy adult population. Emphasis on knowledge, skills and attitudes regarding wellness promotion; illness prevention; infection control; and head-to-toe physical assessment skills. Prerequisite: Admission to Program. Corequisites: NURS 1111, NURS 1143, NURS 1163. Includes lab component.

NURS 1143 - Overview of Professional Role Development

Introduces nursing process and knowledge, skills, and attitudes required for six areas of competency in nursing profession: patient centered care; teamwork and collaboration; best practice; quality improvement; safety; and informatics. Emphasis on communication; interprofessional relationships; nursing judgment (critical thinking, patient preferences, and best practice); and healthcare initiatives at local, state, national, and global levels. Prerequisite: Admission to Program. Corequisites: NURS 1111, NURS 1113, NURS 1163.

NURS 1163 - Principles of Pharmacology & Medication Safety

Equips students with knowledge; skills; and attitudes required to understand pharmacodynamics; pharmacokinetics; pharmacotherapeutics; dosage calculation; and safe administration of medications via multiple routes. Explores culture of safety and actions to take in case of medication error and/or sentinel event related to medications. Prerequisite: Admission to Program. Corequisites: NURS 1111, NURS 1113, NURS 1143. Includes lab component.

NURS 1211 - Career Mobility I Clinical

Application of nursing process with assigned adult patients in hospital and community settings. Focus on physical assessment; medication administration; health coaching; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisite: Admission to the Program. Corequisite: NURS 1212.

NURS 1212 - Career Mobility I

In-depth exposure to adult health concepts. Explores selected exemplars for application of nursing process among adult population with major health disruptions. Integrates combination of condensed content from NURS 1113 Adult Health I and NURS 1163 Principles of Pharmacology and Medication Safety (Traditional Program). Prerequisite: Admission to the Program. Corequisite: NURS 1211. Includes lab component.

NURS 1363 - Transition for Career Mobility

Overview of nursing profession and healthcare initiatives at local, state, national, and global levels. Integrates condensed content from NURS 1143 Overview of Professional Role Development (Traditional Program Option). Focus on IOM/QSEN competencies with emphasis on nursing process; communication; change process; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisite: Admission to the Program. Corequisites: NURS 1211, NURS 1212, NURS 2431, NURS 2432.

NURS 1471 - Activities of Daily Living Skills

This course is designed to provide those with basic health training the opportunity to refresh their skills in daily living nursing activities required to care for clients in a variety of settings. This will be accomplished through the use of audiovisual materials, supervised practice sessions, and competency testing of skills. Requires permission of Nursing Division.

NURS 2212 - Adult Health II Clinical

Application of nursing process with assigned adult patients in hospital and community settings. Focus on physical assessment; medication administration; health coaching; and nursing judgment (critical thinking, patient preferences, and best practice) Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2213.

NURS 2213 - Adult Health II

In-depth exposure to adult health concepts. Explores selected exemplars for application of nursing process among adult population with major health disruptions. Select exemplars complement link between concept application in adult population and pediatric special population (NURS 2222). Emphasis on knowledge, skills, and attitudes regarding primary, secondary, and tertiary nursing care; medication administration; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisites: NURS 2212, NURS 2221, NURS 2222. Includes lab component.

NURS 2221 - Pediatric Nursing Clinical

Application of nursing process with assigned pediatric patients in school, hospital, and/or community setting. Focus on assessment, health coaching and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2222.

NURS 2222 - Pediatric Nursing

In-depth exposure to pediatric nursing concepts. Explores selected exemplars for application of nursing process among pediatric population. Emphasis on knowledge, skills, and attitudes regarding normal growth and development; special needs children; common illnesses; communication; focused assessment; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2212, NURS 2213, NURS 2221. Includes lab component.

NURS 2231 - Maternal-Newborn Nursing Clinical

Application of nursing process with assigned maternal-newborn patients in hospital setting. Focus on physical assessment, medication administration, health coaching and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisites: NURS 2232; NURS 2242; NURS 2243.

NURS 2232 - Maternal-Newborn Nursing

In-depth exposure to maternal-newborn nursing concepts. Explores selected exemplars for application of nursing process among maternal-newborn population. Emphasis on knowledge, skills, and attitudes regarding medication administration; focused assessment of prenatal, intrapartum, postpartum, fetal, and newborn patient; health coaching; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisites: NURS 2231, NURS 2242, NURS 2243. Includes lab component.

NURS 2242 - Adult Health III Clinical

Application of nursing process with assigned adult patients in hospital, hospice, and community settings. Focus on physical assessment, medication administration, health coaching, and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2243

NURS 2243 - Adult Health III

In-depth exposure to adult health concepts. Explores selected exemplars for application of nursing process among adult population with major health disruptions. Select exemplars complement link between concept application in adult population and maternal-newborn special population (NURS 2232). Emphasis on knowledge, skills, and attitudes regarding primary, secondary, and tertiary nursing care; medication administration; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisites: NURS 2231, NURS 2232, NURS 2242. Includes lab component.

NURS 2303 - Pharmacology

This course expands on the principles of clinical pharmacology and therapeutics. Content will include physiology of drug effect, drug classification uses in common disorders, and current issues related to drugs. Emphasis is placed on accuracy and accountability in drug management.

NURS 2351 - Career Mobility II Clinical

Application of nursing process with assigned adult patients in hospital; and community settings. Focus on physical assessment; medication administration; health coaching; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2352.

NURS 2352 - Career Mobility II

In-depth exposure to adult health concepts. Explores selected exemplars for application of nursing process among adult population with major health disruptions. Integrates combination of condensed content from NURS 2213 Adult Health II and NURS 2243 Adult Health III (Traditional Program). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2351. Includes lab component.

NURS 2403 - Dosage Calculations for Nurses

This course is designed to assist persons preparing to administer medications with mathematical instruction for calculating dosages. Course content includes review of fractions, decimals, Roman numerals, ratio proportions, introduction of medication symbols, and related abbreviations; interpretation of physician orders and medication labels; conversion of household, apothecary and metric equivalents, and dosage calculation formulas.

NURS 2431 - Complex Mental Health Clinical

Application of nursing process in care of patients with complex mental health needs in hospital and community settings. Focus on knowledge, skills, and attitudes regarding health coaching, and nursing judgment (critical thinking, patient preferences, and best practice) in care of the adult with complex mental health needs. Requires completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2432.

NURS 2432 - Complex Mental Health

In-depth exposure to complex mental health concepts. Explores selected exemplars for application of nursing process among adults with complex mental illness. Emphasis on knowledge, skills, and attitudes regarding communication; safety; focused assessment of adults with mental illness; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Admission to the Program (Traditional and Career Mobility) and completion of NURS 1363 (Career Mobility Track Only) with a grade of "C" or better. Corequisite: NURS 2431. Includes lab component.

NURS 2442 - Adult Health IV & Leadership Clinical

Emphasis on concept clustering in application of knowledge, skills, and attitudes acquired in all previous/current nursing courses. Focus on leadership skills; complex physical assessment; medication administration; health coaching; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2444.

NURS 2444 - Adult Health IV & Leadership

Proficiency at entry level-to-practice regarding nursing process and knowledge, skills, and attitudes required for six areas of competency in nursing profession: patient centered care; teamwork and collaboration; best practice; quality improvement; safety; and informatics. Explores concept clusters and selected exemplars for application of nursing process and principles of leadership among adult population with complex health problems. Emphasis on integration of complex physical assessment; medication administration; leadership skills; and nursing judgment (critical thinking, patient preferences, and best practice). Prerequisites: Completion of all previous Nursing courses with a grade of "C" or better. Corequisite: NURS 2442. Includes lab component.

NURS 2990 - Selected Topics in Nursing

The study and/or analysis of a selected topic in Nursing. May be repeated with a different topic.

Occupational Therapy Assistant

OCTA 1202 - Introduction to Occupational Therapy

This course provides a broad overview of the profession with emphasis on its history, philosophy, and organization and explores the role of occupational therapy personnel in various disability areas. Course is open to non-majors. Offered in online format only. Technology requirements are covered in the Online Learning Orientation which students should complete before beginning the course.

OCTA 1292 - Introduction to Occupational Therapy II

This course covers the fundamentals of Occupational Therapy practice including the OT framework, OT process, family, multicultural issues and factors, written and verbal communication skills, self-awareness, the AOTA's stated core values, professional ethics, and documentation. Prerequisite: Admission to the OTA Program.

OCTA 1301 - Clinical Conditions

This course serves as an introduction to conditions commonly referred to and treated by occupational therapy practitioners. Prerequisite: Admission to the OTA Program.

OCTA 1352 - Neuroanatomy and Physiology for OTAs

This course is a comprehensive review of both structure and function of the nervous system and its functional relevance to the practice of Occupational Therapy. Prerequisite: Admission to the OTA Program.

OCTA 1363 - Applied Anatomy for OTAs

This course is a study of structure and function of the muscular and skeleton systems as they relate to the practice of occupational therapy. Bone and joint structure, bony landmarks, muscle origin, insertion, action and innervations are emphasized. Application of the information is demonstrated through extensive analysis. Prerequisites: Admission to the OTA Program. Includes lab component.

OCTA 1403 - Therapeutic Media

The study of the theory and practice of selected activities used in occupational therapy to promote patient function. The course includes: concepts of activity analysis; instruction of individuals and groups; problem solving; therapeutic applications of activity and exercise; and laboratory and equipment maintenance. Various frames of reference used in occupational therapy will be applied. All previous OCTA coursework with a grade of "C" or better or instructor approval. Includes lab component.

OCTA 1443 - Psychosocial Theory and Practice

This course introduces theory and application of occupational therapy in the evaluation and treatment of psychosocial dysfunction and covers the developmental continuum and major frames of reference. Group dynamics and process are emphasized. Psychosocial issues in other practice areas are discussed. All previous OCTA coursework with a grade of "C" or better or instructor approval. Includes lab component.

OCTA 1483 - Physical Disabilities

This course introduces occupational therapy treatment design and implementation of techniques, treatment methods and adaptive equipment used with physical disability. Application of the OT Framework is emphasized throughout. Students will develop treatment plans and learn to give a standardized assessment and become familiar with the assessment process. The course incorporates observation of treatment methods under the supervision of practicing clinicians at various local clinical settings. All previous OCTA coursework with a grade of "C" or better or instructor approval.

OCTA 1511 - Fieldwork IA

A supervised work experience including observation and application of occupational therapy services with a psychological/social emphasis. Prerequisites: All previous OCTA coursework with grade of 'C' or better or instructor permission. No Lecture. Laboratory: 40 hours per semester.

OCTA 1521 - Fieldwork IB

A supervised work experience including observation and application of occupational therapy services. Prerequisites: All previous OCTA coursework with grade of "C" or better and instructor permission. No Lecture. Laboratory: 40 hours per semester.

OCTA 2203 - Therapeutic Adaptions

This course builds on the theory and practice of therapeutic adaptions and includes ergonomics, basic environmental modification and practical alterations to equipment, including adapted mobility, orthotics, and very basic electronics. The OT Framework is implemented throughout the course. Students will become familiar with the assessment process. Prerequisites: All previous OCTA coursework with a grade of "C" or better or instructor approval. Includes lab component.

OCTA 2233 - Developmental Disabilities Theory and Practice

This course covers the theory and application of occupational therapy services for people with developmental disabilities. Emphasis will be on occupational therapy services provided from birth through school age and young adulthood. Frames of reference such as neurodevelopment treatment, sensory integration, developmental, and motor learning theory will be introduced and practiced. Students will continue to implement the OT Framework. Students will learn to give population specific standardized assessments. Trends in special education and transition services will be explored. All previous OCTA coursework with a grade of "C" or better or instructor approval. Includes lab component.

OCTA 2263 - Current Trends in Occupational Therapy

This course includes selected readings and discussion of trends in current practice. General topics include adult development, aging, geriatric practice, and activity programming. Students will design treatment activities and implement the OT Framework. Community applied clinical practice is included. Prerequisites: All previous OCTA coursework with a grade of C" or better or instructor approval. Includes lab component.

OCTA 2356 - Fieldwork IIA

Provides clinical experience under the direct supervision of experienced occupational therapists or occupational therapy assistant practitioners working in various practice settings. Emphasis is placed on the transition from student to clinician with experiential clinical preparation for entry-level practice in the profession as established by AOTA guidelines. Grade awarded: Satisfactory/Unsatisfactory. All previous OCTA coursework with a grade of "C" or better or instructor approval.

OCTA 2376 - Fieldwork IIB

A culmination of all didactic coursework and prior clinical fieldwork experience. Provides the final clinical experience under the direct supervision of experienced occupational therapists or occupational therapy assistant practitioners working in various practice settings. Emphasis is placed on full integration of knowledge and skills. Students will have experiential clinical preparation to meet entry-level practice in the profession as established by AOTA guidelines. Grade awarded: Satisfactory/Unsatisfactory. Prerequisites: All previous OCTA coursework with a grade of 'C' or better or instructor approval.

Paralegal

PLGL 1213 - Introduction to the Legal System

Provides the student with an overview: of the legal system, the role of the paralegal, ethics, unauthorized practice, the rules of professional conduct, importance of communications, judgment and analytical ability, terminology, sources, and works of the law.

PLGL 1313 - Civil Procedure I

Introduces students to the methods of pre-trial procedures, including interviewing, investigation, formal and informal discovery, and additional litigation support technology. Oklahoma and federal procedural rules will be covered. Students will prepare pleadings, orders, discovery requests or responses, or motions. This course is offered during the fall semester only. Prerequisite: Admission to the Paralegal Studies Program or instructor approval.

PLGL 2303 - Civil Procedure II

Continues the review of civil procedure, including covering pre- and post-trial matters and evidentiary problems. Students will prepare pleadings, orders, discovery requests or responses, or motions. This course is offered during the spring semester only. Prerequisite: Admission to the Paralegal Studies Program or instructor approval and PLGL 1313.

PLGL 2333 - Introduction to Legal Research and Writing

Introduces students to legal research, analysis, citation, and writing. Students will perform legal research and prepare case briefs and memoranda. Prerequisites: Admission to the Paralegal Studies Program or instructor approval. This course is offered during the fall semester only.

PLGL 2343 - Advanced Legal Research and Writing

Students will learn advanced research and writing techniques, analysis, and strategies. Emphasis is placed on development of legal argument, format, and use of legal citations. Competency in WESTLAW and/or LEXIS, and the Internet as research tools will be achieved. Students will perform legal research and prepare case briefs, memoranda, and pleadings or motions. This course is offered during the spring semester only. Prerequisite: Admission to the Paralegal Studies Program or instructor approval and PLGL 2333.

PLGL 2353 - Contract Law

The study of contract law and the drafting of contracts. Students will draft offers, acceptances, and various contract clauses. Prerequisite: Admission to the Paralegal Studies Program or instructor approval.

PLGL 2363 - Real Property Law

The study of property law and the drafting of documents common to real estate transactions. Students will search property records, draft easements, deeds, and closing documents. Prerequisite: Admission to the Paralegal Studies Program or instructor approval.

PLGL 2373 - Computers in the Law

A beginning class covering the use of computer applications in legal organizations designed to introduce the use of computer software and hardware, word processing, databases, timekeeping and billing, docket control, case management, litigation support, computer-assisted research, courthouse-related applications, and specialized legal software.

PLGL 2383 - Paralegal Studies Capstone

Paralegal Studies majors will further study paralegal skills, legal ethics, and law office technology, as well as undertake a review of several areas of substantive and procedural law before completing a comprehensive assessment. This course is offered during the summer semester only. Prerequisite: Admission to the Paralegal Studies Program or instructor approval and PLGL 1313.

PLGL 2403 - Principles of Family Law

Topics include rules of procedure applicable to family matters, divorce, separation, custody, adoption, change of name, guardianship, support, and settlement agreements.

PLGL 2413 - Law Office Systems and Procedure

Topics include law office organization and theories of management; creating systems; timekeeping and billing; law office equipment; preparation of forms and checklists; docket control; personnel problems; self-management; computer usage for management, word processing, litigation support, and accounting.

PLGL 2423 - Corporations, Partnerships & LLCs

A study of the formation and operation of proprietorships, partnerships, corporations, and other business operations, including a survey of the fundamental principles of law applicable to each.

PLGL 2433 - Bankruptcy

A study of the Bankruptcy Code and Rules of Procedure; the study and preparation of appropriate pleadings and schedules.

PLGL 2443 - Probate, Administration of Estates, and Trusts

Covers the fundamental principles of the law of wills and trusts, including simple will and trust forms; the organization and jurisdiction of an Oklahoma probate court; the administration of estates in Oklahoma probate court; and practice in documentation.

PLGL 2453 - Administrative Law

Covers the history and functions of administrative agencies, constitutional standards applied to agency operation, rulemaking by agencies, agency decision making and the scope of judicial review of agency decisions, and the manner of pursuing a claim through various federal and Oklahoma administrative agencies.

PLGL 2463 - Labor and Employment Law

Designed specifically for paralegals, with coverage of the National Labor Relations Act (labor union-management relations), employment discrimination laws, wrongful discharge, wage/hour laws, safety and health laws pertaining to the workplace, employment contracts, and unemployment statutes. Emphasis will be given to research sources commonly used by labor attorneys.

PLGL 2473 - Torts and Insurance Law

Students will cover tort and insurance law, and the overlap of the two. Torts coverage includes intentional torts, negligence and product liability, together with related legal doctrines and defenses. Insurance coverage includes insurable interests relating to the various torts, subrogation of the insured to the insurer, and various claims procedures.

PLGL 2483 - Native American Law

An historical analysis of the complex pattern of federal, state, and tribal laws that have affected Native Americans as individuals and as tribes. Areas of exploration may include federal treaties, federal policies, state compacts, and the principle of sovereignty. Crosslisted with NAMS 2513.

PLGL 2493 - Criminal Law for Paralegals

A review of both substantive and procedural criminal law, as well as the constitutional requirements pertaining to each.

PLGL 2502 - Medical Record Analysis for Paralegals

Covers basic medical terminology as contained in the medical record, analyzing the medical record in a litigation context, and creating a summary for the attorney's use in evaluating the case, both from a plaintiff and defense standpoint.

PLGL 2511 - E-Discovery for Paralegals

An overview of the use of E-Discovery in litigation. Students will be introduced to the various types and methods of obtaining electronic material for use in litigation.

PLGL 2601 - Workers' Compensation for Paralegals

An overview of the Oklahoma Workers' Compensation law, both substantive and procedural, including representation of the claimant and the respondent before the Workers' Compensation Court of Existing Claims and the Worker's Compensation Commission.

PLGL 2613 - Social Security Administration

An overview of the Social Security Administration. Topics include the law affecting disability payments as well as supplement income programs. Legal ethics involved in client representations will be covered.

PLGL 2621 - Elder Law

Students will be introduced to topics in the law affecting older persons. Such topics as financial and estate planning, health care, personal planning and protection, and consumer protection.

PLGL 2802 - Paralegal Internship

A practicum course intended to provide the student with work experience as a legal assistant under the supervision of a practicing attorney. While the work experience will vary from internship to internship, legal ethics will be emphasized for all by a screening examination. Prerequisites: Admission to the Paralegal Studies Program and successful completion of PLGL 1313 and PLGL 2333.

PLGL 2813 - Paralegal Internship

A practicum course intended to provide the student with work experience as a legal assistant under the supervision of a practicing attorney. While the work experience will vary from internship to internship, legal ethics will be emphasized for all by a screening examination. Prerequisites: Admission to the Paralegal Studies Program and successful completion of PLGL 1313 and PLGL 2333.

PLGL 2990 - Selected Legal Topics

Selected Legal Topics allows for a study of varying legal topics (substantive, procedural, or skill-oriented) of current interest to paralegals. Prerequisites: Admission to the Paralegal Studies Program and successful completion of PLGL 1313, and PLGL 2333, or instructor approval.

Pharmacology Technology

PHMT 1324 - Introduction to Profession of Pharmacy

This course provides an introduction to medical vocabulary and terminology, and stresses the use of abbreviations, suffixes and combining forms to give the student a working knowledge of medical terms. Provides federal and state laws for pharmacy and sets the ethical standards for pharmacy technicians. Includes the study of the theory and practical applications of procuring, manipulating and preparing drugs for dispensing in actual pharmacy environments or college laboratory.

PHMT 1334 - Introduction to Pharmacology

This course provides an introductory study of therapeutic drug categories which will involve not only a consideration of commonly used drugs, but also basic principles of pharmacology and pharmaceutics.

PHMT 1414 - Pharmacy Technician Practicum I

This course introduces the student to the actual working of a pharmacy. Students are introduced and allowed to train towards the performance of operational procedures in a community pharmacy lab, hospital pharmacy lab, and a compounding lab. Application of basic mathematics as it applies to sterile and non-sterile compounding, dispensing and closing prescriptions.

PHMT 1524 - Preceptorship I

A supervised practical work site application for the technical tasks, duties and responsibilities of a pharmacy technician that totals 160 hours. Work site skills may include basic bio-pharmaceutics, factors affecting drug activity, drug routes and formulations, prescription processing, parenterals and IV admixtures, drug compounding, inventory management, financial issues, organization and duties of institutional pharmacies, and other environments. Prerequisites: Acceptance into the Pharmacy Technology Program and concurrent enrollment in PHMT 1324, PHMT 1334, and PHMT 1414 or approval of instructor.

PHMT 2990 - Selected Topics in Pharmacology Technology

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

Philosophy

PHIL 1113 - Introduction to Philosophy (H)

A survey course designed to acquaint the student with some of the fundamental problems in philosophy and with methods used to deal with them. Some principal views, both ancient and modern, are examined as possible solutions. Recommended for second term freshmen.

PHIL 1133 - Philosophy in Literature (H)

The analysis and relationship of ideas in literature (poems, plays, novels, and short stories) to philosophical themes. Course content to vary from term to term.

PHIL 1143 - Introduction to Ethics: Business Issues (H)

An introductory level course in ethics, focusing on the types of situations that pose ethical problems in business. An attempt will be made to help the student develop an ethical framework which will allow the student to address ethical issues in the business world. Crosslisted with BUSN 1143.

PHIL 1213 - Religions of the World: The Eastern Tradition (H,I)

A survey of the Oriental religious heritage of India, Japan, China, and others. Some of the specific religions examined are Hinduism, Buddhism, Taoism, Confucianism, Shintoism, Jainism, and Sikhism. Crosslisted with RELG 1213.

PHIL 1223 - Religions of the World: The Western Tradition (H)

A survey of the Western religious heritage. Christianity, Judaism, Islam, Greek mythology, and others will be studied. Crosslisted with RELG 1223.

PHIL 2113 - Logic

A first course in logic using the study of language, semantics, deductive reasoning, the scientific method, and other processes of clear and precise thinking.

PHIL 2133 - Introduction to Ethical Thinking (H)

An examination of moral and social problems from the philosophical perspective, including: responsibility to one's self and to society, moral and social values, and conflicts of values. Classical as well as current topics will be discussed.

PHIL 2143 - Introduction to Social and Political Philosophy (H)

A survey of major philosophical theories concerning political and social organization, and discussion of such topics as the rights of humans, natural law, social contract, legitimate and illegitimate use of political force, and philosophical views of the "ideal society".

PHIL 2163 - Introduction to the History and Philosophy of Science (H)

An introductory survey of the history and philosophy of science. This class examines the origins and development of scientific modes of thought as well as their relationship to ideas about human beings, society, and the natural world.

PHIL 2173 - Introduction to the Philosophy of Religion

An introductory discussion in topics such as the existence of God, the problem of evil, the possibility and nature of religious knowledge, immortality, and the role of reason, faith, and authority in religion.

PHIL 2263 - Medical Ethics (H)

An introductory level course in ethics with special emphasis on issues that arise in the allied medical professions. Such topics as abortion, birth defects, euthanasia, medical experimentation, and confidentiality will be discussed from the ethical perspective. Crosslisted with SOCI 2263.

PHIL 2990 - Selected Topics in Philosophy

The study and/or analysis of a selected topic in Philosophy. May be repeated with a different topic.

Physical Education

PHED 1002 - Physical Education Activity

Participation in selected physical education activity events organized and conducted by Tulsa Community College, including, but not limited to, intramural activity sports. Includes lab component.

PHED 1092 - Karate

An introduction of the basics of modern day American karate. Learn punches, kicks, blocks, throws, joint locks, pressure points, falls, rolls, forms, musical weapons, open hand forms, and mind development. Includes lab component.

PHED 1143 - Foundations of Physical Education

Designed for professional orientation in physical education, health and recreation. Brief history, philosophy and modern trends of physical education, teacher qualification, vocational opportunities, expected competencies and skill testing comprise the contents of the course. For students majoring in Physical Education.

PHED 1252 - Weight Training I

This course is designed for men and women who wish knowledge and understanding of weight lifting as it applies to the conditioning, toning, and strengthening of the body. Students will learn how the body and certain muscle groups react to moderate exercise and workouts. Lab exercise will include workouts utilizing various types of weight training equipment.

PHED 1341 - Introduction to Rock Climbing

This class will teach the basic techniques of safety and climbing. Knots: rewoven figure eight, figure eight on a bight, bowline, double fisherman, clove hitch, square. Proper sizing of harness. Belay and Rappel technique. Discussion on the history of climbing in the U.S. and an overview of climbing styles (lead, top rope, aid, alpine). Rating systems both U.S. and European. Climbing techniques: flagging, cantilevers, cross-thru, high steps, back steps, drop knees, stemming, etc. Includes lab component.

PHED 1401 - Introduction to Physical Education Activity

Participation in selected physical fitness activities. Includes a lab component.

PHED 1412 - Yoga

Physical exercise with techniques that integrate the mind, body and spiritual awareness. Includes lab component.

PHED 1422 - Women on Weights

Weight training and weight conditioning designed especially for women. Includes lab component.

PHED 1552 - Bicycling for Fitness

Basic skills for the beginner in acquiring knowledge and understanding of bicycling, both mountain and road, and the role these play for a healthier body. The sessions consist of warm-up, bicycling, and cool off exercises. Includes lab component.

PHED 1652 - Cardio Kickboxing

Exercise designed to condition the body for maximum health and fitness by movement involving punching and kicking. Includes lab component.

PHED 2012 - Zumba

Zumba is an interval dance/aerobic exercise class that uses Latin dance moves, rhythms, and music. This activity combines footwork and body movements from Salsa and other Latin dances. Includes lab component.

PHED 2042 - Women on Weights II

This advanced level course is a continuation of PHED 1422 and includes topics such as muscle development, nutrition, assessment of body composition, fitness level testing, cardiovascular activity and weight training essential to increased body strength, muscle tone and loss of body fat. Prerequisite: PHED 1422 or instructor approval. Includes lab component.

PHED 2092 - Bicycling for Fitness II

This is a continuation of PHED 1552. Prerequisite: PHED 1552 or instructor approval. Includes lab component.

PHED 2111 - Professional Careers in Nutritional Sciences

Career opportunities in dietetics and food and nutrition. Roles and responsibilities of nutritional sciences professionals. Routes to professional memberships and current issues in professionalism.

PHED 2112 - Cardio Kickboxing II

This course is a continuation of PHED 1652. Prerequisite: PHED 1652 or instructor approval. Includes lab component.

PHED 2142 - Karate II

This is a continuation of PHED 1092. Prerequisite: PHED 1092 or instructor approval Includes lab component.

PHED 2212 - First Aid

The standard first aid course of the American Red Cross with special emphasis on resuscitation, control of bleeding and shock, poisons, choking, and transportation of injured persons. Training in emergency care of most acute illnesses and/or accidents included. CPR certification will be through American Heart Association and/or American Red Cross.

PHED 2252 - Weight Training II

This course is a continuation of PHED 1252. Prerequisite: PHED 1252 or instructor approval Includes lab component.

PHED 2263 - Principles in Health Education and Health Promotion

Introduction to the field of health education and health promotion focusing on health principles, theories, career opportunities and a field experience.

PHED 2312 - Body Conditioning

A course which develops the body for physical fitness, muscle toning, muscle strengthening and assistance in controlling excessive weight and maintaining correct body posture. Includes lab component.

PHED 2322 - Walking for Fitness

This course is designed for those wanting to start a cardiovascular fitness program by walking. Students will meet three times over the class term with the instructor and the group. Students will keep and submit weekly logs to the instructor. Includes lab component.

PHED 2332 - Jogging for Fitness

This course is designed for those wanting to improve their cardiovascular fitness. Students are recommended to have been walking vigorously and regularly for at least six weeks prior to taking this course.

PHED 2422 - Walking for Fitness II

This course is a continuation of PHED 2322. Prerequisite: PHED 2322. Includes lab component.

PHED 2432 - Jogging for Fitness II

This is a continuation of PHED 2332. Prerequisite: PHED 2332 or instructor approval. Includes lab component.

PHED 2603 - Total Wellness

Overview of individual, inter-personal, and socio-cultural issues that have an impact on health. Behavioral decision making, social relations, cultural diversity and environmental sensitivity.

PHED 2653 - Applied Anatomy and Kinesiology

Anatomical study of structure and function of musculoskeletal systems. Common anatomical injuries and diseases will be presented with each joint structure.

PHED 2662 - Care and Prevention of Athletic Injuries

This is an introductory course in sports medicine. Topics covered will include anatomy, physiology, injury evaluation, recognition, treatment and prevention. Acute problems will be discussed.

PHED 2990 - Selected Topics in Physical Education

The study and/or analysis of a selected topic in Physical Education. May be repeated with a different topic.

Physical Science

PHSC 1114 - General Physical Science (L,N)

A study of the basic principles and concepts of physics and nuclear science, chemistry, astronomy, meteorology, and geology. The course relates these basic sciences to man's physical world at an introductory level, and is intended primarily for the non-science major. Prerequisite: One year of high school algebra, or MATH 0013 or equivalent. Includes lab component.

PHSC 2151 - The Nature of Science

This course will introduce students to an approach to "doing" science by using the scientific method. This scientific inquiry method will be used to examine problems from several different areas of science including: biology, physics, chemistry, astronomy, and geology. Lecture 1 hour. No Laboratory.

PHSC 2990 - Selected Topics in Physical Science

The study and/or analysis of a selected topic in Physical Science. May be repeated with a different topic.

Physical Therapist Assistant

PHTA 1203 - Anatomy and Physiology for PTAs

A supplementary study of the human body's structure and function as these relate to the practice of physical therapy. Emphasis will be placed on musculoskeletal, circulatory, and nervous systems. Prerequisite: Admission to the PTA program. Includes lab component.

PHTA 1211 - Clinical Orientation

This course is an orientation to the physical therapy clinic environment. The course covers the professional clinical expectations, procedures of processing patients, treatment preparation, introduction to medical documentation, and activities associated with preparing students for future clinical experiences. Prerequisites: Completion of all Allied Health Risk requirements.

PHTA 1221 - Clinical Practice I

A supervised clinical experience; two concurrent weeks of full time clinical education exposure including observations and applications of physical therapy services. Prerequisites: All previous PTA coursework with a "C" or better, or instructor approval.

PHTA 1242 - Human Growth and Development

Study and application of current theories regarding human growth in social, cognitive, behavioral and motoric domains as related to the practice of physical therapy. Requires admission to the PTA program.

PHTA 1303 - Introduction to Physical Therapy

History, philosophy, ethics, settings, and trends in physical therapy. Delineation of roles of the health care team, and of physical therapy personnel, with interpersonal skills needed to function as a health care provider and team member. Principles and procedures of basic patient care skills and documentation. Includes lab component. Requires admission to the PTA Program.

PHTA 1363 - Kinesiology for PTAs

A study of anatomical structures and movement as related to physical therapy procedures. The basic principles of the relationship between joint motion and mechanical action. Application of principles with emphasis on the analysis and bio-mechanics of all human motion. For PTA students. Prerequisites: All previous PTA coursework with a grade of "C" or better or instructor approval. Includes lab component.

PHTA 1383 - Pathophysiology for PTAs

A study of selected disease and injuries as they relate to clinical conditions seen in the practice of physical therapy. Prerequisite: All previous PTA coursework with a "C" or better or instructor approval.

PHTA 1392 - Clinical Procedures I

Principles and techniques of basic physical therapy interventions, with emphasis on physiological changes and effects in commonly seen diagnosis and in response to treatment. Laboratory practice with emphasis on positioning and manual skills.

PHTA 2113 - Rehabilitation

A study of principles of functional training as they apply to a variety of diagnoses seen in Physical Therapy. Theory and therapeutic techniques involving gait, functional mobility, assistive devices, and the progression of rehabilitation. Prerequisites: All previous PTA coursework with a grade of "C" or instructor approval. Includes lab component.

PHTA 2343 - Clinical Procedures II

Theory, physiology, and application of heat, cold, light, water, electricity, and mechanical compression/distraction in therapeutic treatment of tissues. Overview of medical physics. Prerequisites: All previous PTA coursework with a grade of "C" or better or instructor approval.

PHTA 2373 - Therapeutic Exercise I

General and specific exercises for conditions commonly referred to physical therapy. Principles involved in the theory and practical applications of specific therapeutic exercise and mechanical appliances. Prerequisites: All previous PTA coursework with a grade of "C" or better or instructor approval Includes lab component.

PHTA 2383 - Therapeutic Exercise II

Continuation of Therapeutic Exercise I and additional theory and application of exercise techniques, with emphasis on treatment of long-term disabilities Prerequisites: All previous PTA course work with a grade of "C" or better or instructor approval. Includes lab component.

PHTA 2432 - Clinical Practice II

A supervised clinical experience; two concurrent weeks of full time clinical education exposure including observations and applications of physical therapy services. In addition, a weekly group discussion of selected topics, in a colloquium format. Prerequisite: All previous PTA coursework with a grade of "C" or better or instructor approval.

PHTA 2442 - Psychosocial Aspects in Physical Therapy

A survey course explaining the psychological and sociologic effects of disabilities, including the impact of culture and economics with regard to the patient, family, and society. The student will also explore community service used to promote awareness of social responsibility, citizenship, and advocacy. Prerequisites: All previous PHTA coursework with a grade of 'C' or better or instructor approval.

PHTA 2486 - Clinical Practice III

Supervised application of physical therapy procedures in the treatment of patients at a variety of selected physical therapy clinics. Successful completion of this course with a grade of 'C' or better is required for graduation from the PTA program. Course includes 400 clinical hours. Prerequisites: Completion of all PTA courses with a grade of "C" or better, or instructor approval.

PHTA 2522 - Special Studies in Clinical Practice

Advanced study and application of physical therapy practices in a selected topic determined by the student and faculty in the areas of geriatrics, orthopedics, pediatric-neuro or acute care. Prerequisites: All previous PTA coursework with a grade of "C" or better or instructor approval.

PHTA 2543 - Neuroscience

A comprehensive review of the anatomy and physiology of the nervous system, with emphasis on the functional relationship between the nervous system and the musculoskeletal system. Basic review of the pathology of neurological disorders frequently encountered in the practice of physical therapy. Prerequisites: All previous PTA coursework with a grade of "C" or above or instructor approval.

PHTA 2551 - Pharmacology for PTAs

General pharmacologic concepts for the physical therapist assistant student who has no background in pharmacology. The therapeutic effects, side effects, and clinical applications to physical therapy are stressed for drugs affecting the major systems of the body. Prerequisites: All previous PTA coursework with a grade "C" or better or instructor approval.

PHTA 2990 - Selected Topics in Physical Therapy

The study and/or analysis of a selected topic in Physical Therapy. May be repeated with a different topic. Prerequisites: PHTA 1203, BIOL 1314, and PHTA 1303 with a grade of "C" or better.

Physics

PHYS 1003 - Introduction to Physics

A course designed for students who have not had a previous physics course. This courses will prepare students for physics sequences starting from PHYS 2034. Includes fundamental algebraic and trigonometric mathematics, fundamentals of mechanics, electricity and magnetism, wave motion, and light. Emphasizes problem-solving and appropriate formatting for working and presenting problems. Prerequisites: MATH 1513 or MATH 1454 or equivalent or instructor approval.

PHYS 1114 - General Physics I (L)

Physics I is an algebra based course and includes the study of the principles of elementary physics involving mechanics, heat, fluids, waves, and sound. Prerequisite: MATH 1513 or MATH 1454 or equivalent, or instructor approval. Includes lab component.

PHYS 1214 - General Physics II (L)

A continuation of PHYS 1114 involving electricity, magnetism, light, and modern physics. Prerequisite: PHYS 1114. Includes lab component.

PHYS 2034 - Engineering Physics I (L)

Physics for engineering and science students. Principles of mechanics, thermodynamics, and wave motion based on the calculus development. Prerequisite: MATH 2114 Includes lab component.

PHYS 2124 - Engineering Physics II (L)

Physics for engineering and science students. A continuation of PHYS 2034 dealing with magnetism, electricity, and light. Prerequisites: PHYS 2034 and MATH 2124. Includes lab component.

PHYS 2990 - Selected Topics in Physics

The study and/or analysis of a selected topic in Physics. May be repeated with a different topic.

Political Science

POLS 1113 - American Federal Government

A study of the principles, structure, processes, and functions of the United States federal government.

POLS 2013 - Introduction to Comparative Governments

An introduction to the domestic politics of several countries, with particular focus on specific themes of state formation, political economy, policy making, governance, and representation. The course reviews current domestic and global political issues as they relate to consolidated democracies, transitional democracies and authoritarian regimes around the world. Prerequisite: POLS 1113.

POLS 2023 - Introduction to American Politics

The course will explore the role of partisan politics within the American political system. Emphasis will be placed on elections, political parties, the presidency, and Congress. Prerequisite: POLS 1113.

POLS 2033 - Introduction to Political Thought

A description and analysis of the development of American political thought from early American and European philosophies to contemporary theorists. Prerequisite: POLS 1113.

POLS 2043 - Introduction to City Government

City government and politics; organization, structure, functions and administrative problems of the City of Tulsa; charter of the City of Tulsa; legislative function of the city council and administrative function of the mayor; fiscal and administrative systems. Prerequisite: POLS 1113

POLS 2103 - Introduction to State and Local Government

General features of state constitutions, powers of governor, state legislative structure and processes, state judicial systems, and structure and form of municipal and county governments - with emphasis on Oklahoma governmental and political structure. Prerequisite: POLS 1113 and sophomore standing, or instructor approval.

POLS 2133 - Introduction to Public Administration

Principles of public administration and the significance of administration in the modern state. Analysis of administrative theory, organization, and problems. A study of public relations, fiscal, personnel, and administrative responsibilities. Prerequisite: POLS 1113 and sophomore standing, or instructor approval.

POLS 2153 - Introduction to the Constitution and Judicial Process

A history and interpretation of the federal constitution and judicial system, with a summary of the leading constitutional decisions by the courts. Prerequisites: POLS 1113 and sophomore standing, or instructor approval.

POLS 2203 - Introduction to International Relations

A survey of relations among nations; peace and peace-keeping; conflict and conflict resolution; basic concepts, theories and realities of national power, foreign policy, and international interactions. Prerequisites: POLS 1113 and sophomore standing.

POLS 2893 - Government Internship

Selected students will be assigned to work in governmental offices in the Tulsa area. Interns will accomplish specified learning and performance objectives. Each intern will analyze the major functions of the office and compare the practical experience with current governmental theories in a term paper. The internship may be repeated for up to six hours credit. Prerequisites: POLS 1113 or concurrent enrollment, and selection by Intern Coordinator.

POLS 2990 - Selected Topics in Political Science

The study and/or analysis of a selected topic in Political Science. May be repeated with a different topic.

Portuguese

PORT 1103 - Portuguese I

A beginning course in understanding, speaking, reading, and writing Portuguese. The first in a sequence of two related courses.

PORT 1213 - Portuguese II

Continued instruction in understanding, speaking, reading, and writing Portuguese. Prerequisite: PORT 1103 with a grade of "C" or better or instructor approval.

PORT 2990 - Selected Topics in Portuguese

The study and/or analysis of a selected topic in Portuguese. May be repeated with a different topic.

Psychology

PSYC 1113 - Introduction to Psychology (S)

Psychology's use of the scientific method to understand behavior and mental processes is the focus of this survey class. As the foundation class for more advanced classes in psychology, this class will cover the scientific method, biopsychology, learning, lifespan development, personality theories, and psychological disorders. Other topics covered may include states of consciousness, sensation and perception, memory, motivation, emotion, stress, social psychology, and therapies.

PSYC 1313 - Human Relations (S)

An experiential course involving the direct application of psychological principles to human relations problems. Special emphasis will be placed on group dynamics and personal adjustment factors as related to communication, decision making, and problem solving in human interchanges.

PSYC 2023 - Developmental Psychology

A theoretical and research based psychology course that covers social, emotional, physical and cognitive aspects of human development throughout the life-span. Prerequisite: PSYC 1113 or instructor approval.

PSYC 2053 - Social Psychology

A study of the psychological basis of social interaction and change that covers the following topics: conformity, social influence, social cognition, prosocial behavior, prejudice, group processes, interpersonal attraction, and aggression. Prerequisite: PSYC 1113 or SOCI 1113 or instructor approval. Crosslisted with SOCI 2053.

PSYC 2143 - Guided Activities in Service Learning

Service learning combines community service with classroom instruction, focusing on critical, reflective thinking, as well as personal and civic responsibility. This course is a directed study at self-selected sites within the Tulsa community. Within the context of field experiences, students are offered a reciprocal opportunity to develop skills and acquire knowledge while providing service and assistance to the community. Lecture/Experiential-based learning.

PSYC 2153 - Crisis Intervention and Experience (S)

The study of crisis intervention including models of responding, counseling techniques and community resources. Crisis intervention specialization areas include mental illness, substance abuse, suicide, homelessness, grief, and violence. Course includes lecture plus a supervised practicum in an approved social services agency. Prerequisite: PSYC 1113 or SOCI 1113. Crosslisted with SOCI 2153.

PSYC 2193 - Personality Theories

A psychology course examining personality processes and the various theoretical approaches to the study of personality such as: psychodynamic, behavioral, phenomenological, trait, and social learning theories. Prerequisite: PSYC 1113 or instructor approval.

PSYC 2213 - Brain and Behavior

This course covers both the biological basis of human behavior (including the nervous system, homeostasis, biological clocks, etc.) and the psychological consequences of the biology of our species (feelings, learning and memory, thinking and consciousness, the malfunctioning brain, etc.). The course also includes speculation on future developments in brain research. Prerequisite: BIOL 1114 or BIOL 1224 and PSYC 1113. Crosslisted with BIOL 2213.

PSYC 2223 - Behavioral Statistics

Application of descriptive and inferential analyses of data are major topics. Specific topics that are covered (but not limited to) are: central tendency, dispersion, the standard normal distribution, correlation, regression, probability theory, single-sample analyses, two-sample analyses, ANOVA and its variations, and a variety of nonparametric analyses. The student will be using the most current computer software available as a basis for these analyses.
Prerequisites: MATH 1473 or MATH 1513 or instructor approval, and PSYC 1113 or SOCI 1113. Crosslisted with SOCI 2223.

PSYC 2323 - Conflict Resolution

An experiential course aimed at the application of the principles of human relations to interpersonal conflicts. Emphasis will be placed on the nature of conflict and integrative methods of conflict resolution through third-party intervention. Specific areas of conflict commonly encountered in work and social situations (e.g., stress, sexism, racism, ageism) will be examined.

PSYC 2423 - Introduction to Abnormal Psychology

A psychology class exploring the major categories of mental disorders, including their causes and treatment.
Prerequisite: PSYC 1113 or instructor approval.

PSYC 2523 - Child Psychology

Child psychology is the systematic investigation of the psychological processes of childhood. The course surveys childhood from a theoretical and empirical base including the cognitive, social, emotional, and physical changes from conception to late childhood. Prerequisite: PSYC 1113 or instructor approval.

PSYC 2533 - Adolescent Psychology

Adolescent psychology is the systematic investigation of the psychological processes of adolescence. The course surveys normal adolescence from a theoretical and empirical base including the cognitive, social, emotional, and physical changes from youth into pre-adulthood. Prerequisite: PSYC 1113 or instructor approval

PSYC 2613 - Adult Psychology

Adult psychology is the systematic investigation of the psychological processes of the adult years with an emphasis on the social, emotional and cognitive changes which occur after adolescence. Prerequisites: PSYC 1113 or instructor approval.

PSYC 2633 - Industrial and Organizational Psychology (S)

Applications of the principles of psychology to the problems of business and industry will be explored. Special attention will be given to the areas of communication, motivation, job satisfaction, personnel selection, placement, and training.
Prerequisite: PSYC 1113 or instructor approval. Crosslisted with BUSN 2633.

PSYC 2713 - Aging, Death and Dying (S)

In the later adult years, we recognize age-related sequential changes. These are physiological, psychological, and sociological. This course describes these changes with an emphasis on optimal and satisfactory adaptations to them by the individual and by society. Further, this course examines the ideas of end-of-life planning, the dying process, and views of death; popular culture; the medicalization of dying; issues surrounding acts of homicide, suicide, euthanasia, war, and genocide will be discussed. Prerequisite: SOCI 1113/PSYC 1113 or instructor approval. Crosslisted with SOCI 2713.

PSYC 2813 - Human Sexuality (S)

Human sexuality is presented as an ever-varying constant of the entire life span. Human sexuality involves biological, sociological, psychological, and behavioral components influenced by feelings, attitudes, and social institutions which make sexuality a unique experience. Prerequisite: PSYC 1113 or SOCI 1113 or instructor approval. Crosslisted with SOCI 2813.

PSYC 2990 - Selected Topics in Psychology

The study and/or analysis of a selected topic in Psychology. May be repeated with a different topic. Prerequisite: PSYC 1113 or instructor approval.

Quality Technology

QCTT 1223 - Blueprint Reading

For students enrolled in Quality studies. Study includes principles of geometric dimensioning and tolerancing applied to hands-on interpretation of engineering drawings and manufactured components. Principles of standard drawing views, isometric and projected views and dimensional layouts. Students will utilize their knowledge of fractional and decimal mathematics to determine part geometrics.

QCTT 1313 - Introduction to Quality

A survey of the fundamental concepts by which the quality of goods and services is evaluated and improved. The student will develop a basic understanding of the definitions, principles, and objectives of the quality field.

QCTT 1443 - Geometric Dimensioning & Tolerancing

An in depth study of dimensional tolerancing as identified in the American National Standards Institute, ANSI Y 14.5 specification. This course will explore the meaning of symbols used in the International Standard, their application and the processes necessary to achieve the specified geometry, as well as common practices used in Engineering drawings and practical limits and challenges in the manufacturing environment. Prerequisite: QCTT 1223 or any DRFT class. Crosslisted with ENGT 1443.

QCTT 2153 - Lean, Six Sigma, Quality Systems

An introduction to the history, evolution and practice of advanced manufacturing and quality systems, including Lean Manufacturing, Kaizen, 5-S, Kanban, Toyota Production System and Six Sigma. Exploration into the theory and tools behind today's most advanced business philosophies. Crosslisted with ENGT 2153.

QCTT 2333 - Inspection Principles

Study of inspection techniques and requirements for receiving, in-process, and final inspection. Emphasis on quality planning and improvement of inspection and inspector efficiency, in both job-shop and mass production environments. Study will include reporting of vendor surveillance, quality characteristics, non-conformance, and costs. Prerequisite: QCTT 1313.

QCTT 2383 - Statistical Process Control, Quality, Costs and Audits

A study of the statistical methods used in quality, lean manufacturing, and Six Sigma. Emphasis will be placed on quality planning and improvement of inspector efficiency in job shop or mass production environments. Other topics covered include identification of the true cost of quality and the principles of surveying and auditing of quality procedures and standards. Prerequisite: QCTT 1313.

QCTT 2423 - Quality Standards, Specifications & ISO 9000

This course will introduce students to codes and industry standards, with emphasis on interpreting and understanding of formats and organization of the International Standards (ISO) and will include an in-depth probe of the meaning and intent of the standards that apply to engineering and manufacturing, and implementation and certification methods for ISO 9001, 9002, 9003. Prerequisite: QCTT 1313.

QCTT 2990 - Selected Topics in Quality Technology

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

Radiography

RADT 1201 - Introduction to Radiographic Clinical Education

This course enables potential Radiography students to become familiar with clinical education centers available to TCC students, and to observe duties performed by radiographers. Student will choose four separate clinical sites to visit.

RADT 1211 - Introduction to Radiography Laboratory

An introduction to the Radiography laboratory.

RADT 1212 - Introduction to Radiography

An introductory course designed to acquaint the student to the field of medical radiography. Topics include patient care, ethics, radiation protection, positioning terminology, chest and abdomen radiography, and image critique.

RADT 1222 - Radiographic Clinical Education I

A clinical experience course to familiarize the student with the hospital and the radiology department which includes 128 clinical hours. Experience will concentrate on office procedures, digital image processing, patient care, chest and abdomen radiography, and image critique. Prerequisite: Admission to the program.

RADT 1313 - Radiographic Anatomy and Positioning I

Topics covered in this course include upper and lower extremities, complete spine, bony thorax, mammography, terminology, and image critique. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval. Includes lab component.

RADT 1324 - Radiographic Clinical Education II

A continuation of clinical experience to develop positioning and technique skills related to routine and fluoroscopic exams which includes 256 clinical hours. Image critique will also be covered. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval.

RADT 1333 - Radiographic Anatomy and Positioning II

Topics covered in this course include digestive, urinary, biliary, and reproductive systems, skulls, and pediatrics. Related terminology and image critique. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval. Includes lab component.

RADT 1344 - Radiographic Clinical Education III

A continuation of clinical experience to develop positioning and technique skills related to routine and fluoroscopic exams which includes 256 clinical hours. Pediatric patient care will be developed. Image critique will also be covered. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval.

RADT 1372 - Radiographic Technique

An introductory course on radiographic exposure factors including radiation protection, films, screens, and film processing. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval Includes lab component.

RADT 1383 - Advanced Radiographic Technique

An in-depth study of radiographic exposure factors and radiographic quality assurance. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval. Includes lab component.

RADT 2301 - Radiographic Seminar

A study of trauma radiography, portable radiography, and surgical procedures. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval.

RADT 2312 - Radiographic Clinical Education IV

A continuation of clinical education in all areas of the radiology department including surgery. Image critique will also be covered. Includes 120 clinical hours. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval.

RADT 2323 - Radiographic Special Procedures

An introductory course on special procedures, digital imaging and related equipment. Other topics include CT, MRI, cross sectional anatomy and registry review. Prerequisites: RADT 2301, RADT 2314, CSCI 1203 or equivalent, and concurrent enrollment in RADT 2343. Includes a lab component.

RADT 2336 - Radiographic Clinical Education V

A continuation of clinical education in all areas of the radiology department including special procedures, CT, and MRI. Image critique will also be covered. Includes 384 clinical hours. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval.

RADT 2343 - Radiographic Biology and Pathology

A study of radiation biology, radiographic pathology, and departmental administration. Prerequisites: RADT 2301, RADT 2314, and concurrent enrollment in RADT 2383. Includes lab component.

RADT 2356 - Radiographic Clinical Education VI

The final course of clinical education in all areas of the radiology department and includes 384 clinical hours. Clinical rotations will be structured to the students' areas of need. Image critique will be covered. Prerequisites: All previous RADT coursework with a grade of "C" or better or instructor approval.

RADT 2383 - Radiographic Physics

Topics covered include units of measurement, mechanics, structure of matter, electrostatics, magnetism, electrodynamics electromagnetism, rectification, x-ray tube, x-ray circuits, and equipment. Prerequisites: MATH 1473 or MATH 1513 and all previous RADT coursework with a grade of "C" or better or instructor approval.

RADT 2990 - Selected Topics In Radiologic Technology

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

Religious Studies

RELG 1113 - Introduction to Religious Studies (H)

An introductory study of the major materials and methods for the systematic examination of the roles and functions of religion in human life. Examples of religion drawn from ancient and modern times, Western and Eastern traditions, and ritual and ethical behaviors are explored. Comparative, phenomenological, historical, literary, philosophical, and theological methods are used.

RELG 1213 - Religions of the World: The Eastern Tradition (H) (I)

A survey of Oriental religious heritage of India, Japan, China, and others. Some of the specific religions examined are Hinduism, Buddhism, Taoism, Confucianism, Shintoism, Jainism, and Sikhism. Crosslisted with PHIL 1213.

RELG 1223 - Religions of the World: The Western Tradition (H)

A survey of Western religious heritage. Christianity, Judaism, Islam, Greek mythology, and others will be studied. Crosslisted with PHIL 1223.

RELG 2113 - Old Testament (H)

English translation of the Hebrew Scriptures (Christian Old Testament) with emphasis upon historical background, critical analysis, and theological interpretations. In addition, it will be shown how themes from these scriptures have been used in various forms of literature.

RELG 2123 - New Testament (H)

The writings of the New Testament in their historical contexts. Emphasis on interpreting selected New Testament passages and how these readings have affected subsequent forms of literature.

RELG 2173 - Religion and Society (H)

An introductory social scientific survey of religion viewed from the psychological, sociological, and anthropological perspectives. Patterns in the internal development of religious groups, as well as the relationships between religion and other social and cultural institutions will be examined. Crosslisted with SOCI 2173.

RELG 2233 - Religion in America (H)

A survey of the varieties of religious expression in America. The course includes an examination of various Protestant, Catholic and Jewish experiences in America, as well as the impact of Native-American, African-American, Hispanic, and Asian religions on American history and culture. The phenomenon of new cults and spiritualities will also be explored.

RELG 2243 - Christian Ethics and Social Thought (H)

An examination of moral and social problems from the Christian perspective and discussion of practical applications in areas such as human rights, abortion, peace, justice, poverty, euthanasia, and the like.

RELG 2313 - Religion in Film (H)

An analysis of the treatment of religion in general, of particular religions, and of religious themes, ideas, and issues in popular film. The emphasis and films will vary from term to term.

RELG 2330 - Field Studies in Religion

This course is designed to provide students with on-site experiences of different religious expressions. The course includes lectures and readings to prepare students for the on-site experience and discussion and written field reports to evaluate the on-site experience. May be repeated with different on-site experiences for up to nine hours credit. Requires instructor approval.

RELG 2990 - Selected Topics in Religious Studies

The study and/or analysis of a selected topic in Religious Studies. May be repeated with a different topic.

Respiratory Care

RESP 1232 - Applied Sciences for Respiratory Care

This course introduces the concepts and principles of basic mathematics, chemistry, physics, and microbiology as they apply to the practice of respiratory therapy. Prerequisites: Admission to the Respiratory Care Program, and concurrent enrollment in RESP 1313.

RESP 1242 - Respiratory Care Patient Assessment

This course is designed to introduce the fundamentals of assessing the respiratory care patient. Topics to be covered include patient communication, assessment of vital signs, physical examination of the patient, clinical laboratory studies, assessment of chest x-rays, sleep studies and pulmonary function test. Prerequisites: Admission to the Respiratory Care Program, concurrent enrollment in RESP 1354 or instructor approval.

RESP 1313 - Respiratory Care Techniques and Theory I

The fundamentals of respiratory care will be covered including various oxygen delivery equipment, oxygen cylinders, humidity and aerosol therapy, equipment cleaning techniques and patient assessment techniques. Prerequisites: Admission to the program and concurrent enrollment in RESP 1511.

RESP 1342 - Respiratory Care Pharmacology

This course includes an introduction to the total scope of pharmacology, the general classifications, uses, and responses to drugs, with a detailed presentation of drugs specific to respiratory care. Prerequisites: RESP 1354 and RESP 1313.

RESP 1354 - Cardiopulmonary Anatomy and Physiology

A comprehensive study of the structures and functions of the respiratory and cardiovascular systems. The principles in which cardiopulmonary physiology is integrated with renal function and acid-base balance are introduced. Prerequisites: Admission to the program and concurrent enrollment in RESP 1232, RESP 1242, RESP 1313, RESP 1511 or instructor approval.

RESP 1403 - Respiratory Care Techniques and Theory II

A study of oxygen therapy and oxygen administering devices. IPPB therapy, chest physiotherapy, the therapeutic use of gas mixtures, and airway management. Clinical time will deal with observing and performing the procedures learned. Prerequisites: RESP 1242, RESP 1313, RESP 1511.

RESP 1414 - Clinical I

Introduction to practical clinical application of oxygen therapy, humidity and aerosol therapy, patient assessment, airway management, hyperinflation therapies and pulmonary function studies under supervision. Laboratory to include Clinical Skills Lab. Prerequisites: RESP 1233, RESP 1313, RESP 1354, RESP 1511 and concurrent enrollment in RESP 1403.

RESP 1443 - Respiratory Care Pathophysiology

This course provides a detailed study of primary and secondary cardiopulmonary disorders and disease states. Etiology, pathophysiology, clinical and functional manifestations and current treatment/management strategies will be covered in detail. Prerequisites: RESP 1232, RESP 1242, RESP 1313, RESP 1354.

RESP 1511 - Clinical Procedures Laboratory

Introduction to the theory and application of selected respiratory care procedures. Prerequisites: Admission to the Respiratory Care Program and concurrent enrollment in RESP 1313.

RESP 1522 - Introduction to Mechanical Ventilation

This course introduces the theory and practice of mechanical ventilation as well as an overview of mechanical and physiological concepts. Topics covered include indications for mechanical ventilation, current types of ventilators, and general principles of ventilator management. Prerequisites: RESP 1232, RESP 1313 and RESP 1354.

RESP 2102 - Clinical II

This course is a continuation of practical clinical application of therapies previously presented with an introduction to the intensive care unit. Laboratory to include Clinical Skills Lab Prerequisites: RESP 1403, RESP 1414, RESP 1443, and RESP 1342.

RESP 2204 - Clinical III

This course is a continuation of practical clinical application of the critical respiratory care patient in the intensive care unit with emphasis on ventilator management. Emphasis will also be placed on the respiratory care management of patients in the home setting and sleep laboratory with the student rotating through a respiratory home care company and sleep lab. This course will also include the Clinical Skills laboratory. Prerequisites: RESP 2102 and concurrent enrollment in RESP 2324.

RESP 2212 - Neonatal and Pediatric Respiratory Care

A study of the respiratory care of neonatal and pediatric patients, including the etiology, and pathophysiology of neonatal and pediatric respiratory disorders as well as the respiratory care procedures used in the management of these patients. Prerequisites: RESP 1232, RESP 1354, and RESP 1313.

RESP 2311 - Mechanical Ventilator Lab

A hands-on lab designed to practice ventilator management strategies and techniques using patient scenarios. Knowledge gained in RESP 1522 and RESP 2324 will be utilized in this lab.

RESP 2324 - Advanced Topics in Mechanical Ventilation

This course is a continuation of RESP 1522. Topics covered include: hazards and complications of mechanical ventilation, monitoring of mechanically ventilated patients, ventilator troubleshooting, invasive vs. non-invasive ventilation, and novel modes of ventilation. Prerequisite: RESP 1522.

RESP 2414 - Clinical IV

This course is a continuation of respiratory care management of the critical respiratory patient in the intensive care unit with emphasis on hemodynamic monitoring. In addition, students will experience respiratory care management of critically ill newborns through rotations in the neonatal intensive care unit. The student will also have a rotation through the heart catheterization lab. This course will include the Clinical Skills laboratory. Prerequisites: RESP 2204, RESP 2324 and concurrent enrollment in RESP 2493.

RESP 2452 - NBRC Review

This course is designed to review all didactics and clinical materials relative to the discipline of respiratory care and prepare students for the National Board for Respiratory Care (NBRC) CRT and RRT examinations. Computerized practice exams will be utilized during the review. The NBRC, CRT, and RRT Self-Assessment examinations will be administered during this course. Prerequisites: All previous respiratory care courses.

RESP 2493 - Respiratory Critical Care

A study of cardiopulmonary critical care procedures. Covers diverse topics such as: intensive care patient monitoring procedures, cardiopulmonary resuscitation, invasive pulmonary techniques, transport of the critically ill patient and hyperbaric respiratory care. Prerequisites: RESP 2204, RESP 2324, and RESP 2563.

RESP 2562 - Cardiopulmonary Diagnostics.

Prerequisites: RESP 1232, RESP 1354, and RESP 1443. A study of advanced laboratory and clinical diagnostic procedures, including arterial blood gases, electrodes and quality control, hemodynamic calculations, non-invasive monitoring techniques, and advanced pulmonary function studies.

RESP 2990 - Selected Topics in Respiratory Therapy

The study and/or analysis of a selected topic in Respiratory Care. May be repeated with a different topic.

Russian

RUSS 1103 - Russian I

A beginning course in understanding, speaking, reading, and writing Russian. The first in a sequence of related courses.

RUSS 1213 - Russian II

Continued instruction in understanding, speaking, reading, and writing Russian. The second in a sequence of related courses. Prerequisite: RUSS 1103 with a grade of "C" or better or instructor approval.

Sociology

SOCI 1073 - Human Service Techniques

A supervised field experience for volunteers in the public school system. Prerequisite: Acceptance as volunteer in participating public school system. Includes lab component.

SOCI 1113 - Introduction to Sociology (S)

This is a general survey of the field of Sociology. The course examines the basic concepts, theories and perspectives in sociology. Topics include the nature of society and the foundations of social life, along with such specialized areas as groups, culture, social class, social institutions and social change. Sociological concepts are used to help students to understand the social influences in everyday life. Prerequisite: Reading proficiency or concurrent enrollment in a reading course.

SOCI 2013 - Marriage and Family (S)

Historical background of the family as a social institution and analysis of marriage and family, with special emphasis on contemporary American marriage and family. Prerequisite: SOCI 1113 or instructor approval.

SOCI 2043 - Juvenile Delinquency (S)

A study of the nature, extent, and cause of juvenile delinquency. Primary emphasis is placed on the role of social and environmental factors in the origin of these activities. Also included are an examination of the nature of law as it pertains to delinquent behavior, both historically and in contemporary society, and the role of police, courts, and juvenile institutions in relation to these behaviors. Prerequisite: SOCI 1113.

SOCI 2053 - Social Psychology (S)

A study of the psychological basis of social interaction and change that covers the following topics: conformity, social influence, social cognition, prosocial behavior, prejudice, group processes, interpersonal attraction, and aggression. Prerequisite: SOCI 1113 or PSYC 1113 or instructor approval. Crosslisted with PSYC 2053.

SOCI 2063 - Corrections: Jails and Prisons (S)

This course will introduce the student to the fundamental characteristics of correctional systems of the past and present. Attention will be paid to issues such as punishments and punishment philosophies, the structure of correctional institutions, prisoner characteristics, prisoner rights, and prisoner life.

SOCI 2113 - Social Problems in America (S)

A systematic analysis of some of the major social problems of contemporary America.

SOCI 2123 - Introduction to Cultural Anthropology (S)

An introduction to the peoples of the world with emphasis upon nonliterate cultures. The course is designed to demonstrate the interrelationships of ethnology to anthropology and the social sciences, and to survey the various culture areas and culture types of the world.

SOCI 2133 - Introduction to Deviant Behavior (S)

Description, analysis, and comparison of forms and sources of deviant behavior. Prerequisite: SOCI 1113 or PSYC 1113 or instructor approval.

SOCI 2143 - Inequalities in America (S) (D)

An examination of the nature of inequality, the causes and consequences of prejudice and discrimination, and the varying patterns of majority-minority interactions in society. Six areas of inequality will be the focus: class, gender, sexual orientation, ethnicity, race, age and ability/disability. Effective solutions to prejudice and discriminatory practices will also be emphasized. Prerequisite: SOCI 1113 or instructor approval.

SOCI 2153 - Crisis Intervention and Experience (S)

The study of crisis intervention including models of responding, counseling techniques and community resources. Crisis intervention specialization areas include mental illness, substance abuse, suicide, homelessness, grief, and violence. Course includes lecture plus a supervised practicum in an approved social services agency. Prerequisite: PSYC 1113 or SOCI 1113. Crosslisted with PSYC 2153.

SOCI 2173 - Religion and Society (S)

An introductory social scientific survey of religion viewed from the psychological, sociological, and anthropological perspectives. Patterns in the internal development of religious groups, as well as the relationships between religion and other social and cultural institutions will be examined. Crosslisted with RELG 2173.

SOCI 2223 - Behavioral Statistics (S)

Application of descriptive and inferential analyses of data are major topics. Specific topics that are covered (but not limited to) are: central tendency, dispersion, the standard normal distribution, correlation, regression, probability theory, single-sample analyses, two-sample analyses, ANOVA and its variations, and a variety of nonparametric analyses. The student will be using the most current software available as a basis for these analyses. Prerequisite: MATH 1473 or MATH 1513 and SOCI 1113 or PSYC 1113 or instructor approval. Crosslisted with PSYC 2223.

SOCI 2243 - Introduction to Social Work (S)

Survey of the field of social work, introducing the major methods and representative agencies of social work. Prerequisite: SOCI 1113.

SOCI 2263 - Medical Ethics (H)

An introductory level course in ethics with special emphasis on issues that arise in the allied medical professions. Such topics as abortion, birth defects, euthanasia, medical experimentation, and confidentiality will be discussed from the ethical perspective. Crosslisted with PHIL 2263.

SOCI 2713 - Aging, Death and Dying (S)

In the later adult years, we recognize age-related sequential changes. These are physiological, psychological, and sociological. This course describes these changes with an emphasis on optimal and satisfactory adaptations to them by the individual and by society. Further, this course examines the ideas of end-of-life planning, the dying process, and views of death in modern life. Psychological and socio-cultural forces that influence our understanding of death; popular culture; the medicalization of dying; issues surrounding acts of homicide, suicide, euthanasia, war, and genocide will be discussed. Prerequisite: SOCI 1113/PSYC 1113 or instructor approval. Crosslisted with PSYC 2713.

SOCI 2813 - Human Sexuality (S)

Human sexuality is presented as an ever-varying constant of the entire life span. Human sexuality involves biological, sociological, psychological, and behavioral components influenced by feelings, attitudes, and social institutions which make sexuality a unique experience. Prerequisite: PSYC 1113 or SOCI 1113. Crosslisted with PSYC 2813.

SOCI 2990 - Selected Topics in Sociology

The study and/or analysis of a selected topic in Sociology. May be repeated with a different topic.

Spanish

SPAN 1001 - Spanish for Communication

A companion course to SPAN 1103 with emphasis on speaking and comprehension skills. Recommended that it be taken simultaneously with SPAN 1103 or after. Prerequisite: SPAN 1103 with a grade of "C" or better or instructor approval.

SPAN 1003 - Spanish for Classroom Teachers

This course offers an overview of basic Spanish grammar and pronunciation with emphasis on vocabulary necessary for communicating with students and parents with limited English.

SPAN 1031 - Spanish Pronunciation

A beginning course in Spanish with special emphasis on pronunciation and the oral skills. May be taken simultaneously with SPAN 1103. Prerequisite: SPAN 1103 with a grade of "C" or better or instructor approval.

SPAN 1061 - Spanish for Biblical Study

Introduction to Spanish with special emphasis on vocabulary/structure for Bible study.

SPAN 1103 - Spanish I

A beginning course in understanding, speaking, reading, and writing Spanish. The first in a sequence of related courses. Self-paced laboratory is required.

SPAN 1201 - Spanish for Communication II

Continued instruction in basic language concepts and beginning conversational skills. Conducted in Spanish. Prerequisite: SPAN 1103 with a grade of "C" or better or instructor approval.

SPAN 1213 - Spanish II

Continued instruction in understanding, speaking, reading, and writing Spanish. The second in a sequence of related courses. Prerequisite: SPAN 1103 with a grade of "C" or better or instructor approval.

SPAN 1301 - Spanish for Communication III

Continued instruction to develop oral fluency and conversational skills. Conducted in Spanish. Prerequisite: SPAN 1213 with a grade of "C" or better or instructor approval.

SPAN 1313 - Spanish III

Continued instruction in understanding, speaking, reading, and writing Spanish. The third in a sequence of related courses. Prerequisite: SPAN 1213 with a grade of "C" or better or instructor approval.

SPAN 1401 - Spanish for Communication IV

Continued instruction to develop oral fluency and conversational skills. Conducted in Spanish. Prerequisite: SPAN 1313 with a grade of "C" or better or instructor approval.

SPAN 1413 - Spanish IV

Continued instruction in understanding, speaking, reading, and writing Spanish. The fourth in a sequence of related courses. Prerequisite: SPAN 1313 with a grade of "C" or better or instructor approval.

SPAN 2041 - Spanish - Introduction to the Arts

An introduction to the arts of Spanish-speaking countries with an attempt to develop an aesthetic awareness and an understanding of the role that the arts play in modern day Spanish activities. Conducted in English.

SPAN 2071 - Spanish-Mexican History and Geography Introduction

A survey of Mexican history and geography as it relates to modern day Mexican societies and language with an awareness of the relationship between the physical, political, and linguistic regions. Conducted in English.

SPAN 2113 - Intermediate Spanish I

An intermediate course in understanding, speaking, reading, and writing Spanish. Taught in Spanish. Prerequisite: SPAN 1413 with a grade of "C" or better or instructor approval.

SPAN 2121 - Intermediate Spanish Communication

Practice in speaking Spanish at the intermediate level covering a wide range of subjects; i.e., everyday language, intermediate literature samples, other publications, and current events. Conducted in Spanish. Prerequisite: SPAN 2113 with a grade of "C" or better or instructor approval.

SPAN 2143 - Latin American Civilization and Culture

Conversations and readings concerning Hispanic culture and civilization. Conducted in Spanish. Prerequisite: SPAN 2113 with a grade of "C" or better or instructor approval.

SPAN 2213 - Intermediate Spanish II

An intermediate course in understanding, speaking, reading, and writing Spanish. Taught in Spanish. Prerequisite: SPAN 1413 with a grade of "C" or better or instructor approval.

SPAN 2320 - International Work and/or Study Seminar

Practicum with an international firm and/or study abroad. Focus on application and enhancement of language skills (oral and written forms). Lecture and/or laboratory equivalent. Prerequisite: Permission of Director of Global Learning and Associate Dean before enrollment and in advance of work/study abroad experience.

SPAN 2330 - Spanish International Seminar and/or Field Studies.

This course is designed to provide an on-site experience in the selected Spanish speaking country. Includes lectures, readings, oral interactions, and written reports. All or a portion of instruction and activities are conducted at the international site. Focus on language (oral and written forms) and culture development. Prerequisite: Permission of Director of Global Learning and Associate Dean before enrollment and in advance of in-country experience.

SPAN 2413 - Translating Spanish to English

This is a translating skills course with focus on translating the written language of Spanish to English. Prerequisite: SPAN 2113 with a grade of "C" or better or proficiency certification.

SPAN 2421 - Spanish Culture Comparisons

Focus on the cultural aspects of the Hispanic people. Includes a comparison with the American culture as well as other culture groups. Conducted in English. No Prerequisite.

SPAN 2443 - Interpreting Spanish to English

Student will be given opportunities to develop oral interpreting skills for escort, consecutive, simultaneous and court interpreting. Participants need to have advanced fluency in English and Spanish. Prerequisite: SPAN 2113 with a grade of "C" or better or certification of skill level through TCC proficiency certification exam.

SPAN 2453 - Interpreting English to Spanish

Students will be given opportunities to develop oral interpreting skills for escort, consecutive, simultaneous and court interpreting. Participants need to have advanced fluency in Spanish. Prerequisite: SPAN 2213 with a grade of "C" or better or certification of skill level through TCC proficiency certification exam.

SPAN 2463 - Courtroom Interpreting Skills Introduction

An aid to developing interpreting skills, this course will address consecutive, simultaneous and sight interpretation. It will also cover the interpreter's role in and out of court and include an on-site visit to a courtroom. Prerequisite: Oral fluency in English and native/near-native fluency in Spanish, SPAN 2443 & SPAN 2453 with a grade of "C" or better or equivalent or instructor approval. On-site lab required.

SPAN 2473 - Medical Interpreting Skills Introduction

This course will address the attitudinal differences between the Latino and Anglo-American cultures and how they affect health care decisions. It will increase vocabulary needed to interpret for Spanish-speaking patients by using vocabulary related to illness and symptoms, necessary medical language, and cultural cues. Prerequisite: Oral fluency in English and native/near-native fluency in Spanish, SPAN 2443 & SPAN 2453 with a grade of "C" or better or equivalent or instructor approval. On-site lab required.

SPAN 2483 - Community Interpreting Skills Introduction

Course focuses on community interpreting in local schools, the workplace, financial institutions, insurance companies, and public welfare agencies, as well as in a variety of other settings, with a variety of clients and ethical considerations. Students will study real-life situations involving Spanish speakers who must communicate and reach agreements regarding living conditions, work, medical treatment, social services, and other scenarios. Coursework includes role plays, standards, and code of ethics as well as real-life practice. Prerequisites: SPAN 2443 and SPAN 2453 with a grade of "C" or better.

SPAN 2523 - Intermediate Spanish Grammar and Composition

This course includes a thorough review of syntax and grammar and the development of composition skills. Conducted in Spanish and English. Prerequisite: SPAN 2113 with a grade of "C" or better or 18 hours of Spanish or proficiency certification.

SPAN 2533 - Advanced Spanish Conversation

This course is intended for students who have studied Spanish structure through the intermediate level and have gained a basic oral fluency and proficiency. Class activities will focus on acquiring sufficient speaking skills to interact with native speakers and the use of Spanish as the main language of communication without the aid of an interpreter. Conducted in Spanish. Prerequisite: SPAN 2213 with a grade of "C" or better or 18 hours of Spanish.

SPAN 2543 - Translating English to Spanish

This is a translating skills course with focus on translating the written language of English to Spanish. Prerequisite: SPAN 2113 with a grade of "C" or better or proficiency certification.

SPAN 2663 - Spanish Service Learning

This course is designed for active participation in community-based organizations that require the use of Spanish with clients. Students will have the opportunity to encounter real-life experiences that will afford them opportunities to expand their knowledge and develop critical thinking and problem solving skills. The intention of this approach is to place an emphasis on diversity and pluralism that lends itself to student empowerment by developing camaraderie among students, faculty, and the community. The Service Learning experience will be reflected in written class assignments for journals and compositions. Conducted in Spanish and English. Prerequisite: instructor approval.

SPAN 2990 - Selected Topics in Spanish

The study and/or analysis of a selected topic in Spanish. May be repeated with a different topic.

Teaching

TCHG 2990 - Selected Topics in Education

The study and/or analysis of a selected topic in education. May be repeated with a different topic.

Theatre

THEA 1023 - Acting for Non-Majors

This course develops an understanding and appreciation of the art of acting, and establishes the basic elements of the actors' craft through the exploration of the three basic tools of the performer: imagination, voice, and body movement. This class includes the study of acting principles and stage techniques through the use of theatre games, improvisation, and scene performances. Students are required to participate in outside homework assignments, including production activities within the Theatre Department.

THEA 1033 - Stagecraft I

A study of the technical skills and practical application of techniques in the constructing, painting, handling, and lighting of scenery. Student may be required to lift 50 lbs, work with power tools and climb ladders. Includes lab component.

THEA 1043 - Stagecraft II

Exploration of the technical aspects of play production with emphasis on individual projects in design and construction. Student is required to lift 50 lbs, work with power tools and climb ladders. Prerequisite: THEA 1033 and THEA 1093 or instructor approval. Includes lab component.

THEA 1053 - Acting I

This course is designed for the beginning actor with previous on-stage experience, who intends to continue studies in the performing arts. Course work includes acting theory, methodology, terminology, character analysis, vocal technique, body movement, and presentation of scenes and monologues. Students are required to participate in outside homework assignments, including production activities within the Theatre Department. Enrollment open only to Theatre majors or by instructor approval.

THEA 1061 - Tulsa Community College Community Theatre

The rehearsal and performance of a theatre production. May be repeated. Participation is open to TCC students and any member of the community.

THEA 1073 - Entertainment Electrical Fundamentals

This course provides the foundations of electrical theory including atomic theory, resistors, safety, basic AC circuits, single and three phase circuits. Students will be required to participate in outside projects. Self-paced laboratory.

THEA 1081 - Theatre Practice I

This course is a freshman level practical experience for each component of the departmental season in performance or production. It will include critical discussion of plays and guest speakers on various topics. This course will also focus on orientation to the Theatre Department theatrical production practices, theatre student handbook policies, guidelines, resources, faculty, and practicum. Course may be repeated. Theatre majors are required to take this course two semesters. The course is open to all students.

THEA 1093 - Introduction to Theatre (H)

A survey of theatre history, literature, and practices from the Greek period to the contemporary, relating the relevance of the theatre as a social force in and a reflection of the human conditions since ancient times. Students will be required to participate in outside homework assignments that include production activities in the Theatre Department.

THEA 1113 - Theatre Graphics

From conception to three dimensions, students develop the modes of visual communication through this introduction to drafting, rendering, and model building skills.

THEA 1123 - Introduction to Sound Reinforcement

This course is an introduction to the application of the principles of stage sound. Training in the use and maintenance of sound equipment, recording/editing sound effects tapes and training in electronic sound reinforcement. Student must be able to lift 50+ lbs. Includes lab component.

THEA 1133 - Costume Techniques I

This course is a study of costume construction techniques and will cover proper measuring skills, various construction techniques, and understanding of fabrics, costume cutting skills, and dyeing. Includes lab component.

THEA 1143 - Introduction to Rigging and Fly Systems

An introduction to rigging for the entertainment industry. Training for the use of counter-weight systems, hemp systems, and simple rigging. This course will emphasize safety and will examine OSHA, ESTA, LATSE and USITT standards and regulations. Student must be able to lift 50+ lbs, climb a straight ladder 66' to the grid and not have a fear of heights. Prerequisite: THEA 1033 or instructor approval. Includes lab component.

THEA 1163 - Welding I

This course covers the basics of metal and welding techniques for the entertainment industry. Student must be able to lift 50+lbs and work with power tools and welders. Prerequisite: THEA 1033. Self-Paced Laboratory.

THEA 1241 - Private Acting

Student works one-on-one with an acting coach to help improve basic acting techniques including character analysis, movement and vocal interpretations in classes, auditions or performances. 1 credit hour private acting instruction requires a weekly 30-minute lesson on average; 1.5 hours minimum weekly work with material in preparation for lessons recommended. An additional laboratory fee is required. Requires instructor approval.

THEA 1242 - Private Acting

Student works one-on-one with an acting coach to help improve basic acting techniques including character analysis, movement and vocal interpretations in classes, auditions or performances. 2 credit hour private acting instruction requires a weekly one hour lesson on average; 3 hours minimum weekly work with material in preparation for lessons recommended. An additional laboratory fee is required. Requires instructor approval.

THEA 1343 - Stage Movement I

This course offers a beginning study of the physical component of acting and is designed to give the actor an understanding of the use of the body as an expressive instrument through development of flexibility, strength, and coordination. Explore an integration of breath work, body awareness, and imagination in relation to the physical self, neutral alignment, physical creativity, and relaxation. Includes lab component.

THEA 1353 - Stage Movement II

This course strengthens the basic skills developed in Stage Movement I as it relates to the process of acting through independent work, consideration of environmental factors, and relating to others. The focus concentrates on creating a character, physicalizing text and establishing an awareness of kinesthetic movement patterns. Prerequisite: THEA 1093 and THEA 1343 or instructor approval. Includes lab component.

THEA 1411 - Musical Theatre Dance for Performance I

Introduction to the art of Musical Theatre dance. This course is designed to complement a theatre program or enhance other degree disciplines. Coursework consists of Musical Theatre dance terminology, Musical Theatre dance steps, rehearsed choreography, and an introduction to important people in Musical Theatre dance history. An end of term performance is required. Includes lab component.

THEA 1421 - Ballet for Performance I

Introduction to the art of Ballet dance. This course is designed to complement a theatre program or enhance other degree disciplines. Coursework consists of Ballet terminology, proper body alignment, execution of Ballet steps, rehearsed choreography, and an introduction to important people in Ballet history. An end of term performance is required. Includes lab component.

THEA 1431 - Jazz Dance and Movement for Performance I

Introduction to the art of Jazz dance. This course is designed to complement a theatre program or enhance other degree disciplines. Coursework consists of Jazz terminology, execution of Jazz steps, rehearsed choreography, and an introduction to important people in Jazz dance history. An end of term performance is required. Includes lab component.

THEA 1441 - Modern Dance for Performance I

Introduction to the art of Modern dance. This course is designed to complement a theatre program or enhance other degree disciplines. Coursework consists of Modern dance terminology, execution of Modern dance steps, rehearsed choreography, and an introduction to important people in Modern dance history. An end of term performance is required. Includes lab component.

THEA 1563 - Musical Theatre

A course designed to develop the music and theatric talents of students who either are interested in a degree in Musical Theatre or simply want to broaden their individual experiences on the stage. Course work consists of learning, blocking and presenting scenes from the major genres in musical theatre. Historical and cultural perspectives on individual works will be included in abbreviated lecture form. Crosslisted with MUSC 1563. Requires voice, dance and/or theatre experience.

THEA 2003 - Audition Techniques

This course will instruct students on how to prepare for and be successful in every aspect of auditioning. Students will work on choosing appropriate monologues, finding auditions, formatting resumes, and choosing audition apparel. Prerequisite: THEA 1053.

THEA 2013 - Make-Up I

Study of principles and techniques of make-up, and practice application.

THEA 2043 - Costume History

This course informs the student of the historical aspects of costuming in society and how this costuming can be used on the stage. Prerequisite: THEA 1093 or instructor approval

THEA 2053 - Acting II

This course builds on the basic skills developed in Acting I and further hones the students' dexterity in applying specific techniques to the acting craft. Students are required to participate in outside homework assignments including production activities in the theatre department. This course may be repeated; maximum credit 9 hours. Prerequisite: THEA 1053 or instructor approval.

THEA 2063 - Fundamentals of Stage Lighting

This course provides students with a fundamental approach to stage lighting, experience in handling lighting equipment, and theories of lighting as they apply to the stage production. Student must be able to lift 50+ lbs., climb ladders and not have a fear of heights. Includes lab component.

THEA 2073 - Introduction to Production Design

This course informs the student of the three design areas in theatre production and the basic theories behind the design techniques. Use of lecture and practical lab work. Self-paced laboratory.

THEA 2081 - Theatre Practice II

This course is a sophomore level practical experience for each component of the departmental season in performance or production. It will include critical discussion of plays and guest speakers on various topics. This course will also focus on orientation to the Theatre Department theatrical production practices, theatre student handbook policies, guidelines, resources, faculty, and practicum. Sophomore students will be required to take on a leadership role in the various facets of theatre production. Course may be repeated. Theatre majors are required to take this course two semesters. The course is open to all students. Prerequisite: THEA 1081.

THEA 2093 - Make-Up II

The most effective method of creating most three-dimensional make-up additions for the artist or actor is the use of molded prosthetic pieces. After developing your skills in Theatre Make-Up I and the use of the same Corson text, delve deeper into the art of facial molds, special effects, and prosthetic make-up for television and stage. Prerequisites: THEA 1093 and THEA 2013 or instructor approval.

THEA 2133 - Advanced Lighting for the Stage

This course is a continuation of Fundamentals of Stage Lighting. It will examine control and instrumentation of intelligent lighting systems and will place more emphasis on design. Work outside of class on productions is required. Qualified students will be given design assignments. Student must be able to lift 50+ lbs., climb ladders and not have a fear of heights. Prerequisite: THEA 1093 and THEA 2063 or instructor approval. Includes lab component.

THEA 2143 - Costume Techniques II

This course will cover the costuming process from patterning to the completion of a wearable period costume complete with footwear, headgear and accessories. Prerequisite: THEA 1133 or pass a sewing skills proficiency test. Includes lab component.

THEA 2153 - Advanced Sound Reinforcement

This course covers power requirements, fly systems, sight line fundamentals, special effects, monitor systems, stage wiring, and other "tricks of the trade." Student must be able to lift 50+lbs. Prerequisite: THEA 1093 and THEA 1123 or instructor approval. Includes lab component.

THEA 2173 - Arena Rigging

A continuation of rigging, counter weight systems, and hemp systems. This course will also examine chain motor systems and wire rope winch systems with an emphasis on safety. This course will also take a look at flying people with an eye to the ESTA report. As in the first course OSHA, LATSE, ESTA, and USITT standards will be taught. Student must be able to lift 75+lbs., climb straight ladders 66' to grid and not have a fear of heights. Prerequisites: THEA 1033 and THEA 1143 or instructor approval. Includes lab component.

THEA 2231 - Alexander Technique

An introductory study of the principles of the Alexander Technique. Students will begin to learn about their own habits, use, and direction and begin to apply the ideas of primary control, breathing freely, moving easily, and kinesthetic awareness to their musical and acting practice. Crosslisted with MUSC 2231.

THEA 2233 - Entertainment Computer-Aided Design

Basic introduction to computer-aided design drafting. Hands-on experience to include basic mechanical drafting terminology and techniques. An introduction to user specific third party software as related to drafting and designing of scenery for productions. Prerequisite: THEA 1093 and THEA 1113 or instructor approval. Includes lab component.

THEA 2253 - Stage Management

Emphasis on interpersonal skills in people management through the rehearsal and performance process and theatre decorum including union regulations for professional and artistic insight into the role of stage manager. Prerequisite: THEA 1093 or instructor approval.

THEA 2273 - Stage Production Technology Internship

Students work in a qualifying occupational setting where they receive practical training and experience toward their occupational objectives. Requires instructor approval.

THEA 2313 - Voice and Diction I

This course develops the actors voice for effective communication and performing for the stage through an awareness of inner space, alignment, breath, resonance, articulation, expressive intonation, awareness of General American Dialect, and a beginning look at Phonetics and the IPA (International Phonetic Alphabet). Includes lab component.

THEA 2323 - Voice and Diction II

This course expands on the basic skills developed in Voice and Diction I to develop the actor's voice for effective communication in performing for the stage, creating a character while vocalizing the text, and a continued understanding of Phonetics and the IPA (International Phonetic Alphabet) Prerequisite: THEA 1093 and THEA 2313 or instructor approval. Includes lab component.

THEA 2333 - Improvisation for the Theatre

This course is designed to prepare students for using improvisational techniques in rehearsal and performance. We will explore the nature of intuition (intuitive knowledge) by freeing ourselves of all preconceptions, interpretations and assumptions relating to human behavior.

THEA 2343 - Introduction to Costume Design

Basic theories, techniques, and procedures of costume design for stage, film, and television. Practical training in college productions.

THEA 2351 - Die Laughing Improv Troupe

A mixed ensemble that studies and performs a variety of improvisational skills suitable for an advanced troupe. Students will improve their skills at ad-libbing, skit writing and performance, as well as general performance skills. Students performing in this troupe will represent TCC both internally and externally for entertainment and recruitment purposes. Prerequisite: Enrollment by audition.

THEA 2453 - Creative Writing: Scriptwriting I

This course teaches screenplay writing techniques. Attention is given to subject and character development. Students learn the basic components of plot development, scene building and screenplay formats. Crosslisted with ENGL 2453.

THEA 2463 - Creative Writing: Scriptwriting II

Advanced studies in concepts and techniques of scriptwriting, working toward completion of a work written specifically for a public reading by TCC acting students. Students receive individual attention as they conceive and develop their work, with an emphasis on characters, plot, theme and language. Prerequisite: THEA 2453 or ENGL 2453.

THEA 2990 - Selected Topics in Theatre

The study and/or analysis of a selected topic in Theatre. May be repeated with a different topic.

Veterinary Technology

VETT 1125 - Veterinary Anatomy and Physiology

A comparative, systems approach to the study of mammalian life processes and the related body structures. Includes gross and microscopic study of selected organ systems from the cat, dog, horse and cow. Dissections are performed on fixed and fresh specimens. Examination of normal and abnormal structures histologically and pathologically. Emphasis will be placed on the use of applied anatomy and physiology. Includes a systematic study of word parts and their combinations to form terms used in veterinary medical practice. Prerequisite: Admission to VT program or coordinator approval. Includes lab component.

VETT 1132 - Introduction to Veterinary Technology

An introduction to the profession and practice of veterinary technology. The role of the technician within a veterinary health care team, professional opportunities, organizations and continuing education for graduate technicians. Economics, ethics, regulatory organizations, and laws governing technicians. Humane care practices, sanitation and prevention of zoonosis, animal behavior, pet loss-grief issues, and client relations.

VETT 1161 - Clinical Calculations for Veterinary Technicians

An introduction to common calculations needed for veterinary nursing. Use of metric system and conversion of units, apothecary equivalents and vocabulary. Preparation of solutions: strengths, procedures, and computations. Drug administration: calculating and measuring dosages and fluid rates.

VETT 1183 - Principles of Small Animal Care

An introduction to management, husbandry, and basic veterinary care for small animal species, emphasizing the dog and cat. A survey of signs and treatments of commonly encountered diseases. Principles of basic dietary requirements, sanitation, handling and housing procedures. Techniques in restraint, taking of vital signs, administering medications, grooming and sample collection for basic laboratory tests. Additionally, each student will rotate sanitation and nursing care for resident program animals. Prerequisite: Admission to VT program or coordinator approval. Includes lab component.

VETT 1193 - Principles of Large Animal Care

An introduction to the management, husbandry, and basic veterinary care for large animal species; including the horse, cow, pig, sheep, and goat. Principles of basic dietary requirements, sanitation, handling and housing of large animals. Techniques in restraint, taking of vital signs, administering medications, grooming and sample collection for basic laboratory tests. Additionally, each student will rotate sanitation and nursing care for resident program animals. Prerequisites: Admission to the VT Program or coordinator approval. Includes lab component.

VETT 1223 - Veterinary Hospital Technology I

Small animal anesthesiology is the emphasis of this course with intensive study and application of a wide range of anesthetics; including commonly used injectable and inhalant protocols. Surgical preparation and assistance, patient monitoring, postoperative procedures, parenteral fluid administration, blood transfusion, and many other nursing techniques will be practiced. Additionally, each student will rotate sanitation and nursing care for resident Program animals. Prerequisites: All prior VETT courses with a grade of "C" or better. Includes lab component.

VETT 1232 - Clinical Pathology I

Introduction to laboratory procedures which will include: urinalysis and normal hematology of a variety of animal species; including blood cell counts and blood cell identification. Prerequisites: All prior VETT courses with a grade of "C" or better. Includes lab component.

VETT 1242 - Clinical Pathology II

Continuation on VETT 1232. Introduction to laboratory procedures which will include: parasitology of a variety of animal species to include ectoparasites, endoparasites and hemoparasites; including fecal analysis techniques. Prerequisites: VETT 1232 and all prior VETT courses with a grade of "C" or better. Includes lab component

VETT 1263 - Veterinary Office and Computer Skills

Office management principles and procedures relevant to veterinary medicine are surveyed. Includes practical interpersonal communication and customer relations skills, professional correspondence, appointment scheduling, financial record keeping, and the orientation to and application of veterinary practice management software. Legal and ethical considerations regarding medical records and office organization are introduced. Hands-on microcomputer training will be provided. Requires admission to VT program or Coordinator approval. Includes lab component.

VETT 2125 - Practicum: Animal Clinics and Nursing

Practical veterinary technical skills development in an approved work site. Students must work a total of 316 hours directly under the supervision of a licensed veterinarian while applying skills acquired from previous academic preparation. The student, employer, and program coordinator will develop a written competency-based learning plan with specific learning objectives. Prerequisites: Permission of program coordinator.

VETT 2224 - Microbiology and Sanitation

Introduction to microorganisms. Consideration will be given primarily to pathogenic microorganisms related to veterinary medicine; including bacteria, viruses, fungi, and protozoa. Emphasis will be placed on sanitation, disinfectants, aseptic technique, sterilization techniques, zoonosis, and related public health concerns. Prerequisite: All prior VETT courses with a grade of "C" or better. Includes lab component.

VETT 2234 - Clinical Pathology III

Continuation of VETT 1232 and VETT 1242 laboratory procedures which will include blood chemistry analysis, cytology, specialized blood testing techniques, as well as a review of parasitology, urinalysis, and hematology. Prerequisites: All prior VETT courses with a grade of "C" or better. Includes lab component.

VETT 2254 - Laboratory, Wild, and Exotic Animal Technology

Techniques required to assist the veterinarian in the care and treatment of laboratory animals, birds, exotic, and wild animals. Restraint and handling, identification, blood collection, medication, anesthesia, and specimen collection. Supervisory skills for laboratory animal research are covered. Additionally, each student will rotate sanitation and nursing care for resident Program animals. Prerequisites: All prior VETT courses with a grade of "C" or better. Includes lab component.

VETT 2313 - Veterinary Hospital Technology II

Continuation of small animal anesthesiology, surgical assisting, and practice of techniques in radiology, bandaging, casting, intravenous and urinary catheterization, surgical preparations, postoperative procedures, as well as application of common nursing techniques. Lecture will discuss non-infectious diseases of dogs and cats to include gastroenterology, nephrology, cardiology, endocrinology, wound management and bandaging, emergency nursing and toxicology. Additionally, each student will rotate sanitation and nursing care for resident program animals. Prerequisites: All prior VETT courses with a grade of 'C' or better. Includes lab component.

VETT 2333 - Veterinary Pharmacology

Basic principles of drug therapy in the veterinary practice are studied. Coverage of the major classes of drugs, drug interactions, delivery routes, dosage calculations, dispensary protocols and inventory control. Prerequisites: All prior VETT courses with a grade of "C" or better.

VETT 2352 - Radiology, Ultrasound and Diagnostic Imaging

Intensive study and practice in medical diagnostic imaging techniques. Includes radiographic exposure techniques, film processing, contrast radiography, and ultrasonography. Prerequisites: All VETT courses with a grade of "C" or better. Includes lab component.

VETT 2364 - Large Animal Technology

Techniques required to assist the large animal or mixed practice veterinarian. Studies and applications will include the use of the horse, cow, pig, sheep, and goat. Practice of restraint, sampling techniques, anesthesiology, radiology, medication administration, and other nursing techniques. Additionally, each student will rotate sanitation and nursing care for resident Program animals. Prerequisites: All prior VETT courses with a grade of "C" or better. Includes lab component.

VETT 2382 - Board Review for Veterinary Technicians

This course is designed to prepare veterinary technology students and graduate technicians for the National Veterinary Technician Examination (NVTE) and the Oklahoma State Veterinary Technician Examination.