The provisions of this document/publication are not to be regarded as an irrevocable contract between the student and the institution. The institution reserves the right to change any provisions or requirements at any time within a students’ term of attendance. All policies and degree program requirements contained in the catalog/student handbook are subject to change without prior notice.

The College likewise assumes no responsibility for misinterpretation by a student of policies and procedures presented in this catalog/student handbook or the official documents. Any questions concerning the information contained in this catalog/student handbook should be referred to the Academic Dean or the Dean of Students.
Welcome to Lawson State Community College – an institution with a vast history of academic achievement and an unmatched record of community leadership and service. Lawson State is on the move in ways you would never imagine. The college offers transfer and career technical programs on the Birmingham and Bessemer campuses. During the past five years, the college has experienced significant growth. To support this growth, a new residential living facility opened in the fall of 2007, the nursing program expanded to the Bessemer campus, and the Dr. Perry W. Ward—Alabama Center for Advanced Technology and Training (ACATT) has continued its mission to provide training programs delivered through collaboration between local businesses and industries (within Birmingham, Bessemer and the entire state). As the college continues to grow, look for more exciting endeavors during the 2012-2014 school years, particularly an expansion of online learning opportunities and even broader technical advancements to support 21st century learning environments.

Lawson State Community College offers students an exceptional opportunity to obtain an education of high quality built on the basis of solid academic and career programs in an environment that is both supportive and challenging with our comprehensive selection of highly relevant instructional programs. Moreover, we offer a broad spectrum of majors in academic, professional-technical and community programs. The quality of our product—your education—is nationally recognized. In fact, in 2010, Lawson State Community College was recognized as being one of the “Top 50 Community Colleges” in the nation.

Our first-class faculty and staff are lending their high-powered expertise to the social, economic, government, business and educational issues that matter most—they truly cherish the learning process. Indeed, we do our best to help students succeed and grow in every way on our campuses—intellectually, socially, and physically. At the same time, we ask students to take responsibility for their own education and to take advantage of the opportunities that are here, both in and outside the classroom. 

I invite you to peruse our catalog and handbook. This publication is the official guide to programs and services and is a key reference for policies and procedures to assist you in gaining the education and training necessary for a lifetime of success. As you review the material, you will discover that Lawson State Community College has it all here. 

Our number one goal is to prepare YOU with new opportunities. Selecting which college to attend is very important and needs to be considered very carefully. We welcome you to choose Lawson State Community College to pursue your goal(s). We hope you enjoy exploring the catalog and join us in discovering your education—your life—here at Lawson State Community College.

PERRY W. WARD, PH.D.
It is the policy of the Alabama State Board of Education and Lawson State Community College, a post-secondary institution under its control, that no person shall, on the grounds of race, color, sex, religion, national origin, age or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity or employment.

For additional information on employment issues, including ADA, Section 504, Title II, and Title IX questions or concerns, please contact the Director of Human Resources, Vergie Spears, at 205-929-6308.

For additional information on student related issues (other than what is contained with this catalog), including ADA, Section 504, Title II, and Title IX questions or concerns, please contact Janice Williams, Counselor (on the Birmingham campus) at 205-929-6308, or Renay Herndon, Counselor (on the Bessemer campus) at 205-929-3419.
TABLE OF CONTENTS
Accreditations
ACCREDITATIONS

Lawson State Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees and certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Lawson State Community College.

OTHER ACCREDITING AGENCIES

Alabama Board of Nursing
RSA Plaza—Suite 250
770 Washington Avenue
Montgomery, Alabama 36130

Air Conditioning and Refrigeration Institute
4100 North Fairfax Drive, Suite 200
Arlington, Virginia 22203

American Dental Association
211 East Chicago Avenue
Chicago, IL 60611-2678

American Welding Society
41 Perimeter Center East, NE
Suite 640
Atlanta, Georgia 30346

National Automotive Technicians Education Foundation, Inc. (NATEF)
101 Blue Seal Drive
Suite 101
Leesburg, Virginia 20175
ABOUT LAWSON STATE
Mission Statement

Lawson State Community College is a comprehensive, diverse, public, two-year, multi-campus college, which seeks to provide accessible quality educational opportunities, promote economic growth and enhance the quality of life for people in its service area. The College is dedicated to providing affordable and accessible lifelong learning opportunities through varied instructional modes in order to prepare students for employment or career advancement, enable students to transfer to senior colleges and universities, and provide customized training for business and industry.

Vision Statement

The vision for Lawson State Community College is to:
- promote quality opportunities for lifelong academic, professional and personal learning for students;
- provide an accessible, integrated collegiate learning experience focused on instructional excellence and skill preparation for employment;
- provide a dynamic and engaging student life experience enhanced by social, service and athletic activities or organizations;
- provide diversity within and beyond the college to effectively respond to community needs;
- value and practice integrity, fairness and honesty; and promote continuous improvement through advanced technologies and administrative services.

Institutional Thematic (Priority) Areas

Key areas of emphasis are established as major directions for a five-year period and to assist in aligning resource allocation with institutional priorities:

Thematic (priority) Areas:
1. Instruction
2. Student Services
3. Faculty and Staff
4. Finances, Facilities and Technology
5. Community Education

Institutional Goals

Goal 1: To develop an exemplary and world class instructional program.

Goal 2: To maintain a comprehensive and engaging exemplary Student Services Division.

Goal 3: To thoroughly integrate technology college-wide in instruction and administrative services.

Goal 4: To deliver distance education and hybrid instruction that provides equitable access to program resources and college-wide services.

Goal 5: To be recognized as an institution that is fiscally responsible.

Goal 6: To maintain facilities on both campuses that are appropriate for educational programs and administrative services.

Goal 7: To support professional development of faculty and staff through a comprehensively structured program.

Goal 8: To strengthen economic and workforce development through current and emerging trends.

Goal 9: To include the community as an integral part of the college.

Institution-wide Student Learner Outcomes

When students graduate from Lawson State Community College with an AA, AS, AAS, AOT or CER (long or short) they will be able to:

Communicate Effectively (express ideas with clarity, logic, and originality in both spoken and written English).

Reason Quantitatively (apply mathematical principles to address and solve problems)

Think Critically (Gather and interpret data using a variety of methods to address and solve both practical and theoretical problems).

Develop Information and Visual Literacy (assess information requirements of complex projects, identify potential textual, visual and electronic resources, and obtain the needed information to interpret, evaluate, synthesize, organize and use that information, regardless of format, while adhering strictly to the legal and ethical
guidelines governing information access in today’s society).

Demonstrate Civic Responsibility in Diverse and Multifaceted Environments (assume responsibility for actions and work effectively as an individual and as a member of a group).

Lawson State Community College, originally known as Wenonah State Technical Junior College, was established by the Legislative Act Number 93, May 3, 1963. Wenonah State Technical Institute was established in 1949 as a result of the Wallace-Patterson Trade School Act of 1947 and the first class was admitted in 1950. The first president assumed the responsibilities of that office on October 30, 1964, and the initial classes began on September 30, 1965. In 2005, the college officially merged with Bessemer State Technical College but maintained its name.

Lawson State has experienced three name changes:
- August 22, 1966 Wenonah State Technical Junior College
- August 12, 1969 Theodore Alfred Lawson State Junior College (named in honor of the incumbent president)
- October 1, 1973 Lawson State Community College (merged with Wenonah State Technical Institute)

Lawson State Community College has two campuses—one campus in Bessemer and the other in Birmingham—which is the main campus. Lawson State serves students from the entire area of Jefferson and Northern Shelby County.

The Bessemer Campus is located at 1100 Ninth Avenue SW, Bessemer, Alabama 35022 and occupies approximately 50 acres of rolling, wooded property in southwestern Jefferson County. The south campus is composed of 34 acres and is connected with the north campus by a drive paralleling the interstate system.

The Bessemer Campus of Lawson State Community College is comprised of eight buildings. The buildings and the functions they contain are as follows:

Building A is located at the main entrance to the campus and provides facilities for administrative offices, the college's Bookstore, Student Services and Cafeteria. Instructional programs in this building are Licensed Practical Nursing, Dental Assisting, Computer Science, Industrial Electronics, Office Administration, Horticulture, Accounting, and General Education courses. The Library/Learning Resource Center, and Student Support Services Program are also located in this building.

Building B is adjacent to Building A. Programs occupying the building are Graphics and Prepress Communications, Air Conditioning/Refrigeration, Welding, Drafting, Commercial Art, and Automotive Service Education (Toyota T-TEN).

Building C is located south of Building B and provides facilities for automotive programs.

Building D is located on the southern most area of the main campus and houses Diesel Mechanics.

The Jess Lanier Building is located adjacent to the Ethel H. Hall Automotive Technology Center and provides facilities for specialized automotive programs.

The Millsap Industrial Training Center is designed to provide classroom and laboratory instruction for apprenticeship and multi-craft training for business and industry. The One-Stop Career Center, Workforce Development, Adult Education and Skills Training, and the State Vocational Rehabilitation Office are located in this building.

Ethel H. Hall Automotive Technology Center is a facility housing four automotive classrooms/labs and an auditorium for satellite telecasts. The President, Dean of Career Technical Programs, and Associate Dean for Career Technical Programs are also located in this building.


The Birmingham Campus is located in the southwest section of Birmingham, Alabama. The campus is readily accessible to students via Interstate 1-59/20 W, I-65S and U.S. Highway 11 South. The Birmingham Campus, along with Wenonah High School, Jones Valley School (K-8), and Wenonah Elementary School, helps to form an educational complex that offers opportunities for high-level educational achievement.

Lawson State Community College is located in the southwest section of Birmingham, Alabama. The campus is readily accessible to students via Interstate 1-59/20 W, I-65S and U.S. Highway 11 South. Lawson State serves students from the entire area of Jefferson and Northern Shelby County. Lawson State, along with Wenonah High School, Jones Valley School (K-8), and Wenonah Elementary School, helps to form an educational complex that offers opportunities for high-level educational achievement.
complex that offers opportunities for high-level educational achievement.

**The Birmingham-West Campus**, located on the northern side of Wilson Road, consists of six buildings on 45 acres of land. The buildings are:

**Arthur Shores Fine Arts (Gym)** is comprised of the Department of Physical Education, and the music, art and athletic programs.

**Academic (Building B)** is comprised of the Department of Humanities, Department of Social Sciences, and Department of Developmental Education, and some math, science, tutoring and computer labs.

**Science (Building C)** is comprised of the Department of Natural Sciences and Mathematics and a number of biology and physics labs.

**Learning Resource Center** contains the College’s main library, special collections, and computer lab.

**Administration (Building A)** is comprised of the administration offices which include the office of the Vice President of Instruction, the Office of the Vice President of Administrative and Student Services, Reproduction/Mail Room, Public Relations, Student Financial Services, and the Office of Admissions and Records.

**Leon Kennedy Student Center** is comprised of the Office of Student Services, SPACE Center (Student Success Lab); Bookstore, Safety and Security, Cafeteria, and the Recreation Room.

**Alabama Center for Advanced Technology and Training (ACATT)** is comprised of the President's Office, the Business and Information Technologies Department, the Small Business Center, a copy center, Teleconferencing Room, Assistant Learning Technology, ATN, etc.

**The Birmingham - East Campus**, which is located on the southern side of Wilson Road, consists of eight buildings on 43 acres of land. The buildings are:

**W. Fred Horn High Technology** Building is comprised of Automotive Body Repair and Restoration, Drafting and Design Technology, and general educational courses to support the Career Technical Education programs.

**One-Stop Career Center** is comprised of WIA Clients, LITCA Program, Adult Education, and the Dean of Educational Support Services who coordinates the MIS Department, Institutional Research, and several federal projects.

**Ethel Hall Health Professions Building** is comprised of the Department of Health Professions and Emergency Medical Services.

**A.G. Gaston Administration Building** is comprised of programs within the Department of Career/Technical Education (Cosmetology, Barbering, Foods, Apparel and Design, etc.).

**Shop Buildings #1 and #2** are original buildings which contain various programs and services such as plumbing, Department of Facilities and Physical Plant, Department of Transportation Services, and the College’s Health Center.

**George Howard Building** is comprised of part of the Cosmetology and Nail Care programs along with a Chemistry lab.

*For more information about campus locations, see the Campus Building Codes and Maps section of this catalog, located at the end of the catalog.*
ALABAMA STATE BOARD OF EDUCATION
(as of Dec. 2012)

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Student Services
DIVISION OF
STUDENT SERVICES

DR. CYNTHIA ANTHONY, DEAN OF STUDENTS
Lawson State Community College
3060 Wilson Road
Birmingham, Alabama 35221
Phone: 205-929-3510
canthony@lawsonstate.edu

GENERAL INFORMATION

The Student Services Division is committed to helping each student at Lawson State Community College achieve his/her goals. The division assists students with admissions, advisement, counseling services, registration, orientation, academic support services, disability services, student activities, and career planning. Professionally trained staff are available to assist the individual student in evaluating his or her potential for success as he or she selects a program of study.

MISSION AND GOALS

The mission of Student Services is to provide assistance to prospective and enrolled students, former students and graduates in the area which relate to student growth and development. The division supports the instruction of students through a variety of programs, services, and activities.

Student Services long range goals are:

- To aid students in developing their full potential.
- To help students develop decision-making abilities which will aid them in their personal and academic planning.
- To help students achieve an understanding and acceptance of themselves.
- To provide financial services and options to students.
- To provide orientation, counseling and academic support services that promote student success.
- To support academic advising for all students.
- To coordinate student retention measures.
- To provide a dynamic student life experience enhanced by social, cultural, service and athletic activities.

ORIENTATION – ORN 101

All full-time and part-time award seeking students are required to enroll in ORN 101 (Freshman Academy) during their first semester at Lawson State.

Transfer students with fewer than 12 semester hours of transfer credit are required to enroll in ORN 101 during their first semester at Lawson State Community College. Transfer students with 12 semester hours or more of transfer credit will not be required but are strongly encouraged to enroll in ORN 101 at Lawson State Community College.

The Freshman Academy is designed to provide information that will aid a new student in his/her transition to college and stimulate an excitement for learning. Through this freshman encounter, students are engaged, equipped and empowered to excel in their college studies and are introduced college policies, procedures, requirements, and services as well as knowledge of the physical environment of the campus and the college community at large. Focus provided through the Freshman Academy includes critical thinking, improvement of technology skills, social skills, leadership skills, oral and written communication skills, commitment to studies overall and more. Individualized counseling, monitoring of students’ progress to ensure early identification of those having problems, individualized assistance with academic and personal adjustment issues, and group activities to address study/test-taking strategies and to provide appropriate intervention are also emphasized in the course.

Students are encouraged to make wise use of all services made available in the Office of Student Services. Every student enrolled is assigned a faculty advisor. Students are encouraged to discuss their plans, problems, and needs with their faculty advisors or other members of the counseling staff.

ACADEMIC ADVISEMENT

The primary purpose of academic advising is to support students in their pursuit of meaningful educational programs that will assist them in fulfilling goals. Academic advisement is provided for each student at Lawson State Community College. Each student is expected to meet with his/her academic advisor at least once each semester to arrange a schedule of classes for the subsequent semester. Visits with the academic advisor not only facilitate matching a student’s interests, strengths, and goals with career needs, but also provides
the advisor an opportunity to become familiar with each student enrolled in his/her program area. The advisor can also assist with awareness of resources and opportunities that can enhance a student’s chance of academic success.

Students are assigned to their advisors through the Office of Admissions with input from the department chairperson of their respective program of study. Designated Student Services staff also provides academic advisement services.

One of the goals of the college is to teach each student to assume responsibility for his/her academic career. In order to accomplish this goal, the following guidelines have been adopted to assist the student in reaching his/her academic goal.

The responsible student should:

1. Be familiar with the contents of the Lawson State Community College Student Handbook and General Catalog.
2. Be familiar with written college policy statements that must be followed in order to complete degree, diploma, or certificate requirements.
3. Verify that his/her high school and/or college transcripts have arrived in the Registrar’s Office and that appropriate written requests have been completed for transfer of credits and/or advanced placement.
4. Be familiar with the current academic calendar (days classes meet, approved holidays, deadlines for drop/add, and final exam dates).
5. Be familiar with the attendance policy.
6. Consult his/her advisor about his/her degree or certificate plans.
7. Be familiar with the requirements of his/her major program and develop a long-range graduation plan. A student should also be aware of any developmental course prerequisites that may be required. (See COMPASS planning sheet provided after assessment.)
8. Pre-register for classes each term in order to insure a place in class. (Registration is not complete unless all tuition and fees are paid.)
9. Monitor the accuracy of his/her grade report each term and report errors to his/her advisor and/or instructor. (An incomplete grade that is not removed within the first six weeks of the following term automatically becomes an “F”.)
10. Inform the Registrar if a change of name or address occurs. Each student is expected to maintain current and accurate information on file in the Registrar’s Office and to respond promptly to all communications from the college. All changes should be submitted to the Registrar.
11. Notify the Student Services staff if he/she is unable to keep scheduled appointments or if he/she is unable to contact his/her advisor for assistance.

The responsible advisor will:

1. Post specific office hours.
2. Be familiar with the contents of the Lawson State Community College Student Handbook and General Catalog.
3. Be available to listen to a student’s concerns and to discuss options with a student.
4. Provide guidance and referrals as he/she assists a student with choices of a major and career options.
5. Provide information about the requirements for the major program, curriculum options, and graduation.
6. Verify that each student is eligible to enroll and provide guidance in course selections, as it relates to a student’s COMPASS placement scores and completion of prerequisites.
7. Approve and input or sign schedules for the upcoming semester/term.
8. Provide interpretation and clarification of college policies.
9. Act as a referral agent to other college support services.
10. Assist with job placement and follow-up.

COUNSELING SERVICES

The counseling staff provides professional guidance and counseling services. The guidance program is committed to the establishment of an environment where a student is provided the opportunity to become a responsible, self-directed learner and to maximize his/her potential for growth. A student is provided information and support in the achievement of realistic career and educational goals in agreement with his/her expressed interests and abilities. It is recommended that students meet with a counselor or advisor on a regular basis to review degree plans and academic progress.

Some of the counseling services provided are personal counseling, career and academic advisement, assessment (achievement, aptitude, career, interest, personality, self-directed search, and values inventory), college transfer information, student activities information, tutorial services, and academic placement.

ASSESSMENT SERVICES

Each college in the Alabama College System shall require a comprehensive assessment of students upon admission to the college and prior to enrollment in associate degree, diploma, or certificate programs. Students shall not be allowed to enroll for more than four credit hours or eight weekly contact hours before being assessed with a comprehensive assessment instrument.

All first-time students who enroll in associate degree, diploma, or certificate programs and who enroll for more than four credit hours or eight weekly contact hours per
Semester will be assessed through the administration of the COMPASS computerized assessment instrument, and placed at the appropriate developmental level as indicated by the assessment results. The following exemptions from the assessment requirement may apply for:

1. Students scoring 480 or above on the SAT verbal and 526 or above on the SAT math, and 20 or above on the ACT English and math provided they enroll in a System college within three years of high school graduation.
2. Students who have an associate degree or higher.
3. Students who transfer degree-creditable college-level English or mathematics courses with a grade of “C" or better.
4. Senior citizens, undeclared, and other non-award seeking majors who are taking classes for vocational reasons only.
5. Students in certain short certificate programs having no English or mathematics requirements.
6. Students who have completed required developmental coursework at another Alabama College System institution within the last three years.
7. Students auditing English or mathematics courses.
8. Students who can provide documentation of COMPASS assessment within the last three years.
9. Students who are transient.

It is the student’s responsibility to have ACT, SAT, or COMPASS scores on file with the assessment coordinator or the Admissions Office at Lawson State. The assessment coordinator on the Birmingham Campus is located in the Leon Kennedy Student Center (Room F221). Assessment services on the Bessemer Campus is located in the Student Services Center, Room 182.

ACCOMMODATIONS FOR THE DISABLED

Lawson State Community College is committed to providing a quality environment to support and assist its students throughout the academic process. In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, special services and accommodations are given on an individual basis once supporting documentation is provided. It is the responsibility of a student to notify the college of a disability that requires assistance. Requests for accommodations should be made prior to enrollment.

Students with mobility impairments who require assistance from offices/personnel housed on the second floor of the Administration Building on the Birmingham Campus should report to the Office of Student Financial Services, Room 104, for such assistance. Signage indicating such is visibly posted at each entrance and in the hallway of the building. Students with disabilities receive appropriate accommodations relative to their specific disability. Though the Academic Building has no elevator, students are not excluded from a requested course offering, program or activity because it is not offered in an accessible location. The college relocates classes, programs and activities as necessary to accommodate students with mobility challenges.

In accordance with the Americans with Disabilities Act, (ADA), service animals are permitted on the college campus and in its facilities. Technically speaking, a service animal means any guide dog, signal dog or other animal individually trained to do work or perform tasks for the benefit of an individual with a disability, including but not limited to guiding individuals with a disability, alerting individuals with impaired hearing, providing minimal rescue or protection work, pulling a wheelchair or fetching dropped items. Therapy or companion animals are not service animals and are not covered under the ADA. To be permitted on campus, a guide dog must be specifically trained to perform a service function. Furthermore, the animal should wear a harness, cape, identification tag or other gear that readily identifies its working status. Guide dogs whose behavior poses a direct threat to the health or safety of others may be excluded regardless of training or certification.

All students requesting assistance should contact Janice Williams, Leon Kennedy Student Center (Birmingham Campus) or Renay Herndon, Student Services Center, Building A, Room 183 Bessemer Campus).

For TDD users in Alabama, the Alabama Relay Center is available by calling 1-800-548-2545 (TT only) or 1-800-548-2547 (voice only).

Placement Testing for Transfer Students

Transfer students who have not taken reading, English, and mathematics courses will be required to take the placement test administered to new students at Lawson State Community College.

ACT WorkKeys Service Center

Lawson State Community College is licensed by American College Testing (ACT) as an ACT WorkKeys Employment Center. The Center is a comprehensive system for measuring, communicating, and improving the common skills required for success in the workplace. It allows these skills to be quantitatively assessed for both individual persons and in actual jobs. Therefore, WorkKeys can correctly identify individuals who have the basic skills required to be successful in a given position or career. ACT’s rigorous approach has guaranteed that the WorkKeys assessment and job profiling systems are EEOC compliant and legally defensible.
Lawson State Community College students in career/technical programs take the WorkKeys assessment as part of their curriculum. Students participate in targeted instruction to build their skills while they are enrolled at the College. KeyTrain software is available in labs on both campuses and is used by students to practice skills associated with the WorkKeys employment system. The software provides review topics in each WorkKeys skill area and practice problems similar to those on the actual WorkKeys assessment. It is a fully interactive computer-based training system. The curriculum is based on WorkKeys Targets for Instruction; thus guaranteeing that all of the important skills measured in the WorkKeys assessments are covered. Upon completion, in addition to their technical competencies, students will have documentation of their workplace skills.

### CAREER/JOB PLACEMENT SERVICES

The Career Services Center functions as a bridge between the student’s academic preparation and the world of work. The Center has numerous activities, including career counseling, maintaining a career information library, receiving and publishing job vacancy notices, arranging for prospective employers to visit the campus, interviewing applicants, mailing students credentials to prospective employers, and publicizing campus interviews.

### SPACE CENTER

( Student Persistence through Assistance and Collaborative Efforts)

The SPACE Center is a comprehensive center designed to provide a structured means of ensuring that students are aware of and utilize the services and assistance provided by the College. Services include tutoring, counseling, academic advisement, mentoring, technology-based services, student financial services assistance, academic support activities and programming, non-academic support and referrals, faculty/staff awareness activities, collaboration and resource sharing, and special programs and community-based activities. These supportive services enhance persistence, student learning, and overall student success. Counselors and other College personnel proactively assist students in utilizing these services.

### TRIO PROGRAMS

The TRIO programs at Lawson State Community College are federally funded by the United States Department of Education. The programs identify qualified youth or adults who are low income and first-generation college students. Participants are selected according to their potential for academic success.

TRIO at LSCC is comprised of two programs: Upward Bound and Student Support Services. The ultimate goal of each TRIO program is to assist participants in postsecondary education. Each program has specific goals, objectives and criteria for students served based on its respective grant proposal approved by the Department of Education.

**CONTACT PERSONS**—For further information regarding the TRIO programs at Lawson State Community College, contact the TRIO program coordinators:

- **Mr. Elijah Anthony**  
  Director of Student Support Services  
  eanthony@lawsonstate.edu  
  205-929-3518

- **Mrs. Mattie Crawford**  
  Coordinator of Upward Bound  
  mcrawford@lawsonstate.edu  
  205-929-6339

- **Ms. Sandra Howard**  
  Coordinator of Student Support Services  
  showard@lawsonstate.edu  
  205-929-6397
ADMISSIONS & RECORDS
ADMISSIONS

Division of Student Services

MR. JEFF SHELLEY, DIRECTOR OF ADMISSIONS
jshelley@lawsonstate.edu

Bessemer Campus
Student Services Center
1100 9th Avenue, SW
Bessemer, AL 35022
(205) 929-3414
FAX: (205) 424-5119

Birmingham Campus
*Administration Building
3060 Wilson Road, SW
Birmingham, AL 35221
(205) 929-6309
FAX: (205) 925-3716

*The Admissions Office shares a combined office with the Records Office on the Second Floor of the Administration Building A on the Birmingham Campus.

Hours of Operation

Monday - Tuesday 8:00 a.m. – 7:00 p.m.
Wednesday-Friday 8:00 a.m. – 5:00 p.m.

GENERAL ADMISSION POLICY

For admission to Lawson State Community College an applicant must provide:

1. One primary form of documentation such as an unexpired Alabama driver’s license; an unexpired Alabama identification card; an unexpired U.S. passport; an unexpired U.S. permanent resident card; OR
2. Two secondary forms of documentation, one which must be a photo identification card other than those specified in item 1, AND one additional form of identification such as a Certificate of Naturalization; a Social Security card; a certified copy of a U.S. birth certificate; OR
3. All international applicants must provide: a VISA acceptable to the United States and an official translated copy of the student’s high school/college transcript; a minimum score on an approved English as a Foreign Language exam as specified in the guidelines; signed, notarized statement verifying adequate financial support; and documentation demonstrating adequate health and life insurance which must be maintained during enrollment. (SEE SECTION ON ADMISSION OF INTERNATIONAL STUDENTS).

An applicant who fails to satisfy the requirements of items 1 or 2 will not be admitted to Lawson State Community College. A complete list of the most recent acceptable primary and secondary forms of identification and VISA information is available on the Admissions page of the College’s website (http://www.lawsonstate.edu). Students enrolled at the College prior to the implementation of this policy will not be affected by the requirements of this section.

Further, applicants must submit the documentation identified in items 1 or 2 in person or through a notarized copy by U.S. Mail by the end of the College’s published drop/add period.

All male students between the ages of 18 and 26 must show proof of registration with the U.S. Selective Service System in accordance with § 36-26-15.1 of the Code of Alabama of 1974 (as amended).
**TYPES OF ADMISSION**

**Unconditional Admission of First-Time College Students**

An applicant who has not previously attended a duly accredited postsecondary institution will be designated a first-time college student/native student. For unconditional admission and to be classified as “degree eligible,” applicants must have on file at the institution a completed application for admission and meet at least one of the following criteria:

a. An official transcript showing graduation with the Alabama High School Diploma, as defined by the Alabama State Board of Education, the high school diploma of another state equivalent to the Alabama High School Diploma, or an equivalent diploma issued by a non-public regionally and/or state accredited high school; OR

b. An official transcript showing graduation from high school with a high school diploma equivalent to the Alabama High School Diploma, as defined by the Alabama State Board of Education, issued by a non-public high school and proof of passage of the Alabama Public High School Graduation Examination; OR

c. An official transcript showing graduation from high school with a high school diploma equivalent to the Alabama High School Diploma, as defined by the Alabama State Board of Education, issued by a non-public high school. Further, such students must achieve a minimum score of 16 on the ACT or a 790 on the SAT Critical Reading and Math section of the SAT; OR

d. An official transcript showing graduation from high school with a high school diploma equivalent to the Alabama Occupational Diploma, as defined by the Alabama State Board of Education, the high school diploma of another state equivalent to the Alabama Occupational Diploma, or an equivalent diploma issued by a non-public high school, a minimum score of 16 on the ACT or a 790 on the SAT Critical Reading and Math section of the SAT; OR

e. The student holds an official GED Certificate issued by the appropriate state education agency.

**Conditional Admission of First-Time Students**

Conditional admission may be granted to an applicant if the college has not received proof that he/she has not satisfied one of the admission requirements identified above in section one, **Unconditional Admission of First-Time College Students.** If all required admissions records have not been received by the institution prior to issuance of first semester grades, the grades will be reported on the transcript, but the transcript will read **CONTINUED**.

**Enrollment Denied Pending Receipt of Admissions Records.** This notation will be removed from the transcript only upon receipt of all required admissions records. The student will not be allowed to enroll for a second semester unless all required admission records have been received by the institution prior to registration for the second semester.

**Admission of Ability to Benefit Students**

In keeping with the mission of the Lawson State Community College and the Alabama Community College System, applicants with less than a high school diploma or GED may be admitted to courses not creditable toward an associate degree or programs comprised exclusively of courses not creditable toward an associate degree, provided that he/she meet following criteria:

a. The applicant is at least 16 years of age and has not been enrolled in secondary education for at least one calendar year, and has specifically documented ability-to-benefit based on an assessment approved by the federal government; OR

b. The applicant holds an Alabama Occupational Diploma, as defined by the Alabama State Board of Education, the high school diploma of another state equivalent to the Alabama Occupational Diploma, or an equivalent diploma issued by a non-public high school, and has not achieved a minimum score of 16 on the ACT or a 790 on the SAT Critical Reading and Math section of the SAT.

Students admitted under the “Ability to Benefit” provision may enroll in one of the following programs at the short certificate award level: Automotive Body Repair, Automotive Mechanics, Barbering, Cabinetmaking, Carpentry, Commercial Foods Service, Commercial Sewing, Cosmetology, Graphics and Printing, Home Health Aide, Masonry, Medium / Heavy Truck Technician, Nurse Assistant, Plumbing, Sewing in Soft Interior Furnishings, Sewing in Tailoring and Alterations, and Welding. However, such students may proceed beyond the short certificate award if the GED (General Equivalency Diploma), the Alabama High School Diploma, or its equivalent is acquired.

**Unconditional Admission of Transfer Students**

An applicant who has previously attended another duly accredited postsecondary institution will be considered a transfer student. To be classified as degree eligible, a transfer student must have submitted an application for admission and official transcripts from all duly accredited postsecondary institutions attended and any other documents required for first-time students. Even though transcripts from non-duly accredited institutions may not be required for admission to the College, transcripts from all institutions are required for recipients of federal
A Student Services A duly accredited institution is accredited by one of the six regional accrediting bodies recognized by the U.S. Department of Education.

A transfer student who does not meet the requirements in the previous paragraph will be classified as a non-degree eligible student/ability to benefit student or conditional. An applicant who has completed the baccalaureate degree will be required to submit only the transcript from the institution granting the baccalaureate degree.

**Conditional Admission of Transfer Students**

A transfer student who does not have on file official transcripts from all postsecondary institutions attended and any additional documents required may be granted conditional admission. No transfer student shall be allowed to enroll for a second semester unless all required admissions records have been received prior to registration for the second semester.

If all required admissions records have not been received prior to issuance of first semester grades, the grades will be reported on the transcript, but the transcript will read **CONTINUED ENROLLMENT DENIED PENDING RECEIPT OF ADMISSIONS RECORDS**. This notation will be removed from the transcript only upon receipt of all required admissions records.

Further discussion of issues related to General Principles for Transfer Credit and Initial Academic State of Transfer Students is found later in this section.

**Admission of Transient Students**

A transfer student who attended another postsecondary institution and who seeks credit at for transfer to that parent institution may be admitted to Lawson State Community College as a transient student. The student must submit an application for admission and an official letter from the institution which certifies that the credit earned at the institution will be accepted as a part of the student’s academic program. Such student is not required to file transcripts of previously earned credits at other postsecondary institutions.

**ACCELERATED HIGH SCHOOL PROGRAM**

The Accelerated High School program allows high school students the opportunity to earn college credit while still in high school. College credit earned through the Accelerated High School program may not substitute for high school credit.

A student is eligible for early admission if the student meets all of the following criteria:

a. The student has successfully completed the 10th grade;

b. The student provides certification from the local principal and/or his or her designee certifying that the student has a minimum cumulative "B" average and recommends the student be admitted under this policy;

c. The student may enroll only in courses for which high school prerequisites have been completed.

d. Students may enroll in academic, career and technical, or health profession courses/programs in accordance with guidelines issued by the Chancellor of the Alabama Community College System.

**DUAL ENROLLMENT/DUAL CREDIT FOR HIGH SCHOOL STUDENT**

Lawson State Community College admits students from within its service area for dual enrollment/dual credit. Courses offered are on the postsecondary level and enrolled students must pay normal tuition as required by the College, or as stipulated in a contract for services between the College and the student’s school system.

A student is eligible for dual enrollment/dual credit if the student meets the following criteria:

a. The student must meet the entrance requirements established by Alabama College System institutions;

b. The student must have a “B” average in completed high school courses;

c. The student must have written approval of the appropriate principal and the local superintendent of education;

d. The student must be in grade 10, 11, or 12, or have an exception granted by the participating institution upon the recommendation of the students’ principal and superintendent and in accordance with Alabama Administrative Code 290-8-9-.17 regarding gifted and talented students.

1. Students may enroll in occupational/technical courses/programs in accordance with guidelines of the Department of Postsecondary Education.

2. Students enrolled in courses offered during the normal high school day on or off the high school campus shall have prior permission of the students’ principal, superintendent, and the President of the College.

3. Parental permission and travel for courses offered off the high school campus during the normal school day will be administered under the auspices of local boards of education;

4. Ten quarter/six semester credit hours at the postsecondary level shall equal one credit at the high school level in the same or related subject. Partial credit agreements shall be developed between College and the local board of education.
INTERNATIONAL ADMISSION

For admission to Lawson State Community College, an international applicant must provide:

1. Submit a completed Application for Admission
2. A VISA recognized and accepted by the United States Government.
3. An official translated copy of the student’s high school/college transcript. These documents must be reviewed by Educational Credential Evaluators, Inc. www.ece.org, World Education Services, Inc. www.wes.org or by a member-agency of the National Association of Credential Evaluation Services (NACES) www.naces.org in the United States, at the expense of the applicant. An official report should be forwarded directly to Lawson State Community College.

4. A minimum score ranging from 5.5-6.0 on the IELTS (International English Language Testing System) as determined by the college, or a total score of 61 on the Internet-based TOEFL, a total of 173 on the computer-based TOEFL, or a total score of 500 on the paper-based TOEFL.

5. Signed, notarized statement verifying that the student or a sponsor adequate financial support while attending college. (Recent bank statements indicating sufficient funds to cover financial obligations must be included.) Please note that the College offers no financial assistance or scholarships for international students.

6. Documentation demonstrating adequate health and life insurance, inclusive of a repatriation benefit, which must be maintained during enrollment.

7. English as a Second Language exam may be waived for students from the following countries: Australia, Bahamas, Bermuda, Canada (verify from transcript), England, Ireland, Jamaica, New Zealand, Scotland, Antigua and Barbuda, Barbados, Grenada, Belize, Dominica, Malawi, St. Lucia, St. Kitts and Nevis, Nigeria, Tanzania, The Gambia, Tobago and Trinidad, Zambia, and Virgin Islands. All other waivers must be submitted to the Chancellor for approval with substantial documentation.

8. Transient or transfer international students must submit a Transient/Transfer Clearance Form signed by the foreign student advisor at the institution from which the prospective student comes. Further, transfer students must submit a copy of the Form 1-20 from the institution from which the student transfers.

SENIOR CITIZEN ADMISSION

Persons age 60 or over may receive tuition scholarships. Such persons must follow standard admissions procedures and meet all course prerequisites as stated in the catalog. Waivers apply ONLY to college-credit courses and do not include books, fees, supplies, or tools. Registration will take place during regular registration periods. Available space will not be assured until the last day of late registration. In the event space is no longer available, such persons will be required to withdraw from the course.

CORRECTIONAL EDUCATION

Lawson State Community College partners with the Alabama Department of Corrections to offer technical training for qualified inmates incarcerated in William E. Donaldson Correctional Facility. Admissions of students in correctional education programs are administered under separate guidelines agreed upon by the Department of Corrections and the Chancellor of the Alabama Community College System.

READMISSION REQUIREMENTS

Prospective students who were previously enrolled are required to complete the following steps to reapply for admission to Lawson State Community College:

- Submit an updated Application for Admission if the student has not attended a fall or spring term within the academic year. An updated Application will not be required for students who enrolled during spring but did not enroll for the following summer term.
- Retake COMPASS placement exam, if scores are more than three years old.
- Request transcripts from other colleges and universities attended since leaving LSCC. Transcripts should be sent to the Office of Admissions at Lawson State Community College, if such transcripts are not in the student’s academic record.
- Submit Selective Service Verification if appropriate.

A returning student who is on academic or disciplinary suspension from any other college(s) must appeal in writing to the Admissions Appeals/Grievance Committee in care of the Director of Admissions.
CHANGE OF PROGRAM

Students may change their program by completing a Change of Record Request Form, which is available on the Admissions forms section of the College’s website, as well as, in the Admissions / Records Offices. The student’s current program advisor should review the degree plan and transcript before signing indicating that the student qualifies for the new program. The student’s permanent record will reflect a change of program upon submission of the signed form to the Office of Admissions.

Students planning to transfer to another college or university are cautioned that the receiving institution may use all grades earned in computing grade point averages for admission or other purposes. For more information, log on to AGSC/STARS Home Page at: http://stars.troy.edu.

GENERAL PRINCIPLES FOR TRANSFER OF CREDIT

Coursework transferred or accepted for credit toward an undergraduate program must represent collegiate coursework relevant to the formal award, with course content and level of instruction resulting in student competencies at least equivalent to those of students enrolled in the institution’s own undergraduate formal award programs.

1. In assessing and documenting equivalent learning and qualified faculty, Lawson State Community College uses recognized guides which aid in the evaluation for credit. Such guides include those published by the American Council on Education, the American Association of Collegiate Registrars and Admissions Officers, and the National Association of Foreign Student Affairs.

2. A course completed with a passing grade at other duly accredited postsecondary institutions will be accepted for transfer as potentially creditable toward graduation requirements.

3. A transfer grade of “D” will only be accepted when the transfer student’s cumulative GPA is 2.0 or above at the time of admission. If the student has a cumulative 2.0 or above, the “D” grade will be accepted the same as for native students.

INITIAL ACADEMIC STATUS OF TRANSFER STUDENTS

1. A transfer student whose cumulative grade point average at the transfer institution(s) is 2.0 or above on a 4.0 scale will be admitted on Clear academic status.

2. A transfer student whose cumulative grade point average at the transfer institution(s) is less than 2.0 on a 4.0 scale will be admitted on Academic Probation. The transcript will read ADMITTED ON ACADEMIC PROBATION.

3. An applicant who has been academically suspended from a duly accredited postsecondary institution may be admitted as a transfer student only after following the appeal process established at the institution for "native" students who have been academically suspended. If the transfer student is admitted upon appeal, the student will enter the institution on Academic Probation. The transcript will read ADMITTED UPON APPEAL--ACADEMIC PROBATION.

CREDIT AWARDED BY NON-TRADITIONAL MEANS

- College credit may be awarded through nontraditional means (i.e., credit awarded for prior learning from which the skills that comprise courses – terminal objectives – are mastered to an acceptable degree of proficiency).

- Credit awarded through nontraditional means for academic transfer courses may be awarded by examination, nationally recognized guidelines (AP, CLEP, ACT/PEP, DANTES, Challenge Exams, ACE PONSI/CREDIT, ACE/MILITARY) or through other statewide programs identified by the Department.

- The College will accept for credit a score of 3 or higher on Advanced Placement® subject examinations.

- Credit awarded through nontraditional means for non-academic transfer courses may be awarded through portfolio review by a prior learning assessment specialist through Instructional Services, through statewide articulation agreement for career and technical students or other statewide programs identified by the Department.

- Not more than 25 percent of total credit required for any program may be awarded through nontraditional means. Credit awarded through nontraditional means is not applicable toward the minimum of 25 percent of semester credit hours that must be completed at Lawson State Community College.
• Nontraditional credit is not applicable for the 25 percent semester credit hours that a student completing a program must be earn at Lawson State.

• A student may be granted advanced placement by presenting scores on the College Board Advanced Placement Examination. Students with a minimum score of 3 will be given college credits (but no academic grade) for beginning courses.

### Standards of Progress for Transfer Students

- A transfer student who is admitted on *Clear* academic status is subject to the same standards of academic progress as a native student. Grades accrued at other regionally accredited postsecondary institutions, including other Alabama Community College System institutions, are not included in GPA calculation.

- A transfer student who is admitted on Academic Probation retains that status until the student has attempted at least 12 semester credit hours at Lawson State.

- If the Cumulative GPA at Lawson State is below 1.5 at the conclusion of the semester in which the transfer student has attempted a total of 12 or more semester credit hours, the student will be suspended for one semester. The transcript will read SUSPENDED--ONE SEMESTER.

- If the cumulative GPA at Lawson State is 1.5 or above at the conclusion of the semester in which the transfer student admitted on Academic Probation has attempted a total of 12 semester credit hours, the student's status will become Clear.

### Transferring to Another College from Lawson State

Counselors and other members of the College’s staff will advise and assist any student planning to transfer to a four-year institution. However, it is the student’s responsibility to follow the admissions requirements closely. These requirements are indicated in the particular institution’s catalog. Reference copies of various catalogs are available in the various offices at Lawson State.

Because of the highly specialized nature of courses in career programs, many of the courses are not designed for transfer to a four-year institution. Students also should note that courses with numbers below 100 usually do not transfer.

Students are strongly recommended to see an advisor regularly if they are planning to transfer to a four-year college or university. Representatives from four-year colleges often visit the campus to help Lawson State Community College’s students plan their transfer programs.

### Residency

**In-State vs. Out-of-State**

Lawson State Community College is supported by the taxpayers of Alabama. Students who are not state residents MUST pay out-of-state fees. A student’s official residency is determined at the time of admission according to the residency policy of the state of Alabama.

To qualify for in-state tuition, a legal residence must have maintained residency in Alabama for at least the twelve months immediately preceding the date of first enrollment in an institution of higher education in Alabama.
# RECORDS

**Division of Student Services**

**MRS. LORI CHISEM, REGISTRAR**

lchisem@lawsonstate.edu

**Bessemer Campus**

**Student Services Center**
1100 9th Avenue, SW
Bessemer, AL 35022
(205) 929-3410
FAX: (205) 424-5119

**Birmingham Campus**

*Administration Building*
3060 Wilson Road, SW
Birmingham, AL 35221
(205) 929-6309
FAX: (205) 925-3716

*The Admissions Office shares a combined office with the Records Office on the Second Floor of the Administration Building “A” on the Birmingham Campus.*

---

**Hours of Operation**

<table>
<thead>
<tr>
<th>Monday - Tuesday</th>
<th>Wednesday-Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 a.m. – 7:00 p.m.</td>
<td>8:00 a.m. – 5:00 p.m.</td>
</tr>
</tbody>
</table>

---

**RECORDS OFFICE**

The Records Office primarily stores and maintains student academic records. This office provides transcripts of student academic records (official and student copies), facilitates registration each semester for credit classes, and verifies and certifies student enrollment status. In addition, the office processes grade changes, certificates and degrees, and changes in student information. Specific registration information is contained in instructions distributed before each semester begins.

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**REGISTRATION**

Registration is held each semester according to scheduled dates and procedures published in the semester *Schedule of Classes* booklet. Students are responsible for registering each semester. Lawson State may withhold the privilege of registering for the following reasons:

- Unpaid Fees
- Overdue Loans
- Library Books
- Incomplete Admission Records

Students who experience academic difficulties (see Satisfactory Academic Progress) may be limited in their selection of courses and the number of credits for which they may register. These students must see the Retention Counselor to complete registration.

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**SCHEDULE OF CLASSES**

A schedule of classes is published each semester and is available approximately four weeks before each registration date. Schedules are available in the Office of Admissions, Records Office and at other campus locations. Please note that fees, curricula, etc. can change at any time; therefore, it is recommended that EACH student be counseled by an advisor before planning class schedules each semester.

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**ENROLLMENT CLASSIFICATIONS**

<table>
<thead>
<tr>
<th>Day</th>
<th>A student who is enrolled for a majority of course work scheduled before 5:00 p.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evening</td>
<td>A student who is enrolled for a majority of course work scheduled after 5:00 p.m.</td>
</tr>
<tr>
<td>Full Time</td>
<td>A student who is enrolled for twelve or more semester hours.</td>
</tr>
<tr>
<td>Part Time</td>
<td>A student who is enrolled for fewer than twelve semester hours.</td>
</tr>
<tr>
<td>Freshman</td>
<td>A student who has completed 0-32 semester hours of coursework.</td>
</tr>
<tr>
<td>Sophomore</td>
<td>A student who has completed 33 or more semester hours of course work.</td>
</tr>
</tbody>
</table>

Only course work taken at Lawson State Community College is used in computing grade point averages.

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**COURSE LOAD**

Students are classified according to the following minimum schedule:

<table>
<thead>
<tr>
<th>Credit-Hour Loads</th>
<th>Semester Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Full-time Load</td>
<td>12</td>
</tr>
<tr>
<td>Normal Full-time Load</td>
<td>12-19</td>
</tr>
<tr>
<td>Financial Aid and Veterans Benefits</td>
<td>12</td>
</tr>
<tr>
<td>Financial Aid and Veterans Benefits (3/4 allowance)</td>
<td>9-11</td>
</tr>
<tr>
<td>Financial Aid and Veterans Benefits (1/2 allowance)</td>
<td>6-8</td>
</tr>
<tr>
<td>International Students (F-1 Visa)</td>
<td>12</td>
</tr>
<tr>
<td>Social Security Benefits</td>
<td>12</td>
</tr>
</tbody>
</table>
**STUDENT COURSE OVERLOAD**

The student course load for a full-time student will be 12 to 19 credit hours per semester. Credit hours above 19 credit hours will constitute a student overload. The Vice President for Instructional Services must approve a student’s course overload. **No student will be approved for more than 24 credit hours in any one term for any reason.**

All hours including physical education, internship, seminar and on-the-job-training will be counted toward the maximum load.

Each credit hour taken usually requires a minimum of two hours of outside study each week. A student employed full-time should not attempt to carry more than three courses per semester. A student working part-time should carry a course load in proportion to hours of employment.

**AUDITING A COURSE**

Registration for an audit course must be declared by the end of the registration period and may not be changed thereafter. To change the registration for a course from credit to audit, the following procedures is used:

- The student must have the approval of the instructor and the appropriate divisional administrator.
- When the request to change to audit is approved, the student must officially notify the Records Office.
- Class attendance and work requirements are the same as for students taking the course for credit. The student is not required to take the final examination.
- Students who satisfactorily complete a course for audit will be assigned the grade of “AU”.
- The cost for auditing a course is the same as taking it for credit.

**ADDING AND DROPPING COURSES**

Students may receive permission from his or her advisor to change from one class to another only when it is determined that:

- The schedule has conflicting classes.
- The student does not have the required course prerequisites.
- The student is enrolled in a course not acceptable in his or her program of study.
- The student already has credit in the course and does not wish to repeat it.
- Administrative actions justify such changes. Appropriate signatures must be secured and the “Drop/Add Form” must be returned to the Records Office before it is official.

**STATUTE OF LIMITATIONS FOR COURSES**

Acceptance of some courses that were taken five years or more may be recommended for approval by the appropriate departmental chairperson to the Vice President for Instructional Services.

**WITHDRAWAL FROM A COURSE**

A student may withdraw from a course and receive a grade of “W” at any time during a given semester subject to the last day to withdraw. The deadline for withdrawals is specified in the semester schedule.

Students may withdraw by using the electronic withdrawal process (e-Withdrawal) during the designated withdrawal period each term. The e-Withdrawal form is available on the Student Records page of the College’s website at [www.lawsonstate.edu](http://www.lawsonstate.edu). Click on the Admission page to locate the form.

NOTE: Students who stop attending classes for any reason should not expect the instructor to withdraw them. It is the student’s responsibility to officially withdraw by completing the e-Withdrawal Form in the Records Office by the deadline date published in the semester schedule. A student cannot withdraw from a course once official grades have been issued. If a student stays enrolled/registered in a course, he or she will be issued a grade at the end of the term. Again, it is the sole responsibility of the student to withdraw from a course.

**GRADES AND RELATED MARKS**

The following letter symbols are used to indicate the student's level of achievement in courses taken:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>(90 – 100)</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>(80 – 89)</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
<td>(70 – 79)</td>
</tr>
<tr>
<td>D</td>
<td>Poor</td>
<td>(60 – 69)</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>(59 and below)</td>
</tr>
<tr>
<td>AU</td>
<td>Audit</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
<td></td>
</tr>
</tbody>
</table>

*NOTE: Some programs and/or courses (i.e., nursing) may require a higher numeric range than the standard noted above.*
A, B and C are letter grades which represent levels of accomplishment sufficient to allow students to progress satisfactorily toward graduation and/or prerequisite requirements.

D is a letter grade which indicates minimum level accomplishment. Some courses/programs require a minimum of a "C" grade to progress to the next course or to remain eligible for continuation in a program of study. Senior colleges and universities may or may not grant credit for a course in which the student has made a grade of "D".

F is the letter grade assigned to students who fail to meet minimum course requirements.

W is a letter grade assigned when a student withdraws from a course/curriculum after the designated drop/add period. The grade of W is assigned to a student who officially withdraws from a course(s) by the date designated in the semester schedule. Students must notify the Records Office of their intent to withdraw from a course, courses, or programs using the appropriate forms or electronic process (eWithdrawal).

Withdrawal from class or removal from the registration database can affect eligibility for federal financial aid. For more information, a student may contact the Office of Student Financial Services. A student should never withdraw from a course without seeking advice from their advisor and Financial Aid Officer.

“I” is a letter grade which indicates completion of course requirements; thus an "I" is not a satisfactory completion and will not allow a student to progress to the next course level. An "I" is awarded only under extenuating circumstances. An "I" typically is used to signify that an instructor has granted permission to a student to complete work or that the Dean or designee has approved the student to take her/his final examination late. Other circumstances as approved by the instructor and/or Dean of designee may be granted. The student must be aware that he is not to sign up for the course again, but to see the instructor promptly and complete the course requirements. The grade "I" may affect eligibility for federal financial aid. For more information, a student may contact the Office of Student Financial Services.

Regardless of the circumstances, a grade of "I" must be changed by the designated date each semester or it will be converted to an F. At LSCC, if a student is seeking federal financial aid, all "I" grades must be removed prior to the awarding of federal financial aid.

AU as a grade indicates audit and is a course taken for non-credit. Credit hours will not be averaged into the grade point average. Audit must be declared by the end of the registration period and may not be changed thereafter.

<table>
<thead>
<tr>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
</tr>
<tr>
<td>B</td>
</tr>
<tr>
<td>C</td>
</tr>
<tr>
<td>D</td>
</tr>
<tr>
<td>F</td>
</tr>
</tbody>
</table>

The student's grade point average is obtained by dividing the total grade points earned by the total number of semester hours for which the grades of A, B, C, D, F or are assigned. Marks of S, U, W, I, and AU do not affect the grade point average but may affect financial aid.

A final grade is the instructor’s evaluation of the student’s work and achievement throughout the course. Grades and marks are given at the discretion of the instructor. Factors upon which the final grade may be based are class participation, recitation, written and oral quizzes, reports, papers, final examination, and other class activities. At the beginning of each course, it is the responsibility of each instructor to notify students in writing the grading practices that will be used. Grade changes may occur if legitimate calculation errors are made. The Change of Grade Form must be obtained from the Records Office.
### Standards of Academic Progress

A student who receives a grade of “U” for two semesters may not take the course a third semester until he or she receives special academic advising. The student must appeal through the institutional appeal process before being allowed to enroll in the course for the fourth time. Credit hours are not averaged in the grade point average.

**Note:** Withdrawal from a class or removal from the registration database can affect eligibility for federal financial aid. The grade of “I” may affect eligibility for federal financial aid. For more information, a student may contact the Office of Student Financial Services.

### Application of Standards of Progress

- When the cumulative GPA is at or above the GPA required for the total number of credit hours attempted at the institution, the student’s status is “Clear.”
- When a student’s cumulative GPA is below the GPA required for the number of credit hours attempted at the institution, the student is placed on academic probation.
- When the cumulative GPA of a student who is on academic probation remains below the GPA required for the total number of credit hours attempted at the institution, but the semester GPA is 2.0 or above, the student remains on academic probation.
- When the cumulative GPA of a student who is on academic probation remains below the GPA required for the total number of credit hours attempted at the institution and the semester GPA is below 2.0, the student is suspended for one semester. The transcript will read **suspended—one semester**.
- The student who is suspended for one semester may appeal. If, after appeal, the student is readmitted without serving the one semester suspension, the transcript will read **Suspended—One Semester/Readmitted Upon Appeal**.
- The student who is readmitted upon appeal re-enters established for students enrolled in institutional credit courses carrying optional grades and for students who wish to remain eligible to receive Title IV Financial Aid.

### Required GPA Levels According to Hours Attempted at Lawson State

The following applies to the required GPA for attempted hours:

- Students who have attempted 12-21 semester credit hours at the institution must maintain a 1.5 cumulative grade point average.
- Students who have attempted 22-32 semester credit hours at the institution must maintain a 1.75 cumulative grade point average.
- Students who have attempted 33 or more semester credit hours at the institution must maintain a 2.0 cumulative grade point average.

### Intervention for Student Success

When a student is placed on academic probation, one-term academic suspension, or one-calendar year academic suspension, college officials may provide intervention for the student by taking steps including, but not limited to, imposing maximum course loads, requiring a study skills course, and/or prescribing other specific courses.

### What the Grade Means

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>“F”</td>
<td>A student who has made an “F” on a class cannot register for the succeeding sequences of the course before he or she has made up the failure.</td>
</tr>
<tr>
<td>“W”</td>
<td>A student who wishes to withdraw from a course or courses within the first twelve weeks of the semester may do so without the credit hours being computed as hours attempted. A grade of “W” does not impact one’s GPA but could have Financial Aid implications.</td>
</tr>
<tr>
<td>“I”</td>
<td>When a student has failed to complete the requirements of a course, the student may be given an “Incomplete” or “I” grade. The “I” grade is given only to a student whose work in a course has been qualitatively satisfactory (completed at least 75% of course requirements). All requirements to remove an “I” must be completed within six weeks of the following semester in which the grade was given. If requirements are not completed within the six weeks period, the grade of “F” will be assigned.</td>
</tr>
<tr>
<td>“AU”</td>
<td>(Audit) Courses taken for no credit. Credit hours will not be averaged into the grade point average. A course that is being audited must be declared by the end of the registration period and may not be changed thereafter. The fees are the same as for regular college credit.</td>
</tr>
</tbody>
</table>

### Note

Standard of progress shall apply to all students unless otherwise noted.

**Exceptions**

Programs within the institution which are subject to external licensure, certification, and/or accreditation, or which are fewer than four semesters in length may have higher standards of progress than the institutional standards of progress.

Selected transfer students will be placed on academic probation upon admission and must transition to these standards of academic progress.

Special standards of academic progress have been
the institution on academic probation.

- A student who is on academic probation, after being suspended for one semester, will remain on academic probation until the required GPA for the total number of hours attempted is sufficient.
- A student returning from a one semester suspension that has failed to obtain the required GPA for the number of hours attempted, and has failed to maintain a semester GPA of 2.0, will be placed on a one year suspension. **The student may appeal a one term or one-year suspension.**

The permanent student record will reflect the student’s status (except when the status is clear). When appropriate, the record will reflect Academic Probation, Academic Suspension—One Term, Academic Probation—One Year, One Term Suspension—Readmitted On Appeal, Or One-Year Suspension—Readmitted On Appeal.

If a student declares no contest of the facts leading to suspension, but wishes to request consideration for readmission, the student may submit a request in writing for an “appeal for readmission” to the Dean of Students within a designated published number of days of receipt of the notice of suspension. During the meeting, which shall not be considered a “due process” hearing, but rather a petition for readmission, the student shall be given an opportunity to present a rationale and/or statement of mitigating circumstances in support of immediate readmission. The decision, together with the materials presented by the student, shall be placed in the Lawson State’s official records. Additionally a copy of the written decision shall be provided to the student. Equity, reasonableness, and consistency should be the standards by which such decisions are measured.

<table>
<thead>
<tr>
<th>Definition of Terms: Standards of Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grade Point Average (GPA)</strong>—The grade point average based on all hours attempted during any one term at the institution based on a 4.0 grading scale.</td>
</tr>
<tr>
<td><strong>Cumulative Grade Point Average</strong>—The grade point average based on all hours attempted at the institution based on a 4.0 grading scale.</td>
</tr>
<tr>
<td><strong>Clear Academic Status</strong>—The status of a student whose cumulative grade point average is at or above the level required by this policy for the number of credit hours attempted at the institution.</td>
</tr>
<tr>
<td><strong>Academic Probation</strong>—The status of a student whose cumulative GPA falls below the level required by this policy for the total number of credit hours attempted at the institution.</td>
</tr>
</tbody>
</table>

The status of a student who was on academic probation the previous term and whose cumulative GPA for that semester remained below the level required by the policy for the total number of credit hours attempted at the institution, but whose semester GPA for that term was 2.0 or above.

**One Semester Academic Suspension**—The status of a student who was on academic probation the previous term but who has never been suspended, or since suspension, had achieved clear academic status. In addition, the cumulative GPA for that term was below the level required by the policy for the total number of credit hours attempted at the institution and whose semester GPA for that term was below 2.0.

**One Year Academic Suspension**—The status of a student who was: (1) on academic probation the previous term; (2) was suspended without since having achieved clear academic status; (3) whose cumulative GPA that term remained below the level required by the policy, for the total number of credit hours attempted at the institution; and (4) whose semester GPA for that term was below 2.0.

**Appeal of Suspension**—The process by which an institution shall allow a student, suspended for one term or one year (whether a “native” student or a transfer student), to request readmission without having to serve the suspension.

**ACADEMIC BANKRUPTCY**

A student at Lawson State may declare academic bankruptcy *only once*. The student may request in writing, to the Records Office, declaration of academic bankruptcy under the following conditions:

- If fewer than three (3) calendar years have elapsed since the semester for which the student wishes to declare bankruptcy, the student may declare academic bankruptcy on all course work taken during that one semester. The student MUST have taken a minimum of 18 semester credit hours of work since the bankruptcy semester occurred. All course work taken, even hours completed satisfactorily during the semester for which academic bankruptcy is declared, will be disregarded in the cumulative GPA.

- If three (3) or more calendar years have elapsed since the most recent semester for which the student wishes to declare bankruptcy, the student may declare academic bankruptcy on all course work taken during 1-3 semesters. The student MUST have taken a minimum of 18 semester credit hours of course work at Lawson State since the bankruptcy occurred. All course work taken, even hours completed satisfactorily, during semester(s) for which academic bankruptcy is declared, will be
disregarded in the cumulative grade point average. When academic bankruptcy is declared, the term “Academic Bankruptcy” will be reflected on the transcript for each semester affected. When academic bankruptcy is declared, the transcript will reflect the semester of its implementation and the transcript will be stamped “Academic Bankruptcy Implemented.”

Implementation of academic bankruptcy at Lawson State Community College does not guarantee that other institutions will approve such action. The respective transfer institution will make this determination. (A detailed chart that helps students determine the benefits, circumstances, and consequences of academic bankruptcy is printed on the Request for Academic Bankruptcy Form available in the Records Office.

### DISMISSAL FROM AN ASSOCIATE IN APPLIED SCIENCE DEGREE PROGRAM AND CERTIFICATE PROGRAM

If the department chairperson determines that a student is not a safe and dependable practitioner in the lab, shop, clinic, or field area (in the progress of a course), the student may be dismissed from the program with the concurrence of the Vice President or appropriate dean through the due process procedure.

Due to the fact that certain courses of many occupational programs are prescribed in a one or two-year sequential pattern and are offered only once during the sequence, a student has no opportunity to repeat one of these courses or to elect a substitution course. Therefore, a student who fails one of these courses will be dismissed from the program at the end of the semester in which the failure occurs.

Students dismissed from an occupational program under this policy may petition for enrollment in a later class. Re-enrollment may be based on the availability of space.

Dismissal from a degree or certificate program does not cause dismissal from the college.

### GROUNDS FOR STUDENT DISMISSAL

Academic standards and compliance with accreditation and legal requirements are maintained through regulations and policies related to student behavior, both in and out of the classroom (matriculation for scholarly pursuit and citizenship regulations). Noncompliance with college regulations and policies may constitute grounds for dismissal.

### HONORS LIST

#### President’s List

The President’s List is a semester honor roll for students attaining a grade point average of 4.0 consisting of a minimum course load of not fewer than twelve (12) semester hours of 100 level courses or above.

#### Dean’s List

In order to qualify for the Dean’s List, a student must take a minimum course load of not fewer than twelve (12) semester hours of 100 level courses or above, and maintain at least a 3.50 grade point average.

### REQUIREMENTS FOR GRADUATION IN AA, AS, AOT, AND AAS DEGREE PROGRAMS

A student must:

1. Satisfactorily complete a minimum of 60 semester hours of college credit for AA or AS degrees and 60-76 semester hours of college credit for AOT and AAS degrees in an approved program of study, including prescribed general education courses.
2. Earn a 2.0 cumulative grade point average in all courses attempted at the College. All grades in repeated courses will be averaged into the grade point average; however, a course may be counted only once for the purposes of meeting graduation requirements unless specifically noted in the College Catalog that the course may be repeated for credit.
3. Complete at least 25% of the credit hours required for the degree at Lawson State Community College.
4. Successfully complete all courses that are a part of the student’s major program of study or degree plan with a grade of “C” or higher.

### REQUIREMENTS FOR GRADUATION IN CERTIFICATE PROGRAMS

A student must:

1. Satisfactorily complete an approved program of study.
2. Earn a 2.0 cumulative grade point average in all courses attempted at the College. All grades in repeated courses will be averaged into the grade point average; however, a course may be counted only once for the purposes of meeting graduation requirements unless specifically noted in the College Catalog that the course may be repeated for credit.
3. Complete at least 25% of the total semester credit hours required in the program at Lawson State Community College.
4. Successfully complete all courses that are a part of the student’s major program of study or degree plan with a grade of “C” or higher.
RECEIPT OF A CERTIFICATE

In order to receive a diploma and/or certificate from Lawson State Community College, the following must occur:

1. The student or academic advisor must submit a formal application for graduation in accordance with institutional policy and pay the graduation fee, if applicable.
2. The student must fulfill all financial obligations to the College.
3. The student must satisfy those requirements either as stated in the current College Catalog at the time of graduation or as stated in catalog at the time of entry into the college.
4. The student must successfully complete all courses that are a part of the student’s major program of study or degree plan with a grade of “C” or higher.

Commencement exercises to award degrees and certificates to students in respective divisions are at the conclusion of the spring semester. A graduation fee is charged to each graduating student.

The student must be enrolled during the semester in which the degree is earned or with the approval of the Vice President for Instructional Services within one calendar year of the last semester of attendance.

The specific date of the commencement exercise is listed in the College calendar (in front of this catalog). Students must fulfill all financial obligations to Lawson State.

Graduation with Honors

Superior academic achievement by graduating students shall be recognized by the following designations on transcripts:

- Graduation with Honors
  (Cum Laude—3.50 to 3.69)
- Graduation with High Honors
  (Magna Cum Laude—3.70 to 3.89)
- Graduation with Highest Honors (Summa Cum Laude 3.90 to 4.00)

Graduation with Honors for Certificate

- Graduation with Distinction
  (3.50 to 4.00)

Calculation of the GPA for graduation honors shall be identical to that method used to calculate the GPA to fulfill graduation requirements (degree, diploma, or certificate being earned). In addition, to be eligible for a graduation honor, the student must have completed a minimum of 32 semester credit hours at the college conferring the degree.

REPEATING COURSES

If a student repeats a course once, the second grade awarded (excluding grades of AU, W and WP) replaces the first grade in the computation of the cumulative grade point average. The grade and grade point average during the term in which the course was first attempted will not be affected.

When a course is repeated more than once, all grades for the course, excluding the first grade, will be employed in computation of the cumulative grade point average. Official records at the institution will list each course in which a student has enrolled. A repeated course will count only once toward the requirements for graduation. Repeating courses may or may not affect federal financial aid. For more information, contact the Office of Student Financial Services.

SECOND ASSOCIATE DEGREE

A student may earn a second associate degree by completing (in residence with an average grade of "C" or better) at least 18 semester hours of work over and above work done for the first degree, including a new major. The first degree must be based on at least 64 semester hours of fully accredited work. All requirements for the second degree major must be complete. Second-degree programs should be submitted to the Vice President for Instruction or appropriate dean for approval in advance. Statue of limitation is five (5) years.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA) TRANSCRIPT POLICY

In accordance with the provisions of Public Law 93-380, the Family Educational Rights and Privacy Act (FERPA [also known as the Buckley Amendment]), the Records Office will release a transcript of a student's academic record only upon written request of the student. The request for the transcript release must bear the signature of the student along with identifying information. Official transcripts are not issued to the student but to the institution, official, or agency listed on the request.
Information on a student’s academic performance is available on a semester and cumulative basis via the web-based student information system and transcript records available in the Records Office.

It is the policy of Lawson State Community College not to re-issue transcripts from other colleges and schools. Official Lawson State transcripts will include totals of courses taken at the College, as well as, some courses transcribed as a part of the record of transfer students. However, students should make official transcript requests of the institution at which credit was originally earned.

Transcripts are sent within 24 to 48 business hours only. Generally, written requests are processed within forty-eight (48) of receipt. Online or electronic requests are processed within twenty-four (24) business hours. No transcript will be furnished for any student or alumnus who has a financial obligation to Lawson State such as unpaid fees or overdue library books. Transcripts may also be held for incomplete admissions records. Students who attended prior to 1990 may experience longer processing periods, as older records were stored on microfilm and on various other media.

A. Students wishing to send transcript requests by fax must furnish the following information: full name and any previous names under which enrolled, social security number, approximate dates of attendance, school or organization and fax number of where the transcript is to be forwarded, along with the student’s signature and a daytime phone number.

B. Telephone requests are not honored. A student should be aware that the receiving institution has the right to decline receipt faxed transcripts. The College does not charge a transcript fee.

C. Transcript requests will not be honored for any student who has outstanding academic or financial obligations in any of the administrative offices of the College.

E. Any student who withdraws from the College must have completed all admission credentials and have cleared all financial or other obligations in all of the administrative offices before being entitled to an official academic transcript.

NOTE: Students who attended the former Bessemer State Technical College should clearly indicate dates of attendance, as well as, denote that courses were taken through that specific institution. Further, most records of students who attended Lawson State Community College prior to 1990 are archived on microfilm and require additional processing.

Written request for transcripts should include the following information:

- Full Name (First, Middle, Last)—Please include any former names
- Social Security Number
- Mailing Address
- Daytime Telephone
- Name and Address of Institution or Agency to Which Transcript Should be Mailed
- *Signature
- Current Date

NOTE: Written transcripts will not be released without a signature.

Transcripts may be requested from the College’s website at http://www.lawsonstate.edu using a secure login through Student Suite.

Requests also may be mailed or taken to Lawson State Community College at either of the following locations:

<table>
<thead>
<tr>
<th>Records Office</th>
<th>Admissions &amp; Records</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bessemer Campus</td>
<td>Birmingham Campus</td>
</tr>
<tr>
<td>1100 9th Avenue, SW</td>
<td>3060 Wilson Road, SW</td>
</tr>
<tr>
<td>Bessemer, Alabama 35022</td>
<td>Birmingham, AL 35221</td>
</tr>
<tr>
<td>Phone: (205) 929-3410</td>
<td>Phone: (205) 929-6309</td>
</tr>
<tr>
<td>FAX: (205) 424-5119</td>
<td>FAX: (205) 925-3716</td>
</tr>
</tbody>
</table>

The Family Educational Rights and Privacy Act (FERPA) of 1974, 20 U.S.C. 1232g, is a federal law that protects the confidentiality of student educational records. Lawson State Community College officials recognize their obligation to exercise discretion in recording and disseminating information about a student. To implement this law and to meet the obligation to the student, a written institutional policy governing student records has been formulated. Annual notification will be made to Lawson State Community College students to their rights relative to educational records by publishing the policy in the current student catalog and distributing copies of the policy at fall registration.

For purposes of this policy, a student is defined as an individual who has been admitted and is enrolled or has been enrolled at the College. A student has the right of access to his/her educational records and may inspect and review the information contained therein. Exceptions to a student's rights of access are stated in the College policy. Educational records refer to all records maintained directly pertaining to an individual as a student. At the
postsecondary level, parents have no inherent rights to inspect a student's education records. The right to inspect is limited solely to the student.

<table>
<thead>
<tr>
<th>Student Access to Records</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. The student has the following rights:</strong></td>
</tr>
<tr>
<td>• To be provided with a list of the types of educational records maintained in the College.</td>
</tr>
<tr>
<td>• To inspect and review contents of these educational records.</td>
</tr>
<tr>
<td>• To be given responses by the Registrar or other college records officers to reasonable requests for explanation and interpretation of these records.</td>
</tr>
<tr>
<td>• To request amendment of any part of these records considered by the student to be inaccurate or misleading.</td>
</tr>
<tr>
<td>• To be afforded hearings, should the request to amend the records be declined.</td>
</tr>
<tr>
<td>• 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.</td>
</tr>
<tr>
<td>• To file a complaint with the U.S. Department of Education concerning alleged failures by Lawson State Community College to comply with the requirements of FERPA.</td>
</tr>
</tbody>
</table>

| B. The student does not have access to the following records: |
| • Financial records, including any information those records contain, of his/her parents. |
| • Confidential letters and confidential statements of recommendation placed in the educational record prior to January 1, 1975, as long as the statements are used only for the purposes for which they were specifically intended. |
| • Confidential letters and statements of recommendations placed in the file after January 1, 1975, if the student has waived his/her right to inspect and review those letters and statements and those letters and statements are related to the student's admission to an educational institution, application for employment, and receipt of an honor or honorary recognition. |
| • Instructional, supervisory, and administrative personnel records which remain the sole possession of the maker. |
| • Campus security records. |
| • Employment records, except when such employment requires that the person be a student. |
| • Alumni office records. |
| • Physical or mental health records created by a physician, psychiatrist, psychologist, or other recognized professionals. |

<table>
<thead>
<tr>
<th>Procedures for Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Records Office has a list of educational records maintained by the College. The Registrar or other college records officers may require that a college official be present when a student inspects and reviews his/her educational records. A student should submit to the Registrar a letter that identifies the record(s) he/she wishes to inspect. If it is an inappropriate time to retrieve the record(s) on short notice, the Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Registrar, the student will be advised of the correct official to whom the request should be addressed. Any questions concerning a student's access to records should be directed to the Registrar.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Amendment of Education Records</th>
</tr>
</thead>
<tbody>
<tr>
<td>A student may ask for amendment of a record that he/she believes is inaccurate or misleading. The student should make the request in writing to the Dean of Students, clearly identify the part of the record requesting to be changed, and specify why it is inaccurate or misleading. If the decision is not to amend the record as requested by the student, the Dean of Students will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Release of Directory Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>The College may release directory information to others without the necessity of obtaining permission from the student. Directory information is limited to the following:</td>
</tr>
<tr>
<td>• Student's name, address (local and permanent), and telephone number.</td>
</tr>
<tr>
<td>• Parents and Spouse.</td>
</tr>
<tr>
<td>• Date and place of birth.</td>
</tr>
<tr>
<td>• Major field of study.</td>
</tr>
<tr>
<td>• Participation in officially recognized activities and sports.</td>
</tr>
<tr>
<td>• Weight and height statistics for athletic team members.</td>
</tr>
<tr>
<td>• Dates of attendance.</td>
</tr>
<tr>
<td>• Degrees and awards received.</td>
</tr>
<tr>
<td>• Previous educational institution most recently attended.</td>
</tr>
<tr>
<td>• Photographs.</td>
</tr>
</tbody>
</table>

If a student does not wish the directory information released, he or she may indicate by notifying the Registrar in writing at the time of registration, and the
College will withhold the information during that particular semester. The request for nondisclosure of directory information should be renewed each semester.

Directory information will not be disclosed to private or profit making entities other than employers, prospective employers or representatives of the news media. Directory information will be released only on the condition that the party to whom the information is disclosed will not disclose the information to any other party without prior written consent of the student. When directory information is disclosed to an institution, agency or organization, such information may be used by its officers, employees, and agents but only for the purposes for which the disclosure was made.

**Release of Educational Records**

The student may request release of copies of those educational records that are subject to release. The student must submit a written request in the Records Office and specify the following information:

- Records to be released.
- Purpose of disclosure.
- Party and address to which information is to be released.

All requests must have the student's signature (not printed name) in the space provided for the signature. Copies of transcripts from other colleges or universities are not released to the student or other parties. A student may request to view his/her educational records under the supervision of the Registrar.

Student educational records may be released to the following without prior written consent from the student:

- School officials within the institution who have been determined by the College to have a legitimate educational interest.
- School officials including counselors and instructors who are involved in counseling students, administrators who assist in counseling and who advise students with other problems, professional staff and clerical staff who directly relate to the administrative task of the College, College law enforcement officials, College attorneys, auditors, and a student serving on an official College committee.
- A school official who has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.
- Authorized representatives of the Comptroller General of the United States, the Secretary of Education, or state or local educational authorities.
- Appropriate authorities in connection with financial aid if the information is necessary to determine eligibility, amount of aid, conditions of aid, or to enforce the terms and conditions of the aid.
- State and local authorities if a state statute adopted before November 19, 1974, specifically requires disclosures to those officials.
- Organizations conducting studies, for, or on behalf of, the College for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction and student life provided that the studies will not permit the personal identification of the student and his/her parents by individuals other than representatives of the organization and provided that the personally identifiable information furnished will be destroyed when no longer needed for the purposes for which the study was conducted.
- Accrediting organizations to carry out their functions.
- Officials to comply with a judicial order or lawfully issued subpoena with the understanding that the student will be notified in advance insofar as possible.
- Appropriate parties to protect the health and safety of the student or another individual in emergencies with the understanding that only information essential to the emergency situation will be released.

No personal information about a student will be released without statements from the College to the parties receiving the information that no third parties are to have access to such information without the written consent of the student whose records are involved.

The Records Office will maintain records of all requests and disclosures of personally identifiable information from the educational records of a student except for information requested in writing by the student and directory information. The student may inspect the record of requests, disclosures and the legitimate interests of the parties requesting or obtaining information.

Any student who believes that his/her rights under the Privacy Act have been violated by the College may notify and request assistance from the Dean of Students and may file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue, S.W., Washington, D.C. 20202-4605.

Lawson State Community College offers equal opportunity in its employment, admissions, and educational programs and activities in compliance with Section 504 of the Rehabilitation Act of 1973. *The 504 Coordinators for students are Mrs. Janice Williams (Birmingham Campus, Student Center Room 221; jwilliams@lawsonstate.edu (205) 929-6383) and Ms. Renay Herndon (Bessemer Campus, Student Center Room 183; lawsonstate.edu (205)929-3419).*
Lawson State’s Fees

Returned Check Fee $25.00
Assessed to an individual or student whose check(s) is returned to Lawson State due to insufficient funds.

Nursing Liability Fee $75.50
Assessed to all first and/or second-level nursing students for malpractice insurance coverage ($60.00 for ERI Total Testing Program; $15.50 for Liability Insurance).

Graduation Fee *$40.00 (subject to change)
Attire and associated expenses for those who plan to participate in the ceremony. There is a minimal charge for those graduates who wish to receive a diploma cover but do not wish to participate in the commencement exercises. The diploma, representing the certificate or degree, is provided at no cost to those who complete all requirements and are certified by the College as a graduate.

Late Registration Fee $25.00
Replacement I.D. Card $25.00

Other Punitive Fees
Traffic Fines
Library Fines

**All college fees are subject to change**

Refund Policy

Refund for Complete Withdrawal

Students who officially or unofficially withdraw from all classes before the first day of class will be refunded the total tuition and other institutional charges. The “first day of class” is the first day classes are offered within any term configuration, including but not limited to full terms, split terms, mini-terms, and weekend terms.

A student who officially or unofficially withdraws completely on or after the first day of class but prior to the end of the third week of class will be refunded according to the withdrawal date, as follows:

- Withdrawal during first week
  75% of tuition and other institutional charges
- Withdrawal during second week

Refund of Books and Supplies with Complete Withdrawal

Students who withdraw and who have purchased returnable books, and/or supplies from the College and return the items in new/unused condition by the end of the third week of the semester will be refunded the full purchased price. Books and/or supplies returned in used condition by the end of the third week of the semester will be refunded fifty percent (50%) of purchase price.

Refund for Partial Withdrawal

Students who do not completely withdraw from the College but drop a class during the regular drop/add period will be refunded the difference in tuition paid and the tuition rate applicable to the reduced number of hours, including fees appropriate to the classes dropped. There is no refund due to a student who partially withdraws after the official drop/add period.

Refund in Compliance with Federal Regulations

All colleges shall comply with federal regulations relative to refund of tuition and other institutional charges for first-term Title IV recipients.

Refund for Alabama National Guard and Reservists Called to Active Duty

Students who are active members of the Alabama National Guard or reservists or who are active duty military who are called to active duty in time of national crisis shall receive a full tuition refund at the time of withdrawal, if such student is unable to complete the term due to active duty orders or assignment to another location.

Additional Information

50% of tuition and other institutional charges
- Withdrawal during third week
- 25% of tuition and other institutional charges
- Withdrawal after third week—NO REFUND

For calculating refunds during the fall and spring sixteen-week terms, a “week” is defined as seven calendar days. Refunds of tuition for terms shorter than sixteen weeks, such as summer terms, mini terms, and weekend terms will reflect a prorated week based on the number of days in the term.
• Pertinent dates affecting withdrawal and late registration are on the Academic Calendar.
• When credit hours are added during the drop/add period, additional tuition and fees are charged.
• Drop/Add period for each semester is published in the Academic Calendar.

Refund of Room and Board with Complete Withdrawal

Students who officially request a meal ticket refund and/or withdraw from a residence hall before the first official day of classes or during the first three weeks of the term will receive a refund calculated in accordance with the policy on Refund for Complete Withdrawal.

TEXTBOOK REFUND POLICY

Students may return textbooks to the bookstore within two weeks of the first day of class. In order to be refunded for returned textbooks, one must present a cash register receipt. Merchandise must be returned within five (5) business days from the date of purchase to receive a refund. Merchandise must be in resell condition. Exchanges of equal or greater value will be made if there is not a receipt. If the textbook was purchased new and has not been damaged or written in, the bookstore will exchange or refund the full purchase price. If the textbook has been damaged or written in, the bookstore will refund half the purchase price. It is up to the bookstore personnel to determine the condition of the returned textbooks.

Please also note the following:

Optional textbooks are not returnable, and there will be no refunds on textbooks, general merchandise, supplies, and clothing during exam periods.

Tuition and Fees Schedule (Effective Fall 2011, Subject to Change)

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Tuition</th>
<th>Facility Renewal</th>
<th>Technology</th>
<th>Special Building</th>
<th>Total Including Insurance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>108.00</td>
<td>9.00</td>
<td>9.00</td>
<td>10.00</td>
<td>136.00</td>
</tr>
<tr>
<td>2</td>
<td>216.00</td>
<td>18.00</td>
<td>18.00</td>
<td>20.00</td>
<td>272.00</td>
</tr>
<tr>
<td>3</td>
<td>324.00</td>
<td>27.00</td>
<td>27.00</td>
<td>30.00</td>
<td>408.00</td>
</tr>
<tr>
<td>4</td>
<td>432.00</td>
<td>36.00</td>
<td>36.00</td>
<td>40.00</td>
<td>544.00</td>
</tr>
<tr>
<td>5</td>
<td>540.00</td>
<td>45.00</td>
<td>45.00</td>
<td>50.00</td>
<td>680.00</td>
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<tr>
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<td>225.00</td>
<td>225.00</td>
<td>250.00</td>
<td>3,400.00</td>
</tr>
</tbody>
</table>

Tuition: $108 per semester hr.
Fees:  
$ 9 per semester hour for Facilities Renewal Fee
$ 9 per semester hour for Tech. Fee
$10 per semester hour for Special Building Fee
$10 per term for Student Insurance

Room/Board:  
Fall/Spring Semester
$2,000.00 per term

Summer Term
$1,150 per term

Full Time (12 credit hours or more).
Out-of-State Residents shall be charged 2.00 times the above Basic Tuition rates; Fees will remain the same per credit hr.
$25.00 Late Registration Fee for any returning student who fails to take advantage of the pre-registration process.
STUDENT LIFE &
GENERAL INFORMATION
STUDENT LIFE
ACTIVITIES &
ORGANIZATIONS

STUDENT ACTIVITIES

Lawson State Community College is dedicated to the total development of the individual. Therefore, the variety of activities at Lawson State represents a diversity of student interests. These activities are under the direction of the Dean of Students.

All student organizations are open to students of this institution who qualify for membership.

NO STUDENT MAY BE DENIED MEMBERSHIP TO ANY STUDENT ORGANIZATION BY REASON OF RACE, RELIGION, SEX NATIONAL ORIGIN, OR HANDICAPPING CONDITIONS.

STUDENT GOVERNMENT

The governing body of the students is the Student Government Association (SGA). The SGA is composed of officers elected by the entire student body, the presidents of the freshman and sophomore classes, the Inter-Club Council, and elected representatives from two classes.

CAMPUS ORGANIZATIONS

Afro-American History Club seeks to enlighten students about their Afro-American Heritage and the contributions made to the American society.

Alpha Sigma Mu is an organization for Veterans. Each member must have a service record with the armed forces of the United States. He or she also must maintain a scholastic average of 2.5 throughout the membership in the fraternity. Each year the fraternity gives a $200 scholarship to a graduating senior who is the child of a veteran. In addition to other activities, Alpha Sigma Mu sponsors a book exchange at the beginning of each semester and solicits the support of all veterans on campus.

Alpha Theta Phi Library Society is an organization that promotes an interest among students in the use of books and libraries. Membership is open to all interested persons. The organization promotes activities during National Library Week and sponsors literary programs during the year.

American Dental Assistants Association offers students the opportunity to attend the annual meeting of the Alabama Dental Assistants Association and participate in demonstration, essay, and poster contests sponsored by the Birmingham Dental Assistants Society. The dental assistant class elects officers each September. The president of the class serves as the representative to the Executive Board of the Birmingham Dental Assistants Society.

American Welding Society (AWS) is a multi-faceted, non-profit organization whose major goal is advancing the science, technology, and application of welding and related joint disciplines. AWS has led the way in supporting welding education and technology development to ensure a strong, competitive, and comfortable way of life for America and its people. Membership included a subscription to the Welding Journal, the most current welding handbook, discounts on AWS technical publications and educational programs, membership in a local AWS Section, membership certificate, card and insignia, electronic forums, and computer-based research.

Association of Information Technology Professional is the professional association comprised of career minded individuals who seek to expand their potential—employers, employees, managers, programmers, and many others. The organization seeks to provide avenues for all their members to be teachers as well as students and to make contacts with other members in the IT field, all in an effort to become more marketable in rapidly changing, technological careers. The organization is comprised of computer science students.

Human Services Club seeks to strengthen students in their work to improve humanity intellectually, morally, and religiously. Good citizenship and perpetuation of the concept of human services are encouraged.

Inter-Club Council coordinates all clubs on the campus. The Council’s membership is composed of all club presidents. This organization co-sponsors with the Student Government Association, all activities, and identifies ways to improve the club program.

Kappa Beta Delta International Honor Society (KBD) is for the students who rank in the top 20 percentile in the Business and Information Technologies Department. Member institutions are accredited through the Association of Collegiate Business Schools and Programs (ACBSP). ACBSP was established in 1988 as an accrediting body for business programs. An Associate Degree Commission established standards in 1991 for accrediting programs at two-year institutions. Kappa
Beta Delta membership is available exclusively to business students enrolled at schools accredited by ACBSP.

Kappa Beta Delta’s purposes are to encourage and recognize scholarship and accomplishment among students of business pursuing associate degrees; and to encourage and promote personal and professional improvement and a life distinguished by honorable service to humankind.

*Mu Beta Chi Phi* is the science-mathematics club that seeks to broaden the science-mathematics experiences of Lawson State Community College’s science-mathematics students. Ideas and experiences are shared with the College family and with other students and teachers. The Club’s further purpose is to assist in developing greater awareness of the academic areas and their relationship to daily life in the local community. Through field trips, seminars, workshops, and special assemblies, the club provides opportunity for active participation of all its members.

**Pep Squad** seeks to promote school spirit and provide more student involvement in all school-sponsored athletic activities. Any student at Lawson State can be a part of the Pep Squad.

**Phi Beta Lambda (PBL)** is an organization sponsored by the Business and Information Technologies Department. The objective is to develop strong, aggressive leadership so that future businessmen and women may participate more effectively in the business and community life of which they are a part. Members learn to lead and participate in group discussions, preside at meetings and conferences, work on committee assignments, engage in group problem conferences, and work in other activities that contribute to the development of desirable leadership qualities. Phi Beta Lambda is open to all majors.

**Phi Theta Kappa Honor Society** has as its objective to promote scholarships among students with superior achievement.

**Skills USA (VICA)** seeks to promote progressive leadership in the field of trade, industrial, and technical education that is competent, aggressive, self-reliant, and cooperative. Skills USA (VICA) is a national organization serving high school and college students and professional members who are enrolled in technical, skilled, and service occupations, including health occupations.

**Society of Manufacturing Engineers (SME)** is an international organization whose purpose is to serve the professional enrichment needs of varied practitioners that make up the manufacturing community. Membership includes access to SME’s database of more than 15,000 papers, articles, and periodicals that relate to the varied manufacturing disciplines; an opportunity to network through conferences and seminars; recognition through certification; employment and resume database assistance; and the development of personal relationships through participation in the Birmingham Area Senior Chapter activities.

**Student Alabama Education Association** seeks to acquaint the student with the objectives and goals of education in the American society. During American Education Week, this club sponsors special programs such as lectures, field trips of educational interest, and a social hour for respected educators. Membership in the SAEA is open to all students who plan to enter the teaching profession.

**Student Nurses Association** seeks to promote a spirit of citizenship, leadership and fellowship; it encourages responsibility for maintaining the high ideals for the nursing profession.

### Student Insurance

A mandatory accidental protection plan is approved for all students enrolled at Lawson State Community College. This plan is a 24-hour coverage for accidental physical and medical protection up to $1,000 and $150 for dental. Accidental Insurance fee is $10 per semester.

### All-College Annual Student Activities

Students are advised and encouraged to participate in annual activities designed to set the cultural, spiritual, moral, and academic tone of the institution.

Such activities include: SGA Election, Installation of SGA Officers, Convocations, Annual Christmas Musical, Black History Month, Career/Wellness Fair, L Week, Blood Drive, Martin Luther King, Jr. Celebration, Vocational Education Week, Homecoming, Miss Lawson State Coronation, Honors Convocation, and Commencement.

### Alumni Association

After a student has completed a course or a program of study at Lawson State Community College, he or she becomes a member of the Lawson State Community College’s Alumni Association.

The purpose of the association is to establish and maintain a mutually beneficial relationship between the alumni and the College and to work actively and effectively in advancing the interests of Lawson State
Community College, its faculty, students, alumni, and surrounding community.

Benefits of this membership include life-time career services and job placement assistance, the use of College facilities such as the bookstore, library, and physical education facilities, and communication through various College publications.

### RECREATION AND ATHLETICS

Lawson State is committed to providing quality intercollegiate and intramural programs designed to foster the personal growth of each student. These programs encourage individual and team achievement and strive to enhance the academic success, social development, and physical and emotional well being of each student. There are a variety of athletics and recreational facilities available for students. The Arthur Shores Fine Arts Building is equipped with a modern fitness center, hardwood court gym, swimming pool, and locker facilities. Students may participate in basketball, baseball, volleyball, field and track, cross-country, tennis, golf and swimming.

### STUDENT SUCCESS CENTER

The student success program is a college-wide retention plan designed to assist students with their persistence and success here at Lawson State. Every faculty and staff member becomes knowledgeable of retention problems affecting our campuses and collectively work toward providing the best customer service LSCC has to offer.

The Student Success Centers provide a variety of academic support that will help students improve their basic skills. The Center offers a variety of instructional and tutorial services free of charge to enhance student’s success. Counselors in the Center help students plan an individualized, self-paced, course of study for the successful completion of their program. The Center is equipped with computers and a wide selection of software that will supplement and reinforce classroom instruction.

### STUDENT HEALTH SERVICES

Lawson State Community College is committed to providing direct, basic health care to all students following an assessment of illness or injury by a licensed staff member.

Wellness is an integral component of our student health services. Every effort is made to increase health awareness among students with each contact, health pamphlets, health fairs, and films relating to health issues (AIDS, alcohol, drugs, teenage pregnancy, etc.).

Health services are provided for students on both campuses. Whenever there is a medical emergency, the student health nurse and Campus Police should be called.

The student’s parents, spouse, guardian or any other person designated will be contacted as soon as possible to inform them of the student’s condition and any other vital information needed. Expenses incurred for care beyond that provided by Lawson State Community College’s insurance provider is the responsibility of the student.

### STUDENT ID CARDS

Student registration is not complete until an ID card is issued. ID cards should be worn at all times and are required for using equipment in the library; being admitted to social, cultural, and athletic events; voting in student elections; etc. Lost or stolen cards should be reported to the Chief of Police immediately. A $25 fee is assessed for the second ID.

### STUDENT FACILITIES

The Leon Kennedy Student Center on the Birmingham campus houses the cafeteria, recreation room and Chief of Police offices on the first floor, Student Services and the Dean of Students Office, Testing, SPACE Center, bookstore, and Upward Bound on the second floor.

The Student Services Center (Building A) on the Bessemer campus houses the offices of Admissions, Records, Student Financial Services, Counseling Services, Student Assessment, Career Services, and the Dean of Students office. The cafeteria is also located in Building A, adjacent to the Student Services Center.

### LEARNING LIVING RESIDENTIAL FACILITY

Become a part of the new and exciting experience at Lawson State Community College! Living on campus gives the student an opportunity to meet other students and develop bonds that last a lifetime. The Learning Living Residential Facility consists of 120 units available to students on a first come, first serve basis.

All students interested in living in campus housing facilities must completed an application for admission and have been accepted by the Admissions Office. A housing application must be completed along with a non refundable deposit of $200.00.

Students may enter into a 12 Month Contract, a 10 Month Contract (Fall & Spring Semesters) or a 3 Month Contract (Summer Semester only). Each Contract includes a $500.00 Meal Plan per semester that is required for all students living on campus.

Room and Board costs are:

<table>
<thead>
<tr>
<th>Contract Type</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 Month Contract</td>
<td>$5,150.00</td>
</tr>
<tr>
<td>10 Month Contract</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>3 Month Contract</td>
<td>$1,150.00</td>
</tr>
</tbody>
</table>
Other Fees are:

- Key deposit fee $25.00
- Key replacement fee $50.00
- Small appliance fee $30.00/semester

**All college fees are subject to change**

LOST AND FOUND

The college’s centralized Lost and Found Service is located in the Bookstore on the Birmingham and Bessemer campuses. Articles found and left with Lost and Found will be inventoried, dated and held for a period of 90 calendar days during which time they may be claimed upon identification. After 90 calendar days, the college is not responsible for articles turned into the Lost and Found Service.

LIBRARY/LEARNING RESOURCE CENTER

The Learning Resource Center (LRC) serves as a support system; providing services and resources to sustain the mission and goals of the college. With innovative technology, print and non-print materials and instruction in library use, the library is a matrix of educational activity and gateway to information. The library is located in Building D of the West Campus (Birmingham) and Building A on the Bessemer campus. All students are entitled to free use of the LRC.

The library maintains open stacks on both campuses to allow direct access to approximately 60,000 books, more than 400 periodical subscriptions, 1000+ videocassettes and 10,000 microfilm and microfiche of back issues of magazines and newspapers. The collection may be accessed through the “Athena” on-line public access catalog which locates materials by using subject, title, author and keyword searches. It is available from any internet compatible computer through the library’s web page, campus network and any remote location. The Center also provides public access to the Internet through work-stations with World Wide Web browsers, Microsoft Office software and information via CD-ROM and online databases. A collection of scholarly, essential, electronic information resources is accessed through the Alabama Virtual Library. Home access to the Alabama Virtual Library is provided for students and faculty through the Lawson State Community College LRC. Passwords and User ID’s are available at the circulation desk.

Books are circulated for a 14 day loan period with one renewal. Reserved books, articles and audio-visual materials loan periods vary according to faculty recommendations. Failure to return books and other library materials can delay grades, and transcripts, until the library records are cleared. The student’s name is referred to the Office of Admissions and Records.

Lawson State Community College’s Learning Resource Center on the Bessemer campus includes the Library and Curriculum Services. Students may use the Learning Resource Center to improve proficiency in any subject for which software is available. The center houses multi-media workstations with Internet access, a large study room and computer labs.

Information Literacy is provided to all incoming students through Orientation (ORN 101) classes, individual instruction and classes tailored to specific disciplines. Orientation to the library includes teaching new users how to access bibliographic information and other learning resources. The library also provides students with opportunities to learn how to access information in different formats so that they can continue lifelong learning. Professional librarians work closely with faculty members and other information providers in assisting students in the effective use of resource materials.

Library services include:

- Photo Copiers and Printers
- Borrowing privileges with cooperating colleges in the local area
- Electronic Classrooms
- Research and reference assistance
- Document delivery
- Interlibrary loan services
- Course reserve list and materials
- Course delivery between campuses
- Meeting rooms and auditoriums

Alternative Delivery Services

The following guide outlines services available for students enrolled in alternative delivery courses. Since information requirements may vary with location or circumstance, alternative learning students are encouraged to contact library services, (205)-929-3434 or (205)-929-6333.

Alternative delivery students may borrow books both on campuses during regular library hours and via mail. Requests for books delivered by mail will be filled within two business days. Policies for the circulation of materials will be the same for all students regardless of location. Alternative delivery students may borrow books utilizing the following methods:

Phone: (205) 929-3490, 929-6333 Fax: (205) 929-6324 or Email: shenderson@lawsonstate.edu
### Document Delivery

Document delivery may be requested by mail or e-mail. Documents will be delivered via e-mail whenever possible. Documents delivered via mail will be sent within two business days.

### Electronic Resources

An excellent collection of electronic resources is available to all Lawson State students and faculty consisting of the Alabama Virtual Library and other full text databases. Electronic books are also available to the college community. Distance learning students may obtain passwords and user ID’s from the library circulation desk for access to all electronic resources. In addition to the Alabama Virtual Library, a free service to all residents of Alabama, students and faculty may access all electronic resources through the college’s web page: www.lawsonstate.edu.

### Interlibrary Loan Services

Interlibrary Loan is a service provided to all students and faculty of Lawson State Community College for access to materials in other libraries by request. A small fee is charged for photo copies of articles.

### Research and Reference

Research and reference assistance is available during regular library hours by visiting the campus, by phone: (205) 929-6333 or (205) 929-3490; by e-mail: reference@lawsonstate.edu

### Library Hours

8:00 a.m. to 8:30 p.m. Monday through Thursday  
8:00 a.m. to 4:00 p.m. Friday  
8:00-12:00 noon Saturday

### MOTOR VEHICLE INFORMATION

#### General Campus Parking and Traffic Regulations

Lawson State Community College provides on-campus parking to handle as many vehicles as possible. However, rules and regulations are necessary to assure maximum usefulness and convenience. It is required that all students cooperate in seeing that these rules and regulations serve their intended purpose – to make parking spaces available to as many vehicles as possible, and, to assure a safe, smooth traffic flow on the campus.

The use of motor vehicles on the campus should be regarded as a privilege to park on campus. Each student and employee of the college should become familiar with and make every effort to comply with these rules and regulations.

#### Vehicle Registration/Parking Decals

All motor vehicles operated on campus by students and employees alike must be registered with the Campus Police Department. Motor vehicles including motorcycles, motor scooters and motorbikes must be registered. It is further required that owners of these motor vehicles carry appropriate liability insurance on such vehicles. Vehicle registration decals can be obtained from the College Bookstore, located in the Leon Kennedy Student Center (Birmingham Campus) or the College Cashier on the Bessemer Campus. To properly register a motor vehicle, all students and employees must present a current college ID and a current vehicle tag number in order to complete the vehicle registration and receive a parking decal.

Parking decals are valid for one year only. All decals expire yearly at the end of the Summer Semester and must be renewed annually. Parking decals are not transferable from one vehicle to another or from one individual to another.

All parking decals must be permanently affixed to the driver’s side of the front window of all motor vehicles, except motorcycles and motorbikes. The parking decal must be easily seen. Only a current decal should be displayed.

Parking decals should be removed if a motor vehicle is sold or traded. All changes in motor vehicle ownership must be reported to the Office of the Chief of Police. The individual under whose name a vehicle is registered, and to whom a parking decal is issued, will be responsible for all violations, regardless of who is driving the vehicle.

### Parking and Traffic Restrictions/Regulations

All students and employees of the college are required to adhere to the following applicable parking and traffic restrictions while operating a motor vehicle on campus:

Students and employees must park in designated areas as follows:

<table>
<thead>
<tr>
<th>Curb/Parking Slot Color</th>
<th>Type Parking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unpainted</td>
<td>Student</td>
</tr>
<tr>
<td>Green</td>
<td>Faculty and Staff</td>
</tr>
<tr>
<td>Red</td>
<td>Administrators</td>
</tr>
<tr>
<td>White</td>
<td>Visitors</td>
</tr>
<tr>
<td>Blue</td>
<td>Handicapped</td>
</tr>
<tr>
<td>Yellow</td>
<td>No Parking</td>
</tr>
</tbody>
</table>
• All parking will conform to mark off areas and shall be in accordance with curb/parking slot colors and parking signs.
• Improper parking will not be permitted anywhere on campus.
• Double parking is prohibited at all times.
• Parking on or over a line curb is prohibited.
• All parallel parking will be within twelve inches of the curb.
• In all lots marked with parking spaces, motor vehicles will be parked headed into the parking space.
• Driving or parking on the grass or sidewalks and parking or standing at crosswalks, loading zones or yellow curbing is prohibited at all times.
• Motorcycles, motor scooters, motor bikes and bicycles must not be parked on yellow curbs, or sidewalks, or in driveways so that they block entrances or exits to parking areas, sidewalks, or buildings.
• Employees of the college may not authorize students to park in any other parking zone other than those specifically designated for student parking.
• All traffic regulation signs on campus must be obeyed, including stop signs, yield, crosswalk one way, and speed limit signs.
• The speed limit on all campus roadways and in all parking areas is 15 mph, but any speed not safe for the conditions of the road, including vehicle and pedestrian congestion during peak periods of the day, is prohibited.
• Motor vehicles must yield to pedestrians in designated crosswalks.
• The use of the track as a roadway by any vehicle, including bicycles, is prohibited.
• If a motor vehicle must be left on campus overnight, the Campus Police Department should be notified.

### Fines and Citations

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<thead>
<tr>
<th>Violation</th>
<th>Fine</th>
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</thead>
<tbody>
<tr>
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</tr>
<tr>
<td>Parking in a Prohibited Zone</td>
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</tr>
<tr>
<td>Double Parking/Blocking Traffic</td>
<td>$5.00</td>
</tr>
<tr>
<td>Improper Parking</td>
<td>$5.00</td>
</tr>
<tr>
<td>Warning</td>
<td>No Fine</td>
</tr>
<tr>
<td>Handicap Parking Violation</td>
<td>$50.00</td>
</tr>
<tr>
<td>Driving wrong way on one-way lane</td>
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</tr>
<tr>
<td>Speeding</td>
<td>$10.00</td>
</tr>
<tr>
<td>Improper Passing</td>
<td>$5.00</td>
</tr>
<tr>
<td>Following Too Closely</td>
<td>$5.00</td>
</tr>
<tr>
<td>Running a Stop Sign</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

### Enforcement of Disciplinary Actions

Police and Security Officers patrol the campus and, where necessary, warnings and tickets will be issued. Students who receive citations for serious traffic violations such as speeding or reckless driving may be referred to the Disciplinary Committee.

Payment of all Lawson State Community College fines must be made through the Business Affairs Office within seventy-two (72) hours of violation. Failure of a student to pay a fine will result in the student’s inability to register for a new semester, to graduate, or receive a transcript. In the case of repeated parking or traffic violations, a written notice will be sent to the violator prior to revocation of permit. Any unauthorized vehicle parked on campus may be towed away at the owner’s expense.

All City of Birmingham fines must be made through the Traffic Citation Division of Birmingham Municipal Court located at 710 20th Street North, City of Birmingham, by the court date at the bottom of the citation to avoid doubling of fines or warrants being issued.

### Appeal

Any student or employee of the college who wishes to discuss and appeal a traffic/parking citation shall contact the Chief of Police within three school days. If not, the right of appeal is waived. Individuals shall have their appeals processed within thirty days of citation. Appeals for City of Birmingham citations are made at Traffic Citation, 710 20th Street North, after three school days.

### Termination of Parking Authorization

Authorization to park on campus will be terminated when:
• A student or employee is no longer enrolled or employed at the college.
• A student or employee is officially prohibited from coming on campus.
• There is a change in control of ownership to the motor vehicle.
• Parking privileges are revoked due to repeated parking or traffic violations.
SAFETY AND SECURITY

Lawson State Community College provides a safe environment for students, faculty, staff and other campus visitors. The college maintains a staff of uniformed Campus Police/Security officers 24 hours a day. Selected areas on campus are under video surveillance as well. A student should report suspicious activity, safety hazards, or security concerns to the Campus Police/Security Office.

A person who is not enrolled at the college; who is not an officer or employee of the college; or who is not otherwise authorized to be on the campus or at any other facility owned, operated, or controlled by the governing board of the college and who does not have legitimate business on the campus or facility or has no license or invitation to enter or remain on the campus or facility may be directed by any officer of the college to leave the campus or facility.

Any person committing any act tending to interfere with the normal, orderly, peaceful, or efficient conduct of the college may be directed by an official of the college to leave the campus or facility. If the person fails to do so, trespassing charges may be made by the college through the appropriate local law enforcement agency or court.

LSCC COUGAR ALERT EMERGENCY NOTIFICATION SYSTEM

As part of LSCC’s ongoing effort to safeguard students, faculty and staff, the College has implemented a new emergency communications system. Known as Cougar Alert, the system allows students, faculty and staff to receive time-sensitive emergency messages in the form of e-mail, voice and text messages. Everyone who has a Lawson State Community College e-mail address will receive emergency alerts to their campus e-mail address. In order to also receive text and voice message alerts, members of the campus community will be asked to provide phone contact information. While participation in the text and voice messaging notification is optional, enrollment is strongly encouraged. The information you supply is considered confidential and will not be shared or used for other purposes. You will only be contacted through the system in the event of an emergency. Once you have signed up for Cougar Alert you will be eligible for notifications after 24 hours.

Emergency Assistance

Assistance is available any time that Campus Police/Security can help a student with problems, such as keys locked in vehicle, starting problems, or an accident on campus. Campus Police/Security can be reached from 8:00 a.m. to 5:00 p.m., Monday through Friday by calling the Switchboard Operator, at night and on weekends by calling 925-3587.

Emergency Messages

Telephone messages will only be delivered to students in the event of an emergency such as illness in the family, death, an accident, or the like.

Emergency Procedures

Evacuation Plan

The purpose of an established Emergency Procedures and Evacuations Plan is to provide a system of alerting and moving students and employees to safe areas during a fire, impending tornado, or any situation that may occur that poses a threat of bodily harm.

Note: All faculty members will be responsible for notifying and/or assisting the hearing, visually, or physically impaired of the evacuation signal.

Fire Evacuation Procedures

Evacuation Routes are posted throughout the campus and identify the location of fire exits. Students should; become familiar with Evacuation Routes. Fire drills will be conducted in each building at least once per term by the Safety Officer. When a fire alarm signal is heard, each person should immediately make his or her way to the nearest exit and meet. A brief check of the building will be conducted to determine compliance with the fire exit drill procedures. At the conclusion of the drill, an “All Clear” signal will be given, and participants may return to the building. All students, faculty, staff, and guests are required to participate in the fire exit drills.

When a fire occurs:

1. Report the fire to the Campus Police/Office or Switchboard Operator by dialing “0” from any college telephone. The college dispatcher will notify the Fire Department.
2. Activate the building alarm. If the building is not equipped with an alarm/signal, notify by voice.
3. Begin evacuation of the immediate area. The instructor is responsible for evacuating the classroom, turning off all equipment and lights, and closing all doors and windows before leaving the classroom, lab, or shop, when feasible. DO NOT LOCK DOORS!
4. Assist the disabled in exiting the building! Remember, smoke is the greatest danger in a fire, so stay near the floor where the air is less toxic.
5. Assemble in groups by classes at least 50 yards away in designated safe locations. Safe locations are predetermined by each instructor. Once assembled,
the instructor will call roll and report any missing students to the administrator on the scene. Students must remain clear of fire lanes, hydrants, and walkways for emergency vehicles and crews.

6. Do not return to an evacuated building unless instructed to do so by the Campus Police, Security Officer or designee.

It is the policy of the college to evacuate only the building(s) that contain the fire. When the fire department arrives, the fireman in command will order the evacuation of additional buildings should it become necessary.

If trapped in a building during a fire and a window is available, place an article of clothing outside the window as a marker for rescue crews. If there is no window, stay near the floor where the air will be less toxic. Shout at regular intervals to alert emergency crews of your location. REMAIN CALM!

### Tornado Evacuation Procedures

The college will utilize the E-Warn notification system as the primary source of information regarding dangerous weather conditions. This system notifies selected administrators via e-mail and radio as dangerous weather conditions develop. However, close attention should be paid to the Emergency Management sirens, which are sounded for severe weather warnings or other emergencies that require shelter.

The college operator, Campus Police/Security Officer, or administrator will alert the faculty and staff, visitors, etc., in the event of a tornado warning. Should it be necessary to evacuate some areas of the campus, a verbal command will be issued, and students and employees will move to the identified shelter areas. Students and instructors should proceed to these areas in groups and remain in groups until instructed to return to classes by a college administrator.

Everyone should be familiar with the Emergency Evacuation Procedures and safe locations within each department/building. Remember, a safe location is the predetermined area decided upon by the instructor. If unaware of the predetermined area, get as far away from the affected building as possible.

For persons with disabilities, the landings inside of each stairwell and protected elevator lobbies are considered safe areas. It is routine procedure for emergency personnel (i.e., fire department and police) to check these areas for individuals with disabilities and/or injured persons. Individuals with disabilities should be escorted to the closest stairwell, and a staff member should remain with that person until emergency personnel arrive.

### Inclement Weather

#### Policy Statement

The safety and well-being of students and employees are primary considerations during inclement weather. The college has an established procedure to be followed during adverse weather conditions. However, weather, road conditions, and power outages tend to vary within the college's service area. Accordingly, the final decision to travel during adverse weather conditions when the college remains open must be made by the individual college employee or student.

The Campus Police/Security officer on duty will observe and monitor weather conditions at the college and contact the appropriate college officials if conditions become inclement.

### Authorization to Close the College

The President of the college is the only person authorized to close the college. During his absence, this authority is transmitted to the Vice President or designee. The Evening Coordinator has the responsibility for dismissing evening classes early after receiving approval from the President or Vice President. Should it be necessary to close classes during the day, night classes will also be canceled unless otherwise directed.

### Instructional Days Missed Due to College Closing

The college attempts to design the annual calendar with professional development days at the end of the spring semester/term to be used to make-up instructional (class) days lost when the college is closed due to inclement weather. Because a specific number of instructional (class) days are required each semester/term, accounting for class days lost due to inclement weather must be documented. In the event that class days are lost due to inclement weather, it will be necessary for the college calendar to be revised to account for those days. Students will be notified of changes to the calendar and are expected to attend classes as scheduled.

### Notification Procedure

As travel advisories are issued, a decision to implement the Inclement Weather Plan will be made. The plan includes notification of all major radio and television stations in the area. The Cougar Alert Emergency Notification System will be activated to provide specific information. If a student is uncertain of the status of the college (open or closed), he/she should call the college for current information.
**Safety, Precautions & Procedures**

### Protection of Valuables

The college cannot be responsible for personal property. All valuable articles should be locked in a car trunk or a locker. Serial numbered items should have numbers recorded and kept in a separate location. Students are encouraged to keep purses, handbags, and the like in their possession at all times.

### Safety Goggles

Alabama Law: SS16-1-7

Eye protective devices for pupils and teachers participating in certain courses.

1. Every pupil and every teacher in the public schools shall wear industrial quality eye protective devices while participating in the following courses:
   a. Vocational or industrial arts, shops, or laboratories involving experience with:
      1. Hot molten metals
      2. Milling, sawing, turning, shaping, cutting or stamping of any solid materials;
      3. Heat treatment, tempering or kiln firing of any metal or other materials;
      4. Gas or electric arc welding;
      5. Repair or servicing of any vehicle;
      6. Caustic or explosive materials.

2. Chemical or combined chemical-physical laboratories involving caustic or explosive chemicals or hot liquids or solids.

### College Policy

It shall be the policy of Lawson State Community College that all persons, instructors as well as students, wear protective eye wear while participating in laboratory/shop experiences as described in Alabama Law SS16-1-7.

### Student Incident Procedure

Lawson State Community College faculty and staff will provide immediate attention to a student in the event of an incident, injury, or severe illness occurring on campus. All student accidents, injuries, and severe illnesses must be reported as soon as possible to the instructor or nearest college personnel. Immediate notification provides the opportunity for an on-the-scene investigation, insures prompt preventive action, and also provides the individuals with assistance in matters of medical attention and insurance.

All incidents and injuries require the instructor/responsible person to complete the Lawson State Community College Accident/Incident Report Form. To proceed with the correction of any safety hazards or deficiencies, the instructor or responsible person must complete the form quickly and accurately.

The **Incident Report** must be completed when a student is injured. The report will be used by the appropriate college to investigate the injury. It is important that all questions be answered in as much detail as possible.

In the event an injured individual refuses medical attention or transport, the attending staff member will complete and have the injured individual sign the **Refusal of Medical Services and/or Transport** form. Every student is expected to comply with all emergency procedures.

### Utility Failure

In the event of a utility failure occurring during regular working hours, immediately notify the Switchboard Operator by dialing “0” from any college telephone.

If the utility failure occurs after hours, weekends, or holidays, notify Campus Police/Security at 925-3587.

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**GENERAL STUDENT POLICIES**

**FOLLOWING PROPER CHANNELS OF COMMUNICATION**

Each student has the right to express opinions, make suggestions, and submit grievances. Channels of communication are always open to a student with legitimate problems. For the simplest, most direct, and best action, a student should use the channels in the order presented in this student handbook/catalog. Otherwise, a student may forfeit his/her right to seek resolution of his/her complaint.

If a student will first take his/her complaint to the person or group of persons who have the authority to deal with such complaints, much misunderstanding and ill feeling can be eliminated. The channels of communication are as follows:

1. Instructor
2. Division Chairperson
3. Associate Dean
4. Dean
5. Vice President
6. President

For additional information, contact the Dean of Students.

**OFFICIAL COMMUNICATIONS**

A request that a student report to an administrative or faculty office may be made by letter, telephone, or e-mail. Failure to comply with such a request may result in disciplinary action.
Communications to the entire student body are considered properly delivered when they are sent via college e-mail, placed on official campus bulletin boards and/or displayed on the video information centers. Each student is responsible for checking their college e-mail, the bulletin boards and video information centers regularly and giving proper action to such communications.

### CHILDREN ON CAMPUS

In order to maintain the proper environment for the effective delivery of college-level instruction, students are not permitted to bring children to classrooms, labs, or shops at Lawson State Community College. Nor should students leave unattended children in any building or on any grounds of the College at any time. From time to time, activities that minor children may be invited to attend are scheduled at LSCC.

In addition, in the interest of safety, if a person under the age of 18 (who is not a student of Lawson State Community College or another participating college) is a participant in a Lawson State Community College sponsored activity, an adult must supervise or accompany the young person at all times while on the College campus. It is not permissible for any person to leave a child in custodial care on the premises of Lawson State. It is recommended that Lawson State students, and visitors leave their children in the care of an appropriate childcare provider while attending any class, function, or other college activity that may prevent their personal supervision of their children.

Lawson State Community College will not be liable for any injury or property loss/damage suffered by any part as a result of a violation of this policy.

### COMPUTER CRIME ACT

The provisions of the Alabama Computer Crime Act are applicable at Lawson State Community College. This act provides for criminal prosecution of any persons who knowingly, willingly and without authorization destroy or manipulate intellectual property. The act in its entirety is available in the Business Office.

### DRESS CODE

Students’ dress and grooming are to reflect the high standards of personal conduct so that each student may share in promoting a positive, healthy and safe atmosphere within the college community. Students’ dress and grooming will be the responsibility of the individual within the following guidelines:

1. Dress and grooming will be clean and in keeping with sanitary and safety requirements.

2. All students must wear shoes, boots, or other types of footwear made for outside wear.

3. Dress and grooming will not disrupt the teaching/learning process or cause undue attention to an individual student.

4. Class activities that present a concern for student safety may require the student to adjust hair and/or clothing during the class period, in the interest of maintaining safety standards.

5. Additional dress regulations may be imposed upon students participating in certain extracurricular activities.

6. Hats and/or head coverings are not to be worn in the buildings and are not to be visible during instructional time.

7. Shirts/tops must be worn at all times while in public or common areas of the college.

8. Attire must not display obscene, profane, lewd, illegal or offensive images or words.

9. Dresses must be in good taste and appropriate for the occasion or setting.

10. Pajamas, stocking caps, wave caps or “do-rags”, hair rollers and bedroom slippers shall not be worn while in public or in common areas of the college.

11. Females must not wear undergarments as shirts or skirts or shorts; dresses, shorts, and skirts must be worn at an appropriate length and in consideration of the activities attending on campus and/or representing the college; females must not wear low cut shirts or blouses which overexpose.

In many programs, a student may be encouraged to purchase clothing applicable to the trade or occupation related to his/her training. In some programs, protective eye glasses and protective footwear are required.

### DRUG- AND ALCOHOL-FREE CAMPUS

As required by Section 22 of the Drug Free Schools and Communities Act of 1989 (Public Law 101-226) and in recognition of this institution’s responsibility to serve as a beneficial influence on its students, its employees, and the community at large, Lawson State Community College is designated as a drug- and alcohol-free campus and will comply with all the provisions of Public Law 101-226:

- The college expects its students and employees to obey all federal, state and local laws concerning the possession, use, distribution, and sale of alcohol and illegal drugs and will consider violation of such laws as grounds for appropriate sanctions up to and including expulsion of students and termination of employees when such violations occur on campus or during an activity officially approved by the college.

- The college also expects its students and employees to be aware that abuse of alcohol and illegal drugs has serious negative consequences to the health of the
abuser including, but not limited to, cardiovascular disease, liver failure, and death.
- The college expects its students and employees to be aware that they may seek information about alcohol and drug abuse and may seek aid in the form of referrals to appropriate treatment programs and support groups by contacting a college counselor.
- The college reserves the right to require students and employees who violate the statutory laws or policies of the college concerning alcohol and drug abuse to take part at their own expense in an appropriate counseling or treatment program as a condition of continued enrollment or employment at the college.
- Nothing in this policy may be construed in such a way as to deny any other constitutional or civil protection, nor should anything in this policy be construed in such a way as to conflict with statutory law.

COMMUNITY RELATED VISITORS

All visitors to Lawson State Community College, regardless of the nature of their visit, are requested to obtain a Visitor’s Pass and a Visitor’s Parking Permit from the Campus Police or Security Office on duty at the entrance to the campus and to discard same upon leaving the campus. The visitor's pass must be in the possession of the individual at all times during the visit. Unauthorized visitors will not be permitted on campus.

ELECTRONIC DEVICES

Using devices such as tape players, radios, beepers, cell phones, or other electronic devices in the student center, hallways, lecture rooms, classrooms, library, or any other place which will interfere with normal activity of the college is prohibited.

EQUAL OPPORTUNITY STATEMENT

It is the official policy of the State Board of Education, Alabama Department of Postsecondary Education, and Lawson State Community College that no person on the grounds of race, color, national origin, religion, age, disability, marital status or gender be excluded from participation in, be denied the benefits of or be subject to discrimination under any program, activity, employment practice, or other educational service.

FEDERAL STATUTES RELATING TO NONDISCRIMINATION

Lawson State Community College complies with the following nondiscriminatory regulations:

2. Title IX of the Education Amendments of 1972, as amended (20 U.S.C., subsections 1681-1683, 1685-1686), which prohibits discrimination on the basis of sex. Section 106.8 provides protection against acts of sexual harassment.
5. The Americans with Disabilities Act of 1990 (ADA), which provides that no otherwise qualified person shall be discriminated against in the provision of an educational service or benefit on the basis of disability. Lawson State Community College endeavors to provide reasonable accommodations to qualified students with a disability.

For more information, contact the Coordinator of ADA, Section 504, Title II and Title IX for Employees, Mrs. Vergie Spears, Director of Human Resources or Coordinator of ADA, Section 504, Title II, and Title IX for Students, Ms. Renay Herndon, Counselor, Bessemer Campus, or Ms. Janice Williams, Counselor, Birmingham Campus.

NO DISCRIMINATION/ NO HARASSMENT POLICY

Lawson State Community College (the “College”) does not authorize and will not tolerate any form of discrimination or harassment of or by any employee (i.e., supervisory or non-supervisory) or non-employee based on race, sex, religion, color, national origin, age, disability or any other factor protected by law. An employee’s race, sex, religion, color, national origin, age, disability or any other factor protected by law may not be considered as a basis for making any employment decisions regarding the employee, including, but not limited to, any decisions relating to hiring, promotion, training, job assignments, compensation, discipline, discharge, and other terms and conditions of employment. The term “harassment” includes, but is not limited to, offensive language, jokes, or other verbal, graphic or physical conduct; or intimidating, threatening or offensive behavior relating to an employee’s race, sex, religion, color, national origin, age disability, or other factors protected by the College’s policy and law which would make the reasonable person experiencing such harassment uncomfortable in the work environment or which could interfere with the person’s job performance.

This policy applies to each and every student and employee at the College. It is the College’s policy that all employees and students have a right to work and learn in an environment free of discrimination, which...
encompasses freedom from any form of harassment. This includes the behavior of peers, superiors, subordinates, and visitors to the premises. Such conduct by an employee may result in disciplinary action up to and including dismissal.

### Sexual Harassment

Although it is not the only type prohibited, the most common form of harassment relates to sexual harassment. Specifically, no supervisor may threaten or insinuate, either explicitly or implicitly, that an employee’s submission to or rejection of sexual advances will in any way influence any personnel decision regarding that employee’s employment, evaluation, wages, advancement, assigned duties, work hours, or any other condition of employment or career development. Sexual harassment may be overt or subtle. Some behavior which is appropriate in a social setting may not be appropriate in the work place. Sexual harassment does not refer to behavior or occasional compliments of a socially acceptable nature. It refers to behavior that is unwelcome, offensive, and affects an individual’s employment or work conditions.

Some examples of conduct that may constitute sexual harassment include: (a) making unwelcome sexual flirtations, advances, requests for sexual favors, or other verbal, visual or physical conduct of a sexual nature a condition of employment; or (b) creating an intimidating, hostile, or offensive working or educational environment by such conduct as:

1. sexual innuendo or sexually suggestive comments—including but not limited to sexually oriented “kidding,” “teasing,” or “practical jokes;” jokes about gender specific traits, foul or obscene language or gestures;
2. subtle or direct pressure or request for sexual activities;
3. unnecessary touching of an individual, such as pinching, patting or brushing up against another’s body;
4. graphic verbal comments about an individual’s body or appearance;
5. sexually degrading words used to describe an individual;
6. the reading or displaying in the work place of sexually suggestive or revealing words, objects or pictures;
7. sexually explicit or offensive jokes;
8. physical assault; or
9. other explicit or implied conduct of a sexual nature which relates to or affects an individual’s employment.

No employee, supervisor, manager, student or other person, whether employed by the College or not, shall threaten or suggest that an employee’s or student’s refusal to submit to sexual harassment will adversely affect that person’s employment, work status, evaluation, wages, advancement, assigned duties, hours of work, grades, academic progress or any other terms or conditions of employment. Similarly, no employee—regardless of job title—shall promise, imply or grant any preferential treatment in return for another employee’s or student’s acceptance of conduct which is sexually harassing.

### Other Harassment and Discrimination

Statements, behavior or the display or use of words, objects or pictures that others could interpret as being insulting, derogatory or slurs towards persons based upon their race, color, national origin, religion, sex, age, disability or any other factor protected by law are also prohibited by this policy. Also prohibited are statements or actions that are threatening, intimidating, vulgar, or hostile. Such conduct may make a reasonable person uncomfortable in the work or educational environment or could interfere with an employee’s or student’s ability to perform his or her job or academic pursuits, regardless of whether the actions are from a fellow employee, supervisor, student or visitor.

Comments or actions of this type, even if intended as a joking matter among friends are always inappropriate in the workplace and will not be tolerated. The conduct forbidden by this policy specifically includes, but is not limited to (a) epithets, slurs, negative stereotyping, kidding, teasing, joking or intimidating acts that are based on a person’s protected status, and (b) written or graphic material circulated within the workplace or educational environment that shows hostility toward a person or group because of a person’s protected status or characteristic(s).

No employee or student should participate in such behavior and every supervisor/instructor must take immediate action to stop those who are known to be or suspected of being involved in such conduct. The supervisor or instructor must also contact and report the information to the Director of Human Resources.

### How to Report Instances of Alleged Discrimination or Harassment

An employee or student who has a complaint or concern relating to any form of discrimination or harassment, or abusive, taunting or demeaning behavior, including concerns about such conduct from non-employees, should report the conduct to any one of the following: his or her supervisor, Dean of Students, Dr. Cynthia Anthony at (205) 929-3510, or Director of Human Resources, Mrs. Vergie Spears at (205) 929-6313. If a
complaint involves a manager or supervisor, the complaint should be filed directly with Mrs. Spears. An employee or student should report any such behavior or concerns even if the behavior complained of is not directed toward the employee who reports it. It would be a violation of this policy for an employee to make a complaint in bad faith.

**How the College Will Investigate Complaints or Instances of Alleged Discrimination or Harassment**

Complaints or instances of alleged discrimination or harassment will be investigated by the College in a timely and confidential manner. The investigation will be conducted as impartially and confidentially as possible. In no event will information concerning a complaint be voluntarily released by the College to third parties or to anyone within the College who does not have a business need to know or who is not involved with the investigation. At the conclusion of the investigation, the College will advise the complaining employee or student of the results of the investigation and any disciplinary actions to be taken, if any.

Investigation of a complaint and/or instance of alleged harassment or discrimination will normally include conferring with the parties involved and any named or apparent witnesses. Employees shall be given impartial and fair treatment. All employees, as a condition of their employment, are required and agree to cooperate fully with any investigations, including disclosing all facts and evidence and identifying all witnesses and acts of wrong doing.

If it is determined that an instance of harassment or discrimination occurred, the College will take appropriate disciplinary action against the offender based on the severity of the harassment and the individual’s employment history. Disciplinary action may include a written warning, suspension, demotion, and/or termination of employment.

**No Retaliation**

It is also a violation of this policy for anyone to retaliate, threaten or seek any type of reprisal against an individual acting in good faith who reports discrimination or harassment or who participates or cooperates in an investigation regarding discrimination or harassment. If an employee believes that reprisal, intimidation or retaliation has occurred, it should immediately be reported to the supervisor or the Director of Human Resources, Mrs. Vergie Spears. Anyone who feels that the College has not met its obligations under this policy should contact Mrs. Spears.

**ACCEPTABLE USE POLICY**

Use of computer resources at Lawson State Community College is a privilege extended by the college to students, employees, and other authorized users as a means of promoting the mission of the college. These resources include, but are not limited to computers, network equipment, printers, software, and Internet access. Users of these resources are responsible for adhering to local, state, federal, and international laws. All users of the college's Internet services must abide by the terms and conditions of this policy. Violation of the policy may result in suspension of privileges, initiation of formal disciplinary procedures, or criminal prosecution under federal or state law.

Generally, college officials will not examine personal information transmitted over the network or stored on college computers. However, the college reserves the right to monitor the system when it has cause to believe laws and/or policy are being violated.

**LIFE THREATENING ILLNESSES**

Lawson State Community College (LSCC) recognizes that students, faculty, and staff with life threatening illnesses (LTI), including but not limited to cancer, heart disease, diabetes, and HIV/AIDS, may wish to engage in as many of their normal pursuits as their condition allows, including work. As long as students, faculty, or staff are able to meet the same performance standards as those persons without LTI, and medical documentation indicates that their conditions are not a threat to others, administrators should be sensitive to their conditions and ensure that they are treated consistently with other students, faculty, and staff members. It is the policy of Lawson State Community College to provide a safe environment for all students, faculty, and staff. Policy guidelines are as follows:

1. LSCC will not undertake programs of mandatory testing of either employees or students for the presence of indicators of LTI. For health status testing and/or counseling, students, faculty, and staff should be aware of appropriate community health agencies.
2. The existence of conditions related to LTI in an applicant for LSCC admission or employment will not be considered in the initial admission or employment decision.
3. LSCC students with LTI conditions, whether or not symptomatic, will be allowed regular classroom attendance in an unrestricted manner, as long as they are able to attend classes.
4. LSCC faculty and staff who have LTI-related conditions, whether or not symptomatic, will be allowed to continue their work in an unrestricted manner, so long as they are able to perform the...
duties of their jobs, in compliance with LSCC employment policies and federal guidelines.
5. The access of LSCC students or employees with LTI or LTI-related conditions to LSCC public areas will not be restricted, in compliance with LSCC and federal guidelines.
6. There will be an ongoing program to educate students, faculty, and staff in regard to LTI.
7. Information regarding a patient diagnosed as having an LTI or LTI-related conditions will be maintained in the strictest confidence. Only people within the college with a legitimate need to know should be informed of the identity of students, faculty, or staff that has LTI or LTI-related conditions; this number should be kept to an absolute minimum. Individuals should be aware that medical information cannot be released to anyone outside the college without the specific written consent of the patient, except as required by law.
8. Any breach of the above guidelines will be handled as follows:
   a. Breaches of these guidelines involving students, staff, or faculty should be reported to the Director of Human Resources.
   b. Complaints regarding such breaches should be made in writing within seven (7) days of their occurrence.

**STUDENT CODE OF CONDUCT**

Lawson State Community College recognizes that enrolled students are both citizens and members of the academic community. Upon enrolling in the college, all students assume an obligation to conduct themselves in a manner compatible with the college's function as an educational institution. It is expected that students are enrolled for serious educational pursuits and that they will conduct themselves so as to assume the responsibilities of citizenship in the academic community.

The following Student Code of Conduct is relative to conduct on college property and at all college-sponsored activities held off campus. Categories of misconduct that may subject a student to discipline are as follows:

**College Documents and Policies**

1. Furnishing false or misleading information and/or forging, altering, or misusing college documents, records, or identification cards;
2. Disclosing records, files, or data in violation of the Family Educational Rights and Privacy Act of 1974 and/or using or attempting to use college computers, computer facilities, or data without proper authorization. Deliberate installation of "viruses" on college computers is included in this provision;
3. Disclosing or otherwise misusing college computer access codes;

4. Writing, issuing, or attempting to negotiate a check on an account that has insufficient funds. Violations of this provision will result in a student being automatically withdrawn from the college unless the check, plus applicable service charges, is immediately paid.

**College Sponsored Activities**

1. Engaging in or sponsoring as an individual student or group of students any college activity on or off the campus that represents a clear and present danger to the normal educational process of the college;
2. Gambling in any form on campus or at any social function approved by the college;
3. Violating college policies, procedures or regulations concerning registration of student organizations, the use of college facilities, or the time, place, and manner of public expression;
4. Soliciting and/or selling on campus unless approved by the President;
5. Entering or occupying college buildings or property without proper authorization or bringing a guest or visitor to the college or to an approved college activity who fails to abide by the rules and regulations of the college; A student is responsible for obtaining a visitor's pass from the Student Services Center lobby for any guest or visitor he/she may bring on campus.

**College and Personal Property**

1. Defacing, damaging, or maliciously destroying any college, faculty, or student property or the attempt to do such destruction; Violators may be required to make appropriate financial restitution.
2. Stealing property of the college or other individuals for personal use;
3. Selling stolen property of the college or other individuals to a member of the college community or a visitor to the campus;
4. Eating or drinking in unauthorized areas, especially in classrooms, shops, and laboratories.

**College Instruction**

1. Conducting an activity on the part of any individual or group that causes disruption or interference with the teaching-learning environment or the regular operation of the college, including:
   a. occupying any building or campus areas for the purpose of disruption or interference;
   b. preventing or attempting to prevent the entrance or exit of students, faculty, administration, staff, or authorized visitors to and from the campus or buildings;
c. failing to obey directions of faculty, administrators, or security officers in situations relating to the regular operation of the college; 
2. Displaying any inflammatory or incendiary signs, posters or banners, or the distribution of literature, or the circulation of petitions or publications proposing any actions to disrupt the educational process or teaching-learning environment; 
3. Failing to comply with a request to report to a faculty or staff member for a conference; 
4. Failing to follow department rules, directives of instructors, or failing to carry out assignments; 
5. Leaving scheduled classes or training sessions without permission of the instructor; 
6. Cheating on tests, individual projects, and/or individual assignments.

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<th>Firearms, Drugs, and Alcohol</th>
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<td>1. Possessing, exhibiting, or using firearms of any kind, explosives (including all types of fireworks), live ammunition, obnoxious bombs, chemicals, or weapons already designated as illegal by city, county, state, or federal law. Duly authorized peace officers, who will be wearing or carrying guns, are required to display their official badges at all times while on campus.</td>
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<td>2. Possessing, transporting, selling, and/or using any illegal or hallucinatory substances and/or drug paraphernalia while on campus and/or involved in any college activity.</td>
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<td>3. Possessing, transporting, distributing, consuming, or being under the influence of alcoholic beverages and or illegal drugs while on campus or involved in approved college activities.</td>
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<th>Harassment</th>
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<td>1. Harassing a student or students, faculty, staff, administration, or the college as an institution by a student or students, or by a non-student or non-students, including threats in any way expressed or implied against persons or property.</td>
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<td>2. Assaulting physically or abusing any person on campus or at an approved college activity to the extent that such abuse would endanger or threaten the general health or welfare of the person abused or assaulted.</td>
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<td>3. Conducting or expressing oneself in a loud, indecent, or profane manner on campus, on college-controlled property, or at approved college activities.</td>
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</tbody>
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<thead>
<tr>
<th>Definitions of Disciplinary Actions</th>
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<tr>
<td>A student or group of students deemed to be in violation of the Student Code of Conduct is subject to the imposition of the following restrictions and/or actions:</td>
</tr>
</tbody>
</table>

1. **Warning**: Used for minor infractions of college regulations and consists of a restatement of the regulation violated with an official warning concerning future behavior. The restriction notifies a student that:
   a. Any further violation of college regulations will subject him/her to further disciplinary action. 
   b. He/she must maintain exemplary conduct during the period of restriction. 
   c. The restriction is generally for an indefinite period of time, but not less than one academic semester/term. 
   d. Termination of the restriction is generally based upon a student's cooperative attitude, academic progress, and positive contributions of service to the college.

2. **Probation**: A strong restriction designed to encourage and require a student to cease and desist from violating college regulations. A student under this restriction is notified in writing. A student on Disciplinary Probation is warned that:
   a. Any further violations on his/her part while under probation will lead to an extension of his/her restriction, Disciplinary Suspension, or Disciplinary Dismissal. 
   b. He/she may not hold any office, elective or appointive, in any student organization. 
   c. The probation restriction is generally not less than one academic semester/term.

3. **Immediate Temporary Suspension**: Is imposed in a situation when a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process of the teaching-learning environment. Immediate temporary suspension may be imposed in order to ascertain information and resolve conflicts in an effort to avoid official suspension though individual student situations may ultimately result in suspension.

4. **Suspension**: The removal of a student from rolls of Lawson State Community College for a stated period of time, usually not less than one semester/term. At the end of the designated period, a student must make formal application for re-admission.

5. **Dismissal**: The strongest disciplinary restriction. A penalty this severe generally indicates that a student may not return to the college unless he/she is granted special dispensation from the President of the college or his designee. Disciplinary dismissal would apply to a student who is guilty of chronic violations or a major breach of conduct so that rehabilitation possibilities appear to be remote.
DUE PROCESS RIGHTS OF STUDENTS

The college recognizes the right of both substantive and procedural due process in any matter involving a student misconduct violation. A student is entitled to a notice, a hearing, and an explanation before receiving a suspension or expulsion from the college.

Penalty Without Hearing

In the event a student wishes to waive the right to a formal hearing or makes voluntary written confession of the allegation and waives the right to a hearing, the violation may be administratively disposed of if:

1. It is in the best interest of the college and the student concerned, and
2. The student concerned consents in writing to administrative disposition.

At a conference with the student in connection with the allegation, he/she shall be advised of his/her rights.

If a student accepts administrative disposition, he/she shall sign a statement that he/she understands the formal charges; his/her rights to a hearing, or to waive the same; the penalty imposed; and his/her waiver of the right to appeal.

In administrative disposition, the penalties imposed shall not differ from those penalties stated in Definitions of Disciplinary Actions.

Once a student has been informed of his/her rights and the penalty that could be imposed should a violation be found and has knowingly and voluntarily accepted in writing the authority of the administration to impose the penalty, a student shall have waived the right to request a formal hearing.

Formal Hearing

In the event a student wishes a formal hearing

1. Notice of the charges and their implications will be given orally or in writing prior to the hearing.
2. The list of witnesses and their expected testimony will be given to the accused student prior to the hearing or at the hearing itself.

A Disciplinary Committee composed of college faculty, staff and two students will be convened to conduct the hearing. It is the duty of the Disciplinary Committee to hear all evidence presented concerning the alleged misconduct/violation. Because the college is an academic institution and not a court of law, the Disciplinary Committee is not bound by the common laws of evidence or civil procedure. Therefore, hearsay may be used during the hearing. It is the committee’s responsibility to render a fair and impartial decision from the evidence presented and to assure the student received due process in accordance with his/her constitutional rights.

At the hearing, a student has the right to present his/her defense against the charges and to produce other oral testimony or written affidavits of witnesses in his/her behalf. A student may be represented by counsel. If so, the college expects the courtesy of notification. The counsel will be allowed only to advise a student and not to actively participate in the hearing. The college is not required to provide the opportunity for cross-examination but may do so at the discretion of the chief hearing officer.

The Disciplinary Committee shall report findings within 72 hours of the hearing. The findings shall be reported to the President or his designee and said person will notify the student of the results of the hearing and the implications of the decision. Any student who is dissatisfied with the results of the hearing may file an appeal to the Disciplinary Appeal Committee. Further appeal may be made to the President of the College.

During the period of the student’s appeal, the student shall not be present on the campus of Lawson State Community College.

STUDENT GRIEVANCE PROCEDURE

Policy

Lawson State Community College will make every effort to resolve any problem that develops among students, instructor and student, and college personnel. The College recognizes that in order to efficiently and effectively carry out its mission, its employees and students must feel confident that any valid complaint or grievance an employee or student make concerning the College will be promptly addressed by the appropriate authorities. The organizational structure of the college is designed to facilitate immediate resolution of problems once they are identified; therefore, the college does not condone intimidation nor physical acts of one person against another.

The following procedures for resolving complaints and grievances have been adopted by Lawson State Community College.

Procedure

Step 1: Any student of Lawson State Community College who wishes to make a complaint about an academic matter shall report that complaint in writing to the Vice President for Instructional Services. Other types of complaints shall also be reported in writing to the Dean of Students. If the complaint is about a specific
occurrence, the complaint shall be made within ten (10) business days of the occurrence.

If, after discussion between the student and the respective College official, it is determined that the complaint can be resolved immediately, the College official will take action to resolve the complaint and will submit a report within ten working days of the filing of the complaint to the president, the College Grievance Officer, and such other appropriate College official(s) as the President may designate, detailing both the complaint and its resolution.

Step 2: If the student’s complaint cannot be resolved immediately, but requires instead a “plan of resolution,” the College official to whom the complaint was made shall submit a written report to the President, the College Grievance Officer, and such other appropriate College official(s) as the president shall designate. The report shall be submitted within ten (10) working days of the complaint and shall detail the complaint and the plan to resolve the complaint. Should the President, College Grievance Officer, or other respective designated official wish to assist in submitting the report, or instruct the submitting official to modify the “plan of resolution,” the President, College Grievance Officer or other official shall inform the submitting official of his/her intention.

Step 3: If any student’s complaint is not or cannot be resolved at the first level of supervision as described above, such as an unresolved complaint shall be termed a “grievance.” A student who submits a complaint to the appropriate College official under the above stated steps and who is not informed of a satisfactory resolution, or plan of resolution, of the complaint within ten (10) business days, shall have the right to file with the College Grievance officer a written statement detailing the grievance. The written grievance statement shall be filed using the format provided by the Grievance Officer and shall include at least the following information:

- Date the original complaint was reported;
- Name of person to whom the original complaint was reported;
- Facts of the complaint; and
- Action taken, if any, by the receiving official to resolve the complaint.

The grievance statement may also contain other information relevant to the grievance which the Grievant wants considered by the Grievance Officer. If the grievance involves a claim of discrimination based on gender, race, age, national origin, religion, or disability, the complaining party should state with particularity the nature of discrimination and, if known, a reference to any statute, regulation, or policy which the Complaint believes to have been violated. The Complainant shall file any claim involving illegal discrimination within thirty (30) days of the occurrence of the alleged discriminatory act or of the date on which the Complainant knew or should have known that the alleged discriminatory act took place.

Step 4: The College shall have thirty (30) calendar days from the date of the receipt by the Grievance Coordinator of the grievance to conduct an investigation of the allegation(s), hold a hearing (if requested) on the grievance, and submit a written report to the complainant of the findings arising from the hearing. The Grievance Coordinator may recommend to the President that a grievance committee be assembled for the purpose of conducting an investigation and holding a hearing. The hearing findings shall be reported by the President (or his/her designee) to the Complainant by either personal service or certified mail sent to the Complainant’s home address.

### Investigation Procedures

The Grievance Coordinator, either personally or with the assistance of such other persons as the President may designate (grievance committee), shall conduct a factual investigation of the grievance allegations and shall research the applicable statute, regulation, or policy, if any. The factual findings of the investigation by the Grievance Coordinator shall be stated in a written report which shall be submitted to the Complainant and to the party against whom the complaint was made (the “Respondent”) and shall be a part of the hearing record, if a hearing is requested by the Complainant. Each of the parties shall have the opportunity to file written objections to any of the factual findings and to make their objections a part of the hearing record. Publications or verified photocopies containing relevant statutes, regulations, and policies shall also be presented by the Grievance Coordinator for the hearing record. In the event that the Complainant does not request a hearing, the Grievance Coordinator’s report and a recommendation for resolution of the Complaint shall be filed with the President, and a copy provided to the Complainant and Respondent.

### Hearing Procedures

In the event that the Complainant requests a hearing within the timeframe designated by the Grievance Coordinator, the President shall designate a qualified, unbiased person or committee to conduct each grievance hearing. The hearing officer or committee shall notify the Complainant, and each Respondent, of the time and place of the hearing at least seventy-two (72) hours prior to the scheduled beginning of the hearing. The hearing shall be conducted in a fair and impartial manner and shall be open to the public unless both parties request in writing for the hearing to be conducted in private to the extent that there will be no violation of any applicable “sunshine law.”
At the hearing, the Complainant and the Respondent shall be read the grievance statement. After the grievance is read into the record, the Complainant will have the opportunity to present such oral testimony and other supporting evidence as he/she shall deem appropriate to his/her claim. Each Respondent shall then be given the opportunity to present such oral testimony and other evidence as he/she deems appropriate to the Respondent’s defense against the charges. In the event that the College, or the administration of the College at large, is the party against whom the grievance is filed, the President shall designate a representative to appear at the hearing on behalf of the Respondent.

Any party to the grievance hearing shall have the right to retain, at the respective party’s cost, the assistance of legal counsel or other personal representative. However, the respective attorneys or personal representative, if any, shall not be allowed to address the hearing body or question any witnesses. In the event that the College is the Respondent, the College representative shall not be an attorney or use an attorney unless the Complainant is assisted by an attorney or other personal representative. The hearing shall be recorded either by a court reporter or on audio or video tape or by other electronic recording medium. In addition, all items offered into evidence by the parties, whether admitted into evidence or not, shall be marked and preserved as part of the hearing record.

**Report of Findings and Conclusions**

Following the hearing, there shall be a written report to the President of the findings of the hearing officer or the chairman of the committee, and the report shall contain at least the following:

- Date and place of the hearing;
- The name of each member of the hearing committee;
- A list of all witnesses for all parties to the grievance;
- Findings of fact relevant to the grievance;
- Conclusions of law, regulations, or policy relevant to the grievance; and
- Recommendation(s) to the President arising from the grievance and the hearing thereon.

**Procedure for Appeal**

1. The accused student may appeal the decision of the grievance committee by so stating in a letter to the President of the college and the chairperson of the grievance committee within two work days after the decision.

2. A student must be able to demonstrate to the President the following:
   a. That certain relevant evidence was not reviewed.
   b. That new evidence is available.

3. The appeal proceedings will be conducted by a review board appointed by the President. The board shall consist of a chairperson, a member of the grievance committee, and one other person, not necessarily an employee of the college.

4. An appeal shall be limited to reviewing the full report of the grievance committee or the hearing of new evidence relevant to the case and not available at the time of the hearing before the grievance committee. In the case of new evidence, the appeal board may order a new hearing before the grievance committee.

5. Within five days of the receipt of the appeal, the chairperson of the review board will set a time for the hearing and notify all parties involved.

6. The review board will send notice of its decision to the student, the chairperson of the grievance committee, and the President of the college within two workdays after the hearing appeal.

7. Once a student has applied for and has been granted a hearing by the review board, he/she must abide by the recommendations of the review board.

**Final Approval**

Final approval of the action of either the grievance committee or the review board will rest with the President of the college.

For additional information regarding the Student Grievance Procedure, contact the Office of the Dean of Students.

**Student Right-to-Know and Campus Security Act**

The Student Right-To-Know and Campus Security Act of 1990 requires Lawson State Community College to disclose information about student outcomes, campus security, and crime statistics. The college publishes an annual report to faculty, staff, and students to comply with the provisions of the law. This report provides projected graduation rates, program completion rates, licensure requirements, and campus crime statistics. Copies of this publication are available in the Admissions, Business, and Student Services Offices.
FINANCIAL AID INFORMATION
STUDENT FINANCIAL SERVICES

Mrs. Cassandra Matthews-Byrd, Director  
Office of Student Financial Services  
Lawson State Community College  
3060 Wilson Road  
Birmingham, Alabama 35221  

Phone: 205-929-6380  
Fax: 205-929-6436  
Email: cmatthews@lawsonstate.edu

Mrs. Sharon Williams, Asst. Director  
Office of Student Financial Services  
Lawson State Community College  
1100 9th Avenue SW  
Bessemer, AL 35022  

Phone: 205-929-3423  
Fax: 205-424-5119  
E mail: sdwilliams@lawsonstate.edu

OFFICE OF STUDENT FINANCIAL SERVICES  
HOURS OF OPERATION

Monday – Thursday  
8:00 a.m. – 7:00 p.m.  
Friday  
8:00 a.m. – 5:00 p.m.

GENERAL INFORMATION

Lawson State Community College offers financial assistance to students who are in need of help to pay the cost of their education. Financial aid is designed to supplement the family’s ability to finance the student’s educational expenses.

Lawson State is approved for the following:

- Federal Financial Assistance  
- Veterans Benefits  
- Vocational Rehabilitation Training  
- Alabama Student Assistance Program  
- Alabama Prepaid Affordable College Tuition (PACT)  
- Institutional Scholarships  
- Private Scholarship Programs

Title IV Federal Financial Aid Programs that are available include the following:

- Federal Pell Grant  
- Federal Work-Study Program (FWSP)  
- Federal Supplemental Educational Opportunity Grant (FSEOG)  
- Alabama Student Assistant Program (ASAP)

Lawson State Community College does not participate in any Federal and State Loan Programs. Lawson State is, however, approved for deferment of previous loans. Students attending Lawson State are eligible to participate in an affordable tuition payment plan offered through Tuition Management Systems. For additional information contact Tuition Management Systems at 1-800-722-4867 or visit the college’s web site or the Office of Student Financial Services.

APPLYING FOR FINANCIAL AID  
PRIORITY DATE

Lawson State Community College awards financial assistance on a rolling basis for the entire year. Upon receipt of the original SAR (Student Aid Report) or electronic ISIR (Institutional Student Information Record), consideration for other financial aid can be made. Those students who submit documents by July 1, for the coming fall semester, who demonstrate the greatest need for assistance will receive priority consideration for other financial aid which is distributed on a first-come, first-served basis. These programs are the Federal Supplemental Educational Opportunity Grant, Federal Work-Study and Alabama Student Assistance Program.

Students applying for financial aid must first adhere to the following:

- Complete an Application for Federal Student Aid (FAFSA) for the current academic year. The FAFSA is available through the Internet by accessing www.fafsa.gov and following the instructions there.

- Apply for admission to the College. If currently not enrolled or accepted for admission, you should apply immediately. An application for Federal Financial Aid cannot be acted upon until you have been accepted for admission as a degree/certificate-seeking student.
QUALIFYING FOR FEDERAL FINANCIAL AID

Students applying for Federal Financial Assistance must:

- Generally have a financial need; the financial need is determined by the U.S. Department of Education, which will determine the student's Expected Family Contribution (EFC) from the application submitted.
- Have a high school diploma, GED, have passed an independently administered test approved by the U.S. Department of Education, or complete 6 credit hours which count toward a degree or certificate program at the institution, not using federal funds (effective July 1, 2011), or meet other standards established by your state that are approved by the U.S. Department of Education, or complete a high school education in a home setting that is treated as a home school or private school under state law.
- Be a U.S. citizen or eligible non-citizen (must provide documentation to verify their eligibility).
- Submit signed copies of certain financial documents for the student and student’s spouse or student’s parent if dependent if they are selected for the process called verification. Contact the Office of Student Financial Services to find out which documents are required. Approximately 1/3 of all financial aid applications are selected by the federal government for the process called verification.
- Have a valid social security number.
- Not be in default on a federal loan or owe a refund on a Grant received for attendance at any postsecondary institution.
- Have certified Selective Service registration status (if appropriate).
- Have all official transcripts on file.
- Must be enrolled as a student in an eligible program, making satisfactory academic progress.
- Not be convicted of drug possession or drug sale while receiving federal student aid.

Note: Federal regulations require that Federal Pell grant amounts for selected non-degree programs be calculated differently from other programs leading to an Associate Degree.

RENEWAL OF FINANCIAL AID

Financial assistance is awarded annually (August-May). Students who applied for financial aid in the prior year will receive a Renewal reminder by mail or email from the Federal Processor in December of each year. Awards are not automatically renewed from year to year.

STUDENT RIGHTS AND RESPONSIBILITIES

A student attending Lawson State on financial aid has certain rights and responsibilities pertaining to his/her award.

The student has the right to ask the college:

- What financial assistance is available, including information on all federal, state, and institutional financial aid programs.
- What the deadlines are for submitting applications for each of the financial aid programs available.
- What the cost of attending the college is, and what the refund policy is.
- What criteria it uses to select financial aid recipients.
- How financial need is determined. This process includes how costs for tuition and fees, room and board, travel, books and supplies, personal and miscellaneous expenses, etc., are considered in the budget.
- What resources (such as family contribution, other financial aid, assets, etc.) are considered in the calculation of need.
- How much of the financial need, as determined by the institution, has been met.
- To explain the various programs in the student aid package. If a student believes he/she has been treated unfairly, he/she may request reconsideration of the award which was made.
- What portion of the financial aid received must be repaid, and what portion is grant aid.
- How the school determines whether a student is making satisfactory academic progress and what happens if he/she is not.

The student has the responsibility to:

- Review and consider all information about a school’s program before enrolling.
- Pay special attention to the application for student financial aid. Complete it accurately and submit it on time to the appropriate place. Errors can result in delays in a student’s receipt of financial aid. Intentional reporting of false information on application forms for federal financial aid is a violation of law and is considered a criminal offense, subject to penalties under the Criminal Code of the United States. The Inspector General’s office will be notified in such cases.
- Return all additional documentation, corrections, and/or new information requested by either the Office of Student Financial Services or the agency to which the application is submitted.
- Read, understand, and keep copies of all forms that he/she is asked to sign.
• Accept responsibility for all agreements he/she signs.
• Notify the lender of changes in his/her name, address, or school status for each loan he/she may have.
• Perform the work that is agreed upon in a satisfactory manner when accepting a Federal Work Study assignment.
• Know and comply with the deadlines for application and reapplication for aid.
• Know and comply with the school’s refund procedure.
• Notify the Registrar’s Office, in writing, whenever there is a change of name, address, or telephone number.
• Submit documents verifying the information submitted on the Free Application for Federal Student Aid if requested.

**FINANCIAL AID COURSE LOAD REQUIREMENT**

To receive the amount of Federal Pell Grant as indicated on a Financial Aid Award notification, students must enroll for a full-time course load (a minimum of 12 credit hours).

Students who enroll (each semester) in fewer than 12 credit hours will have their Pell Grant Award adjusted according to their registration status. Students enrolling in 9 to 11 credit hours are considered three-quarter (3/4) time, 6 to 8 credit hours are half (1/2) time, and 1-5 credit hours are less than half time. Students will not receive federal financial aid for classes outside their program of study. Questions regarding the enrollment status of adjusted credit hours should be directed to the Office of Student Financial Services.

**DISBURSEMENT OF FINANCIAL AID FUNDS**

The Business Affairs Office has the responsibility for disbursement of grants, scholarship checks, and FWS paychecks.

When students receive a Financial Aid Award Notification, it is his or her indication that the financial aid award has been established. The award notification contains data on students' budgets, expected family contribution, award categories and students' rights and responsibilities. The Financial Aid Awards are usually made on an annual basis. The annual award is divided into two equal installments, which are posted to the student's account (WORK-STUDY IS EXCLUDED). If the financial aid award and/or cash payments exceed college expenses/charges, the student is eligible to receive a refund. Refunds are processed by the Business Affairs Office and will be disbursed fourteen (14) days after the first day of class through the Business Affairs Office. Students who drop classes will have their financial aid adjusted accordingly.

**RETURN OF TITLE IV FUNDS WHEN A STUDENT WITHDRAWS**

**Definitions:**

Federal Financial Grant Recipient – Students who receive one or more of the following: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study money received by the student is affected.

Complete Withdrawal – The withdrawal date is the date the student submits a completed schedule change form (dropping all classes) to the Records Office or the appropriate instructional site. In those cases where a student unofficially withdraws (stops attendance without completing the withdrawal process), the withdrawal date is the last date of attendance as documented by the instructor.

Repayment – This is money that the student must return to the U. S. Department of Education. The amount of repayment will be based upon a formula, prescribed by law, that considers the date of withdrawal and the amount of federal aid (excluding work-study) received. Students who fail to repay the U. S. Department of Education will not be eligible to receive federal aid at Lawson State Community College or any other institution.

Return of Title IV Funds is a Department of Education financial aid policy, which affects students receiving federal assistance.

Students completely withdrawing from college will have their financial aid adjusted; however, there are consequences for withdrawing from the college effective fall semester 2000. The U. S. Department of Education requires an institution to return all unearned Title IV funds to the appropriate Title IV program. When a student who receives Title IV aid withdraws on or before completing 60% of the period of enrollment, the College must calculate the amount of Title IV Aid the student did not earn and return it to the Title IV Programs. This action may require a student to repay funds issued directly to them. The non-payment of Title IV aid will also be reported to the U. S. Department of Education for collections and the overpayment of grants will be reported to the National Student Loan Data System as required by federal law. If a student withdraws after 60% of the semester is complete, the student most likely will not owe a repayment.

In addition, withdrawal from College affects the Satisfactory Academic Standard of progress and may affect the future receipt of Federal Financial Aid.
Federal and state regulations require that all students at Lawson State Community College meet minimum standards of satisfactory academic progress to receive financial aid. Each student must adhere to the following:

- **ENROLLMENT STATUS/TIME FRAME** – Eligible students may receive Title IV Federal Financial Aid for a period of time. The time allowed MUST not exceed 1.5 times the normal length of a specific program (the “normal length” of a specific program will vary depending upon the enrollment status of the student). A two-year program of study (six semesters) must be completed within three years (nine semesters) of attendance.

- **QUALITATIVE MEASURES** – Each student on Title IV Federal Financial Aid must earn, each academic year, two-thirds (2/3) of the minimum number of hours required to complete a program and are expected to meet or exceed the following Grade Point Average (GPA) at the indicated points in their program of study:

  Students enrolled in a certificate, diploma, or Associate degree program requiring more than 26 hours must achieve a cumulative grade point average of:

  - 12 – 21 Hours 1.50 GPA
  - 22 – 32 Hours 1.75 GPA
  - 33 Hours and Above – 2.0 GPA

  Students enrolled in a short certificate program equal to 26 hours must achieve a cumulative grade point average of:

  - 12 – 17 Hours 1.50 GPA
  - 18 or more Hours 2.0 GPA

- **QUANTITATIVE MEASURES** – Although a student is maintaining a high GPA by withdrawing from every course they are attempting after the first year would meet qualitative standard, the student is not progressing towards graduation. Each student must pass at least one-half (50%) of the hours attempted during the academic year. The student must complete their degree or certificate within 150% of the length of the program. For instance, if the length of the undergraduate program is 64 credit hours, the maximum time frame allowed to earn a degree/certificate will not exceed 96 attempted hours.

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<tr>
<th>Hours Attempted</th>
<th>Hours Earned Percentage</th>
<th>Completion</th>
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<tbody>
<tr>
<td>12</td>
<td>06</td>
<td>50</td>
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<tr>
<td>25</td>
<td>12</td>
<td>55</td>
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<tr>
<td>57</td>
<td>34</td>
<td>60</td>
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<tr>
<td>72</td>
<td>48</td>
<td>67</td>
</tr>
</tbody>
</table>

The number of hours attempted will be counted as of the beginning day of record of each semester. All periods of enrollment at Lawson State Community College, including transfer hours accepted, will be counted in the completion percentage. Students who do not earn a degree/certificate within the specified time will not be eligible for federal aid.

**Developmental (Remedial) Courses**

A Title IV Federal financial aid recipient enrolled in a developmental (remedial) course may not be paid for more than 30 credit hours of developmental (remedial) course work (Per federal guidelines) These courses will not be counted in the student’s maximum time frame to complete his or her program of study.

**Appeals**

The appeals process is provided in accordance with Federal regulations and applies to that student who loses financial aid because he or she fails to make satisfactory academic progress. Appeals are accepted each semester on designated dates and times indicated on the Satisfactory Academic Appeals Form. Students are asked to contact the Office of Student Financial Services for additional information.
Federal Financial Aid Programs

Federal Pell Grant

Federal Pell Grant is a part of a federal program that requires interested students to apply directly to the government for funds. A Federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are only awarded to undergraduate students who have not earned a bachelor’s or professional degree. Any full, three-quarter, or half time student, who is a U.S. Citizen and has not received a bachelor’s degree, is eligible to apply. The amount of each Federal Pell Grant depends on the student’s need, the cost of his or her education and enrollment status (full-time, 12 semester hours or more; three-fourth time, 9-11 semester hours; half-time, 6-8 semester hours; and less than half-time, 1-5 semester hours).

Federal Supplemental Educational Opportunity Grant (FSEOG)

Federal Supplemental Educational Opportunity Grant is designed to assist students who demonstrate an exceptional financial need. These funds are limited and are distributed to students with the most needs based on the student’s EFC number. A student must be eligible for a Federal Pell Grant in order to be considered for this grant.

Federal Work-Study Program (FWSP)

Federal Work-Study provides on-campus work opportunities for students needing financial assistance to attend college. Students working under this program earn at least minimum wages and are paid monthly for work performed. To be eligible, a student must be enrolled, demonstrate a need, and be capable of maintaining satisfactory progress while employed part-time on campus or off campus with a community service agency.

Alabama Student Assistance Program (ASAP)

The Alabama Student Assistance Program (ASAP) is designed to assist exceptionally needy students. The program consists of the Federal State Student Incentive Grant funds and funds appropriated by the Alabama Legislature. ASAP funds are gifts that do not have to be repaid.

Vocational Rehabilitation

The state of Alabama provides certain benefits for students with disabilities through the Department of Rehabilitation Services (DRS). Please contact DRS for more information.

Benefits for Veterans and Dependents of Veterans

Before a veteran can make application for educational benefits, he or she must complete the following procedure:

- Apply for admission to Lawson State and complete his or her admissions file.
- Provide a certified copy of DD-214 or Certificate of Eligibility (Doc# 2384, Chapter 1606) to the Office of Veterans Affairs.

Documents pertaining to the Alabama GI Dependent’s Scholarship program may be obtained by contacting the State Department of Veterans Affairs •• 809 Green Springs Highway, Suite 100 •• Birmingham, Alabama 35209.

Documentation of Veterans

Documents required by the Department of Veterans Affairs and Lawson State are as follows:

- Certified copy of DD-214 (separation papers) or Certificate of Eligibility (Doc# 2384). Dependents must have a copy of their Certificate of Eligibility and Entitlement.
- Chapter 33 recipients must have a copy of their Certificate of Eligibility
- Transcripts from all institutions previously attended.
- Certified copies of divorce papers from any previous marriage by either the veteran or spouse, if applicable.
- Certified copy of the marriage certificate for current marriage, if applicable.
- Certified copies of birth certificates of all children, if applicable.
- Official document of dependency, Form 21-509, if parents are claimed as dependents
**Certification of Veterans**

The following criteria will be used for certifying veterans or eligible persons:

- Certification will be granted for only those courses that are applicable to the declared program of study (major). The appropriate instructional officer must approve any deviation, e.g. course substitution, in writing.
- Certification may be granted for basic institutional credit courses and developmental courses if such courses are necessary for the student to reach his or her objective. Developmental courses will be certified on a semester to semester basis.
- Certification will not be granted for audit courses.
- The veteran must be re-certified for educational benefits when he or she re-enters Lawson State after an interruption of his or her educational program.
- The veteran who has received college credit at other institutions will be certified for only those courses necessary to complete the declared program of study at Lawson State Community College.
- Payments for benefits will be based upon the following schedule:
  - Full-time payment (12 credit hours or more)
  - Three-fourths payment (9-11 credit hours)
  - One-half payment (6-8 credit hours)
  - Reimbursement for tuition and fees (5 or fewer credit hours)
- Should a veteran register for a course not in his or her program of study and not approved by the appropriate instructional officer, his or her benefits may be reduced at any time during the semester. This action may occur without notification to the student.
- Veterans may be certified for only one semester if he or she has prior credit that has not been received and evaluated. Re-certification is contingent upon the receipt of transfer credit information.
- Benefits may not be paid for courses previously passed unless a better grade is required in the degree objective, or for courses in which an “I” (Incomplete) was previously received.

**CLASS ATTENDANCE OF VETERANS**

ALL students attending Lawson State Community College are required to attend classes. For veterans, failure to attend class may result in a reduction or elimination of benefits. Should the veteran accumulate excessive unexcused absences, the reduction of benefits to the veteran will be made effective the first day of attendance in class.

**WITHDRAWAL FROM CLASS OR CLASSES BY VETERANS**

Veterans may adjust their schedule, without penalty, only during the late registration or drop/add period. A veteran (or dependent) who withdraws after this period, must demonstrate extenuating circumstances, or he or she will suffer loss of payments under the VA educational assistance program. The Veterans Assistant must be notified when a reduction is made in the class load.

**JEFFERSON COUNTY WIA INDIVIDUAL REFERRAL PROGRAM**

The Workforce Investment Act (WIA) Individual Referral Program is designed to train individuals eighteen years of age or older in a selected academic and career field. The student may be placed in any selected program where there is available space. However, the applicant must first be certified WIA eligible by the Employment Service Intake Unit. Upon determination that the individual is eligible and that training is appropriate, the individual will be referred to the institution.

It is the purpose of the WIA to establish programs to prepare youths and unskilled adults for entry or re-entry into the labor force. WIA affords job training to those economically disadvantaged individuals and other individuals facing serious barriers to employment who are in special need of such training to obtain productive employment.

The ultimate goals of WIA training programs are to:

- Increase employment and earnings of participants.
- Increase educational and occupational skills.
- Reduce welfare dependency.
ALLOWABLE COSTS

Lawson State will determine the participants’ expenses of attending school and whether he or she is eligible for a Pell Grant. All income sources such as the Pell Grant will be deducted from the participant’s budget to determine remaining need. WIA will pay the following expenses to the extent needed to supplant the shortfall as described below:

- The published tuition rate for the training to be provided as shown in the edition of the College catalog (in effect) during the semester being billed.
- Appropriate fees.
- Required books and training supplies purchased on account through Lawson State’s bookstore up to various amounts as per program.
- Repeat courses will be the responsibility of the participant. WIA funds shall not be used, under any circumstance, to pay for a repeat course (i.e. a failing grade, a dropped course for which the SDA was billed for any portion of training, etc).
- A maximum of three (3) remedial courses may be reimbursed using WIA funds if deemed appropriate by Lawson State.

SCHOLARSHIPS

Lawson State Community College offers numerous scholarships in the form of tuition waivers. The college’s scholarship application deadline is April 15. For specific information regarding scholarships offered at Lawson State Community College contact the Office of Student Financial Services or visit the college website.

Listings of scholarships from external organizations, foundations, or companies are available in the Office of Student Financial Services, on the Lawson State Community College website, at local libraries and at various websites on the Internet.
EDUCATIONAL SUPPORT SERVICES
DIVISION OF EDUCATIONAL SUPPORT SERVICES

Dr. Randy Glaze, Dean
Educational Support Services
Lawson State Community College
3060 Wilson Road
Birmingham, Alabama 35221

Phone: 205-929-6384
Fax: 205-925-8526
rglaze@lawsonstate.edu

EDUCATIONAL SUPPORT SERVICES
Web Site:
http://www.lawsonstate.edu/campus/sbc.html

- Up-to-date News
- Community Outreach and Development
- Job Training/WIA
- GED Preparation Class

Hours of Operation:
Monday - Friday
8:00 a.m. – 5:00 p.m.

COMMUNITY OUTREACH AND DEVELOPMENT

The Center for Community Outreach/Workforce Development Center’s primary goal is to enhance Lawson State Community College’s mission through community-related programs and activities. The program areas include:

- Community Planning
- Economic Development
- Job Training
- Continuing Education Programs

JOB TRAINING

The Workforce Investment Act (WIA) Individual Referral Program is designed to train individuals eighteen years of age or older in a selected academic and career field. The student may be placed in any selected program where there is available space. The applicant must first be certified WIA eligible by the Employment Service Intake Unit. Upon determination that the individual is eligible and that training is appropriate, the individual will be referred to the institution. For more information, please contact Lorenza Thomas at 205-929-6473.

ADULT BASIC EDUCATION

Lawson State Community College provides an opportunity for students to enroll and complete their GED. Students are prepared for the form and content of the exam with sufficient introduction to the appropriate questions, examples, materials and exercises. A pre-test is given to help assess strengths and weaknesses. Classes meet daily 9:00 a.m. - 3:00 p.m. in the One-Stop Center. For more information, please call Gwendolyn Ekunday at 205-929-6476.

READY TO WORK

The Ready to Work program provides Workforce Training that prepares adults with the entry-level skills required for employment with most businesses and industries. The successful completion of the program results in an Alabama Certified Worker Certificate and a State of Alabama Career Readiness Credential. The program covers topics in the following: Computer Technology, Time Management, Problem Solving, Teamwork, Communication Skills, Conflict Resolution, Quality Manufacturing, Job Search Techniques and Workplace Ethics and Behaviors. For more information, please contact Dorothy Henry at 205-929-3485.

NON-TRADITIONAL STUDENT PROGRAM

The Non-traditional Student Program is designed to support adults – single (25 and older); single parents, married; or GED recipients – who are entering school for the first time. The program requires participants to enroll in the Orientation to College course. The program equips students
during their first year college experience with critical thinking, communication, technology, social, time management, and leadership skills. Through teambuilding, collaboration, inquiry, discussion and self-reflection, students will develop skills to engage in academic inquiry, critical thinking, and develop their ability to articulate their short and long term goals as related to their own beliefs and values; and strengthen their capacity to appreciate diversity and effective interpersonal communication. For more information, please contact Carrie Sherrod at 205-929-6469.

ARMY NATIONAL GUARD

The Army National Guard and the U. S. Army are partners with Lawson State Community College Once Stop Center and the Adult Education Program. They assist with program activities, mock interviews and mentoring. For more information, contact the National Guard representative at 205-929-6444.

FAMILY GUIDANCE CENTERS OF ALABAMA

Family Guidance offers counseling and family advocacy for families in Jefferson County. The program helps families connect with resources and meet goals. Teen Connection and support/education for group of parents are provided. For more information, contact the Family Guidance representative on the Bessemer campus at 295-929-3489.

VOCATIONAL REHABILITATION SERVICES (VR)

Vocational Rehabilitation Services assist people with a broad range of disabilities. Disabilities served include blindness, hearing, mental/emotional problems, cerebral palsy, specific learning disabilities, and alcohol/substance abuse. For more information contact the VR representative at either 205-929-6473 or 205-426-1294.

INSTITUTIONAL RESEARCH AND EVALUATION

The Office of Institutional Research and Evaluation (OIRE) at Lawson State Community College is charged with conducting research and evaluation to support planning and decision making across the campus. Part of this role involves coordinating the collection and dissemination of campus data for both internal and external reporting purposes. The office serves as the source of much official data about the College Activities include:

- Prepare the annual Factbook.
- Coordinate reporting to State agencies and IPEDS.
- Serve as the liaison for the Department Postsecondary Education and the Alabama Commission on Higher Education.
- Coordinate and report survey results and trends.
- Conduct specialized studies in support of campus needs and priorities.

For more information, contact Tomeka Minnifield at 205-929-6384.

MANAGEMENT INFORMATION SYSTEMS (MIS)

MIS is responsible for both hardware and software for the total college. Hardware consists of an IBM AS/400 mainframe with the AS/400 operating system, blade server and related peripherals. MIS monitors a campus local area network that consists of PC's, printers, scanners, file servers, hubs, switches, and a fiber optics backbone. MIS is responsible for keeping the hardware and software on the AS/400 up to date as well as keeping the campus local area network updated with the most recent software releases. The college broadcasts two wireless signals—Public and Private. MIS serves as the liaison between respective vendors and the college regarding services on hardware and software. The department serves as the contact between agencies such as ALLIANT software and the Department of Postsecondary Education and the College. The department is responsible for all software licenses for the college. Furthermore, the department develops and implements training sessions for faculty and staff at the College. The department consists of two network specialists and a computer systems operator. For more information, contact Tomeka Minnifield at 205-929-6384.
INSTRUCTIONAL PROGRAMS (OVERVIEW)
**Instructional Services**

**Dr. Bruce Crawford,**
Vice President for Instructional Services

Phone: 205-929-6312 Fax: 205-929-6409

**Academic Awards**

Lawson State Community College is authorized to award the Associate in Arts, Associate in Science, Associate in Occupational Technology, and Associate in Applied Science degrees as well as certificates in occupationally specific areas by the Alabama Department of Postsecondary Education and the Alabama Board of Education. Students successfully completing the prescribed series of courses obtain these degrees and certificates. Orientation 100 (ORN 100) is a prerequisite to all degree and certificate programs. Orientation is not usually transferable.

Placement in college level English, reading and math courses depends upon scores achieved on placement tests (COMPASS, or ACT). Placement in developmental level courses may be required to encourage student success.

**College Transfer**

Course work leading to the Associate in Arts and the Associate in Science degrees are designed to prepare students to transfer to a four-year college or university to pursue a Bachelor of Arts or a Bachelor of Science degree. Students are assigned to advisors on the basis of an intended area of concentration indicated by individual students. Degree plans have been outlined in the catalog to guide students in the choice and sequence of particular courses.

It is the student's responsibility to become familiar with the requirements of the senior institution to which he or she contemplates transferring. A student planning to transfer should follow a prescribed series of courses (as outlined by the Statewide Articulation Reporting System—STARS) in order to prevent loss of credit upon transferring. Students should consult with their faculty advisors before registering.

Students pursuing college transfer options should become familiar with STARS which provides them with very specific information about the requirements in each area of concentration for a given transfer institution. The STARS website can be accessed from the college’s main website at www.lawsonstate.edu. From STARS, students can print a transfer guide for his or her area of concentration and enter into a binding contract with the transfer institution of his or her choice. Once the contract has been completed, it is considered binding unless the student opts to attend a different institution.

**Career, Technical, and Occupational Programs**

Programs leading to the Associate in Applied Science and the Associate in Occupational Technologies degrees are college-level programs of study designed to prepare students to enter occupational, semi-professional, or paraprofessional employment. Though many of the courses in these programs transfer to four-year colleges and universities, their primary intent is to prepare students for immediate employment after successful completion of a two-year program of courses. Certificates are awarded to students who successfully complete the requirements of specific technical or occupational programs. These programs vary in length from two to five semesters. Some certificate programs do not require a high school diploma for admission.

**Degree Offerings**

**Associate in Arts and Associate in Science Degrees**

Degrees may contain 60-64 hours. ORN 100 is a prerequisite for this degree.

<table>
<thead>
<tr>
<th>Area</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Written Composition (6)</td>
</tr>
<tr>
<td></td>
<td>ENG101</td>
</tr>
<tr>
<td></td>
<td>ENG102</td>
</tr>
<tr>
<td></td>
<td>Written Composition II</td>
</tr>
<tr>
<td></td>
<td>Written Composition I</td>
</tr>
<tr>
<td>II</td>
<td>Literature, Humanities and Fine Arts (12)</td>
</tr>
<tr>
<td></td>
<td>SPH 107 (3)</td>
</tr>
<tr>
<td></td>
<td>Fund. of Public Speaking</td>
</tr>
<tr>
<td></td>
<td>*ENG 251/252 (or )</td>
</tr>
<tr>
<td></td>
<td>American Literature I-II</td>
</tr>
<tr>
<td></td>
<td>*ENG261/262</td>
</tr>
<tr>
<td></td>
<td>English Literature I-II</td>
</tr>
</tbody>
</table>

**Area III** — Natural Sciences and Mathematics (11)

**Area IV** — Social and Behavioral Science (12)

**Area V** — Pre-Professional/Elective Courses (19-23)

- CIS 146 or Higher (3)
- Two PED 1-hour activity courses (2)
- RDG114A (3)
- Pre-professional courses (12-18)

**Total Semester Transfer Hours (60-64)**

**Associate in Applied Science and Associate in Occupational Technologies**

*(Not to exceed 76 hours)*

**General Studies Courses**

- Written Composition (3-6)
- Humanities (3-6)
- Speech 107 (3)
- CIS 146 (3)
- MTH 110, MTH 112 or Higher (3-4)
- Natural Science with Lab (4)
- Social and Behavioral Science (3-6)
- Two PED (1-hour activity courses) (2)
- RDG114 (2)

**Total General Studies Courses (20-32)**

**Field of Concentration Courses (44-49)**

- ORN 100 is a prerequisite for this degree.
- WorkKeys pre-assessment is required.

**Total Credits (70-76)**
**Certificate Programs (CER)**  
* (Not to Exceed 59 Hours)  

**General Studies Courses**  
- DPT 103 or CIS 130 or Higher (3)  
- MAH 101 or MTH 100 (3)  
- COM 100 or ENG 101 (3)  
- SPC 100 or SPH 107 (3)  

**Total General Studies Courses (12)**  
**Field of Concentration Courses 30-47**  
- ORN 100 is a prerequisite for this degree.  
- WorkKeys pre-assessment is required.  

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**Short Certificate Programs (STC)**  
* (Not to exceed 29 Hours)  

**General Studies Courses**  
- DPT 103 or CIS 130 or Higher (3)  
- MAH 101 or MTH 100  
- COM 100 or ENG 101  
- SPC 100 or SPH 107  
- WKO 107  

**Total General Studies Courses (6)**  
**Field of Concentration Courses (18-20)**  
- ORN 100 is a prerequisite for this certificate  
- WorkKeys pre-assessment is required.  

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**Industry Certificates**  
- Certified Novell Administrator (CNA)  
- Certified Novell Engineer (CNE)  
- Management and Supervision  
- Microsoft Certified Solutions Developer  
- Microsoft Certified Systems Engineer  
- Microsoft Office Specialist  
- Microsoft Certified Professional  

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**General Education**  
General Education is designed to develop informed, creative and disciplined minds. It focuses on undergraduate studies and is structured around five goals (student learning outcomes). The learning outcomes emphasize the content areas of communication, literature, mathematics, natural science, social and behavioral science and business and information technologies. Exiting students are expected to transfer to a four-year college majoring in a variety of degrees in the liberal arts or sciences.  

**Student Learning Outcomes:**  
Students will demonstrate the ability to communicate effectively. (Express ideas with clarity, logic, and originality in both spoken and written English.)  

Students will demonstrate the ability to reason qualitatively. (Apply mathematical and principles to address and solve problems.)  

Students will demonstrate the ability to think critically. Gather and interpret data using a variety of methods to address and solve both practical and theoretical problems.  

Students will demonstrate the ability to relate knowledge acquired across disciplines and historical, social, and cultural context; recognize differing views within disciplines; and appreciate creativity and new ideas.  

Students will demonstrate the ability to master and use basic computer skills in a wide range of classes and throughout the college experience.  

**General Education Design**  
Each general education course is specifically designed to satisfy specific criteria. These criteria represent general skills and perspectives that are applicable to all general education courses. Each course provides or enhances the following: a disciplinary mode of inquiry, creativity, consideration of the implications of knowledge, diverse perspectives, computer skills, written or oral communication skills, library research skills and an awareness of the relationship of that discipline to others.  

Students who seek degrees must fulfill each of the goals of the program. General Education provides a broad foundation of general knowledge for the more specialized upper division courses. The required courses help students toward the development of skills prerequisite for advanced studies. Students may choose among the core courses listed for each goal. Each of the courses listed under each goal has been specifically designed to address that goal. The total hours of core courses required for the General Education are listed below by degree type.  

- Associate in Arts and Associate in Sciences — 35 hours  
- Associate in Applied Science — 25 hours  
- Associate in Occupational Technologies — 19 hours  

**General Education Goals**  
**GOAL 1:** General Education students will demonstrate the ability to communicate effectively. (Express ideas with clarity, logic, and originality in both spoken and written English.)  

- ENG 101/3 Credits — English Composition I  
- ENG 102/3 Credits — English Composition II  
- SPH107/3 Credits — Funds. of Public Speaking  

- Associate in Arts and Associate in Science — 6 hours  
- Associate in Applied Science — 6 hours  
- Associate in Occupational Technologies — 3 hours  

**GOAL 2:** General Education students will demonstrate the ability to relate knowledge acquired across disciplines and historical, social, and cultural context; recognize differing views within disciplines; and appreciate creativity and new ideas.  

- Associate in Arts and Associate in Science — 9 hours  
- Associate in Applied Science — 6 hours  
- Associate in Occupational Technologies — 6 hours
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 251/3</td>
<td>American Literature I</td>
</tr>
<tr>
<td>ENG 252/3</td>
<td>American Literature II</td>
</tr>
<tr>
<td>ENG 261/3</td>
<td>English Literature I</td>
</tr>
<tr>
<td>ENG 262/3</td>
<td>English Literature II</td>
</tr>
<tr>
<td>ENG 271/3</td>
<td>World Literature I</td>
</tr>
<tr>
<td>ENG 272/3</td>
<td>World Literature II</td>
</tr>
<tr>
<td>ANT 101/3</td>
<td>Introduction to Anthropology</td>
</tr>
<tr>
<td>ECO 231/3</td>
<td>Principles of Macroeconomics</td>
</tr>
<tr>
<td>ECO 232/3</td>
<td>Principles of Microeconomics</td>
</tr>
<tr>
<td>GEO 101/3</td>
<td>Physical Geography</td>
</tr>
<tr>
<td>HIS 101/3</td>
<td>History of Western Civilization I</td>
</tr>
<tr>
<td>HIS 102/3</td>
<td>History of Western Civilization II</td>
</tr>
<tr>
<td>HIS 201/3</td>
<td>United States History I</td>
</tr>
<tr>
<td>HIS 202/3</td>
<td>United States History II</td>
</tr>
<tr>
<td>PHL 106/3</td>
<td>Introduction to Philosophy</td>
</tr>
<tr>
<td>PHL 206/3</td>
<td>Ethics and Society</td>
</tr>
<tr>
<td>PSY 200/3</td>
<td>General Psychology</td>
</tr>
<tr>
<td>PSY 230/3</td>
<td>Abnormal Psychology</td>
</tr>
<tr>
<td>PSY 260/3</td>
<td>Statistics for the Social Sciences</td>
</tr>
<tr>
<td>PSY 217/3</td>
<td>Psychology of Death and Dying</td>
</tr>
<tr>
<td>PSY 276/3</td>
<td>Human Relations</td>
</tr>
<tr>
<td>REL 100/3</td>
<td>World Religions</td>
</tr>
<tr>
<td>SOC 200/3</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>SOC 210/3</td>
<td>Social Problems</td>
</tr>
<tr>
<td>ART 100/3</td>
<td>Art Appreciation</td>
</tr>
<tr>
<td>SPA 101/4</td>
<td>Spanish I</td>
</tr>
<tr>
<td>HUM 101/3</td>
<td>Humanities I</td>
</tr>
<tr>
<td>MUS 101/3</td>
<td>Music Appreciation</td>
</tr>
<tr>
<td>BIO 103/4</td>
<td>Principles of Biology I</td>
</tr>
<tr>
<td>BIO 104/4</td>
<td>Principles of Biology II</td>
</tr>
<tr>
<td>CHM 111/4</td>
<td>College Chemistry I</td>
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<tr>
<td>CHM 112/4</td>
<td>College Chemistry II</td>
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<tr>
<td>PHS 111/3</td>
<td>Physical Science I</td>
</tr>
<tr>
<td>PHS 112/3</td>
<td>Physical Science II</td>
</tr>
<tr>
<td>PHY 201/4</td>
<td>General Physics I</td>
</tr>
<tr>
<td>PHY 202/4</td>
<td>General Physics II</td>
</tr>
<tr>
<td>PED (2 Activity Courses)</td>
<td>Physical Education</td>
</tr>
</tbody>
</table>

**GOAL 3:** Students will demonstrate the ability to think critically. Gather and interpret data using a variety of methods to address and solve both practical and theoretical problems.

<table>
<thead>
<tr>
<th>Associate in Arts and Associate in Science</th>
<th>8 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate in Applied Science</td>
<td>4 hours</td>
</tr>
<tr>
<td>Associate in Occupational Technologies</td>
<td>4 hours</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 110/3</td>
<td>Finite Mathematics</td>
</tr>
<tr>
<td>MTH 112/3</td>
<td>Pre-Calculus Algebra</td>
</tr>
</tbody>
</table>

**GOAL 4:** Students will demonstrate the ability to master and use basic computer skills in a wide range of classes and throughout the college experience.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 130/3</td>
<td>Intro to Information Systems</td>
</tr>
<tr>
<td>CIS 146/3</td>
<td>Microcomputer Applications</td>
</tr>
</tbody>
</table>

**NOTE:** Nursing students may elect to take CIS 130 or CIS146 as an elective. However, this course is not required for the Associate in Applied Science for Nursing. Students in this program learn computer basics through laboratory experiences on campus and through the use of computers at local hospitals during the clinical process.
ACADEMIC AFFAIRS & COLLEGE TRANSFER

DR. Sherri C. Davis, Academic Dean

DR. Karl Pruitt, Associate Dean, College Transfer

DR. Sheila Marable, Associate Dean, Health Professions

Sandra Henderson, Director Learning Resource Center

- Library Instruction and Orientation
- Photocopy/Printer
- Interlibrary Loan Service
- Reserved Materials
- Distance Learning
- Reading Room
- Technical Room

DEPARTMENT CHAIRS & DIRECTORS:

DR. Ronald C. Cater, Interim Program Director
Dental Assisting Program

DR. Sherri Davis, Director
Developmental Education & Center for Teaching Excellence and Learning (CTEL)

DR. Charles Fowler, Coordinator
General Education

DR. Sheila Marable, Chairperson
Health Professions

Vvavuka Masi Masi, Chairperson
Humanities and Fine Arts

Eleanor Pitts, Athletic Director & Chairperson
Health and Physical Education

DR. Karl Pruitt, Chairperson
Natural Science and Mathematics

Ms. Katrina Swain, Chairperson
Licensed Practical Nursing

Venita Tubbs, Chairperson
Social and Behavioral Sciences

College Transfer Mission & Outcomes

The college transfer division is dedicated to promoting and maintaining the highest form of instruction in all classrooms to ensure that learning takes place and that students are successful at the college and once they matriculate to their four-year institution of choice. Emphasis is placed on the following outcomes:

- The student will able to read, analyze, and interpret meaning from college level texts—both in poetry and prose.
- The student will be able to demonstrate mastery of college level mathematics which includes the ability to analyze, reason and problem solve.
- The student will demonstrate mastery of written communications in the form of essays and research papers. Such mastery should include the student's ability to plan, think (logically), organize and support his or her ideas using Standard English. Writings should also demonstrate a thorough understanding of grammar, syntax and punctuation.
- The student will demonstrate proficiency in his/her major core subject area.
- The student will pass all required exiting competencies, as required.
- The student will demonstrate the ability to think critically and logically.
- The student will be knowledgeable in basic computer operations and programs.
- The student will demonstrate proficiency in oral communications.

Degrees Awarded:

Lawson State Community College (within the College Transfer Division) awards the following degrees: Associate in Arts, Associate in Science, and Associate in Applied Science.

A student shall be awarded a degree when he or she completes the full requirements outlined within a specific degree plan and/or area of concentration (if under General Studies). Students MUST pay particular attention to the degree plan as well as the STARS agreement which highlights the courses that will satisfy the college the student wishes to transfer to.

See General Studies listing for specific Areas of Concentration under General Studies.

HEALTH PROFESSIONS PROGRAMS:

- Dental Assistant
- Emergency Medical Service (EMS)
- Home Health Aide
- Licensed Practical Nurse (LPN)
- Nursing Assistance
- Nursing – ADN. (Registered Nurse)
- Nursing – Mobility Program
ASSOCIATE IN ARTS (AA) AND ASSOCIATE IN SCIENCE (AS)

General Studies: Areas of Concentration (not to be confused with programs of study).

A
- Adult Education
- Advertising
- Agronomy and Soils
- Animal/Dairy Science
- Anthropology
- Applied Mathematics
- Architecture
- Art (Areas)
- Art Education
- Art History
- Art Studio
- Athletic Training

B
- Behavioral Science
- Biology
- Biology Education
- Biomedical Engineering
- Bio-systems Engineering
- Building Science
- Business
- Business Education

C
- Chemistry
- Chemistry Education
- Clinical Lab Sciences/Medical Tech
- Communication Studies or Speech
- Computer Science
- Consumer Sciences
- Criminal Justice
- Criminology
- Cytotechnology

D
- Dentistry (Pre)

E
- Economics
- Elementary or Early Childhood Education
- Engineering - Aerospace
- Engineering - Chemical
- Engineering - Civil
- Engineering - Computer Engineering
- Engineering - Computer Science
- Engineering - Electrical
- Engineering - Industrial
- Engineering - Materials
- Engineering - Mechanical

F
- English
- English/Language Arts Educ. Middle/High School
- Environmental Science
- Exercise Science and Wellness

G
- Family and Consumer Sciences
- Food and Nutrition

H
- General Science Education: Middle/High School
- General Studies in Human Environmental Sciences
- Geography
- Geography Education: Middle/High School
- Geology
- Geomatics

I
- Health Education: Middle/High School
- Health Information Management (UAB Only)
- Health Promotion (AU Only)
- Health Science (Athens & UAB Only)
- Health Services Administration (AU Only)
- Health and Physical Education
- Health, P E & Recreation (UNA Only)
- History
- History Education: Middle/High School
- Horticulture (AU Only)
- Hotel & Restaurant Management (AU Only)
- Human Development & Family Studies (AU Only)
- Human Development & Family Studies (UA Only)

J
- Industrial Hygiene (UNA Only)
- Interior Architecture (AU Only)

K
- Journalism

L
- Laboratory Technology
- Law (Pre-Law / Political Science Pre/Law)

M
- Math Education: Middle/High School
- Mathematics
- Medicine (Pre)
- Music
- Music Education (Middle/High School)

N
- Nuclear Medicine Technology
- Nursing (Pre)
- Nutrition & Food Science
**General Studies: Areas of Concentration Continued (not to be confused with programs of study).**

**O**
- Occupational Therapy (Pre)
- Optometry (Pre)
- Osteopathic Medicine (Pre)

**P**
- Philosophy
- Physical Education
- Physics
- Physics Education (Middle/High School)
- Political Science
- Pre-Dentistry
- Pre-Law
- Pre-Medicine
- Pre-Occupational Therapy
- Pre-Optometry
- Pre-Osteopathic Medicine
- Pre-Pharmacy
- Pre-Physical Therapy
- Pre-Speech Therapy
- Pre-Veterinary Medicine
- Psychology
- Public Administration
- Public Relations
- Public Safety & Health Administration

**R**
- Radiologic Sciences
- Recreation Leadership
- Rehabilitation Services Education
- Religious Studies
- Respiratory Therapy/Cardio Science
- Restaurant and Hospitality Management (UA Only)

**S**
- Social Science
- Social Studies Education: Middle/High School
- Social Work
- Sociology
- Spanish Education: Middle/High School
- Special Education
- Speech Pathology
- Speech Therapy (Pre)
- Sport & Fitness Management
- Surgical Physician Assistant

**T**
- Technology, Industrial Technology or Engineering Tech.
- Telecommunication and Film or Broadcasting

**V**
- Veterinary Medicine (Pre)

**ASSOCIATE IN APPLIED SCIENCE DEGREES (AAS)**

**A**
- Accounting
- Automotive Service Ford Asset
- Automotive Service GM ASEP
- Automotive Service Toyota T-Ten
- Aviation Maintenance/Airframe

**B**
- Building Construction
- Business Administration and Management

**C**
- Child Development
- Computer Science (Business Education)
- Computer Science (Math)
- Criminal Justice

**D**
- Drafting and Design Technology

**E**
- Electronics Engineering Technology
- Electronics Industrial

**G**
- Generic Program Curriculum (nursing)

**H**
- Horticulture-Ornamental

**M**
- Mobility Program Curriculum

**N**
- Nursing Education

**O**
- Office Administration
- Office Administration (Legal)
- Office Administration (Medical)

**S**
- Social Work Technician
BUSINESS AND INFORMATION TECHNOLOGIES

Dr. Alice Tyler Milton, Associate Dean
Yolande Gardner, Chairperson

Dr. Alice Tyler Milton
Training for Business and Industry

- Associate in Applied Science Degrees
  - Accounting Technology
  - Business Administration and Management
  - Computer Science – Business
  - Computer Science – Math
  - Office Administration – General Technology
  - Office Administration – Legal Technology
  - Office Administration – Medical Technology

- Associate in Science Degrees
  - Accounting (General Studies)
  - Business Administration (General Studies)
  - Business Education (General Studies)
  - Computer Science (General Studies)

- Certificates
  - Accounting Technology
  - Computer Science
  - Office Administration – General Technology
  - Office Administration – Legal Technology
  - Office Administration – Medical Technology

- Short Certificates
  - Banking and Finance
  - Computer Science
  - Management and Supervision
  - Office Administration – General Technology
  - Office Administration – Legal Technology
  - Office Administration – Medical Technology
  - Real Estate

- Industry Certifications
  - Cisco
  - CompTIA
  - IC3
  - Microsoft
  - Networking
  - Novell
  - Security
  - Real Estate License

CAREER, TECHNICAL AND OCCUPATIONAL PROGRAMS

CAREER, TECHNICAL, AND OCCUPATIONAL PROGRAMS

Donald Sledge, Assistant Dean
Tom Berryman, Director,
Alabama Center for Automotive Excellence

Nancy Wilson, Chairperson,
Manufacturing and Engineering

Pier Wilkerson, Chairperson, Service Careers

Jeff Sweatmon, Chairperson, Construction Careers

Jonathan Eldridge, Chairperson (Donaldson)

Automotive Technology
- Automotive Mechanics
- Automotive Manufacturing Technology
- Auto body Repair and Restoration
- Medium/Heavy Truck Technician
- Toyota T-Ten
- Ford Program
- Automotive Service Education Program (ASEP)
- Standards Certification

Building/Construction Trades
- Building Maintenance
- Carpentry
- Cabinetmaking
- Electrical
- Masonry
- Plumbing
- Welding

Manufacturing Technology and Engineering
- Aviation Maintenance/Airframes
- Drafting and Design Technology
- Electronic Engineering Technology
- Graphic Design and Commercial Art
- Industrial Machinery Maintenance
- Industrial Electronics Technology
- Microelectronics

Occupational Professions
- Air Conditioning/Refrigeration Barbering/Hair Stylist
- Commercial Foods/Culinary Arts Cosmetology
- Fashion Merchandizing
- Focused Industry Training (F.I.T.)
- Horticulture
- Nailology
- Radio and Broadcast Television (RTV)
CAREER TECHNICAL AND BUSINESS TECHNOLOGIES CERTIFICATES AND AOT OPTIONS

CERTIFICATIONS (CER)

A
- Air Conditioning/Refrigeration
- Automotive Mechanics
- Automotive Manufacturing Technology

B
- Barbering Technology

C
- Commercial Art & Illustration
- Computer Science
- Cosmetology Technology

D
- Medium/Heavy Truck Technician (Diesel)
- Drafting Design Technology

E
- Electrical Technology
- Electronics (Industrial)
- Electronics Engineering

G
- Graphics and Printing

I
- Industrial Maintenance Technology

M
- Masonry Technology

P
- Plumbing Technology

W
- Welding

ASSOCIATE IN OCCUPATIONAL TECHNOLOGY (AOT)

A
- Air Conditioning and Refrigeration
- Automotive Mechanic
- Automotive Manufacturing Technology
- Auto Body Repair and Restoration

C
- Commercial Art & Illustration

D
- Medium/Heavy Truck Technician (Diesel)

G
- Graphics and Printing

W
- Welding

SHORT CERTIFICATES (STC)

A
- Air Conditioning/Refrigeration
- Automotive Body Repair
- Automotive Mechanics

B
- Banking and Finance
- Barbering Technology
- Building Construction

C
- Cabinetmaking
- Carpentry Technology
- Child Development
- Commercial Art & Illustration
- Commercial Food Service

D
- Medium/Heavy Truck Technician (Diesel)
- Drafting and Design Technology
E
- Electrical Technology
- Electronics Engineering Technology
- Electronics—Industrial
- Emergency Medical Services

F
- Fashion Design and Merchandising
- Fire Science Technology
- Fittings and Alterations Technology

G
- Geographic Information Systems
- Graphics and Printing

H
- Horticulture—Ornamental

I
- Industrial Maintenance Technology
- Interior Design

M
- Machine Tool
- Management and Supervision
- Masonry Technology
- Microelectronics Consortium

N
- Nail Care Technology
- Nurse Assistant/Home Health Aide

P
- Plumbing Technology

R
- Radio/Television Broadcasting Technology
- Real Estate

W
- Welding
BUSINESS & INFORMATION TECHNOLOGIES (DEGREE PLANS)
DIVISION OF BUSINESS AND INFORMATION TECHNOLOGIES

Dr. Bruce Crawford, Vice President
Instructional Programs

Dr. Alice Tyler Milton, Associate Dean
Chairperson – Birmingham Campus
o Business and Information Technologies Division
o Small Business Development Center
o Web Administration
o BlackBoard Administration
o Authorized Testing Centers
amilton@lawsonstate.edu
205-929-6306

Mrs. Yolande Gardner, Chairperson
Bessemer Campus
Business and Information Technologies Department
vgardner@lawsonstate.edu
205-929-3446

Dr. Perry W. Ward Advanced Technology & Training Building (Alabama Center for Advanced Technology and Training—ACATT)

BUSINESS AND INFORMATION TECHNOLOGIES

PARTNERSHIPS/ORGANIZATIONS

DIVISION ACCREDITATION
• ACBSP - Accreditation Council for Business Schools and Programs

CERTIFIED INSTRUCTORS IN ALL AREAS OF STUDY
• All instructors hold earned degrees and certifications

TESTING CENTERS
• Authorized Kryterion Testing Center
• Authorized LaserGrade Testing Center
• Authorized ISO Quality Testing
• Authorized PAN Testing Center
• Authorized VUE Testing Center
• Authorized IC3 Testing Center (Certiport)
• Proctor for Agencies / Educational Institutions

ONLINE SERVICES
• SREB - SREC (Southern Regional Electronic Campus)—On and Off Campus Online Courses
• BlackBoard – E-Learning Package—Online and Web-Supported Delivery of Courses

INDUSTRY CERTIFICATIONS
• Microsoft - (IT Academy Pro Plus)
• Novell Education Academic Partner (NEAP)
• CompTIA – Computing Technology Industry Association
• Oracle – Advanced Oracle Academy
• CISCO – (CCNA, CCNP)
• IC3

ACTIVE STUDENT ORGANIZATIONS
• KBD – Kappa Beta Delta Honor Society
—Organization for Accredited Business Programs
• PBL – Phi Beta Lambda Chapter
—State and National Competitive Placements Yearly
—Opened to all majors/departments
• AITP – Association of Information Technology Professionals
—Computer Science Students Only

COMMUNITY SERVICE
• Grant Writing Class – BUS 190
—Won National PBL Recognition / 4th Place
• IRS – VITA Program (e-filing of taxes – annual service)
—Won National PBL Recognition / 1st - 10th Places

FUNDED GRANTS
Technology Grants — OVER 1.6 MILLION

REAL ESTATE OFFERING APPROVAL
• Alabama Real Estate Commission
  o Pre-License Course
  o Post License Course
  o Continuing Education
  o Credit and Non-Credit Courses

Partner — Realty South
Offers: Lecture, Online, and Webcast
THE DIVISION OF BUSINESS AND INFORMATION TECHNOLOGIES

CERTIFICATES AND DEGREES

Associate in Science Degrees
Business Education
Business Administration

Associate in Applied Science Degrees
Accounting Technology
Business Administration and Management
Computer Science – Business Education
Computer Science – General / Math
Office Administration – General
Office Administration – Legal Technology
Office Administration – Medical Technology

Certificates
Accounting Technology
Computer Science
Office Administration – General
Office Administration – Legal Technology
Office Administration – Medical Technology

Short Certificates
Accounting Technology
Banking and Finance
Management and Supervision
Office Administration – General
Office Administration – Legal Technology
Office Administration – Medical Technology
Real Estate

Industry Certifications
Cisco
CompTIA
Microsoft
  • MCSE
  • MCSD
  • MCSA
  • MCP
  • Office Specialist
Novell
  • CNA
  • CNE
Oracle
IC3
Medical Coding
Real Estate

MISSION: The mission of the Division of Business and Information Technologies primarily is to organize and provide instruction in the areas of business and information technology for individuals in the metropolitan county. To accomplish this mission, the Division offers:

• Programs to provide students with specialized training and skills that will prepare them to function as intelligent citizens and consumers in a business-oriented society.
• Programs that meet the special needs of the community.
• A Small Business Development Center that offers services to entrepreneurs so they can build a growing and stable platform that will enable them to expand.
• Assistance with campus online courses using BlackBoard and registering them as a Southern Regional Electronic Course (SREC).
• Various areas of training to business and industry and the community.

The students play an important and active role in the life of the Division and are treated as an important individual with unique goals, drives, and needs. In addition, the faculty, staff, and dean, who represent diverse backgrounds and expertise, serve as advisors to students throughout their program. They are highly qualified in their specialty areas.

Because of our desire to be the “best of the best”, we have become stronger each year which has made our students highly marketable in their endeavors. The challenging training has enabled the students to place nationally in the varied competitive areas of business and technology yearly. This experience alone provides them growth in their vocation.

A large proportion of the employment opportunities in the United States and abroad are in business and business-related fields. The business students at Lawson State Community College are afforded the opportunity to prepare for a career in business and/or transfer to a four-year institution to further pursue a baccalaureate degree in business and related majors.

The Associate of Arts Degrees entails a liberal arts-based curriculum combined with basic business courses that prepare the student to transfer to a four-year institution with the courses based on obtaining a business degree.

The Associate of Applied Science Degrees entails hands-on experiences and affords each student the opportunity to learn new skills or refresh existing skills. The curriculum provides students with a broad understanding of business, a competence in business computer programming, and knowledge of information technology infrastructure.

Moreover, Information Technology is undergoing great changes as technology advances and the need for computer software increases. Simply providing students with skills necessary to enter the computing profession is not sufficient. Because of this, our students are given a solid theoretical
foundation with knowledge of information technology infrastructure. Persons desiring noncredit, personal enrichment may audit any course offering which compliments their personal proficiency also.

To better assist students in meeting their classroom goals, the college has computer labs where all computer-related courses meet. The computer labs provide the student with state-of-the-art computer hardware and software that will aid in preparing work for all of their classes. Open lab time is available for usage outside of class time as well. Students are encouraged to maximize their use of computers in all of their coursework.

Come and join the faculty, staff, and students in the Division of Business and Information Technologies at Lawson State Community College. Let us help you prepare you to become marketable.

**DR. PERRY W. WARD ADVANCED TECHNOLOGY BUILDING**

The Dr. Perry W. Ward Advanced Technology Building is a wireless structure that houses the President's Office; Division of Business and Information Technologies; Small Business Development Center; Authorized Testing Center, Teleconferencing Center, A+ Laboratory, Capstone Simulations, Educator Training Center, etc. ACATT was developed to provide training in advanced technologies and applications that would expand Alabama's highly skilled information and emerging technology workforce. Furthermore, through its training programs, ACATT will enhance economic growth and development. The Division is influential in the trainings of the highest technical aspects. ACATT is a member of the Alabama College System and a division of Lawson State Community College.

**SMALL BUSINESS DEVELOPMENT CENTER**

The Small Business Development Center provides customized training for business, industry, governmental agencies, etc. The Center assists small business owners and prospective business owners with business plans as they relate to starting and/or maintaining a successful small business. The Center provides customized training for business and industry within the community. Further, the Center provides on-going services to the community in such areas as Grant Writing, Real Estate, Financial Investments, Professional Business Plans, QuickBooks, Word Processing, Database, Spreadsheet, Professional Business Presentations, E-mail Usage, Internet Usage, etc. For more information, please contact us at: 205-929-6306.

**DISTANCE EDUCATION**

The Distance Education program at Lawson State Community College is designed to provide online educational opportunities for learners, regardless of their location or time constraints. The college provides high quality, cost-effective educational experiences that emphasize institutional strengths and are responsive to the needs of both on-campus and off-campus learners.

The goals of the Distance Education program at Lawson State Community College provide a central policy foundation that is consistent with the overall priorities and educational mission of the college.

- Provide distance learning facilities and technology that is current and conducive to learning for all students.
- Develop and maintain an evolving technological infrastructure to assure the distance education is a viable and effective component of its future educational activities.
- Develop an administrative structure that coordinates and facilitates the development and scheduling of distance education courses in order to prioritize offerings based on need.
- Provide access to support for instructional design and administrative logistics for faculty and academic units.

Distance education courses are delivered primarily online via the college’s content management system, BlackBoard, and are based on the same instructional outcomes and objectives as traditional face-to-face courses. Courses have been developed using cutting edge technologies to encourage student-teacher interaction and enhance the learning experience. Credit courses are equivalent in quality and academic rigor to those taught on-campus and facilitated by credentialed instructors. Students successfully completing a distance education course receives credit equivalent to that of an on-campus course.

The process to enroll in an online course is the same as the process for traditional courses. Students register during the regularly scheduled registration period. Once registered, distance education students are required to participate in a distance education orientation session which gives students an opportunity to meet with the instructor and review the syllabus. For further information regarding distance education courses, visit the college web site at www.lawsonstate.edu or contact the department chair of the respective department.

Tegrity is a new learning technology tool that has been adopted on an institutional level by the college. This student-based technology allows instructors to automatically capture lectures (audio and video) and to upload them to Blackboard, the college's content management system. Students have access to archived lectures 24 hours a day, 7 days a week via the Internet. For those who do not have access to the Internet, lectures may also be saved to CD-ROM. This enhancement will provide an entirely new dimension to the college’s instructional program. Tegrity reinforces learning by providing students with a convenient way to study. The technology allows students to replay an entire class session or to focus on specific concepts introduced in class with which they may be having difficulty.

Lawson State Community College is an electronic campus of the SREB (Southern Regional Electronic Board). SREB is an "electronic marketplace" of online courses and programs from the South's colleges and universities. The Electronic Campus was designed to provide learning opportunities from accredited colleges and universities that offered courses and programs that exceed SREB's Principles of Good Practice. By doing this, learners could be assured of the quality and integrity of the courses and programs available in the Electronic Campus, that
comparable information would be provided to help learners in making decisions that best met their needs, and that learners could quickly and easily search the large database of course and program offerings.

**BUSINESS AND INFORMATION TECHNOLOGIES PARTNERSHIPS/ORGANIZATIONS**

- ACBSP
- AITA
- Cisco Systems
- Microsoft
- Kappa Beta Delta
- International Association of Administrative Professionals®
- LaserGrade®
- Internal Revenue Service VITA Program
- RealtySouth
- CompTIA®
- Novell
- DATC™
BUSINESS AND INFORMATION TECHNOLOGIES
DEGREES AND CERTIFICATES
REQUIREMENTS/ELECTIVES

AREA I - WRITTEN COMPOSITION

• ENG 101 English Composition I
• ENG 102 English Composition II

AREA II - HUMANITIES AND FINE ARTS

Humanities
• ART 100 - Art Appreciation
• MUS 101 - Music Appreciation
• HUM 100 - Introduction to Humanities
• SPA - Introduction to Spanish I
• Religion

Fine Arts Requirements
AA Degrees Only
• ENG 251 - American Literature I
• ENG 252 - American Literature II
• ENG 261 - English Literature I
• ENG 262 - English Literature II

NOTE: Students transferring AREA II credits will be accepted if all of the requirements have been met.

AREA III - NATURAL SCIENCE & MATHEMATICS

Natural Science Requirements
6 Hours – Requirements for AA Degrees
3 Hours – Requirements for AAS Degrees
• BIO 101 - General Biology I W/Lab
• BIO 102 - General Biology II W/Lab
• BIO 103 - Principles of Biology I W/Lab
• BIO 104 - Principles of Biology II W/Lab
• CHM 104 - Intro to Inorganic Chemistry I W/Lab
• CHM 105 - Intro to Inorganic Chemistry II W/Lab
• CHM 111 - College Chemistry I W/Lab

Mathematics Requirements
• MTH 110 - Finite Mathematics
• MTH 112 - Pre-Calculus Algebra
• MTH 113 - Pre-Calculus Trigonometry

NOTE: Students transferring AREA III credits will be accepted if all of the requirements have been met.

AREA IV - HISTORY/ SOCIAL BEHAV. SCIENCES

History
• HIS 101 - History of Western Civilization I
• HIS 102 - History of Western Civilization II
• HIS 201 - United States History I
• HIS 202 - United States History II

Social and Behavioral Sciences Requirements
• PSY 200 - General Psychology
• SOC 200 - Introduction to Sociology

NOTE: Students transferring AREA IV credits will be accepted if all of the requirements have been met.

AREA V - PRE-PROF/MAJOR COURSES

Electives: Business and Information Technologies Department

Computerized Accounting Requirements
• ACC 129 - Individual Income Taxes
• ACC 149 - Intro to Accounting Spreadsheets
• ACC 150 - Computerized General Ledger
• BUS 246 - Accounting on the Microcomputer

Management Requirements
• BUS 275 - Principles of Management
• BUS 276 - Human Resource Management
• BUS 279 - Small Business Management

Business Administration Degree – AA Electives

The Statewide Transfer Articulation Reporting System (STARS) is dedicated to making the transfer process as simple as possible. The courses below will enable you to graduate with the same number of hours as native students of the Alabama public four-year institutions in the same degree program. If the STARS is used correctly, you will be guided through the first two years of course work and prevent the loss of credit hours upon transfer.

• BUS 100 - Introduction to Business
• BUS 210 - Introduction to Accounting
• BUS 215 - Business Communication
• BUS 248 - Managerial Accounting
• BUS 263 - Legal and Social Environment
• BUS 271 - Business Statistics I
• BUS 272 - Business Statistics II
• CIS 147 - Advanced Microcomputer Apps

NOTE: The electives for Business Educations will depend on the educational institution and degree program chosen. Students must have an institution and program identified.

Business Education Degree – AA Electives

The Statewide Transfer Articulation Reporting System (STARS) is dedicated to making the transfer process as simple as possible. The courses below will enable you to graduate with the same number of hours as native students of the Alabama public four-year institutions in the same degree program. If the STARS is used correctly, you will be guided through the first two years of course work and prevent the loss of credit hours upon transfer.

• BIO 120 - Medical Terminology
• BUS 100 - Introduction to Business
• BUS 210 - Introduction to Accounting
• BUS 215 - Business Communication
• BUS 241 - Principles of Accounting I
• BUS 242 - Principles of Accounting II
• BUS 248 - Managerial Accounting
• BUS 263 - Legal and Social Environment
• BUS 271 - Business Statistics I
The following courses are needed for certification in the following areas, and can be electives:

<table>
<thead>
<tr>
<th>AREAS</th>
<th>COURSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISCO</td>
<td>CIS 270, CIS 271, CIS 272</td>
</tr>
<tr>
<td>Oracle DBA</td>
<td>CIS 225, CIS 226, CIS 228</td>
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<tr>
<td>Oracle DEV</td>
<td>CIS 225, CIS 227, CIS 265</td>
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<td>Networking</td>
<td>CIS 158, CIS 253, CIS 254</td>
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<tr>
<td>Web Design</td>
<td>CIS 208, CIS 209, CIS 250</td>
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<tr>
<td>Applications</td>
<td>CIS 147, CIS 148, OAD 125</td>
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<td>OS</td>
<td>CIS 171, CIS 172, CIS 249</td>
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<tr>
<td>Programming</td>
<td>CIS 212, CIS 213, CIS 251, CIS 252</td>
</tr>
<tr>
<td>Security</td>
<td>CIS 255, CIS 256</td>
</tr>
<tr>
<td>Small Business</td>
<td>BUS 100, BUS 147, BUS 190, BUS 263, BUS 275, BUS 279, BUS 276</td>
</tr>
</tbody>
</table>

**OTHER - AREA V ELECTIVES (See Your Advisor)**

<table>
<thead>
<tr>
<th>ACC, BUS, CIS, ECO, OAD, RLS</th>
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</thead>
<tbody>
<tr>
<td>ACC 129</td>
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<tr>
<td>ACC 149</td>
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<td>CIS 285</td>
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<tr>
<td>RLS 101</td>
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</tbody>
</table>
ACCOUNTING (ACC)

The following applies for the Accounting Areas:

- All elective(s) and/or substitutions must be approved by the area advisor. Please refer to pages 69-70. **
- BUS 210 (Introduction to Accounting) is recommended as a prerequisite for BUS 241.
- BUS 296 (Business Internship) MUST be taken in the last semester of enrollment. ***

Enroll in ORI 101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

The Accounting Technology Program (Associate of Applied Science and Certificates) trains students with skills in preparing, analyzing, and verifying financial documents. Moreover, the Division of Business and Information Technologies assist in giving each student the self-confidence, maturity, and ability to work independently. The programs are designed to give each student excellent skills in mathematical and computer skills, analytic and problem solving skills, oral and written communication skills, and strong interpersonal skills. As with other industries, technology plays an integral role in the accounting field. Computer applications, database and spreadsheet classes complement the core curriculum with an emphasis on computerized accounting applications. Co-op is required of each student in the Applied Science degree program.

A Certificate in Accounting is excellent preparation for an accounting career and is ideal for those individuals holding a degree from a four-year institution in a field other than accounting, and wishes to change careers into an accounting profession.

A Certificate in Accounting will also provide the opportunity for individuals without a degree to advance by developing expertise and technical skills in the challenging and rewarding field of accounting. The accounting certificate program is designed to open career avenues for those seeking employment in accounting, as well as those wishing to enhance already established careers in other fields.

ASSOCIATE IN APPLIED SCIENCE DEGREE
Accounting Technology

General Studies Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 110</td>
<td>Finite Mathematics/OR</td>
<td>3</td>
</tr>
<tr>
<td>MTH 112</td>
<td>Pre-Calculus</td>
<td>3</td>
</tr>
<tr>
<td>BUS 271</td>
<td>Introduction to Statistics</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ACC 253</td>
<td>Individual Income Taxes</td>
<td>3</td>
</tr>
<tr>
<td>ACC 129</td>
<td>Individual Income Taxes</td>
<td>3</td>
</tr>
<tr>
<td>ACC 149</td>
<td>Intro to Accounting Spreadsheets</td>
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<td>Managerial Accounting</td>
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Total Required Hours for Degree: 76
CERTIFICATE
Accounting Technology

General Studies Courses      Sem. Hr(s)
- ORI 101  Orientation to College     1

Area I – Written Composition 3
- ENG 101  English Composition I     3

Area II – Humanities & Fine Arts 3
- SPH 107  Fundamentals of Public Speaking    3

Area III – Natural Science and Mathematics 6
- CIS 146  Microcomputer Applications     3
- MTH100 or higher                      3

TOTAL GENERAL STUDIES CREDITS 13

Area V – Pre-Professional/Major Courses 40
- A Computerized Accounting 3
- BUS 150  Business Mathematics 3
- BUS 202  Professional Development 1
- BUS 215  Business Communications 3
- ACT 141  Basic Accounting Principles 3 OR
- BUS 241  Principles of Accounting I 3
- BUS 263  Legal/Social Env. of Business 3
- Management Requirement 3
- ECO 231  Principles of Macroeconomics 3
- Electives (ACC, ACT, BUS, CIS, OAD, RLS) 18**

TOTAL REQUIRED HOURS FOR CERTIFICATE 53

SHORT CERTIFICATE
Accounting Technology

Sem. Hours
- ORI 101  Orientation to College     1

Area V – Pre-Professional/Major Courses 27
- A Computerized Accounting 3
- ACT 141  Basic Accounting Principles 3 OR
- BUS 241  Principles of Accounting I 3
- BUS 150  Business Mathematics 3
- BUS 215  Business Communication 3
- CIS 146  Microcomputer Applications 3
- Electives (ACC, ACT, BUS, CIS, OAD, RLS) 12**

TOTAL REQUIRED HOURS FOR CERTIFICATE 28

The following applies for the Business Areas:
- All elective(s) and/or substitutions must be approved by the area advisor. Please refer to pages 69-70. **
- BUS 210 (Introduction to Accounting) is recommended as a prerequisite for BUS 241.
- BUS 296 (Business Internship) MUST be taken in the last semester of enrollment.***

Enroll in ORI 101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

The Associate of Arts for Business Administration Transfer Program is designed for students who are planning to transfer into baccalaureate degree programs in business administration, management, marketing, finance and accounting along with other business programs offered at four-year institutions. The coursework includes the basic business courses that are generally acceptable to the transfer institution. The major emphasis is on completion of general education requirements that are part of the senior institution's requirements for business majors. These are in the liberal arts areas of math, science, humanities and social sciences. Students enrolling in this transfer program should be aware of the course requirements and application of transfer credits at the institutions to which they are considering transferring. Each student should work closely with the STARS program, their advisor, and transfer counselor to be sure that their requirements are sufficient. Co-op is not required.

The Associate of Arts for Business Education Transfer Program is designed for students who are planning to transfer into baccalaureate degree programs in entrepreneurship, real estate, e-business, technology management, banking, business communications, e-commerce, educational leadership, economics, human resources, public administration, labor relations, paralegal, along with other business programs offered at four-year institutions. The coursework includes the basic business courses that are generally acceptable to the transfer institution. The major emphasis is on completion of general education requirements that are part of the senior institution's requirements for business majors. These are in the liberal arts areas of math, science, humanities and social sciences. Students enrolling in this transfer program should be aware of the course requirements and application of transfer credits at the institutions to which they are considering transferring. Each student should work closely with the STARS program, their advisor, and transfer counselor to be sure that their requirements are sufficient. Co-op is not required.

The Associate of Applied Science for Business Administration and Management Program trains students with skills needed to begin an exciting and challenging career in any number of today's business fields. With the growth of the Internet industry and e-commerce opportunities, there is an even greater need for well-rounded business training. In this dynamic age, you will succeed with a diverse, broad-based knowledge of vital business policies and procedures. The core curriculum will enable you to enter the job market in a number

Become a Medical Coder
For more information, please contact:
Dr. Alice Tyler Milton
amilton@lawsonstate.edu

Or
Mrs. Yolande Gardner
ygardner@lawsonstate.edu
of capacities. Moreover, Co-op is required of each student in the Applied Science degree program. Co-op contributes to the overall skill development which builds self-confidence, maturity, and the ability to work independently.

A Short Certificate in Management and Supervision is designed to help you develop the skills you need to become an effective supervisor or manager. Initial offerings focus on helping you understand yourself and others, enhance your mathematics, computer, and writing skills. Subsequent offerings will show you how to set goals and objectives, solve problems, build effective teams, communicate effectively, and deal with difficult employees.

### ASSOCIATE IN ARTS DEGREE
#### Business Administration

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<thead>
<tr>
<th>General Studies Courses</th>
<th>Sem. Hours</th>
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<thead>
<tr>
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<tbody>
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<td>ENG 102 English Composition</td>
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<tr>
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<td>Humanities Requirement</td>
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<td>Fine Arts Requirement(s)</td>
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**TOTAL GENERAL STUDIES CREDITS** 41

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<tr>
<th>Area V – Pre-Professional/Major Courses</th>
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<td>(COMPASS Exam is Required for Placement)</td>
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<tr>
<td>Two 1-hour PED Activity Courses</td>
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<tr>
<td>Electives (ACC, BUS, CIS, ECO, HIT, RLS)</td>
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**SEE STARS GUIDE FOR ELECTIVES**

**TOTAL REQUIRED HOURS FOR DEGREE** 64

*NOTE: Students have the choice of taking two (2) Fine Arts Requirements and one (1) History Requirement OR two History Requirements and one (1) Fine Arts Requirement. Refer to the STARS guide as it relates to the courses required for your chosen major at the transferring institution.*

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### ASSOCIATE IN ARTS DEGREE
#### Business Education

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<tr>
<td>Humanities Requirement</td>
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<td>Fine Arts Requirement(s)</td>
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**TOTAL GENERAL STUDIES CREDITS** 35

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**SEE STARS GUIDE FOR ELECTIVES**

**TOTAL REQUIRED HOURS FOR DEGREE** 64

*NOTE: Students have the choice of taking two (2) Fine Arts Requirements and one (1) History Requirement OR two History Requirements and one (1) Fine Arts Requirement. Refer to the STARS guide as it relates to the courses required for your chosen major at the transferring institution.*

---

All college transfer students should complete and retain a STARS guide in order to properly follow their degree plans. Failure to do so may result in students taking courses or enrolling in programs that are NOT transferable to their four-year institution. See the Self-Help Guidebook section of this catalog for instructions.

[http://stars.troy.edu/](http://stars.troy.edu/)
### ASSOCIATE IN APPLIED SCIENCE DEGREE
Business Administration and Management

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**Area I – Written Composition**

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**Area II – Humanities & Fine Arts**

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<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
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**Area III – Natural Science & Mathematics**

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**(or higher level math from STARS)**

**Area IV – History, Social, & Behavioral Sciences**

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**TOTAL GENERAL STUDIES COURSES** 19

**Area V – Pre-Professional/Major Courses**

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**TOTAL REQUIRED HOURS FOR DEGREE** 76

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### SHORT CERTIFICATE
Management and Supervision

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**Area V – Pre-Professional/Major Courses**

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<tr>
<td>BUS 100</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 150</td>
<td>Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 215</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUS 241</td>
<td>Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263</td>
<td>Legal and Social Env. of Business</td>
<td>3</td>
</tr>
<tr>
<td>Management Requirement</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Electives (ACC, BUS, CIS, HIT, OAD, RLS)</td>
<td></td>
<td>3**</td>
</tr>
</tbody>
</table>

**TOTAL REQUIRED HOURS FOR CERTIFICATE** 28

---

### SHORT CERTIFICATE
Banking and Finance

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Hours(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation to College</td>
<td>1</td>
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</table>

**Area V – Pre-Professional/Major Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Hours(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 147</td>
<td>Introduction to Finance</td>
<td>3</td>
</tr>
<tr>
<td>BUS 150</td>
<td>Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 191</td>
<td>Introduction to Investments</td>
<td>3</td>
</tr>
<tr>
<td>BUS 215</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUS 241</td>
<td>Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263</td>
<td>Legal and Social Env. of Business</td>
<td>3</td>
</tr>
<tr>
<td>Management Requirement</td>
<td></td>
<td>3</td>
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<tr>
<td>CIS 146 Microcomputer Applications</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Electives (ACC, BUS, CIS, HIT, OAD, RLS)</td>
<td></td>
<td>3**</td>
</tr>
</tbody>
</table>

**TOTAL REQUIRED HOURS FOR CERTIFICATE** 28

---

**Phi Beta Lambda** members learn to lead and participate in group discussions, preside at meetings and conferences, compete in area of study both locally and nationally, work on committee assignments, engage in group problem conferences, and work in other activities that contribute to the development of desirable leadership qualities. This organization is for all majors.

**Phi Beta Lambda** is a business organization that has a chapter in the **Business and Information Technologies Department**. The objective is to develop strong, aggressive leadership so that future businessmen and women may participate more effectively in the business community life of which they are a part.

**BIRMINGHAM CAMPUS**
Ms. Alfreda King, Advisor - 205-929-6460

**BESSEMER CAMPUS**
Mrs. Teheitha Taylor Murray - 205-929-3465
The following applies for the Computer Science Areas:

- All elective(s) and/or substitutions must be approved by the area advisor. Please refer to pages 69-70.
- BUS 210 (Introduction to Accounting) is recommended as a prerequisite for BUS 241.
- BUS 296 (Business Internship) MUST be taken in the last semester of enrollment.

Enroll in ORI 101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

The Computer Science/Business Program (Associate of Applied Science) is designed for students with an interest in computer science and its application in business. With the current trends to outsourcing and contracting for the provision of computing resources in business, it is imperative that computing practitioners have a strong grounding in business and business practices. These practitioners need entrepreneurial skills as they will often have to establish themselves as independent consultants and compete for contracts. This degree is intended to prepare students to compete in this market. Co-op is required of each student in the degree program. Co-op contributes to the overall skill development which builds self-confidence, maturity, and the ability to work independently.

The Computer Science/Math Program (Associate of Applied Science) provides each student with a background in the principles of computing and their applications in software and systems. Students are provided real-life experience together with the development of a sound basis in theory. Students work individually and cooperatively, on projects designed to foster an understanding of basic theoretical principles. Whether you plan to enter the computing industry per se or only to use computing as a tool for other purposes, the program prepares each student for great preparation for the future. Co-op is required of each student in the degree program. Co-op contributes to the overall skill development which builds self-confidence, maturity, and the ability to work independently.

A Certificate in Computer Science is designed for individuals seek upgrading or retraining in areas related to computer science.

---

**THE BUSINESS AND INFORMATION TECHNOLOGIES DEPARTMENT**

Specializes in

CISCO Certification

Call Mr. Scott Kelley for more information at 205-929-3466

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### ASSOCIATE IN APPLIED SCIENCE DEGREE

#### Computer Science – Business

**General Studies Courses**

- **ORI 101** Orientation to College 1
- **ENG 101** English Composition I 3
- **SPH 107** Fundamentals of Public Speaking 3
- **MTH 112** Pre-Calculus 3
- **RDG 114A** Critical Reading for College 3
- **Two 1-hour PED Activity Courses** 2
- **Electives (ACC, BUS, CIS, OAD, RLS)** 9

**Total General Studies Courses** 19

**Area I – Written Composition** 6

- **BUS 202** Professional Development 1
- **BUS 215** Business Communication 3
- **BUS 241** Principles of Accounting 3
- **BUS 296** Business Internship I 3

**Area II – Humanities & Fine Arts** 7

- **CIS 146** Microcomputer Applications 3
- **CIS 149** Introduction to Computers 3
- **CIS 191** Intro to Comp. Prog. Concepts 3
- **CIS 193** Intro to Comp. Prog. Lab 1
- **CIS 207** Intro to Web Development 3
- **CIS 212** Visual Basic Programming 3
- **CIS 222** Database Management Systems 3
- **CIS 268** Software Support 3
- **CIS 269** Hardware Support 3
- **CIS 270** CISCO 3
- **CIS 281** Systems Analysis and Design 3

**Area V – Pre-Professional/Major Courses** 55

- **CIS 281** Systems Analysis and Design 3
- **RDG 114A** Critical Reading for College 3
- **Electives (ACC, BUS, CIS, OAD, RLS)** 9

**Total Required Hours for Degree** 74-76

---

### DEPARTMENT OF BUSINESS AND INFORMATION TECHNOLOGIES

**New Partnership**

The Center Specializes in the Following:

- **Call Center Industry Advisory Council Certification**
  - (CIAC) Established in response to the need for an objective third party to establish and maintain industry-recognized competency standards for individuals that lead, manage, and work in call centers.

- **EAN·UCC XML Fundamentals Certification**
  - Provides the tools and services that speed the process by which businesses realize the true economic value of their investment in e-Business standards.

ASSOCIATE IN APPLIED SCIENCE DEGREE  
Computer Science – Math

General Studies Courses  Hours(s)
• ORI 101  Orientation to College 1

Area I – Written Composition  3
• ENG 101  English Composition I 3

Area II – Humanities & Fine Arts  6
• Humanities and Fine Arts Course 3
• SPH 107  Fundamentals of Public Speaking 3

Area III – Natural Science & Mathematics  7
• Natural Science Requirement 4
• MTH 112 Pre-Calculus 3
(or higher level math from STARS)

Area IV – History, Social, & Behavioral Sciences  3
• Social and Behavioral Science Requirement 3

TOTAL GENERAL STUDIES COURSES  19

Area V – Pre-Professional/Major Courses  55
• BUS 202  Professional Development 1
• BUS 215  Business Communication 3
• BUS 241  Principles of Accounting 3
• BUS 296  Business Internship I 3***
• CIS 146  Microcomputer Applications 3
• CIS 149  Introduction to Computers 3
• CIS 191  Intro to Comp. Prog. Concepts 3
• CIS 193  Intro to Comp. Prog. Lab 1
• CIS 199  Network Communications 3
• CIS 207  Intro to Web Development 3
• CIS 212  Visual Basic Programming 3
• CIS 222  Database Management Systems 3
• CIS 268  Software Support 3
• CIS 269  Hardware Support 3
• CIS 280  Network Security 3
• CIS 281  Systems Analysis and Design 3
• CIS 285  Object Oriented Programming 3
• RDG 114A  Critical Reading for College 3
( COMPASS Exam is Required for Placement)
• Two 1-hour PED Activity Courses 2
• Electives (BUS, CIS, MTH) 3**
TOTAL REQUIRED HOURS FOR DEGREE  74-76

CERTIFICATE  
Computer Science

General Studies Courses  Sem. Hr(s)
• ORI 101  Orientation to College 1

Area I – Written Composition 3
• ENG 101  English Composition I 3

Area II – Humanities & Fine Arts 3
• SPH 107  Fundamentals of Public Speaking 3

Area III – Natural Science and Mathematics 6
• CIS 146  Microcomputer Applications 3
• MTH100 or higher 3

TOTAL GENERAL STUDIES CREDITS  12

Area V – Pre-Professional/Major Courses  43
• BUS 202  Professional Development 1
• BUS 241  Principles of Accounting 3
• CIS 149  Introduction to Computers 3
• CIS 191  Intro to Comp. Prog. Concepts 3
• CIS 193  Intro to Comp. Prog. Lab 1
• CIS 207  Intro to Web Development 3
• CIS 212  Visual Basic Programming 3
• CIS 268  Software Support 3
• CIS 269  Hardware Support 3
• Electives (ACC, BUS, CIS, MTH) 18**
TOTAL REQUIRED HOURS FOR CERTIFICATE  55

SHORT CERTIFICATES  
Computer Science

Students seeking the Computer Science Short Certificate should complete the core and then complete the desired track. All courses in the tracks are Area V courses.

Short Certificate (Area V) Core Requirements:

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Total Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 149</td>
<td>Introduction to Computers</td>
<td>3</td>
</tr>
<tr>
<td>OAD101</td>
<td>Beginning Keyboarding (or demonstrated competency is required)</td>
<td>3</td>
</tr>
<tr>
<td>ORI 101</td>
<td>Orientation to College</td>
<td>1</td>
</tr>
</tbody>
</table>

Desktop Support Technician Track

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Total Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 147</td>
<td>Advanced Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 270</td>
<td>Cisco I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 268</td>
<td>Software Support</td>
<td>3</td>
</tr>
<tr>
<td>CIS 269</td>
<td>Hardware Support</td>
<td>3</td>
</tr>
<tr>
<td>CIS 275</td>
<td>Workstation Administration</td>
<td>3</td>
</tr>
<tr>
<td>CIS 276</td>
<td>Server Administration</td>
<td>3</td>
</tr>
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</table>

Total Hours = 29
### Programming Track

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Total Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS191</td>
<td>Introduction to Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS193</td>
<td>Introduction to Programming Lab</td>
<td>1</td>
</tr>
<tr>
<td>CIS212</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS255</td>
<td>Java</td>
<td>3</td>
</tr>
<tr>
<td>CIS285</td>
<td>Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS222</td>
<td>Database Management Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS281</td>
<td>System Analysis and Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours = 27

### Networking Track

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Total Credit Hours</th>
</tr>
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<tbody>
<tr>
<td>CIS 270 Cisco I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 271 Cisco II</td>
<td>3</td>
</tr>
<tr>
<td>CIS 272 Cisco III</td>
<td>3</td>
</tr>
<tr>
<td>CIS 273 Cisco IV</td>
<td>3</td>
</tr>
<tr>
<td>CIS199 Network Comm</td>
<td>3</td>
</tr>
<tr>
<td>CIS268 Software Supp</td>
<td>3</td>
</tr>
<tr>
<td>CIS269 Hardware Supp</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours = 29

### Website Designer/Developer Track

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Total Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 160 Multimedia on the World</td>
<td>3</td>
</tr>
<tr>
<td>CIS 199 Network Communications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 203 Intro to the Information</td>
<td>3</td>
</tr>
<tr>
<td>CIS 207 Introduction to Web Dev</td>
<td>3</td>
</tr>
<tr>
<td>CIS 208 Intermediate Web Dev</td>
<td>3</td>
</tr>
<tr>
<td>CIS 209 Advanced Web Dev</td>
<td>3</td>
</tr>
<tr>
<td>CIS 250 E-Commerce</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours = 29

### INDUSTRY CERTIFICATIONS

#### INDUSTRY CERTIFICATE PROGRAMS

- **CompTIA’s goal** is to provide a unified voice, global advocacy and leadership, and to advance industry growth through standards, professional competence, education, and business solutions.

- **A+ Certification** - The CompTIA A+ certification is the industry standard for validating vendor-neutral skills expected of an entry-level computer technician. Those holding the A+ certification have a broad base of knowledge and competency in core hardware and operating system technologies including installation, configuration, diagnosing, preventive maintenance and basic networking.

  - Every business uses computers and skilled technicians are a necessity. A+ opens the door to an exciting career in computer technology at an affordable price. A+ certification is the perfect launch pad into other more challenging careers in information technology.
  
  - CIS 268 Software Support 3
  - CIS 269 Hardware Support 3
  
  - [http://www.comptia.com/certification/a/default.asp](http://www.comptia.com/certification/a/default.asp)

  **Total Required Hours For Industry Certificate** 6

- **CompTIA Security+™ Certification** - CompTIA Security+ validates knowledge of systems security, network infrastructure, access control, assessments and audits, cryptography and organizational security. It is an international, vendor-neutral security certification that is taught at colleges, universities and commercial training centers around the world.

  - Although not a prerequisite, it is recommended that CompTIA Security+ candidates have at least two years of on-the-job technical networking experience, with an emphasis on security. The CompTIA Network+ certification is also recommended.
  
  - CIS 280 Network Security 3
  

  **Total Required Hours For Industry Certificate** 3

### MCSE Short Certificate

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Total Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>CIS 275</td>
<td>Workstation Administration</td>
<td>3</td>
</tr>
<tr>
<td>CIS 276</td>
<td>Server Administration</td>
<td>3</td>
</tr>
<tr>
<td>CIS 277</td>
<td>Network Services Admin</td>
<td>3</td>
</tr>
<tr>
<td>CIS 278</td>
<td>Directory Services Admin</td>
<td>3</td>
</tr>
<tr>
<td>CIS 279</td>
<td>Network Infrastructure Design</td>
<td>3</td>
</tr>
<tr>
<td>CIS 280</td>
<td>Network Security</td>
<td>3</td>
</tr>
<tr>
<td>CIS 299</td>
<td>Directed Studies/Computer Science</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours = 23

### Become a Medical Coder

For more information, please contact:

- Dr. Alice Tyler Milton
  amilton@lawsonstate.edu
  Or
  Mrs. Yolande Gardner
  ygardner@lawsonstate.edu

### Lawson State is an Authorized Testing Center

(Housed in the Business and Information Technologies Division)

- **Drake, VUE, LaserGrade, PAN, IC3, etc.**

- **Contact Our Testing Administrators**
  - Mrs. Tracy Coleman - 205-929-2016
  - Ms. Gwendolyn Bayles – 205-929-2016
  - Mrs. Nettie Turner - 205.929.6448
● CompTIA Network+® Certification – The CompTIA Network+ certification is an international industry credential that validates the knowledge of networking professionals with at least nine months of experience in network support or administration or adequate academic training. A typical candidate would have CompTIA A+ certification or equivalent knowledge, but this is not a prerequisite. An accepted foundation-level, vendor-neutral certification for networking professionals, many IT certifications integrate CompTIA Network+ into their curriculums. There are approximately 135,000 CompTIA Network+ certified professionals worldwide. The skills and knowledge measured by this examination were derived from an industry-wide job task analysis and validated through an industry-wide survey of more than 2,500 participants.

Earning a CompTIA Network+ certification demonstrates that a candidate can describe the features and functions of networking components, and possesses the knowledge and skills needed to install, configure and troubleshoot basic networking hardware, protocols and services. The exam tests technical ability in the areas of media and topologies, protocols and standards, network implementation, and network support. The exam also covers new technologies such as wireless networking and gigabit Ethernet.


TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 3

● Cisco Certified Network Associate (CCNA) – The CCNA certification (Cisco Certified Network Associate) indicates a foundation in and apprentice knowledge of networking. CCNA certified professionals can install, configure, and operate LAN, WAN, and dial access services for small networks (100 nodes or fewer), including but not limited to use of these protocols: IP, IGRP, Serial, Frame Relay, IP RIP, VLANs, RIP, Ethernet, Access Lists.


CCNA CERTIFIED NETWORK PROFESSIONAL (CCNP) The CCNP certification (Cisco Certified Network Professional) indicates advanced or journeyman knowledge of networks. With a CCNP, a network professional can install, configure, and troubleshoot local and wide area networks for enterprise organizations with networks from 100 to more than 500 nodes. The content emphasizes topics such as security, converged networks, quality of service (QoS), virtual private networks (VPN) and broadband technologies.


Professional Courses Required For CCNA Level:

CIS 270 – Cisco I
CIS 271 – Cisco II
CIS 272 – Cisco III
CIS 273 – Cisco IV

TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 3-12

● Certified Novell Administrator (CNA) – CNAs provide companies direct support for software users in various work environments including professional offices and small businesses, work groups or departments, and corporate information services (IS).

http://www.novell.com/training/certinfo/cna

TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 3

● Certified Novell Engineer (CNE) – Your CNE training gives you a wide variety of network support skills that allow you to keep your company's network running efficiently – with less downtime. As a CNE, you solve advanced company-wide support problems and high-level network problems. You perform planning, installation, configuration, troubleshooting and upgrade services for networks.

http://www.novell.com/training/certinfo/cne/

TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 30

● Microsoft Certified Systems Administrator (MCSA) Earn the Microsoft Certified Systems Administrator (MCSA) certification to help advance your career by ensuring that you have the skills to successfully manage and troubleshoot system environments that run on the Windows operating system. The MCSA: Messaging credential identifies systems administrators who implement, manage, and maintain a messaging infrastructure by using Microsoft Exchange Server. The MCSA: Security credential identifies systems administrators who help manage, maintain, and implement security on the Windows operating system and help create a secure computing environment.

http://www.microsoft.com/learning/mcp/mcsa/default.mspx

TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 12

● Microsoft Certified Solution Developer (MCSD) – The new Microsoft Certified Solution Developer (MCSD) for Microsoft .NET certification is the premier credential for lead developers who design and develop leading-edge enterprise solutions with Microsoft development tools, technologies, platforms, and the Microsoft .NET Framework.

http://www.microsoft.com/traincert/mcp/mcsd/default.asp

TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 12

● Microsoft Certified Systems Engineer (MCSE)


TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 18
MICROSOFT BUSINESS CERTIFICATION – The Microsoft Business Certification program is the only worldwide, performance-based certification program that validates the skills needed to get the most out of Microsoft Office and Windows Vista. Whether you want to stand out in the job market, improve employee performance, or better prepare students to enter the workforce, the Microsoft Business Certification program demonstrates proven expertise that businesses rely on. The two Microsoft Business Certification paths available are the Microsoft Certified Application Specialist (MCAS) and the Microsoft Office Specialist (MOS). Each of these paths requires one or more exams to achieve the certification.

One or more of the following courses are required

CIS111  Word Processing Software Applications  3
and/or
CIS113  Spreadsheet Software Applications  3
and/or
CIS115  Presentation Graphics Software Applications  3
and/or
CIS117  Database Management Software Applications  3

http://www.microsoft.com/learning/mcp/msbc/default.mspx

TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE  3

ORACLE – DATABASE ASSOCIATE (OCA) – Databases are at the foundation of all modern businesses. They are used to keep track of the finances, inventories, customers, and most recently used in the accelerating area of e-business. The important and critical job of managing the databases for a company is the job of the Database Administrator. With the fast growth of e-commerce, knowledgeable Database Administrators are scarce and are currently in high demand by companies across the state. This certificate is designed to provide an opportunity to establish a basic foundation in the field of database administration for employment in commercial, industrial, and government institutions. Lawson State is a member of the Advanced Oracle Academy.

Oracle Database Associate (OCA)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 222</td>
<td>Database Management Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 225</td>
<td>Introduction to Oracle SQL Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 226</td>
<td>Oracle Database Administration I</td>
<td>3</td>
</tr>
</tbody>
</table>

Oracle Database Professional (In addition to obtaining OCA certification above)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 228</td>
<td>Oracle Database Administration II</td>
<td>3</td>
</tr>
</tbody>
</table>

http://academy.oracle.com

TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 12

Oracle Forms Developer and Oracle PL/SQL Developer (Pre-requisite: CIS 225)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 222</td>
<td>Database Management Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 225</td>
<td>Introduction to Oracle SQL Programming</td>
<td>2</td>
</tr>
</tbody>
</table>

Oracle Forms Developer and Oracle PL/SQL Developer (note: Must have OCA certification, prior to entering courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 227</td>
<td>PL/SQL Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 265</td>
<td>Database Programming I</td>
<td>3</td>
</tr>
</tbody>
</table>

http://academy.oracle.com

TOTAL REQUIRED HOURS FOR INDUSTRY CERTIFICATE 11

VISIT OUR WEB SITE AT: www.lawsonstate.edu

- Latest News
- Announcements
- Departmental Information
- Job Vacancies
- Admissions
- Financial Aid
- Student Services
- Athletics
- Learning Resource Center
- Small Business Center
- College Catalog
- College Schedule
- Tuition Management System
- Public Relations
- Online Services
  - Check Grades
  - Communicate
  - Register
  - Email
- ETC.

IT’S ALL HERE!
The following applies for the Office Administration Areas:
- All elective(s) and/or substitutions must be approved by the area advisor. Please refer to pages 69-70. **
- BUS 210 (Introduction to Accounting) is recommended as a prerequisite for BUS 241.
- BUS 296 (Business Internship) MUST be taken in the last semester of enrollment.***

Enroll in ORI 101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

The Office Administration Program is designed to teach students strong administrative, computer and interpersonal skills promoting greater efficiency in the office. Emphasis is placed on developing strong computer and communication abilities, which are vital tools in the workplace. The latest office administration skills will be learned that are required in the workplace—each student is highly organized and well trained in the leading edge office automation technology. The aim is to provide each student with a combination of office administration skills and technology that will prepare them to be highly competitive in the job market. Co-op is required of each student in the degree program.

The Office Administration/Legal Program is designed to teach students strong administrative, computer and interpersonal skills promoting greater efficiency in the legal office. Emphasis is placed on developing strong computer and communication abilities, basic accounting principles, legal concepts, business law, transcription, etc.—which are vital tools in the workplace. The latest office administration skills will be learned that are required in the workplace—each student is highly organized and well trained in the leading edge office automation technology. The aim is to provide each student with a combination of office administration legal skills and technology that will prepare them to be highly competitive in the job market. Co-op is required of each student in the degree program.

The Office Administration/Medical Program is designed to teach students strong administrative, computer and interpersonal skills promoting greater efficiency in the medical office. Emphasis is placed on developing strong computer and communication abilities, medical terminology, medical office procedures, transcription, etc.—which are vital tools in the workplace. The latest office administration skills will be learned that are required in the workplace—each student is highly organized and well trained in the leading edge office automation technology. The aim is to provide each student with a combination of office administration medical skills and technology that will prepare them to be highly competitive. Co-op is required of each student in the degree program.

ASSOCIATE IN APPLIED SCIENCE DEGREE
Office Administration

General Studies Courses | Sem. Hours
--- | ---
ORI 101 Orientation to College | 1
Area I – Written Composition | 3
ENG 101 English Composition I | 3
Area II – Humanities & Fine Arts | 6
Humanities and Fine Arts Course | 3
SPH 107 Fundamentals of Public Speaking | 3
Area III – Natural Science & Mathematics | 7
Natural Science Requirement | 4
MTH 110 Finite Mathematics / OR | 3
MTH 112 Pre-Calculus (or higher level math from STARS) | 3
Area IV – History, Social, & Behavioral Sciences | 3
Social and Behavioral Science Requirement | 3
TOTAL GENERAL STUDIES COURSES | 19
Area V – Pre-Professional/Major Courses | 57
BUS 150 Business Mathematics | 3
BUS 202 Professional Development | 1
BUS 215 Business Communications | 3
BUS 241 Principles of Accounting I | 3
BUS 263 Legal/Social Env. of Business | 3
Management Requirement | 3
BUS 296 Business Internship I | 3
Computerized Accounting Requirement | 3
CIS 146 Microcomputer Applications | 3
OAD 101 Beginning Keyboarding | 3
OAD 103 Intermediate Keyboarding | 3
OAD 125 Word Processing | 3
OAD 138 Records/Information Management | 3
OAD 200 Machine Transcription | 3
OAD 218 Office Procedures | 3
OAD 243 Spreadsheet Applications | 3
RDG 114A Critical Reading for College (COMPASS Exam is Required for Placement) | 3
Two 1-hour PED Activity Courses | 2
Electives (ACC, BUS, CIS, HIT, OAD, RLS) | 6
TOTAL REQUIRED HOURS FOR DEGREE | 76

Become a Medical Coder

For more information, please contact:

Dr. Alice Tyler Milton
AMILTON@LAWSONSTATE.EDU

Or

Mrs. Yolande Gardner
YGARDNER@LAWSONSTATE.EDU
<table>
<thead>
<tr>
<th>General Studies Courses</th>
<th>Sem. Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ORI 101  Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>Area I – Written Composition</td>
<td>3</td>
</tr>
<tr>
<td>• ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>Area II – Humanities &amp; Fine Arts</td>
<td>3</td>
</tr>
<tr>
<td>• SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Area III – Natural Science and Mathematics</td>
<td>6</td>
</tr>
<tr>
<td>• CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>• MTH100 or higher</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL GENERAL STUDIES CREDITS</strong></td>
<td><strong>13</strong></td>
</tr>
<tr>
<td>Area V – Pre-Professional/Major Courses</td>
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<tr>
<td>• BUS 150 Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>• BUS 202 Professional Development</td>
<td>1</td>
</tr>
<tr>
<td>• BUS 215 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>• BUS 241 Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>• BUS 263 Legal/Social Env. of Business</td>
<td>3</td>
</tr>
<tr>
<td>Management Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Computerized Accounting Requirement</td>
<td>3</td>
</tr>
<tr>
<td>• OAD 101 Beginning Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>• OAD 103 Intermediate Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>• OAD 125 Word Processing</td>
<td>3</td>
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<tr>
<td>• OAD 138 Records/Information Management</td>
<td>3</td>
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<td>3</td>
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<tr>
<td>Electives (ACC, BUS, CIS, HIT, OAD, RLS)</td>
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<tr>
<td><strong>TOTAL REQUIRED HOURS FOR CERTIFICATE</strong></td>
<td><strong>56</strong></td>
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</tbody>
</table>

**SHORT CERTIFICATE**
Office Administration

**Sem. Hours**

- ORI 101  Orientation to College  

**Area V – Pre-Professional/Major Courses**  

- Computerized Accounting Requirement  
- BUS150 Business Mathematics  
- BUS 215 Business Communication  
- BUS 241 Principles of Accounting I  
- CIS 146 Microcomputer Applications  
- OAD 125 Word Processing  
- OAD 138 Records/Information Management  
- Electives (ACC, BUS, CIS, HIT, OAD, RLS)  

**TOTAL REQUIRED HOURS FOR CERTIFICATE**  

\*Note: *OAD 101 (Beginning Keyboarding) or at least 45 GWPM is recommended as a prerequisite for OAD 125.

---

<table>
<thead>
<tr>
<th>General Studies Courses</th>
<th>Sem. Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ORI 101  Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>Area I – Written Composition</td>
<td>3</td>
</tr>
<tr>
<td>• ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>Area II – Humanities &amp; Fine Arts</td>
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<tr>
<td>• Humanities and Fine Arts Course</td>
<td>3</td>
</tr>
<tr>
<td>• SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Area III – Natural Science &amp; Mathematics</td>
<td>7</td>
</tr>
<tr>
<td>• Natural Science Requirement</td>
<td>4</td>
</tr>
<tr>
<td>• MTH 110 Finite Mathematics / OR</td>
<td>3</td>
</tr>
<tr>
<td>• MTH 112 Pre-Calculus</td>
<td>3</td>
</tr>
<tr>
<td>(or higher level math from STARS)</td>
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</tr>
<tr>
<td><strong>TOTAL GENERAL STUDIES COURSES</strong></td>
<td><strong>19</strong></td>
</tr>
<tr>
<td>Area V – History, Social, &amp; Behavioral Sciences</td>
<td>3</td>
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<tr>
<td><strong>TOTAL REQUIRED HOURS FOR DEGREE</strong></td>
<td><strong>76</strong></td>
</tr>
</tbody>
</table>

**JOIN PBL – PHI BETA LAMBDA**

**ΦΒΛ**

**Advance your skills for the workforce!**

For More Information:  Call 205-929-6460
### CERTIFICATE
Office Administration – Legal Technology

<table>
<thead>
<tr>
<th>General Studies Courses</th>
<th>Sem. Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>MTH 100 or higher</td>
<td>3</td>
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</table>

**TOTAL GENERAL STUDIES CREDITS** 13

<table>
<thead>
<tr>
<th>Area V – Pre-Professional/Major Courses</th>
<th>Sem. Hours</th>
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<tbody>
<tr>
<td>BUS 150 Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 202 Professional Development</td>
<td>1</td>
</tr>
<tr>
<td>BUS 215 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 241 Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263 Legal/Social Env. of Business</td>
<td>3</td>
</tr>
<tr>
<td>OAD 101 Beginning Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>OAD 103 Intermediate Keyboarding</td>
<td>3</td>
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<tr>
<td>OAD 125 Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>OAD 138 Records/Information Management</td>
<td>3</td>
</tr>
<tr>
<td>OAD 201 Legal Terminology</td>
<td>3</td>
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<tr>
<td>OAD 202 Legal Transcription</td>
<td>3</td>
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</table>

**TOTAL REQUIRED HOURS FOR CERTIFICATE** 56

### SHORT CERTIFICATE
Office Administration – Legal Technology

Note: *OAD 101 (Beginning Keyboarding) or at least 45 GWPM is recommended as a prerequisite for OAD 125.

<table>
<thead>
<tr>
<th>General Studies Courses</th>
<th>Sem. Hours</th>
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<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
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**TOTAL GENERAL STUDIES COURSES** 19

<table>
<thead>
<tr>
<th>Area V – Pre-Professional/Major Courses</th>
<th>Sem. Hours</th>
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<tbody>
<tr>
<td>BUS 215 Business Communication</td>
<td>3</td>
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<tr>
<td>BUS 241 Principles of Accounting I</td>
<td>3</td>
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<tr>
<td>BUS 263 Legal/Social Env. of Business</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>OAD 125 Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>OAD 138 Records/Information Management</td>
<td>3</td>
</tr>
<tr>
<td>OAD 201 Legal Terminology</td>
<td>3</td>
</tr>
<tr>
<td>OAD 202 Legal Transcription</td>
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<tr>
<td>Electives (ACC, BUS, CIS, HIT, OAD, RLS)</td>
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</table>

**TOTAL REQUIRED HOURS FOR CERTIFICATE** 28

### ASSOCIATE IN APPLIED SCIENCE DEGREE
Office Administration – Medical Technology

<table>
<thead>
<tr>
<th>General Studies Courses</th>
<th>Sem. Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>MTH 100 Intermediate Math (or higher)</td>
<td>3</td>
</tr>
<tr>
<td>OAD 101 Beginning Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>OAD 103 Intermediate Keyboarding</td>
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<td>3</td>
</tr>
<tr>
<td>OAD 138 Records/Information Management</td>
<td>3</td>
</tr>
<tr>
<td>OAD 201 Legal Terminology</td>
<td>3</td>
</tr>
<tr>
<td>OAD 243 Spreadsheet Applications</td>
<td>3</td>
</tr>
<tr>
<td>HPS 114 Basic Pharmacology</td>
<td>1</td>
</tr>
<tr>
<td>HIT 290 HIT Seminar – Problem Solving</td>
<td>1</td>
</tr>
<tr>
<td>HIT 285 Medical Coding with Computers</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL REQUIRED HOURS FOR DEGREE** 76

---

**International Honor Society for ACBSP Accredited Business Programs**

Contact: Ms. Alfreda King, Advisor – 205-929-6460

---

**International Association of Administrative Professionals®**

**Growth for All Professionals**

Contact: Mrs. Yolande Gardner – 205-929-3446
CERTIFICATE
Office Administration – Medical Technology

General Studies Courses  Sem. Hours
• ORI 101  Orientation to College  1

Area I – Written Composition  3
• ENG 101  English Composition I  3

Area II – Humanities & Fine Arts  3
• SPH 107  Fundamentals of Public Speaking  3

Area III – Natural Science and Mathematics  6
• CIS 146  Microcomputer Applications  3
• MTH100 or higher  3
TOTAL GENERAL STUDIES CREDITS  13

Area V – Pre-Professional/Major Courses  42
• BIO 120 or OAD 211 Medical Terminology  3
• BUS 202  Professional Development  1
• BUS 215  Business Communications  3
• BUS 241  Principles of Accounting I  3
• HIT 230  Medical Coding Systems I  3
• HIT 231  Medical Coding Systems I Lab  1
• HIT 232  Medical Coding Systems II  3
• HIT 233  Medical Coding Systems II Lab  1
• HIT 294  Medical Insurance and Billing  2
• HIT 152  Skill Developmental Lab  1
• CIS 146  Microcomputer Applications  3
• OAD 138  Records/Information Management  3
TOTAL REQUIRED HOURS FOR CERTIFICATE  55

REAL ESTATE (RLS)
The Real Estate Certificate Program offers the course work that meets the standards of professionalism in the real estate industry. The program follows the guidelines set by the Alabama Real Estate Commission. Moreover, the program meets the career objective of persons interested in real estate sales or other allied real estate professions. For students seeking to enter the real estate field, it offers formal education that meets the industry's goals of professionalism.

Real Estate is a booming area for people of all ages. It offers excellent income potential, flexible work hours, and income is gained at your pace. The first step is being certified. The Real Estate Certificate takes each student through the 60 hours of instruction for pre-licensure. A certificate will be given to each student that successfully completes RLS 101 (60 Hours – Pre-License). The certificate is needed for the Real Estate Commission Examination.

SHORT CERTIFICATE
Office Administration – Medical Technology

Note: *OAD 101 (Beginning Keyboarding) or at least 45 GWPM is recommended.

SHORT CERTIFICATE
Real Estate

The Division has partnered with RealtySouth. For more details, please call 205.929.6306.

• ORI 101  Orientation to College  1

Field of Concentration Courses  16
• BUS150  Business Mathematics  3
• BUS 215  Business Communication  3
• BUS 210  Introduction to Accounting  3
• CIS 146  Microcomputer Applications  3
• RLS 101  Real Estate Principles (Part I)  4
TOTAL REQUIRED HOURS FOR CERTIFICATE  17
CAREER TECHNICAL PROGRAMS (DEGREE PLANS)
DIVISION OF CAREER, TECHNICAL PROGRAMS

DR. BRUCE CRAWFORD, VICE PRESIDENT INSTRUCTIONAL PROGRAMS

MR. DONALD SLEDGE, ASSISTANT DEAN
Career, Technical Education
dsdale@lawsonstate.edu
205-929-6442

MR. TOM BERRYMAN, ACTING DIRECTOR
Alabama Center for Automotive Excellence (ACAE)
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205-929-3483

MR. JONATHAN ELDREDGE, CHAIRPERSON
Correctional Education
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205-436-3832

MR. JEFF SWEATMON, CHAIRPERSON
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jsweatmon@lawsonstate.edu
205-929-3470

MS. NANCY WILSON, CHAIRPERSON
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nwilson@lawsonstate.edu
205-929-3451

MS. PIER WILKERSON, CHAIRPERSON
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pwilkerson@lawsonstate.edu
205-929-2074

DEGREES
Air Conditioning/Refrigeration
Automotive Service Ford ASSET, GM ASEP, and T-TEN
Automated Manufacturing
Automotive Mechanics
Building Construction
Commercial Art & Illustration
Drafting and Design Architectural or Mechanical
Diesel – Medium/Heavy Truck Technician
Electronics – Industrial
Graphics and Prepress

CERTIFICATES
Air Conditioning/Refrigeration
Auto Body/Collision Repair
Automated Manufacturing
Automotive Mechanics
Barbering
Commercial Art & Illustration

JOIN SKILLSUSA TODAY!
A Career/Technical Student Organization
**AIR CONDITIONING/ REFRIGERATION (ACR)**

**MISSION:** The mission of the Air Conditioning and Refrigeration program is to prepare students to successfully install service and troubleshoot HVACR systems. As HVACR technicians, graduates will be skilled in both commercial and residential service.

The Air Conditioning/Refrigeration program’s instructional process begins with the fundamentals of refrigeration and electricity. Once these courses are mastered, students will take advanced courses in a sequence that fits their individual interest. Each course offers specific skills needed by technicians on the job. Students receive assignments and job sheets through each phase of study and all hands-on learning occurs on industry standard equipment.

This program consists of one certificate, an A.O.T. degree option, and one short-certificate with two specialties.

**AIR CONDITIONING/REFRIGERATION Certificate – 50 Credit Hours**

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>General Education Courses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>Area I – Written Composition</td>
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</table>

Select one of the following courses:
- COM 100 Career Technical English
- ENG 101 English Composition*

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Area II – Humanities &amp; Fine Arts</th>
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<tr>
<td>2-3</td>
<td>Select one of the following courses:</td>
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<tr>
<td></td>
<td>SPC 103 Career Technical Speaking</td>
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<tr>
<td></td>
<td>SPH 107 Fundamentals of Public Speaking*</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Area III – Natural Science &amp; Mathematics</th>
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<tbody>
<tr>
<td>5-6</td>
<td>Select one of the following courses:</td>
</tr>
<tr>
<td></td>
<td>DPT 103 Introductory Computer Skills</td>
</tr>
<tr>
<td></td>
<td>CIS 130 Introduction to Information Systems</td>
</tr>
<tr>
<td></td>
<td>CIS 146 Microcomputer Applications*</td>
</tr>
</tbody>
</table>

Select one of the following courses:
- MAH 101 Introductory Technical Math I
- MTH 100 Intermediate College Algebra

**AIR CONDITIONING/REFRIGERATION Associate in Occupational Technologies Degree 76 Credit Hours**

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program. The A.O.T. degree requires a high school diploma or its equivalent.

**Major:** Air Conditioning/Refrigeration (ACR) Certificate

**Minor:** Industrial Electronics (ILT)

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>General Education Courses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>Area I – Written Composition</td>
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<tr>
<td></td>
<td>ENG 101 English Composition I</td>
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</table>

**Area II – Humanities & Fine Arts**

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Area III – Natural Science &amp; Mathematics</th>
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<tbody>
<tr>
<td>12</td>
<td>Select one of the following courses:</td>
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<tr>
<td></td>
<td>Two 1-hour PED activity courses</td>
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<td></td>
<td>Natural Science Course</td>
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<td></td>
<td>CIS 146 Microcomputer Applications</td>
</tr>
<tr>
<td></td>
<td>MTH 100 Intermediate College Algebra</td>
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</tbody>
</table>

**Area IV – History, Social, & Behavioral Sciences**

<table>
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<tr>
<th>Semester Hours</th>
<th>Area V – Technical Courses of Study:</th>
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<tbody>
<tr>
<td>12</td>
<td>Select 12 credit hours from the following courses:</td>
</tr>
<tr>
<td></td>
<td>ILT 194 Introduction to PLC</td>
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<td></td>
<td>ILT 196 Advanced PLC</td>
</tr>
<tr>
<td></td>
<td>INT 118 Fundamentals of Industrial Hydraulics and Pneumatics</td>
</tr>
<tr>
<td></td>
<td>AUT 232 Sensor Technology and Applications</td>
</tr>
<tr>
<td></td>
<td>EET 100 Intro to Engineering Technologies</td>
</tr>
<tr>
<td></td>
<td>ETC 101 DC Fundamentals</td>
</tr>
<tr>
<td></td>
<td>ETC 107 Electrical Blueprint Reading</td>
</tr>
<tr>
<td></td>
<td>ETC 108 Motor Controls I</td>
</tr>
<tr>
<td></td>
<td>ILT 166 Motors and Transformers I</td>
</tr>
</tbody>
</table>
### AIR CONDITIONING/REFRIGERATION

**Short Certificate – 25 Credit Hours**

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

#### Semester Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation</td>
<td>1</td>
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</table>

#### Technical Courses of Study: 24

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ACR 111</td>
<td>Principles of Refrigeration</td>
<td>3</td>
</tr>
<tr>
<td>ACR 121</td>
<td>Principles of Electricity for HVACR</td>
<td>3</td>
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</table>

*Select 18 credit hours from the following courses:*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>ACR 112</td>
<td>HVACR Service Procedures</td>
<td>3</td>
</tr>
<tr>
<td>ACR 113</td>
<td>Refrigeration Piping Practices</td>
<td>3</td>
</tr>
<tr>
<td>ACR 119</td>
<td>Fundamentals of Gas Heating Systems</td>
<td>3</td>
</tr>
<tr>
<td>ACR 122</td>
<td>HVACR Electric Circuits</td>
<td>3</td>
</tr>
<tr>
<td>ACR 123</td>
<td>HVACR Electrical Components</td>
<td>3</td>
</tr>
<tr>
<td>ACR 132</td>
<td>Residential Air Conditioning</td>
<td>3</td>
</tr>
<tr>
<td>ACR 134</td>
<td>Ice Machines</td>
<td>3</td>
</tr>
<tr>
<td>ACR 144</td>
<td>Basic Drawing/Blueprint Reading HVAC</td>
<td>3</td>
</tr>
<tr>
<td>ACR 147</td>
<td>Refrig. Transition/Recovery Theory</td>
<td>3</td>
</tr>
<tr>
<td>ACR 148</td>
<td>Heat Pump Systems I</td>
<td>3</td>
</tr>
<tr>
<td>ACR 181</td>
<td>Special Topics: ACR I</td>
<td>3</td>
</tr>
<tr>
<td>ACR 192</td>
<td>HVAC Apprenticeship/Internship</td>
<td>3</td>
</tr>
<tr>
<td>ACR 200</td>
<td>Review for Contractors Exam</td>
<td>3</td>
</tr>
<tr>
<td>ACR 203</td>
<td>Commercial Refrigeration</td>
<td>3</td>
</tr>
<tr>
<td>ACR 205</td>
<td>System Sizing and Air Distribution</td>
<td>3</td>
</tr>
<tr>
<td>ACR 210</td>
<td>Troubleshooting HVACR Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

### AIR CONDITIONING/REFRIGERATION

**SPECIALTY: MAJOR APPLIANCE REPAIR**

**Short Certificate – 25 Credit Hours**

In recent years, home appliances have become more technically advanced and increasingly required skilled technicians to diagnose and repair problems. Not only is there a move toward intelligent appliances, more homes are expected to become wired within the next ten years, allowing homeowners remote access to appliances. Today’s In-Home Service Professions have many career options. They can choose to open and operate their own business, or to work for a major appliance company, where career options include opportunities to become trainers or customer service managers.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

#### Semester Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation</td>
<td>1</td>
</tr>
</tbody>
</table>

#### Technical Courses of Study: 24

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 138</td>
<td>Customer Relations</td>
<td>3</td>
</tr>
<tr>
<td>ACR 182</td>
<td>Window Units and Ice Makers</td>
<td>3</td>
</tr>
<tr>
<td>MAR 121</td>
<td>Principles of Electricity</td>
<td>3</td>
</tr>
<tr>
<td>MAR 124</td>
<td>Ranges, Cook-tops, and Ovens</td>
<td>3</td>
</tr>
<tr>
<td>MAR 125</td>
<td>Clothes Washers and Dishwashers</td>
<td>3</td>
</tr>
<tr>
<td>MAR 126</td>
<td>Electric and Gas Dryers</td>
<td>3</td>
</tr>
<tr>
<td>MAR 127</td>
<td>Refrigerant Transition/Recovery Theory</td>
<td>3</td>
</tr>
<tr>
<td>MAR 128</td>
<td>Refrigerators and Freezers</td>
<td>3</td>
</tr>
</tbody>
</table>

### AUTOMATED MANUFACTURING (AUT)

**MISSION:** The mission of the automated manufacturing program is to prepare students for employment and advancement in automated manufacturing, robotics, or industrial systems. Additionally, the program provides training for local industries and assists students in achieving their personal and professional goals.

Automated manufacturing is one of the fastest growing industries in the southeast. Companies producing intermediate components and finished goods locate near each other in industrial parks, because of easier access to recent manufacturing innovations and just in time inventory for the automotive industry. Today’s manufacturers use automated manufacturing processes which include sensors, programmable logic controls, robotics, fluid power and process controls. The automated manufacturing program is unique because graduates are prepared as multi-craft technicians.

This program consists of one certificate, one A.A.S. degree and two specialty short.

#### AUTOMATED MANUFACTURING

**Associate in Applied Science Degree – 71 Credit Hours**

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

#### Semester Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation</td>
<td>1</td>
</tr>
</tbody>
</table>

#### General Education Courses: 27

**Area I – Written Composition**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
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</table>

**Area II – Humanities & Fine Arts**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Humanities and Fine Arts Course</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>RDG 114</td>
<td>Critical Reading for College</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area III – Natural Science & Mathematics**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two 1-hour PED activity courses</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>PHY 120</td>
<td>Introduction to Physics</td>
<td>4</td>
</tr>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area V - Technical Courses of Study:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUT 100</td>
<td>Introduction to Automotive Concepts</td>
<td>3</td>
</tr>
<tr>
<td>AUT 102</td>
<td>Manufacturing Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>AUT 104</td>
<td>Blueprint Reading for Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>AUT 110</td>
<td>DC Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ETC 119</td>
<td>Concepts of AC</td>
<td>5</td>
</tr>
<tr>
<td>AUT 114</td>
<td>Programmable Logic Controllers</td>
<td>3</td>
</tr>
<tr>
<td>AUT 116</td>
<td>Introduction to Robotics</td>
<td>3</td>
</tr>
<tr>
<td>AUT 118</td>
<td>Introduction to Engineering Technology</td>
<td>3</td>
</tr>
</tbody>
</table>

*Select 18 credit hours from the following courses:*
### AUTOMATED MANUFACTURING
Certificate – 52 Credit Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>General Education Courses:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Area I – Written Communication:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ENG 101 English Composition I*</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Area II – Humanities and Fine Arts:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Area III – Natural Science and Mathematics:</td>
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</tr>
<tr>
<td></td>
<td>Math Elective</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>CIS 146 Microcomputer Applications*</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Area IV – History, Social, and Behavioral Sciences:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Select 15 credit hours from the following courses:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ATM 181 Mfg Technology: Special Topic</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ETC 120 Concepts of Solid State Elec</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>INT 117 Principles of Industrial Mechanics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>INT 118 Fundamentals of Industrial Hydraulics and Pneumatics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 186 Principles of Industrial Maintenance Welding</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 210 Industrial Robotics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 211 Industrial Robotics Lab</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>AUT 212 Robotic Mfg. Computer Simulation</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 213 Robotics Project</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 214 Robot Operation and Programming</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 221 Adv. Programmable Logic Controllers</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 230 Preventive Maintenance</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 232 Sensor Technology and Applications</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>EET 226 Cable Splicing and Installation</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>INT 112 Industrial Maintenance Safety Procedures</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>INT 124 Prod. Equipment Layout and Installation</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>INT 127 Prin. of Ind. Pumps And Piping Systems</td>
<td>3</td>
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</table>

### AUTOMATED MANUFACTURING SPECIALITY: ROBOTICS
Short Certificate – 27 Credit Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Technical Courses of Study:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>AUT 118 Introduction to Engineering Technology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 110 DC Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 100 Introduction to Automotive Concepts</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 116 Introduction to Robotics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 210 Industrial Robotics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 211 Industrial Robotics Lab</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>AUT 212 Robotic Mfg. Computer Simulation</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 213 Robotics Project</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 214 Robot Operation and Programming</td>
<td>3</td>
</tr>
</tbody>
</table>

### AUTOMATED MANUFACTURING SPECIALITY: MANUFACTURING
Short Certificate – 28 Credit Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Technical Courses of Study:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>AUT 118 Introduction to Engineering Technology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 110 DC Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 100 Introduction to Automotive Concepts</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 116 Introduction to Robotics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ATM 181 Mfg Technology: Special Topic</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 205 Introductory to Electronics for Automated Manufacturing</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>INT 117 Principles of Industrial Mechanics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>INT 118 Fundamentals of Industrial Hydraulics and Pneumatics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 186 Principles of Industrial Maintenance Welding</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 210 Industrial Robotics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>AUT 211 Industrial Robotics Lab</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>AUT 212 Robotic Mfg. Computer Simulation</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: * ORI 101 Orientation is required during the first semester of attendance for all students entering this program.
**MISSION:** The Auto Body/Collision Repair program is designed to teach students to repair damaged body and fender parts on vehicles. The program includes the latest repair technology, welding, shop safety, metal straightening, fiberglass repair and damage estimating. Students will obtain skills which include all phases of auto body repair.

Auto body/collision repair work has variety and challenges. Each damaged vehicle presents a different problem. Using their broad knowledge of automotive construction and repair techniques, graduates of the program learn to develop appropriate methods for each job. Auto body/collision repair technicians learn to make structural, nonstructural, and mechanical repairs. This program consists of one certificate, one A.O.T. degree option and one short-certificate.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

### AUTO BODY/COLLISION REPAIR

**Certificate – 49 Credit Hours**

<table>
<thead>
<tr>
<th>Pre-Professional Courses</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ORI 101 Orientation to College</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area I – Written Composition</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• COM 100 Career Technical English</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area II – Humanities and Fine Arts</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• SPC 103 Career Technical Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area III – Natural Science and Mathematics</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• DPT 103 Introductory Computer Skills</td>
<td>5</td>
</tr>
<tr>
<td>• MAH 101 Introductory Technical Math I</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area V - Technical Courses of Study:</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ABR 111 Non Structural Repair</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 114 Non Structural Panel Replacement</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 122 Surface Preparation</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 123 Paint Preparation and Equipment</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 151 Safety and Environmental Practices</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 154 Automotive Glass and Trim</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 156 Cutting and Welding</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 213 Automotive Structural Analysis</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 214 Automotive Structural Repair</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 223 Automotive Mechanical Components</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 224 Automotive Electrical Components</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 255 Steering and Suspension</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 265 Paint Defects and Final Repair</td>
<td>3</td>
</tr>
</tbody>
</table>

### SHORT CERTIFICATE

**Auto Body/Collision Repair**

**Short Certificate – 28 Credit Hours**

*Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.*

<table>
<thead>
<tr>
<th>Pre-Professional Courses</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ORI 101 Orientation to College</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Education Courses:</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• DPT 103 Introductory Computer Skills</td>
<td>5</td>
</tr>
<tr>
<td>• MAH 101 Introductory Technical Math I</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Technical Courses of Study:</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ABR 111 Non Structural Repair</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 114 Non Structural Panel Replacement</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 122 Surface Preparation</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 123 Paint Preparation and Equipment</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 151 Safety and Environmental Practices</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 154 Automotive Glass and Trim</td>
<td>3</td>
</tr>
<tr>
<td>• ABR 213 Automotive Structural Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

### ASSOCIATES (AOT) DEGREE

**Auto Body/Collision Repair**

**Associates (AOT) Degree – 76 Credit Hours**

*Note: The A.O.T. degree requires a high school diploma or its equivalent.*

<table>
<thead>
<tr>
<th>Pre-Professional Courses</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ORI 101 Orientation to College</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area I – Written Composition</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ENG 101 English Composition I</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area II – Humanities and Fine Arts</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>• Humanities or Fine Arts Course</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area III – Natural Science and Mathematics</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Natural Science Course</td>
<td>4</td>
</tr>
<tr>
<td>• CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>• MTH100 Intermediate College Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area IV – History, Social, and Behavioral Science</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• History, Social, or Behavioral Science Course</td>
<td>3</td>
</tr>
<tr>
<td>• RDG 114 Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>• PED 2 Physical Education Electives</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area V – Minor/Elective Courses</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>• INT 112 Industrial Maint Safety Procedures</td>
<td>3</td>
</tr>
<tr>
<td>• INT 117 Principles of Industrial Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>• INT 118 Fund Of Industrial Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>• INT 134 Industrial Maint Welding &amp; Cutting</td>
<td>3</td>
</tr>
</tbody>
</table>
# AUTOMOTIVE MECHANICS (AUM)

**MISSION:** The mission of the Automotive Mechanics program is to prepare students for successful employment or advancement as automotive technicians.

The Automotive Mechanics program prepares students to diagnose mechanical problems and to make repairs to all components of the automobile. This program consists of one certificate, one A.O.T. degree option and one short-certificate.

**Note:** ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

## AUTOMOTIVE MECHANICS Certificate – 49 Credit Hours

**NOTE:** *These courses are approved for the A.O.T. degree*

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Pre-Professional Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ORI 101 Orientation to College</td>
</tr>
</tbody>
</table>

**Area I – Written Composition**

| 3               | COM 100 Career Technical English |
|                 | ENG 101* English Composition I* |

**Area II – Humanities and Fine Arts**

Select one of the following courses:

- SPC 103 Career Technical Speaking
- SPH 107* Fundamentals of Public Speaking*

**Area III – Natural Science and Mathematics**

Select one of the following courses:

- DPT 103 Introductory Computer Skills
- CIS 146* Microcomputer Applications*

Select one of the following courses:

- MAH 101 Introductory Technical Math I
- MTH 100* Intermediate College Algebra*

**Area V - Technical Courses of Study:**

<table>
<thead>
<tr>
<th>3</th>
<th>AUM 101 Fundamentals of Automotive Tech</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>AUM 112 Electrical Fundamentals</td>
</tr>
<tr>
<td></td>
<td>AUM 121 Braking Systems</td>
</tr>
<tr>
<td></td>
<td>AUM 122 Suspension and Steering</td>
</tr>
<tr>
<td></td>
<td>AUM 124 Automotive Engines</td>
</tr>
<tr>
<td></td>
<td>AUM 130 Drive Train and Axles</td>
</tr>
<tr>
<td></td>
<td>AUM 162 Electrical/Electronic Systems</td>
</tr>
</tbody>
</table>

Select 6 credit hours from the following courses:

- AUM 133 Motor Vehicle Air Conditioning
- AUM 212 Advanced Electrical & Electronic Sys
- AUM 220 Advanced Automotive Engines
- AUM 224 Manual Transmission and Transaxle
- AUM 246 Automotive Emissions

---

**AUTOMOTIVE MECHANICS**

**Short Certificate – 28 Credit Hours**

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Pre-Professional Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ORI 101 Orientation to College</td>
</tr>
</tbody>
</table>

**General Education Courses:**

| 5               | DPT 103 Introductory Computer Skills |
|                 | MAH 101 Introductory Technical Math I |

**Technical Courses of Study:**

| 21              | AUM 101 Fundamentals of Automotive Tech |
|                 | AUM 112 Electrical Fundamentals         |
|                 | AUM 121 Braking Systems                 |
|                 | AUM 122 Suspension and Steering         |
|                 | AUM 124 Automotive Engines              |
|                 | AUM 130 Drive Train and Axles           |
|                 | AUM 162 Electrical/Electronic Systems   |

## AUTOMOTIVE MECHANICS Associates (AOT) Degree – 75 Credit Hours

**Note:** The A.O.T. degree requires a high school diploma or its equivalent.

**Major:** Automotive Technician Certificate (AUM)

**Minor:** Diesel - Medium/Heavy Truck (DEM)

### Pre-Professional Courses

| 1              | ORI 101 Orientation to College |

### Area I – Written Composition

| 3               | ENG 101 English Composition I |

### Area II – Humanities and Fine Arts

| 6               | SPH 107 Fundamentals of Public Speaking |

### Area III – Natural Science and Mathematics

| 10              | Natural Science Course |
|                 | CIS 146 Microcomputer Applications |
|                 | MTH100 Intermediate College Algebra |

### Area IV – History, Social, and Behavioral Science

| 8               | History, Social, or Behavioral Science |
|                 | RDG 114 Critical Reading for College |
|                 | PED 2 Physical Education Electives |

### Area V – Minor/Elective Courses

Select 12 credit hours from the following courses:

- DEM 105 Preventive Maintenance
- DEM 122 Heavy Vehicle Brakes
- DEM 125 Heavy Vehicle Drive Trains
- DEM 127 Fuel Systems
- DEM 135 Heavy Vehicle Steering and Suspension
- DEM 130 Electrical/Electronic Fundamentals
AUTOMOTIVE SERVICE
(ASE)
GM ASEP, FORD ASSET, & TOYOTA T-TEN

MISSION: The mission of the Automotive Service program is to prepare students for successful employment or advancement in either the Ford, General Motors, or Toyota automotive technology field through various instructional methods including theory classes, practical laboratory, shop experiences, and cooperative education work experience with area dealerships.

The Ford Motor Company Automotive Student Service Educational Training program (ASSET), the General Motors Automotive Service Education Program (ASEP), and the Toyota Technical Education Network (T-TEN) program are designed to provide students with the technical competence and professionalism expected of the incoming dealership technician. With a curriculum designed by Ford, GM, and Toyota, the programs involve attending on-campus laboratory sessions and on-the-job work through sponsoring dealerships.

This program consists of one A.A.S. degree for each of the product specific manufacturers. Students enrolled in a General Motors, Ford, or Toyota program will receive an Association of Applied Science degree with a Certificate of Completion from the manufacturer.

Note: Applicants must have a high school diploma or GED, a clean driving record, and must pass a drug test prior to beginning the program.

Note: ORI 101 is required during the first semester of attendance for all students entering this program. The A.A.S. degree requires a high school diploma or its equivalent.

BARBERING (BAR)

MISSION: The mission of the program is to prepare graduates to be successful in hairstyling and personal appearance industry.

The barbering program is to prepare students in the art and science of haircutting, styling, treating scalp disorders, hair cleansing, manicures, pedicures, first aid and bacteriology. Students will learn municipal and state regulations pertaining to cosmetology, chemistry, tinting, bleaching, coloring, and dyeing hair. This program consists of one certificate and one short-certificate.

BARBERING
Certificate – 49 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.
### Area V - Technical Courses of Study:

- **BAR 110** Orientation to Barbering 3
- **BAR 111** Science of Barbering 3
- **BAR 112** Bacteriology and Sanitation 3
- **BAR 113** Barber-Styling I 3
- **BAR 114** Barbering Styling II 3
- **BAR 115** Cutting & Styling Techniques 3
- **BAR 120** Properties of Chemistry 3
- **BAR 121** Chemical Hair Processing 3
- **BAR 124** Hair Coloring Methodology Lab 3
- **BAR 133** Hair Styling & Management Lab 3
- **BAR 140** Practicum I 2
- **BAR 181** Special Topics in Barbering 3
- **BAR 281** Special Topics in Barbering 3

### Area III – Natural Science & Mathematics

- **One 3-Credit Hour Humanities or Fine Arts Course** 3
- **Two 1-Credit Hour PED activity courses** 2
- **One 4-Credit Hour Natural Science Course** 4
- **CIS 146** Microcomputer Applications 3
- **MTH 100** Intermediate College Algebra 3

### Area IV – History, Social, & Behavioral Sciences

- **One 3-Credit Hour History, Social, or Behavioral Science Course** 3

### Area V - Technical Courses of Study:

- **BUC 110** Basic Construction Tools and Materials 3
- **BUC 112** Construction Measurements and Calculations 3
- **BUC 113** Basic Print Reading 3
- **BUC 115** Roof and Ceiling Framing 3
- **BUC 121** Floors and Walls Framing 3
- **BUC 141** On-Grade Concrete Applications 3
- **BUC 143** Above-Grade Concrete Applications 3
- **CMT 101** Construction Materials and Methods 3
- **CMT 206** Construction Estimating 3
- **CMT 208** Project Planning and Scheduling 3

### BUILDING CONSTRUCTION (BUC)

**MISSION:** The mission of the Building Construction Program is to prepare students for successful employment in residential and commercial construction.

The courses taught in the Building Construction program, together with field experience, position graduates for careers as project managers, field superintendents, estimators, field engineers or contractors.

### BUILDING CONSTRUCTION

**Associate of Applied Science Degree 64 Credit Hours**

#### Pre-Professional Courses

- **ORI 101** Orientation to College 1

#### General Education Courses:

- **Area I – Written Composition** 3
  - **ENG 101** English Composition I 3

- **Area II – Humanities & Fine Arts** 9
  - **RDG 114A** Critical Reading for College 3
  - **SPH 107** Fundamentals of Public Speaking 3

#### Technical Courses of Study:

- **BUC 110** Basic Construction Tools and Materials 3
- **BUC 112** Construction Measurements and Calculations 3
- **BUC 113** Basic Print Reading 3
- **BUC 115** Roof and Ceiling Framing 3
- **BUC 121** Floors and Walls Framing 3
- **BUC 141** On-Grade Concrete Applications 3
- **BUC 143** Above-Grade Concrete Applications 3
- **CMT 101** Construction Materials and Methods 3

**Complete three credit hours from the following courses:**

- **BUC 236** Cooperative Work Experience 1
- **BUC 237** Cooperative Work Experience 2
- **CMT 206** Construction Estimating 3
CABINETMAKING (CAB)

MISSION: The cabinetmaking program provides students with the knowledge of hand tools, power tools, and other industry related equipment geared towards the promotion of excellent workmanship in cabinetmaking.

Despite the development of sophisticated plastics and other materials, the demand for wood products continues unabated. Helping to meet the demand are woodworkers. Graduates of the program are found in industries that use wood to produce furniture, cabinets, musical instruments, and other fabricated wood products; and in small shops that make architectural woodwork, furniture and many other specialty items. Production woodworkers set up, operate, and tend woodworking machines such as power saws, planers, sanders, lathes, joiners, and routers that cut and shape components from lumber, plywood, and other wood products. This program consists of one short certificate.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours
• ORI 101 Orientation 1

Technical Courses of Study:
• CAB 101 Introduction to Cabinetmaking 3
• CAB 102 Introduction to Lumber 3
• CAB 103 Sizes, Dimension and Joints 3
• CAB 104 Cabinet Shop Operations 3
• CAB 140 Wood Finishing Fundamentals 3
• CAB 141 Wood Finishing 3
• CAB 181 Refinishing Furniture and Antiques 3
• CAB 204 Cabinetmaking and Millwork 3
• CAB 211 Cabinet Installation and Trim Work 3

CABINETMAKING
Short Certificate – 28 Credit Hours

COMMERCIAL ART AND ILLUSTRATION (CAT)

MISSION: The mission of the Commercial Art program is to prepare students for employment or advancement as practitioners in the field of commercial art. The program prepares students to become respected, responsible members of society by stressing good work habits, excellent craftsmanship, and ethical conduct.

Students with creativity, motivation, and talent find the Commercial Art program an ideal place to prepare for careers in advertising agencies, art studios, mass media, newspaper and TV enterprises, and publishing. Graduates can elect to become free-lance commercial artists or photographers. This program consists of one certificate, one A.O.T. degree option and one short-certificate.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours
General Education Courses: 13
Area I – Written Composition 3
Select one of the following courses:
• COM 100 Career Technical English
• ENG 101 English Composition 1*

Area II – Humanities and Fine Arts 2-3
Select one of the following courses:
• SPC 103 Career Technical Speaking
• SPH 107 Fundamentals of Public Speaking*

Area III – Natural Science and Mathematics 5-6
Select one of the following courses:
• DPT 103 Introductory Computer Skills
• CIS 130 Introduction to Information Systems
• CIS 146 Microcomputer Applications*

Select one of the following courses:
• MAH 101 Introductory Technical Math I
• MTH 100 Intermediate College Algebra

Area IV – History, Social, and Behavioral Science 1
• ORI 101 Orientation
*Approved for the A.O.T. degree

See next page for Area V listings.

COMMERCIAL ART AND ILLUSTRATION
Certificate – 49 Credit Hours

CARPENTRY (CAR)

MISSION: The carpentry program provides students with job preparation through job related live-work experiences: studying the history and theory of working and producing goods and products with wood and related materials. The student will gain experience and knowledge of hand tools, power tools, and other industry related equipment.

Included in the course of study is an introduction to basic joists, job planning, blueprint reading, layout and excavation, foundation and form building, floors, walls, ceilings, and roofing. Interior and exterior finishes are also covered in carpentry. This program consists of one short certificate.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours
• ORI 101 Orientation 1

CARPENTRY
Short Certificate – 28 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours
• ORI 101 Orientation 1

Technical Courses of Study:
• CAR 111 Construction Basics 3
• CAR 114 Construction Basics Lab 3
• CAR 112 Floors, Walls, Site Preparation 3
• CAR 113 Floors, Walls, Site Preparation Lab 3
• CAR 121 Introduction to Blueprint Reading 3
• CAR 122 Concrete and Forming 3
• CAR 131 Roof and Ceiling Systems 3
• CAR 132 Interior and Exterior Finishing 3
• CAR 133 Roof and Ceiling Systems Lab 3

CARPENTRY
Short Certificate – 28 Credit Hours

See next page for Area V listings.
### COMMERCIAL ART AND ILLUSTRATION

**AOT Degree – 75 Credit Hours**

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program. The A.O.T. degree requires a high school diploma or its equivalent.

**Major:** Commercial Art (CAT) Certificate

**Minor:** Graphics and Prepress (GPC)

<table>
<thead>
<tr>
<th>General Education Courses:</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area I – Written Composition</strong></td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td></td>
</tr>
<tr>
<td><strong>Area II – Humanities &amp; Fine Arts</strong></td>
<td>8</td>
</tr>
<tr>
<td>RDG 114 Critical Reading for College</td>
<td></td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td></td>
</tr>
<tr>
<td><strong>Area III – Natural Science &amp; Mathematics</strong></td>
<td>12</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses</td>
<td>2</td>
</tr>
<tr>
<td>Natural Science Course</td>
<td>4</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>MTH 100 Intermediate College Algebra</td>
<td>3</td>
</tr>
<tr>
<td><strong>Area IV – History, Social, &amp; Behavioral Sciences</strong></td>
<td>4</td>
</tr>
<tr>
<td>History, Social, or Behavioral Science Course</td>
<td></td>
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<tr>
<td>ORI 101 Orientation</td>
<td></td>
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</tbody>
</table>

**Area V – Minor Courses of Study**

Select 12 credit hours from the following courses:

- GPC 112 Intro to the Graphic Com. Industry 3
- GPC 130 Basic Electronic Page Production 3
- GPC 132 Advanced Electronic Page Production 3
- GPC 134 Digital Prepress 3
- GPC 136 Estimating Costs in Printing and Graphics Communications Industry 3

### CLERICAL (CLR)

**MISSION:** To prepare students to successfully work in an office environment as clerical staff.

The clerical program prepares students with the basic skills necessary to work in a clerical position. Students will learn computer software, and office and communication skills.

**CLERICAL**

**Short Certificate – 28 Credit Hours**

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

<table>
<thead>
<tr>
<th>Technical Courses of Study:</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Education Courses:</strong></td>
<td>10</td>
</tr>
<tr>
<td>ORI 101 Orientation</td>
<td>1</td>
</tr>
<tr>
<td><strong>Technical Courses of Study:</strong></td>
<td>18</td>
</tr>
<tr>
<td>CLR 100 Basic Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>CLR 104 Advanced Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>CLR 110 Navigating Windows</td>
<td>3</td>
</tr>
<tr>
<td>CLR 116 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CLR 125 Basic Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>CLR 126 Advanced Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>CLR 131 Business English</td>
<td>3</td>
</tr>
<tr>
<td>CLR 133 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>CLR 218 Office Procedures</td>
<td>3</td>
</tr>
</tbody>
</table>
COSMETOLOGY (COS)

MISSION: To prepare students to successfully work in the hairstyling industry.

The cosmetology program is designed to teach students the art and science of haircutting, styling, scalp disorders, cleansing, treating, manicures and pedicures. First aid and bacteriology are also covered in the program. Municipal and state regulations pertaining to cosmetology, chemistry, tinting, bleaching and coloring are an intricate part of the curriculum. This program consists of one certificate and one short-certificate.

COSMETOLOGY Certificate – 50 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

General Education Courses: 10
• COM 100 Career Technical English

Area I – Written Composition 3
• SPC 103 Career Technical Speaking

Area II – Humanities and Fine Arts 2
• DPT 103 Introductory Computer Skills
• MAH 101 Introductory Technical Math I

Area III – Natural Science and Mathematics 5
• COS 111 Introduction to Cosmetology
• COS 112 Introduction to Cosmetology Lab
• COS 113 Theory of Chemical Services
• COS 114 Chemical Services Lab
• COS 115 Hair Coloring Theory
• COS 116 Hair Coloring Lab
• COS 117 Basic Spa Techniques
• COS 118 Basic Spa Techniques Lab
• COS 143 Specialty Hair Preparation Techniques
• COS 145 Hair Shaping Lab
• COS 151 Nail Care
• COS 167A State Board Review
• COS 167B State Board Review
• COS 167C State Board Review
• COS 191A Cooperative Learning

Area IV – History, Social, and Behavioral Science 1
• ORI 101 Orientation

Area V - Technical Courses of Study: 39
• COS 149 Nail Art Theory
• COS 151 Nail Care
• COS 152 Nail Care Applications
• COS 153 Nail Art
• COS 154 Nail Art Applications
• COS 158 Employability Skills
• COS 167 State Board Review
• COS 133 Salon Management Technology

CULINARY ARTS (CFS)

MISSION: The mission of the culinary arts program is to provide students with special learning experiences which include theory and hands-on production. Students will learn purchasing, preserving, preparing, and serving foods. Instruction emphasizes quantity food service activities in commercial establishments such as restaurants, cafeterias, tea-rooms, and bakeries.

Chefs, cooks, and food preparation workers prepare, season, and cook a wide range of foods – from soups, snacks, and salads to entrees, side dishes, and desserts – in a variety of restaurants and other food service establishments. Chefs and cooks create recipes and prepare meals, while food preparation workers peel and cut vegetables, trim meat, prepare poultry, and perform other duties such as monitoring temperatures of ovens and stovetops. Executive chefs and head cooks coordinate the work of the kitchen staff and direct the preparation of meals.

CULINARY ARTS Short Certificate – 29 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours

Technical Courses of Study: 28
• ORI 101 Orientation 1
• CFS 101 Orientation to the Hospitality Profession 3
• CFS 110 Basic Food Preparation 3
• CFS 111 Foundations in Nutrition 3
• CFS 112 Sanitation, Safety and Food Service 2
• CFS 114 Meal Management 3
• CFS 115 Advanced Food Preparation 3
• CFS 120 Basic Food Preparation Lab 2
• CFS 141 Food Production for Special Operations 3
• CFS 204 Foundations of Baking 3
• CFS 260 Internship 3

CULINARY ARTS SPECIALITY: NAIL CARE

Short Certificate – 25 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours
• ORI 101 Orientation 1

Technical Courses of Study: 24
• COS 149 Nail Art Theory 3
• COS 151 Nail Care 3
• COS 152 Nail Care Applications 3
• COS 153 Nail Art 3
• COS 154 Nail Art Applications 3
• COS 158 Employability Skills 3
• COS 167 State Board Review 3
• COS 133 Salon Management Technology 3
DRAFTING AND DESIGN (DDT)

MISSION: The mission of the Drafting and Design program is to prepare students as drafting technicians using state-of-the-art software and positioning them to become members of successful design and production teams while encouraging them to maintain competence through continuing education opportunities.

Computer Aided Drafting (CAD) technicians serve as the critical link between an engineer and the manufacturer. As members of design and production teams, drafting technicians contribute the detail and layout drafting, design, and development skills necessary for production. The technician’s career can move into advanced design, management, manufacturing, or estimating. The Associate Degree program begins with an introduction to computers and basic drafting skills. Advanced students have the opportunity to study manufacturing process, Computer Aided Manufacturing (CAM), solids modeling, architectural, mechanical, structural, 3D graphics and animation, technical illustration and rapid prototyping. Unique to the program is the fact that within the department, students go from conception to a 3D model. This program consists of one certificate, one A.A.S degree and three short-certificate specialties.

DRAFTING AND DESIGN
ARCHITECTURAL OR MECHANICAL
Certificate – 46 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Course</th>
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<tbody>
<tr>
<td>1</td>
<td>ORI 101 Orientation</td>
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</tbody>
</table>

General Education Courses:

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<tr>
<th>13</th>
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</table>

Area I – Written Composition

Select one of the following courses:

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<th>3</th>
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</table>

Choose one of the following:

- COM 100 Career Technical English
- ENG 101 English Composition I

Area II – Humanities and Fine Arts

<table>
<thead>
<tr>
<th>2-3</th>
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</thead>
</table>

Select one of the following courses:

- SPC 103 Vocational Technical Speaking
- SPC 107 Fundamentals of Public Speaking

Area III – Natural Science and Mathematics

<table>
<thead>
<tr>
<th>5-6</th>
<th></th>
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</thead>
</table>

Choose three of the following:

- CIS 146 Microcomputer Applications*
- MTH 100 Intermediate College Algebra* or
- MAH 101 Vocational Technical Math I or
- MTH 110 Finite Mathematics

Area IV – History, Social, and Behavioral Sciences

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</table>

Area V - Technical Courses of Study:

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<tr>
<th>33</th>
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</thead>
</table>

Choose one of the following:

- DDT 104 Intro to CADD
- DDT 111 Fundamentals of Drafting and Design
- DDT 124 Introduction to Technical Drawing
- DDT 127 Intermediate CADD
- DDT 128 Intermediate Technical Drawing

Select 15 credit hours from the following courses:

- DDT 113 Introduction to Blueprint Reading
- DDT 214 Pipe Drafting
- DDT 117 Manufacturing Processes
- DDT 131 Machine Drafting Basic
- DDT 133 Basic Surveying
- DDT 212 Intermediate Architectural Drafting
- DDT 213 Civil Drafting, Plat Maps
- DDT 217 Bldg. Codes, Ord., Zoning/A.D.A.
- DDT 222 Advanced Architectural Drafting
- DDT 225 Structural Steel Drafting
- DDT 231 Advanced CAD
- DDT 232 CAD Customization
- DDT 233 Solids Modeling
- DDT 234 3D Graphics and Animation
- DDT 235 Specialized CAD
- DDT 236 Special Topics: Multimedia Pres
- DDT 244 Advanced 3D Modeling
- DDT 250 Theory of Com. Drawing and Design
- DDT 255 Drawing for Commercial Construction
- DDT 271 Internship
- CMT 101 Construction Materials and Methods
- CMT 205 Construction Management
- CMT 220 Sustainable Project Delivery
- INT 222 Special Topics: Hydraulics for Fire Protection

DRAFTING AND DESIGN
ARCHITECTURAL OR MECHANICAL
Associate in Applied Science Degree – 70 Credit Hours

Note: ORI 100 is required during the first semester of attendance for all students entering this program.

<table>
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<tr>
<th>Semester Hours</th>
<th>Course</th>
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<tbody>
<tr>
<td>1</td>
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General Education Courses:

<table>
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<tr>
<th>27</th>
<th></th>
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</table>

Area I – Written Composition

<table>
<thead>
<tr>
<th>3</th>
<th></th>
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Choose one of the following:

- ENG 101 English Composition I

Area II – Humanities & Fine Arts

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<tr>
<th>8</th>
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</table>

Choose one of the following:

- SPH 107 Fundamentals of Public Speaking
- Humanities and Fine Arts Course
- RDG 114 Critical Reading for College

Area III – Natural Science & Mathematics

<table>
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<tr>
<th>12</th>
<th></th>
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</thead>
</table>

Choose five of the following:

- Two 1-hour PED activity courses
- PHY 120 Introduction to Physics
- CIS 146 Microcomputer Applications

Select three credit hours from the following:

- MTH 100 Intermediate College Algebra
- MTH 110 Finite Mathematics
- MTH 112 Precalculus Algebra
- MTH 113 Precalculus Trigonometry

Area IV – History, Social, & Behavioral Sciences

<table>
<thead>
<tr>
<th>4</th>
<th></th>
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</table>

Choose one of the following:

- History, Social, or Behavioral Science Course

Area V - Technical Courses of Study:

<table>
<thead>
<tr>
<th>36</th>
<th></th>
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</thead>
</table>

Choose one of the following:

- DDT 104 Intro to CADD
- DDT 111 Fundamentals of Drafting and Design

* Indicates a different course or specialization.
DRAFTING AND DESIGN
SPECIALITY: FIRE PROTECTION ENGINEERING
Short Certificate – 28 Credit Hours

Fire Sprinkler Protection Engineering Technology prepares graduates to design, install, and service sprinkler systems. This fast growing career opportunity is a specialized Computer Aided Design (CAD) program. The Alabama Fire Sprinkler Association (AFSA) is comprised of fire sprinkler contractors, industry suppliers and code officials as well as representatives from other associated organizations and individuals involved with or affected by fire sprinkler issues. The AFSA is instrumental in the creation, review, and job placement for Fire Sprinkler Protection Engineering.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours

- ORI 101 Orientation 1

Technical Courses of Study: 27

- DDT 104 Intro to CADD 3
- DDT 113 Introduction to Blueprint Reading 3
- DDT 127 Intermediate CAD 3
- DDT 181 Special Topics (Fire Protection) 3
- DDT 182 Special Topics (NFPA Codes) 3
- DDT 231 Advanced CAD (Fire Sprinkler Layout) 3
- DDT 214 Pipe Drafting 3
- INT 222 Special Topics: Hydraulics for Fire Protection 3

Select one course from the following:

- DDT 111 Fundamentals of Drafting and Design 3
- DDT 131 Machine Drafting Basics 3
- DDT 217 Building Codes, Ord 3
- DDT 232 CAD Customization 3
- DDT 236 Design Project 3
- DDT 249 Advanced CAD Applications 3
- DDT 250 Theory of Commercial Construction 3
- DDT 255 Drawing for Commercial Construction 4

DRAFTING AND DESIGN
SPECIALITY: GEOGRAPHIC INFORMATION SYSTEMS (GIS)
Short Certificate – 28 Credit Hours

GIS helps companies and governments look for patterns in both the man-made and natural realms so they can better understand the world. This new technology in mapping is booming. The Geographic Information System process takes the numbers and words from the rows and columns in databases and spreadsheets and places them on maps. This process highlights characteristics such as the location of new customers, where environmental degradation is occurring, the identification of roads and water systems needing repairs, and identifies ways to increase farm production and manage land more efficiently. Mapping geologic features and ground temperatures can assist...
Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

**Semester Hours**

- ORI 101 Orientation 1

**Technical Courses of Study:** 27

- DDT 104 Intro to CADD 3
- DDT 213 Civil Drafting, Plat Maps 3
- GIS 101 Intro to Geographic Information Sys 2
- GIS 201 GIS Fundamentals 3
- GIS 202 Cartographic Design for GIS 3
- GIS 204 GIS Applications Programming 3
- CIS 191 Intro to Computer Programming 3
- CIS 193 Intro to computer Programming Lab 1
- CIS 212 Visual Basic Programming 3

**Select 3 credit hours from the following:**

- GIS 203 Remote Sensors., Spat. Analy./Mdl. 3
- DDT 133 Basic Surveying 3

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### DRAFTING AND DESIGN

**SPECIALITY: RAPID PROTOTYPING**

**ADDITIVE MANUFACTURING**

**Short Certificate – 28 Credit Hours**

Drafting and Design Specialty: Rapid Prototyping prepares graduates to learn about 3D modeling and rapid prototyping, a layered manufacturing process. This fast growing career opportunity is a specialized Computer Aided Design (CAD) program. Rapid Prototyping is an additive process that builds parts up in layers rather than cutting parts out of materials like most traditional subtractive processes. Students prepare solid model files for RP machines, enabling the communication and evaluation of 3D model prototypes of architectural, civil and product design concepts in hours instead of days. Benefits of 3D modeling can be applied in a number of industries including Health and Science, Engineering, Architecture, Planning and Geography. Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

**Semester Hours**

- ORI 101 Orientation 1

**Technical Courses of Study:** 27

- DDT 104 Intro to CADD 3
- DDT 111 Fundamentals of Drafting and Design 3
- DDT 124 Basic Technical Drawing 3
- DDT 128 Intermediate Technical Drawing 3
- DDT 233 Solids Modeling 3
- DDT 235 Specialized CAD 3
- DDT 238 Special Topics: Multimedia Pres 3
- DDT 244 Advanced 3D Modeling 3

**Select one course from the following:**

- DDT 113 Introduction to Blueprint Reading 3
- DDT 117 Manufacturing Processes 3
- DDT 131 Machine Drafting Basic 3
- DDT 214 Pipe Drafting 3
- DDT 231 Advanced CAD (Rapid Prototyping) 3
- DDT 232 CAD Customization 3
- DDT 234 3D Graphics and Animation 3

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### DIESEL - MEDIUM/HEAVY

**TRUCK TECHNICIAN (DEM)**

**Certificate – 49 Credit Hours**

**MISSION:** The mission of the Diesel - Medium/Heavy Truck Technician program is to prepare students for successful employment or advancement as heavy-duty diesel technicians.

The program prepares students to diagnose mechanical problems and make repairs to components of diesel-powered heavy-duty trucks and equipment. This program consists of one certificate, one A.O.T. degree option and one short-certificate.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

**NOTE:** *These courses are approved for the A.O.T. degree

**Pre-Professional Courses**

- ORI 101 Orientation to College 1

**Area I – Written Composition**

- COM 100 Career Technical English 3
- ENG 101* English Composition 1*

**Area II – Humanities and Fine Arts**

- SPC 103 Career Technical Speaking 3
- SPH 107* Fundamentals of Public Speaking 3

**Area III – Natural Science and Mathematics**

- MAH 101 Introductory Technical Math I 3
- MTH 100* Intermediate College Algebra 3

**Area V - Technical Courses of Study:** 36

- DEM 104 Basic Engines 3
- DEM 122 Heavy Vehicle Brakes 3
- DEM 125 Heavy Vehicle Drive Trains 3
- DEM 130 Electrical/Electronic Fundamentals 3

**Select 24 credit hours from the following courses:**

- DEM 105 Preventive Maintenance 3
- DEM 111 Equipment Safety/Mechanical Fund 3
- DEM 117 Diesel and Gas Tune-up 3
- DEM 123 Pneumatics and Hydraulics 3
- DEM 124 Electronic Engine Systems 3
- DEM 126 Advanced Engines 3
- DEM 127 Fuel Systems 3
- DEM 135 Heavy Vehicle Steering and Suspension 3
- DEM 137 Heating A/C and Refrigeration Systems 3
- DEM 156 CDL License Test Preparation 3
- TRK 112 Safe Operating Practices 3

**NOTE:** *These courses are approved for the A.O.T. degree
**DIESEL MEDIUM/HEAVY TRUCK TECHNICIAN**

AOT Degree – 75 Credit Hours

*Note: The A.O.T. degree requires a high school diploma or its equivalent.*

**Major:** Diesel - Medium/Heavy Truck Certificate (DEM)

**Minor:** Automotive Technician (AUM)

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Pre-Professional Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ORI 101 Orientation to College</td>
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<table>
<thead>
<tr>
<th>Area I – Written Composition</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 English Composition I</td>
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</table>

<table>
<thead>
<tr>
<th>Area II – Humanities &amp; Fine Arts</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
</tr>
<tr>
<td>Humanities and Fine Arts Course</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Area III – Natural Science &amp; Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Natural Science Course</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
</tr>
<tr>
<td>MTH 100 Intermediate College Algebra</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Area IV – History, Social, &amp; Behavioral Sciences</th>
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</thead>
<tbody>
<tr>
<td>History, Social, or Behavioral Science Course</td>
</tr>
<tr>
<td>RDG 114 Critical Reading for College</td>
</tr>
<tr>
<td>PED 2 Physical Education Electives</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area V – Minor/Elective Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select 12 credit hours from the following courses:</td>
</tr>
<tr>
<td>AUM 101 Fundamentals of Automotive Technology</td>
</tr>
<tr>
<td>AUM 112 Electrical Fundamentals</td>
</tr>
<tr>
<td>AUM 121 Braking Systems</td>
</tr>
<tr>
<td>AUM 122 Suspension and Steering</td>
</tr>
<tr>
<td>AUM 124 Automotive Engines</td>
</tr>
<tr>
<td>AUM 130 Drive Train and Axles</td>
</tr>
<tr>
<td>AUM 162 Electrical/Electronic Systems</td>
</tr>
</tbody>
</table>

**DIESEL - MEDIUM/HEAVY TRUCK TECHNICIAN**

Short Certificate – 28 Credit Hours

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Pre-Professional Courses</th>
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<tbody>
<tr>
<td></td>
<td>ORI 101 Orientation to College</td>
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<table>
<thead>
<tr>
<th>General Education Courses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>DPT 103 Introductory Computer Skills</td>
</tr>
<tr>
<td>MAH 101 Introductory Technical Math I</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Technical Courses of Study:</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEM 104 Basic Engines</td>
</tr>
<tr>
<td>DEM 122 Heavy Vehicle Brakes</td>
</tr>
<tr>
<td>DEM 125 Heavy Vehicle Drive Trains</td>
</tr>
<tr>
<td>DEM 130 Electrical/Electronic Fundamentals</td>
</tr>
</tbody>
</table>

*Select 9 credit hours from the following courses:*

<table>
<thead>
<tr>
<th>DEM 105 Preventive Maintenance</th>
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</thead>
<tbody>
<tr>
<td>DEM 111 Equipment Safety/Mechanical Fund</td>
</tr>
<tr>
<td>DEM 135 Heavy Vehicle Steering and Suspension</td>
</tr>
<tr>
<td>DEM 156 CDL License Test Preparation</td>
</tr>
<tr>
<td>TRK 112 Safe Operating Practices</td>
</tr>
</tbody>
</table>

**ELECTRICAL /ELECTRONIC ENGINEERING (EET)**

**MISSION:** The mission of the Electrical/Electronic Engineering program is to provide a fundamental background for students interested in pre-engineering with a practical knowledge of electrical and electronic.

Electrical and electronic engineering technicians help design, develop, test, and manufacture electrical and electronic equipment. Engineering technicians use the principles and theories of science and engineering to solve technical problems in wiring, construction and development. Many program graduates wire, troubleshoot, and maintain various types of electrical, electronic, or mechanical equipment. They also install and maintain the electronic controls for machines in business and industry. This program consists of a short-certificate.

**ELECTRICAL/ELECTRONIC ENGINEERING**

Short Certificate – 29 Credit Hours

*Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.*

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Pre-Professional Courses</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>ORI 101 Orientation</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Technical Courses of Study:</th>
</tr>
</thead>
<tbody>
<tr>
<td>EET 100 Introduction to Engineering Technologies</td>
</tr>
<tr>
<td>EET 108 Residential Wiring</td>
</tr>
<tr>
<td>EET 111 Commercial/Industrial Wiring I</td>
</tr>
<tr>
<td>EET 154 Residential Wiring Lab</td>
</tr>
<tr>
<td>ETC 101 DC Fundamentals</td>
</tr>
<tr>
<td>ETC 119 AC Fundamentals</td>
</tr>
</tbody>
</table>

*Select a minimum of 9 credit hours from the following courses:*

<table>
<thead>
<tr>
<th>AUT 104 Blueprint Reading for Manufacturing</th>
</tr>
</thead>
<tbody>
<tr>
<td>EET 226 Cable Splicing and Installation</td>
</tr>
<tr>
<td>EET 235 NEC Code</td>
</tr>
<tr>
<td>ETC 108 Motor Controls</td>
</tr>
<tr>
<td>ILM 166 Motors and Transformers</td>
</tr>
</tbody>
</table>

**ELECTRICAL (ELT)**

**MISSION:** The mission of the Electrical Technology program is to present an organized subject matter and enhance students experiences gained through theory, laboratory and shop work. Each area is related to planning functions, generating and transmitting electricity, installing and maintaining electrical equipment and components. Instruction emphasizes practical application of mathematics, the science of circuit diagrams and blueprint reading.

Electricity is essential for light power, air-conditioning, and refrigeration. Electricians install, connect, test, and maintain electrical systems for a variety of purposes, including climate control, security, and communications. Electricians generally specialize in construction or maintenance work, although a
A growing number do both. Electricians specializing in construction primarily install wiring systems into new homes, businesses, and factories, but they also rewire or upgrade existing electrical systems as needed. This program consists of one short certificate.

### ELECTRICAL

**Short Certificate – 28 Credit Hours**

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

- ORI 101 Orientation 1
- ELT 108 DC Fundamentals 3
- ELT 109 AC Fundamentals 3
- ELT 110 Wiring Methods 3
- ELT 116 Residential Wiring 6
- ELT 117 AC & DC Machines 3
- ELT 118 Commercial/Industrial Wiring I 3
- ELT 200 Special Topics in ELT 3
- ELT 209 Motor Controls I 3

**Technical Courses of Study:**

- **Area I – Written Communication**
  - ENG 101 English Composition I* 3

- **Area II – Humanities and Fine Arts**
  - SPH 107 Fundamentals of Public Speaking 3

- **Area III – Natural Science and Mathematics**
  - MTH 100 Intermediate College Algebra 6
  - CIS 146 Microcomputer Applications* 3

- **Area IV – History, Social, and Behavioral Sciences**
  - ORI 101 Orientation 3

- **Area V - Technical Courses of Study:**
  - EET 100 Introduction to Engineering Technologies 3
  - ETC 101 DC Fundamentals 3
  - ETC 119 Concepts of AC 3
  - ETC 117 Electrical Blueprint Reading 3
  - ETC 127 Concepts of Digital Electronics 5
  - ATM 205 Introductory Electronics for Automated Manufacturing 4

**Select 22 credit hours from the following courses:**

- AUT 116 Introduction to Robotics 3
- AUT 212 Robot Operation and Programming 3
- AUT 232 Sensor Technology and Applications 3
- ILT 194 Programmable Logic Controllers I 3
- ILT 195 Troubleshooting Techniques I 3
- ILT 196 Programmable Logic Controllers II 3
- ILT 198 Electronic Circuits I 3
- INT 118 Fundamentals of Industrial Hydraulics and Pneumatics 3
- ILT 166 Motors and Transformers I 3
- EET 108 Residential Wiring 3
- EET 111 Commercial/Industrial Wiring I 3
- EET 154 Residential Wiring Lab 2
- EET 226 Cable Splicing and Installation 3
- EET 235 NEC Code 3
- INT 112 Industrial Maintenance Safety Proc 3

**ELECTRONICS – INDUSTRIAL (ILT)**

**MISSION:** The mission of the Electronics program is to prepare students for employment and advancement in robotics, industrial electronics, automated manufacturing or industrial systems. Additionally, the program provides training for local industries and assists students in achieving their personal and professional goals.

Automated manufacturing is one of the fastest growing industries in the southeast. Companies producing intermediate components and finished goods locate near each other in industrial parks, because of easier access to recent manufacturing innovations and just in time inventory for the automotive industry. Today’s manufacturers use automated manufacturing processes which include sensors, programmable capabilities, robotics, hydraulics, and pneumatics. The Electronics program is unique because graduates are prepared to install and maintain automated manufacturing lines or work as team assemblers. For students interested in courses beyond an Associate Degree, the college offers an Advanced Certificate in Microelectronics. The certificate is designed to focus the expertise of the graduate toward a career in semiconductor manufacturing.

This program consists of one certificate, one A.A.S. degree, two specialty short-certificates and one advanced short-certificate.

### ELECTRONICS – INDUSTRIAL

**Certificate – 58 Credit Hours**

**General Education Courses:**

- **Area I – Written Communication**
  - ENG 101 English Composition I* 3

- **Area II – Humanities and Fine Arts**
  - SPH 107 Fundamentals of Public Speaking 3

- **Area III – Natural Science and Mathematics**
  - MTH 100 Intermediate College Algebra 6
  - CIS 146 Microcomputer Applications* 3

### ELECTRONICS – INDUSTRIAL

**Associate in Applied Science Degree – 74 Credit Hours**

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

**General Education Courses:**

- **Area I – Written Communication**
  - ENG 101 English Composition I 3

- **Area II – Humanities & Fine Arts**
  - RDG 114 Critical Reading for College 8
  - SPH 107 Fundamentals of Public Speaking 3
  - Humanities and Fine Arts Course 3

- **Area III – Natural Science & Mathematics**
  - MTH 100 Intermediate College Algebra 6
• Two 1-hour PED activity courses 2
• PHY 120 Introduction to Physics 4
• CIS 146 Microcomputer Applications 3

Select 3 credit hours from the following:
• MTH 100 Intermediate College Algebra 3
• MTH 110 Finite Mathematics 3
• MTH 112 Precalculus Algebra 3
• MTH 113 Precalculus Trigonometry 3

Area IV – History, Social, & Behavioral Sciences 4
• History, Social, or Behavioral Science Course

Area V - Technical Courses of Study: 45
• EET 100 Introduction to Engineering Technologies 3
• ETC 101 DC Fundamentals 3
• ETC 119 Concepts of AC 5
• ETC 108 Motor Controls I 3
• ETC 120 Concepts of Solid State Electronics 5
• ETC 127 Concepts of Digital Electronics 5
• AUT 104 Blueprint Reading for Manufacturing 3
• AUT 232 Sensor Technology and Applications 3

Select a minimum of 15 credit hours from the following courses:

  Industrial Electronics
• AUT 116 Introduction to Robotics 3
• AUT 212 Robot Operation and Programming 3
• AUT 232 Sensor Technology and Applications 3
• ILT 194 Troubleshooting Techniques I 3
• ILT 196 Programmable Logic Controllers II 3
• ILT 198 Electronic Circuits I 3
• INT 118 Fundamentals of Industrial Hydraulics/Pneumatics 3

  EET Electrical Electronics
• ILT166 Motors and Transformers I 3
• EET 108 Residential Wiring 3
• EET 111 Commercial/Industrial Wiring I 3
• EET 154 Residential Wiring Lab 2
• EET 226 Cable Splicing and Installation 3
• EET 235 NEC Code 3
• INT 112 Industrial Maintenance Safety Proc 3

FASHION MERCHANDISING (FMD)

MISSION: The Fashion Merchandising program is designed for the student who wants a career in the fashion industry. Career goals could include fashion marketing, fashion merchandising, and fashion design.

Graduates of the Fashion Merchandising program are prepared to work in retail, apparel production or fashion design. Graduates can transform fabrics produced by textile manufacturers into clothing and accessories that fill retail stores around the world. By cutting and sewing fabrics or other materials, such as leather, rubberized fabrics, plastics, and furs, employees in this industry help keep consumers warm, dry, and in style.

FASHION MERCHANDISING
Short Certificate – 25 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours
• ORI 101 Orientation 1

Technical Courses of Study: 24
• FMD 101 Introduction to Apparel Trades 3
• FMD 102 Elements of Color and Design 3
• FMD 122 Visual Merchandising 3
• FMD 123 Merchandising Management 3
• FMD 130 Introduction to Textiles 3
• FMD 131 Textile Testing and Analysis 3
• FMD 140 Consumer/Cultural Aspects of Cloth 3
• FMD 148 Accessories and Related Merchandising 3

FIRE SCIENCE (FSC)

MISSION: The Fire Science program is designed to provide individuals with fundamental skills to enter and progress in the occupation of fire fighter.

Every year, fires and other emergencies take thousands of lives and destroy property worth billions of dollars. Fire fighters help protect the public against these dangers by rapidly responding to a variety of emergencies. They are frequently the first emergency personnel at the scene of a traffic accident or medical emergency and may be called upon to put out a fire, treat injuries, or perform other vital functions. Graduates of the Fire Science program are prepared to respond immediately to a fire or any other emergency that arises. The fire science program consists of one short-certificate with two options.
FIRE SCIENCE
Short Certificate – 28 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

<table>
<thead>
<tr>
<th>Technical Courses of Study</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation</td>
<td>1</td>
</tr>
<tr>
<td>FSC 160 Hazard Awareness</td>
<td>3</td>
</tr>
<tr>
<td>FSC 208 Fire Combat Tactics and Strategy</td>
<td>3</td>
</tr>
</tbody>
</table>

Option I: Introduction to Fire Service
- FSC 100 Orientation and Terminology | 3 |
- FSC 101 Introduction to the Fire Service | 3 |
- FSC 105 Chemistry for the Fire Service | 3 |
- FSC 110 Building Construction Principles | 3 |
- FSC 130 Introduction to Fire Suppression | 3 |
- FSC 131 Fire Extinguishment Agents | 3 |
- FSC 230 Rescue Technician: Rope | 3 |

Option II: In-Field Fire Fighters
- FSC 161 Hazardous Materials Awareness | 3 |
- FSC 291 Fire Officer I | 3 |
- FSC 292 Fire Officer II | 3 |
- FSC 293 Fire Officer III | 3 |
- FSC 294 Fire Officer IV | 3 |
- FSC 297 Selected Topics in Fire Services | 3 |
- FSC 299 Legal Aspects of Fire Service | 3 |

GEOGRAPHIC INFORMATION SYSTEMS
Short Certificate – 29 Credit Hours

Note: ORI 101 is required during the first semester of attendance for all students entering this program.

<table>
<thead>
<tr>
<th>Technical Courses of Study</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation</td>
<td>1</td>
</tr>
<tr>
<td>DDT 104 Basic Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>DDT 213 Civil Drafting, Plat Maps</td>
<td>3</td>
</tr>
<tr>
<td>GIS 101 Intro to Geographic Information Sys</td>
<td>2</td>
</tr>
<tr>
<td>GIS 201 GIS Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>GIS 202 Cartographic Design for GIS</td>
<td>3</td>
</tr>
<tr>
<td>GIS 204 GIS Applications Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 191 Intro to Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 193 Intro to Computer Programming Lab</td>
<td>1</td>
</tr>
<tr>
<td>CIS 212 Visual Basic Programming</td>
<td>3</td>
</tr>
</tbody>
</table>

Select 3 credit hours from the following:
- DDT 133 Basic Surveying | 3 |
- GIS 203 Remote Sensors., Spat. Analy./Mdl. | 3 |

GRAPHICS AND PREPRESS (GPC)

MISSION: The mission of the Graphics and Prepress program is to prepare students for employment in graphic design, prepress operations, printing, desktop publishing, and web page development using industry standard software applications and equipment. The program also offers continuing education opportunities in emerging technologies.

Lawson State Community College provides education opportunities in the rapidly growing field of graphics and prepress communications. Because the program is based on the mastery of major computer software applications, students receive a strong foundation in desktop graphics and prepress skills. Graduates of the program find rewarding careers in traditional and electronic publishing, advertising, web design, and print production. Advanced students can participate in cooperative work courses that offer valuable field experience and allow for career exploration. This program consists of one certificate, one short-certificate, and one A.O.T. degree option.

GRAPHICS AND PREPRESS Certificate – 46 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

<table>
<thead>
<tr>
<th>General Education Courses</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area I – Written Composition</td>
<td>2-3</td>
</tr>
</tbody>
</table>

Select one of the following courses:
- COM 100 Career Technical English
- ENG 101 English Composition I

<table>
<thead>
<tr>
<th>Area II – Humanities and Fine Arts</th>
<th>Semester Hours</th>
</tr>
</thead>
</table>

Select one of the following courses:
• SPC 103 Career Technical Speaking
• SPH 107 Fundamentals of Public Speaking*

Area III – Natural Science and Mathematics 5-6
Select one of the following courses:
• DPT 103 Introductory Computer Skills
• CIS 130 Introduction to Information Systems
• CIS 146 Microcomputer Applications*

Select one of the following courses:
• MAH 101 Introductory Technical Math I
• MTH 100 Intermediate College Algebra

Area IV – Natural Science and Mathematics 1
• ORI 101 Orientation
  *Approved for the A.O.T. degree

Area V – Technical Courses of Study 33
• GPC 111 Introduction to Computers 3
• GPC 112 Intro to the Graphic Com. Industry 3
• GPC 114 Introduction to Computer Graphics 3
• GPC 122 Technical Processes 3
• GPC 124 Computer Drawing 3
• GPC 128 Basic Electronic Page Layout and Assembly 3
• GPC 130 Basic Electronic Page Production 3

Select 12 credit hours from the following:
• GPC 120 Computer Graphics 3
• GPC 132 Advanced Electronic Page Production 3
• GPC 134 Digital Prepress 3
• GPC 136 Estimating Costs in Printing and Graphics Communications 3
• GPC 160 Portfolio 3
• GPC 170 Online Graphic Communications 3
• GPC 180 Current Topics 3
• GPC 182 3D Graphics and Animation 3
• GPC 191 Cooperative Work Experience 1
• GPC 192 Cooperative Work Experience 2

GRAPHICS AND PREPRESS
AOT Degree 72 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program. The A.O.T. degree requires a high school diploma or its equivalent.

Major: Graphics and Prepress (GPC) Certificate
Minor: Commercial Art (CAT)

Semester Hours 27
Area I – Written Composition 3
• ENG 101 English Composition I

Area II – Humanities & Fine Arts 8
• RDG 114 Critical Reading for College
• SPH 107 Fundamentals of Public Speaking
  Humanities and Fine Arts Course

Area III – Natural Science & Mathematics 12
• Two 1-hour PED activity courses 2
• Natural Science Course 4

• CIS 146 Microcomputer Applications 3
• MTH 100 Intermediate College Algebra 3

Area IV – History, Social, & Behavioral Sciences 4
• History, Social, or Behavioral Science Course
• ORI 101 Orientation

Area V – Minor/Elective Courses 12
Select 12 credit hours from the following courses:
• CAT 101 Modern Commercial Art 3
• CAT 118 Design Drawing 3
• CAT 120 Digital Imaging 3
• CAT 123 Layout and Design 3
• CAT 130 Principles of Design 3
• CAT 132 Basic Advertising Design 3
• CAT 152 Digital Photography 3

GRAPHICS AND PREPRESS
Short Certificate – 28 Credit Hours

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

Semester Hours 6
General Education Courses:
• COM 100 Career Technical English
• SPC 103 Career Technical Speaking
• ORI 101 Orientation

Technical Courses of Study 27
• GPC 111 Introduction to Computers 3
• GPC 122 Technical Processes 3
• GPC 124 Computer Drawing 3

Select 12 credit hours from the following courses:
• GPC 112 Intro to the Graphic Com. Industry 3
• GPC 114 Introduction to Computer Graphics 3
• GPC 120 Computer Graphics 3
• GPC 136 Estimating Costs in Printing and Graphics Communications 3
• GPC 170 Online Graphic Communications 3
• GPC 182 3D Graphics and Animation 3

INDUSTRIAL MAINTENANCE (INT)

MISSION: The mission of the Industrial Maintenance program is to prepare students for employment and advancement in industrial maintenance. Additionally, the program provides training for local industries and assists students in achieving their personal and professional goals.

The Industrial Maintenance Technician program prepares a student to install and maintain all types of industrial equipment. Graduates will interpret prints, and schematics, properly use burning and welding equipment, and identify equipment components and their applications in industrial environments. The program is usually completed in five semesters/terms. This program consists of one short certificate.
Select 15 credit hours from the following courses:

- ORI 101 Orientation 1

Technical Courses of Study: 27
- INT 112 Industrial Maintenance Safety Procedures 3
- INT 117 Principles of Industrial Mechanics 3
- INT 118 Fundamentals of Industrial Hydraulics and Pneumatics 3
- INT 134 Principles of Industrial Maintenance Metal Welding and Cutting Tech 3

Select 15 credit hours from the following courses:
- AUT 104 Blueprint Reading for Manufacturing 3
- AUT 114 Intro to Program Logic Controllers 3
- AUT 116 Introduction to Robotics 3
- EET 100 Introduction to Engineering Technologies 3
- ETC 101 DC Fundamentals 3
- ETC 119 Concepts of AC 5
- INT 124 Prod. Equipment Layout and Installation 3
- INT 126 Preventive Maintenance 3
- INT 127 Prim. of Ind. Pumps And Piping Systems 3
- INT 192 Cooperative Work Experience 3

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

MISSION: The mission of the interior design program is to prepare students for successful employment or advancement in the interior design industry.

The Interior Design program deals with the use of space to create stimulating and functional home and professional areas. Interior designers prepare sketches, select fabrics and accessories, develop budgets, and write specifications. The program prepares students for diverse entry-level positions in the industry.

This program consists of one short certificate.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

MISSION: The mission of the machine tool technologist program is to prepare students for successful employment or advancement in the mechanic industry.

Computer control programmers and operators use computer numerically controlled (CNC) machines to cut and shape precision products, such as automobile parts, machine parts, and compressors. CNC machines include machining tools such as lathes, multiaxis spindles, milling machines, laser cutting, water jet cutting, and wire electrical discharge machines but the functions formerly performed by human operators are performed by a computer-control module. CNC machines cut away material from a solid block of metal, plastic, or glass – known as the work piece – to form a finished part. Although they may produce large quantities of one part, precision machinists often produce small batches or one-of-a-kind items. They use their knowledge of the working properties of materials and their skill with machine tools to plan and carry out the operations needed to make products that meet precise specifications. This program consists of two specialty short certificates.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

MISSION: The mission of the machine tool technologist program is to prepare students for successful employment or advancement in the interior design industry.

The Interior Design program deals with the use of space to create stimulating and functional home and professional areas. Interior designers prepare sketches, select fabrics and accessories, develop budgets, and write specifications. The program prepares students for diverse entry-level positions in the industry.

This program consists of one short certificate.

Note: ORI 101 Orientation is required during the first semester of attendance for all students entering this program.
MASONRY (MAS)

MISSION: The mission of the masonry program is to prepare students for successful employment or advancement in the masonry industry.

Brick, block, and stone masons work in closely related trades creating attractive, durable surfaces and structures. The work varies in complexity, from laying a simple masonry walkway to installing an ornate exterior on a high rise building. Program graduates can build and repair walls, floors, partitions, fireplaces, chimneys, and other structures with brick, precast masonry panels, concrete block, and other masonry materials. This program consists of one short certificate.

PLUMBING (PLB)

MISSION: The mission of the plumbing program is to prepare students for successful employment or advancement in the plumbing industry.

In addition to residential work, plumbers also do installation for new construction, pipe-laying, and pipe-fitting. Plumbers install, maintain and repair many different types of pipe systems. The Occupational Outlook Handbook reports that “job opportunities are expected to be excellent, as demand for skilled pipe layers, pipe fitters and steamfitters is expected to outpace the supply of workers trained in this craft.” This program consists of one short certificate.

RADIO & TV MEDIA PRODUCTION (RTV)

MISSION: The mission of the radio and television production program is designed to prepare students for successful employment or advancement in the radio and television production industry.

Broadcast and sound engineering technicians work in program production. They also set up, operate, and maintain a wide variety of electrical and electronic equipment involved in almost any radio or television broadcast, concert, play, musical recording, television show, or movie. With such a wide range of work there are many specialized occupations within the field. This program consists of one short certificate.

WELDING TECHNOLOGY (WDT)

MISSION: The mission of the Welding program is to prepare a skilled craftsman for employment or advancement in welding and fabricating industries. The program also provides specialized courses for welders desiring to upgrade their skills or to learn new skills.

The Welding curriculum provides students with the opportunity to acquire the skills, knowledge, and experience necessary for a career in this rapidly growing field. Emphasis is placed on the technical aspects of welding. Classroom and lab experiences are offered in the welding of carbon, aluminum and stainless base metals with various welding processes. Specialized
classes include blueprint reading/fabrication, welding inspection and testing, oxyfuel and plasma arc cutting, CNC automated cutting, pipe welding and layout. Students may also become AWS certified welders upon program completion. This program consists of one certificate and one short-certificate.

### WELDING TECHNOLOGY

**Certificate – 52 Credit Hours**

**Note:** ORI 101 Orientation is required during the first semester of attendance for all students entering this program.

<table>
<thead>
<tr>
<th>General Education Courses:</th>
<th>13</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area I – Written Communication</strong></td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following courses:</td>
<td></td>
</tr>
<tr>
<td>• COM 100  Career Technical English</td>
<td></td>
</tr>
<tr>
<td>• ENG 101  Written Composition</td>
<td></td>
</tr>
</tbody>
</table>

| **Area II – Humanities and Fine Arts** | 2-3 |
| Select one of the following courses: |  |
| • SPC 103  Career Technical Speaking |  |
| • SPH 107  Fundamentals of Public Speaking* |  |

| **Area III – Natural Science and Mathematics** | 5-6 |
| Select one of the following courses: |  |
| • DPT 103  Introductory Computer Skills |  |
| • CIS 146  Microcomputer Applications* |  |

| **Select one of the following courses** |  |
| • MAH 101  Introductory Technical Math I |  |
| • MTH100  Intermediate College Algebra* |  |

| **Area IV – History, Social, and Behavioral Sciences** | 1 |
| • ORI 101  Orientation |  |
| *Approved for the A.O.T. degree |  |

| **Area V - Technical Courses of Study:** | 39 |
| Select 18 credit hours from the following courses: |  |
| • WDT 108  SMAW Fillet/OFC | 3 |
| • WDT 109  SMAW Fillet/PAC/CAC | 3 |
| • WDT 110  Industrial Blueprint Reading | 3 |
| • WDT 119  GMAW Welding | 3 |
| • WDT 124  GMAW Welding | 3 |
| • WDT 158  Consumable Welding Process Lab | 3 |
| • WDT 166  Flux Core Arc Welding | 3 |
| • WDT 167  Flux Core Arc Welding Lab | 3 |
| • WDT 180  Special Topics “Welding Applications” | 3 |
| • WDT 219  Welding Inspection and Testing | 3 |
| • WDT 221  Pipefitting and Fabrication | 3 |
| • WDT 223  Blueprint Reading for Fabrication | 3 |
| • WDT 228  GTAW Welding | 3 |
| • WDT 257  SMAW Carbon Pipe Lab | 3 |
| • WDT 268  GTAW Lab | 3 |
| • WDT 281  Special Topics in Welding Technology | 3 |

**WELDING TECHNOLOGY**

**Short Certificate – 28 Credit Hours**

<table>
<thead>
<tr>
<th>General Education Courses:</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ORI 101  Orientation</strong></td>
<td></td>
</tr>
</tbody>
</table>

| Technical Courses of Study: | 27 |
| Select 27 credit hours from the following courses: |  |
| • WDT 108  SMAW Fillet/OFC | 3 |
| • WDT 109  SMAW Fillet/PAC/CAC | 3 |
| • WDT 110  Industrial Blueprint Reading | 3 |
| • WDT 119  GMAW Welding | 3 |
| • WDT 124  GMAW Welding | 3 |
| • WDT 158  Consumable Welding Process Lab | 3 |
| • WDT 166  Flux Core Arc Welding | 3 |
| • WDT 167  Flux Core Arc Welding Lab | 3 |
| • WDT 180  Special Topics “Welding Applications” | 3 |
| • WDT 219  Welding Inspection and Testing | 3 |
| • WDT 221  Pipefitting and Fabrication | 3 |
| • WDT 223  Blueprint Reading for Fabrication | 3 |
| • WDT 281  Special Topics in Welding Technology | 3 |
COLLEGE TRANSFER / GENERAL STUDIES PROGRAMS
ACADEMIC AFFAIRS & COLLEGE TRANSFER

DR. BRUCE CRAWFORD, VICE PRESIDENT FOR INSTRUCTIONAL SERVICES

DR. SHELLI C. DAVIS, ACADEMIC DEAN
EMAIL: sddavis@lawsonstate.edu
Phone: 205-929-6357
Fax: 205-929-6324

DR. KARL PRUITT, ASSOCIATE DEAN, COLLEGE TRANSFER
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Phone: 205-929-6437
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205-929-3440

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205-929-2065

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205-929-6389

DR. KARL PRUITT, CHAIRPERSON, NATURAL SCIENCE AND MATHEMATICS
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205-929-6348

VENITA TUBBS, CHAIRPERSON, SOCIAL AND BEHAVIORAL SCIENCES
EMAIL: vtubbs@lawsonstate.edu
205-929-2005

MS. KATRINA SWAIN, CHAIRPERSON, HEALTH PROFESSIONS
EMAIL: kswain@lawsonstate.edu
205-929-3436

COLLEGE TRANSFER MISSION & OUTCOMES

Mission: The College Transfer Division is dedicated to promoting and maintaining the highest level of instructional delivery in all classrooms to ensure that learning takes place at the highest level and that students are successful at the college and once they matriculate to their four-year institutions of choice.

Emphasis is placed on the following program outcomes:

✓ The student will be able to demonstrate mastery of college-level mathematics which includes the ability to analyze, reason and problem solve.
✓ The student will demonstrate proficiency in his/her major core subject area.
✓ The student will pass all required exiting competencies, as required.
✓ The student will demonstrate the ability to think critically and logically.
✓ The student will demonstrate proficiency in oral communications.

DEGREES AWARDED:

Lawson State Community College (within the College Transfer Division) awards the following degrees: Associate in Arts, Associate in Science, and Associate in Applied Science.

A student shall be awarded a degree when he or she completes the full requirements outlined within the specific degree plan.
Students MUST pay particular attention to the degree plan as well as the STARS agreement which highlights the courses that will satisfy the college the student wishes to transfer to. All college transfer students should complete and retain a STARS guide in order to properly follow their degree plans. Failure to do so may result in students taking courses that are NOT transferable to their four-year institution.

Go to http://www.lawsonstate.edu and click STARS symbol on the homepage to get started.

Lawson State Community College is an accredited college through the Commission on Colleges of the Southern Association of Colleges and Schools. If you are a student seeking to transfer credit hours, the following colleges are under the STARS transfer agreement. For other colleges not listed, contact the appropriate Admissions Office for a transfer review.

- Alabama A&M University
- Alabama State University
- Auburn University
- Auburn University in Montgomery
- Jacksonville State University
- Troy University
- Troy State University
- Troy State University Dothan
- Troy State University Montgomery
- University of Alabama
- University of Alabama Birmingham
- University of Alabama Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

Samford University is not a STARS participant; however, Lawson State Community College has a partnership with Samford under Interdisciplinary Studies. For more information about this specific degree, see Interdisciplinary Studies.

College Transfer Division

Lawson State Community College offers a wide variety of University Parallel Programs and General Studies (Areas of Concentrations) that will transfer to four-year institutions.

The following areas fall under the College Transfer Division:

- Developmental Education (non transferable)

Areas:

- General Studies-- Over 75 Areas of Concentration (not to be confused with Programs of Study).
- Health and Physical Education
- Health Professions
- Humanities & Fine Arts
- Mathematics and Natural Sciences
- Social and Behavioral Sciences

NOTE: Although Business Technologies falls under Career Technical Programs, it does offer some transferable degrees.

GENERAL STUDIES

General Studies offers a variety of Areas of Concentrations (not to be confused with Programs of Study) that students can follow in order to later transfer their credits to a four-year institution. Upon completion of the requirements for a General Studies degree (depending on the Area of Concentration selected), students will be awarded either an Associate in Arts or an Associate in Science degree in General Studies.

Although students can focus on specific areas of concentration within General Studies, General Studies Areas of Concentration should NOT be viewed nor treated as programs of study. Rather, they are designed specifically to allow students to transfer into senior level colleges and are aligned to match requirements as outlined within the STARS agreement.

Because General Studies has Areas of Concentration opposed to actual Programs of Study, the college does not guarantee that all course requirements under specific Areas of Concentration (within General Studies) will be offered, particularly under Area V listings. In fact, based on availability of course offerings under Area V, General Studies students do have the option of transferring with less than 60 hours of credit or take additional courses (needed to graduate) at another accredited college to be applied towards your graduation requirements at Lawson State Community College. Always seek advisement, however, prior to any decision that may affect your graduation.

UNDERSTANDING GENERAL STUDIES:

Under General Studies, students wishing to tailor their education to a specific Area of Concentration for transferring purposes can do so by following the STARS Guide.

HOW TO CRAFT A GENERAL STUDIES DEGREE TO MATCH YOUR AREA OF CONCENTRATION?

Simply complete a STARS application and follow the degree options under Area V. Areas I through IV are standard courses all General Studies need to take. For information on how to complete a STARS GUIDE, see the Step-by-Step directions in the back of the catalog.

UNDERSTANDING GENERAL STUDIES AREAS

There are five areas under the General Studies — Area I, Area II, Area III, Area IV and Area V.

AREA I - Written Composition (6 SH)

Effective written communication skills are essential in a literate society. Minimum requirements include at least 6 semester hours in written composition.

AREA II - Humanities and Fine Arts (12 SH)

Study in the humanities addresses the ability to deal with questions of values, ethics, or aesthetics as they are represented in literature, philosophy, religion, and the arts, and is fundamental to general education. Minimum requirements include at least 12 semester hours in humanities with a minimum of 3 semester hours in literature*, 3 semester hours in
the arts, and the remaining semester hours from the humanities and/or fine arts. In addition to literature, disciplines in the humanities include, but are not limited to, philosophy, religious studies, speech, foreign languages, art, music, theatre, and dance.

*As a part of the General Studies curriculum, students must complete a 6 semester hour sequence either in literature (Area II) or history (Area IV).

AREA III - Natural Sciences and Mathematics (11 SH)
Study in the natural sciences and mathematics emphasizes the scientific method and applies quantitative or inductive reasoning. Minimum requirements include at least 11 semester hours with at least 3 semester hours in mathematics* at the pre-calculus algebra level or Finite Mathematics level unless otherwise specified and at least 8 semester hours in the natural sciences which must include laboratory experiences. Disciplines in the natural sciences include but are not limited to, astronomy, biology, chemistry, geology, and physics.

*Some mathematics courses are offered for 4 semester credit hours. Only minimum semester requirements are indicated.

AREA IV- History, Social, and Behavioral Sciences (12 SH)
Study in history and the social and behavioral sciences deals primarily with the study of human behavior, social and political structures, and economics. Minimum requirements include 12 semester hours with at least 3 semester hours course in history* and at least 6 semester hours from among other disciplines in the social and behavioral sciences. Disciplines include, but are not limited to, anthropology, economics, geography, political science, psychology, and sociology. *As a part of the General Studies curriculum, students must complete a 6 semester hour sequence either in literature (Area II) or history (Area IV).

The Maximum total for AREAS I-IV is 41 Semester Hours

AREA V - Pre-Professional, Major, and Elective Courses (19-23 SH)
Area V is designated for courses appropriate to the degree-major requirements of the individual student (it may also include electives*).

*Some institutions may include courses in wellness or physical education. Students wishing to transfer under the General Studies should follow the STARS agreement for the specific college the student is planning to transfer to in the future.

GRAND TOTAL for AREAS I-V: 60-64 SH

Note: For institutions requiring 120 semester hours for graduation, the maximum allowable hours for transfer from a community college into a four-year baccalaureate degree program will be 60 semester hours.

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General Studies: Areas of Concentration

Lawson State Community College offers the following General Studies / College Transfer Areas of Concentration as recognized by STARS (Statewide Transfer Articulation Reporting System).

Please note that Area V requirements differ per Area of Concentration and Lawson State does not guarantee that it will offer all Area V courses. Thus, students wishing to transfer early are encouraged to do so in such situations.

General Studies: Areas of Concentration

A (Follow your STARS Guide)

Adult Education (AU Only)
   Auburn University

Advertising (UA Only)
   University of Alabama

Agronomy and Soils (AU Only)
   Auburn University

Animal/Dairy Science
   Alabama A&M University
   Auburn University

Anthropology
   Auburn University
   University of Alabama
   Univ. of Alabama at Birmingham
   University of South Alabama

Applied Mathematics (AU Only)
   Auburn University

Architecture (AU Only)
   Auburn University

Art:

Art Education
   Alabama A&M University
   Alabama State University
   Auburn University at Montgomery
   Troy University
   University of Alabama
   Univ. of Alabama at Birmingham
   Univ. of Alabama in Huntsville
   University of North Alabama
   University of South Alabama
**General Studies:**

**Areas of Concentration Continued**

Art History
- Troy University
- University of Alabama
- Univ. of Alabama at Birmingham
- Univ. of Alabama in Huntsville
- Univ. of South Alabama

Art Studio
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- Univ. of Alabama in Huntsville
- University of Montevallo
- University of North Alabama

Athletic Training
- Troy University
- University of Alabama
- University of West Alabama

B (Follow your STARS Guide)

Behavioral Science (ATHENS Only)
- Athens State University

Biology
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

Biology Education (Middle/High School)
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

Bio-systems Engineering (AU Only)
- Auburn University

Building Science (AU Only)
- Auburn University

Business (All Business Majors)
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

Business Education: Middle/High School
- Alabama A&M University
- Alabama State University
- Auburn University
- University of North Alabama

C (Follow your STARS Guide)

Chemistry
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

Chemistry Education (Middle/High School)
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Auburn University at Montgomery
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama
**General Studies:**

**Areas of Concentration Continued**

Clinical Lab Sciences/Medical Tech
- University of Alabama at Birmingham
- University of South Alabama

Communication Studies or Speech
- Alabama State University
- Auburn University
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama

Computer Science
- Alabama A&M University
- Alabama State University
- Athens State University
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of North Alabama
- University of South Alabama

Consumer Sciences (UA Only)
- University of Alabama

Criminal Justice
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of North Alabama
- University of South Alabama

Criminology (AU Only)
- Auburn University

Cytotechnology (UAB Only)
- University of Alabama at Birmingham

**D** *(Follow your STARS Guide)*

Dentistry (Pre)

**E** *(Follow your STARS Guide)*

Economics
- Jacksonville State University
- University of Alabama
- University of Alabama at Birmingham

Elementary or Early Childhood Education
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

Engineering - Aerospace
- Auburn University
- University of Alabama

Engineering - Chemical
- Auburn University
- University of Alabama
- University of Alabama in Huntsville
- University of South Alabama

Engineering - Civil
- Alabama A&M University
- Auburn University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of South Alabama

Engineering - Computer Engineering
- Auburn University
- University of Alabama in Huntsville
- University of South Alabama

Engineering - Computer Science
- Auburn University
- University of Alabama
- University of Alabama at Birmingham
- University of South Alabama

Engineering - Electrical
- Alabama A&M University
- Auburn University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of South Alabama

Engineering - Industrial
- Auburn University
- University of Alabama
- University of Alabama in Huntsville

Engineering - Materials
- Auburn University
- University of Alabama
- University of Alabama at Birmingham
General Studies:
Areas of Concentration Continued

Engineering - Mechanical
Alabama A&M University
Auburn University
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of South Alabama

English
Alabama A&M University
Alabama State University
Athens State University
Auburn University
Auburn University at Montgomery
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of Montevallo
University of North Alabama
University of South Alabama
University of West Alabama

English/Language Arts Education Middle/High School
Alabama A&M University
Alabama State University
Athens State University
Auburn University
Auburn University at Montgomery
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of Montevallo
University of North Alabama
University of South Alabama
University of West Alabama

Environmental Science
Troy University
University of West Alabama
(Auburn—different program track)

Exercise Science and Wellness (JSU only)
Jacksonville State University

F
(Follow your STARS Guide)
Family and Consumer Sciences
Jacksonville State University (degree varies)
University of Montevallo (degree varies)

Food and Nutrition (UA Only)
University of Alabama

G
(Follow your STARS Guide)
For General Science Education: Middle/High School
(See Science Education)
For General Studies in Human Environmental Sciences
(See Human Environmental Sciences)

Geography
Auburn University
Jacksonville State University
University of Alabama
University of North Alabama
University of South Alabama

Geography Education: Middle/High School
Auburn University
University of Alabama
University of North Alabama
University of South Alabama

Geology
Auburn University
University of Alabama
University of North Alabama
University of South Alabama

Geomatics (Troy Only)
Troy University

H
(Follow your STARS Guide)
Health Education: Middle/High School
Alabama A&M University
Alabama State University
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of North Alabama
University of South Alabama

Health Information Management (UAB Only)
University of Alabama at Birmingham

Health Promotion (AU Only)
Auburn University

Health Services Administration (AU Only)
Auburn University

Health and Physical Education

Health, P E & Recreation (UNA Only)
University of North Alabama

History
Alabama A&M University
Alabama State University
Athens State University
Auburn University
Auburn University at Montgomery
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of Montevallo
University of North Alabama
University of South Alabama
University of West Alabama
General Studies:
Areas of Concentration Continued

History Education: Middle/High School
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

Horticulture (AU Only)
- Auburn University

Hotel & Restaurant Management (AU Only)
- Auburn University

Human Development & Family Studies (AU Only)
- Auburn University

Human Development & Family Studies (UA Only)
- University of Alabama

Human Environmental Sciences (UA Only)
- University of Alabama

I (Follow your STARS Guide)
Industrial Hygiene (UNA Only)
- University of North Alabama

Interior Architecture (AU Only)
- Auburn University

J (Follow your STARS Guide)
Journalism
- Alabama State University
- Auburn University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of North Alabama

L (Follow your STARS Guide)
Laboratory Technology (AU Only)
- Auburn University

Law (Pre) / Political Science (Pre-Law)

M (Follow your STARS Guide)
Math Education: Middle/High School
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

University of Alabama at Birmingham
University of Alabama in Huntsville
University of Montevallo
University of North Alabama
University of South Alabama
University of West Alabama

Mathematics
- Alabama A&M University
- Alabama State University
- Athens State University
- Auburn University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama
- University of West Alabama

Medicine (Pre)

Music
- Alabama A&M University
- Alabama State University
- Jacksonville State University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of Montevallo
- University of North Alabama
- University of South Alabama

Music Education (Middle/High School)
- Alabama A&M University
- Alabama State University
- Auburn University
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of North Alabama
- University of South Alabama

N (Follow your STARS Guide)
Nuclear Medicine Technology (UAB Only)
- University of Alabama at Birmingham

Nursing (Pre)
- Auburn University
- Auburn University at Montgomery
- Jacksonville State University
- Troy University
- University of Alabama
- University of Alabama at Birmingham
- University of Alabama in Huntsville
- University of North Alabama
- University of South Alabama
- University of West Alabama

Nutrition & Food Science (AU Only)
- Auburn University

University of Alabama at Birmingham
### General Studies: Areas of Concentration Continued

**O** (Follow your STARS Guide)

- Occupational Therapy  
  - Alabama State University
- Optometry (Pre)  
  - University of Alabama
- Osteopathic Medicine (Pre)  
  - University of South Alabama

**P** (Follow your STARS Guide)

- Philosophy
  - Auburn University
  - University of Alabama
  - University of Alabama at Birmingham
  - University of Alabama in Huntsville
  - University of South Alabama

- Physical Education
  - Alabama A&M University
  - Auburn University
  - Auburn University at Montgomery
  - Jacksonville State University
  - Troy University
  - University of Alabama
  - University of Alabama at Birmingham
  - University of Montevallo
  - University of North Alabama
  - University of South Alabama
  - University of West Alabama

- Physics
  - Alabama A&M University
  - Auburn University
  - University of Alabama
  - University of Alabama at Birmingham
  - University of Alabama in Huntsville
  - University of North Alabama
  - University of South Alabama

- Physics Education (Middle/High School)
  - Alabama A&M University
  - Auburn University
  - Troy University
  - University of Alabama
  - University of Alabama at Birmingham
  - University of Alabama in Huntsville
  - University of North Alabama
  - University of South Alabama

- Political Science
  - Alabama A&M University
  - Auburn University
  - Auburn University at Montgomery
  - Jacksonville State University
  - Troy University
  - University of Alabama
  - University of Alabama at Birmingham
  - University of Alabama in Huntsville

- Pre-Dentistry
- Pre-Law
- Pre-Medicine
- Pre-Occupational Therapy
- Pre-Optometry
- Pre-Osteopathic Medicine
- Pre-Pharmacy
- Pre-Physical Therapy
- Pre-Speech Therapy
- Pre-Veterinary Medicine

- Psychology B.A. or B.S.
  - Alabama A&M University
  - Alabama State University
  - Athens State University
  - Auburn University
  - Auburn University at Montgomery
  - Jacksonville State University
  - Troy University
  - University of Alabama
  - University of Alabama at Birmingham
  - University of Alabama in Huntsville
  - University of Montevallo
  - University of North Alabama
  - University of South Alabama
  - University of West Alabama

- Public Administration (AU Only)
  - Auburn University

- Public Relations
  - Alabama State University
  - Auburn University
  - University of Alabama
  - University of South Alabama

- Public Safety & Health Administration (Athens Only)

**R** (Follow your STARS Guide)

- Radiologic Sciences
  - University of Alabama at Birmingham
  - University of South Alabama

- Recreation Leadership (JSU Only)
  - Jacksonville State University

- Rehabilitation Services Education (AU Only)
  - Auburn University

- Religious Studies
  - Athens State University
  - Auburn University
  - University of Alabama

- Respiratory Therapy/Cardio Science
  - University of Alabama at Birmingham
  - University of South Alabama

- Restaurant and Hospitality Management (UA Only)
  - University of Alabama
General Studies:
Areas of Concentration Continued

S
(Follow your STARS Guide)
Science Education: Middle/High School
Alabama A&M University
Alabama State University
Athens State University
Auburn University
Auburn University at Montgomery
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of North Alabama
University of South Alabama
University of West Alabama

Social Science
Auburn University
Troy University
University of Montevallo

Social Studies Education: Middle/High School
Alabama A&M University
Alabama State University
Athens State University
Auburn University at Montgomery
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of Montevallo
University of North Alabama
University of South Alabama

Social Work
Alabama A&M University
Alabama State University
Auburn University
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Montevallo
University of North Alabama
University of South Alabama

Sociology
Alabama A&M University
Athens State University
Auburn University
Auburn University at Montgomery
Jacksonville State University
Troy University
University of Alabama at Birmingham
University of Alabama in Huntsville
University of Montevallo
University of North Alabama
University of South Alabama
University of West Alabama

Spanish Education: Middle/High School
Alabama State University
Auburn University
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of Montevallo
University of North Alabama
University of South Alabama

Special Education
Alabama A&M University
Alabama State University
Athens State University
Auburn University
Auburn University at Montgomery
Jacksonville State University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of North Alabama
University of South Alabama
University of West Alabama

Speech Pathology
Alabama A&M University
Auburn University
Auburn University at Montgomery
University of Alabama
University of Montevallo
University of South Alabama

Sport & Fitness Management (Troy Only)
Troy University

Surgical Physician Assistant (UAB Only)
University of Alabama at Birmingham

T
(Follow your STARS Guide)
Technology, Industrial Technology or Engineering Technology
Alabama A&M University
Jacksonville State University
University of West Alabama

Telecommunication and Film or Broadcasting
Alabama A&M University
Auburn University
Troy University
University of Alabama
University of North Alabama

Veterinary Medicine (Pre)

V
(Follow your STARS Guide)
DEPARTMENT OF DEVELOPMENTAL EDUCATION

DR. SHERRI DAVIS, ACADEMIC DEAN & DIRECTOR OF DEVELOPMENTAL EDUCATION
Lawson State Community College
3060 Wilson Road
Birmingham, Alabama 35221

sdavis@lawsonstate.edu

Phone: 205-929-6357

MISSION: The Department of Developmental Education is an intensive and technologically advanced instructional program designed to equip students with the academic skills necessary to perform on a college-level. In addition, the department supports the personal growth of its students through advising, tutoring, counseling, and tracking of academic progress.

PLACEMENT: Students are placed in the developmental program based on individual placement test scores, provided through the Office of Student Development Services. There are three academic areas tested: English, reading, and mathematics. Testing outcomes determine how many developmental courses individual students will have to take in order to reach college-level.

TRACKING: Student academic performance is tracked in each developmental course. Students are given a pre-test at the beginning of each semester to gauge their proficiency level and are post-tested upon completion of the course. Student results are tracked in an effort to analyze program effectiveness and provide teachers with the necessary data in order to offer more targeted-assisted instruction throughout the course.

Program Outcomes:
- To equip students with the academic skills in reading, mathematics, and English to perform on college-level.
- To provide students with various types of support (advisement, counseling, tutoring) to ensure academic and personal success.
- To assist students individually with academic problems.
- To provide targeted-assisted instruction.
- To track student progress in order to guide instruction and improve the overall developmental program.
- To provide students with the technological skills necessary to perform on college-level and within the world around them.
- To provide students with intensive laboratory instruction in order to improve overall understanding of subject matter.
- To foster critical-thinking skills.
- To promote study skills throughout each course in an effort to increase academic discipline and overall subject-matter competency.

DEVELOPMENTAL COURSE SEQUENCE

Students are placed in specific levels of developmental studies. Therefore, tracks are determined by compass placement scores

ENGLISH TRACK:
2 Tiered
ENG 092 Developmental English I
ENG 092 (SSS) Student Support Services (SSS)
ENG 093 Developmental English II

READING TRACK: 1 Tiered
RDG 085 Developmental Reading II

MATHEMATICS: 2 Tiered
MTH 090 Developmental Basic Math
MTH 090 (SSS) Student Support Services (SSS)
MTH 098 Developmental Math—Algebra

NOTE: Students who enrolled prior to Fall 2007, must follow the formed 3-tiered math track: MTH090 (Basic Math), MTH091 (Pre-Algebra) & MTH098 (Algebra)—no exceptions.

All developmental classes are 4 credits each to provide for more classroom time with students.

Testing Out Policy:

Once a student has placed (via the Compass Exam) into a developmental course, he or she is given an Entrance Exam (for the course they have tested in) within the first 7 to 10 days of the course. If the student masters the Exit Exam by scoring 80% or better, then he or she will automatically advance to the next developmental course or college level course.

In addition, students are eligible to retest (via Compass) after the completion of each developmental course they SUCCESSFULLY complete. Students must incur the expense of this retest ($8.00—subject to change). Students may also be required to complete remediation sessions via the Director of Developmental Studies Office prior to re-testing approval. Students wishing to re-test (having met all requirements), should contact the Director of Developmental Education.

After re-testing, if the student places beyond his or her current developmental track, the student will be placed on the higher developmental track OR be placed in the proper college level course—depending on the placement results.

NOTE: If a student receives a “D”, “F”, “I”, “W”, “WP” or “WF” he or she is NOT eligible to retest for higher placement. This student would need to retake the class. Grades of “D” in developmental courses are not considered passing.
As addressed previously, General Studies offers a variety of Areas of Concentrations (not to be confused with Programs of Study) that students can follow in order to later transfer their credits to a four-year institution. Upon completion of the requirements for a General Studies degree (depending on the Area of Concentration selected), students will be awarded either an Associate in Arts or an Associate in Science degree in General Studies.

Although students can focus on specific areas of concentration within General Studies, General Studies Areas of Concentration should not be viewed nor treated as programs of study. Rather, they are designed specifically to allow students to transfer into senior level colleges and are aligned to match requirements as outlined within the STARS agreement.

Because General Studies has Areas of Concentration opposed to actual Programs of Study, the college does not guarantee that all course requirements under specific Areas of Concentration (within General Studies) will be offered, particularly under Area V listings. In fact, based on availability of course offerings under Area V, General Studies students do have the option of transferring with less than 60 hours of credit or take additional courses (needed to graduate) at another accredited college to be applied towards your graduation requirements at Lawson State Community College. Always seek advisement, however, prior to any decision that may affect your graduation.

**UNDERSTANDING GENERAL STUDIES:**

Under the General Studies degree program option, students wishing to tailor their education to a specific degree, can do just that!

**HOW TO CRAFT A GENERAL STUDIES DEGREE?**

Simply complete a STARS application and follow the degree options under Area V. Areas I through IV are standard courses all General Studies need to take. For information on how to complete a STARS GUIDE, see the Step-by-Step directions listed in the back of this catalog.

**UNDERSTANDING GENERAL STUDIES AREAS**

There are five areas under the General Studies program—Area I, Area II, Area III, Area IV and Area V.

**AREA I - Written Composition (6SH)**

Effective written communication skills are essential in a literate society. Minimum requirements include at least 6 semester hours in written composition.

**AREA II - Humanities and Fine Arts (12SH)**

Study in the humanities addresses the ability to deal with questions of values, ethics, or aesthetics as they are represented in literature, philosophy, religion, and the arts, and is fundamental to general education. Minimum requirements include at least 12 semester hours in humanities with a minimum of 3 semester hours in literature*, 3 semester hours in the arts, and the remaining semester hours from the humanities and/or fine arts. In addition to literature, disciplines in the humanities include, but are not limited to, philosophy, religious studies, speech, foreign languages, art, music, theatre, and dance. *As a part of the General Studies curriculum, students must complete a 6 semester hour sequence either in literature (Area II) or history (Area IV), unless otherwise prescribed within one’s STARS Agreement.

**AREA III - Natural Sciences and Mathematics (11 SH)**

Study in the natural sciences and mathematics emphasizes the scientific method and applies quantitative or inductive reasoning. Minimum requirements include at least 11 semester hours with at least 3 semester hours in mathematics* at the pre-calculus algebra level or Finite Mathematics level unless otherwise specified and at least 8 semester hours in the natural sciences which must include laboratory experiences. Disciplines in the natural sciences include but are not limited to, astronomy, biology, chemistry, geology, and physics.

*Some mathematics courses are offered for 4 semester credit hours. Only minimum semester requirements are indicated.

**AREA IV - History, Social, and Behavioral Sciences (12 SH)**

Study in history and the social and behavioral sciences deals primarily with the study of human behavior, social and political structures, and economics. Minimum requirements include 12 semester hours with at least 3 semester hours course in history* and at least 6 semester hours from among other disciplines in the social and behavioral sciences. Disciplines include, but are not limited to, anthropology, economics, geography, political science, psychology, and sociology.

*As a part of the General Studies Curriculum, students must complete a 6 semester hour sequence either in literature (Area II) or history (Area IV).

The Maximum Total for AREAS I-IV is 41 Semester Hours

**AREA V - Pre-Professional, Major, and Elective Courses (19-23 SH)**

Area V is designated for courses appropriate to the degree/major requirements of the individual student (it may also include electives*).

*Some institutions may include courses in wellness or physical education. Students wishing to transfer under the General Studies program option, should follow the STARS agreement for the specific college the student is planning to transfer to in the future.

**GRAND TOTAL for AREAS I-V: 60-64 SH**
**DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION**

**MS. ELEANOR PITTS, ATHLETIC DIRECTOR & CHAIRPERSON**

Lawson State Community College  
3060 Wilson Road  
Birmingham, Alabama 35221

epitts@lawsonstate.edu

**Phone:** 205-929-6389

**MISSION:** The Department of Health, Physical Education, Recreation, and Dance is an integral part of the total educational program at Lawson State Community College. The primary focus of the Department is the education of students toward the development of physical, mentally, emotionally, and socially fit citizens through the medium of physical activities, which have been selected, with a view toward realizing these outcomes. The Department offers an Associate in Arts Degree Program in HPR and an Associate in Applied Science Degree in Recreation Leadership. The objectives of the Department are:

- To understand and respect the body as a medium for the expression of self.
- To portray socially acceptable and personally rewarding behavior in a thorough relationships with others.
- To identify the physically under-developed student and mark him/her to improve his/her physical capacities.
- To develop strength, flexibility, balance, and individual perfection of the body through vigorous muscle activities.
- To grow in understanding and skills in order to maintain fitness for later years.
- To develop skills in the lifetime sports to be perpetuated in later life.

The aims and services of the Department are to provide students at Lawson State with:

- Opportunities for fun, enjoyment, and a fellowship through participation.
- Opportunities that will be conducive to their health and physical fitness.
- Programs that constitute health and fitness.
- Instructional programs that identify and emphasize certain specific objectives. These include developing skills and improving physical endurance.

**RELATED HEALTH & PHYSICAL EDUCATION AREAS OF CONCENTRATION UNDER GENERAL STUDIES:**

- Athletic Training
- Exercise Science and Wellness
- Health Education: Middle/High School
- Health Information Management (UAB Only)
- Health Promotion (AU Only)
- Health Service Administration (AU Only)
- Health and Physical Education
- Health, PE and Recreation (UNA Only)
- Physical Education
- Public Safety and Health Administration
- Rehabilitation Services Education
- Sport & Fitness Management

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**DEPARTMENT OF HUMANITIES & FINE ARTS**

**DR. VYAVUKA MASI MASI, CHAIRPERSON**

Lawson State Community College  
3060 Wilson Road  
Birmingham, Alabama 35221

vmasimasi@lawsonstate.edu

**Phone:** 205-929-2065

**MISSION:** The Humanities Department serves students from the Birmingham area in providing components of a liberal arts education degree. College writing, speaking, foreign language, speech, humanities, art and music are available for courses as well as degrees for concentration in a two-year transfer program. The Department assists students in achieving their educational goals through mastery of academics as well as the arts. Through the service-oriented philosophy of the department, students are provided the experiences of on-site learning, as well as performance-oriented achievement ideals through community service.
LONG-RANGE GOALS

- To increase the variety and availability of courses offered in the department.
- To develop and implement a comprehensive program for staff development based on identified needs and current research in the area of Humanities.
- To expose students to diversity through Humanities.
- To support the General Educational Program of the institution through implementation of requirements throughout the department.
- To recruit and maintain full-time and adjunct faculty to meet the needs of the department.

The Department of Humanities is designed to provide opportunities for students to:

- Develop knowledge and understanding of art.
- Help students develop the ability to read, think, and write clearly, and critically.
- Help students understand and appreciate good writing and literature.
- Help students become aware of the truth, beauty, and wisdom of our culture to the extent that they are able to make value judgments about the society in which they live.
- Teach the fundamental skills of speaking, reading, and writing in a foreign language.
- Help students develop an understanding of and a respect for another culture.
- Give the student an awareness and appreciation of the aesthetic and intellectual history of the target culture and of its present day manifestations.
- Help students comprehend, analyze and explicate literary works in a foreign language.
- To preserve, appreciate and transmit knowledge of the past and to provide a comprehensive understanding of the human experience.
- To increase understanding of a multi-cultural world and demonstrate the ability and diversity of human experience.
- To improve the understanding of students’ own culture.
- To help remove myths and stereotypes.
- To develop critical thinking.

Students who plan to receive an Associate in Arts Degree are able to transfer to a four-year institution and pursue a bachelor’s degree in related fields.

RELATED HUMANITIES & FINE ARTS AREAS OF CONCENTRATION UNDER GENERAL STUDIES:

- English
- English/ Language Arts Education: Middle/ High School (falls in Social Sciences Dept.)
- Journalism
- Music (Area V offerings are limited)
- Music Education (falls in Social Sciences)
- Public Relations
- Religious Studies
- Spanish Education: Middle/High School (falls in Social Sciences Dept.)
- Telecommunication and Film or Broadcasting

DEPARTMENT OF MATHEMATICS AND NATURAL SCIENCES

Dr. Charles Fowler, Chairperson, Mathematics
Dr. Karl Pruitt, Acting Chairperson, Science
Lawson State Community College
3060 Wilson Road
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cfowler@lawsonstate.edu
kpruitt@lawsonstate.edu

Fowler’s Phone: 205-929-3449
Pruitt’s Phone: 205-929-6348

MISSION: The faculty of the Department of Mathematics and Natural Sciences at Lawson State Community College believes that all students are important individuals who, although different from each other in background, talent, capability, and initiative, is entitled to an education that will enable them to realize their maximum potential both as individuals and as members of society. The Departments are designed for students who plan to receive an Associate in Science Degree in order to transfer to a four-year institution and pursue a bachelor degree in mathematics, natural science, and related fields. Moreover, a team approach used in the development and planning of distant learning courses. Instructors are employees of the college and, as such, are just as accountable for the content and quality of instruction on or off campus. The instructor is responsible for keeping the courses current and making revisions when necessary.

Distance learning courses are included in the curriculum of a particular program and are regulated by the same policies as though conducted in a classroom on campus—they are held to the same standards. The same goals and objectives, skills, and competencies that apply to classroom instruction also apply to distant learning courses. Admissions, degree, completion,
curriculum, and instructional design policies and procedures are the same as those for traditional campus-based programs.

**The program objectives for Mathematics are to:**

- Develop quantitative skills of curious students who enjoy the enterprise of problem solving and the rewards of discovery.
- Encourage students to pursue advanced training in math commensurate with their goals and talents.
- Develop students' potential for employment in business, industry, teaching, government, etc. by acquainting them with fundamental concepts in mathematics.
- Service those students majoring in fields where mathematics is required.
- Prepare effective teachers of mathematics and competent mathematicians for work in business, government, and industry.
- Offer a course of study in mathematics for students entering the College with mathematics deficiencies.
- Offer general mathematics courses for non-science majors.
- Offer courses essential for those students pursuing study in major fields other than mathematics, including those that elect to minor in mathematics.

**The program objectives Natural Science are:**

- Educate students in the basic principles of scientific reasoning and problem solving. This enhances their ability to assess critical situations accurately.
- Prepare the student for entrance into a four-year institution with emphasis in the various allied health professions and other science or health related professions (under the General Studies curriculum). Moreover, the Allied Health and related professions are designed to enhance student's analytical thinking skills, communication skills and learn to apply these skills and other teaching to the job market.

**RELATED MATHEMATICS & NATURAL SCIENCES AREAS OF CONCENTRATION UNDER GENERAL STUDIES:**

- Agronomy and Soils
- Animal/Dairy Science
- Applied Mathematics
- Biology
- Biology Education (falls in Social Sciences Dept.)
- Biomedical Engineering
- Biomedical Science
- Bio-systems Engineering
- Building Science
- Chemistry
- Chemistry Education (falls in Social Sciences Dept.)
- Clinical Lab Sciences / Medical Technician
- Cytotechnology
- Dentistry (Pre)
- Engineering—Aerospace
- Engineering—Chemical
- Engineering—Civil
- Engineering—Computer Engineering
- Engineering—Computer Science
- Engineering—Electrical
- Engineering—Industrial
- Engineering—Materials
- Engineering—Mechanical
- Environmental Science
- Exercise Science and Wellness (falls in Health & PE Dept.)
- Food and Nutrition
- General Science Education: Middle/High School (falls in the Social Sciences Dept.)
- Horticulture
- Industrial Hygiene
- Laboratory Technology
- Math Education: Middle/High School
- Mathematics
- Medicine (Pre)
- Nuclear Medicine Technology
- Nursing (Pre)
- Nutrition and Food Science
- Occupational Therapy (Pre)
- Optometry (Pre)
- Osteopathic Medicine (Pre)
- Pharmacy (Pre)
- Physics
- Physics Education: Middle/High School (falls in the Social Sciences Dept.)
- Physical Therapy (Pre)
- Radiologic Sciences
- Rehabilitation Services Education (falls in Health & PE Dept.)
- Respiratory Therapy/Cardio Science
- Speech Pathology
- Speech Therapy (Pre)
- Surgical Physician Assistant
- Technology, Industrial Technology or Engineering Technician
- Veterinary Medicine (Pre)
DEPARTMENT OF
SOCIAL AND BEHAVIORAL
SCIENCES

MRS. VENITA TUBBS, CHAIRPERSON
Lawson State Community College
3060 Wilson Road
Birmingham, Alabama 35221

vtubbs@lawsonstate.edu

Phone: 205-929-2005

MISSION: The Mission of the Social and Behavioral Sciences Department at Lawson State is to provide students with high quality academic coursework leading to a certificate or associate degree, or in preparation for transfer into a baccalaureate degree program. Additionally, this department provides excellent scholastic support in the many general education courses required of students pursuing any degree program at Lawson State. Our programs are relevant to students’ personal and professional needs, develop student’s critical thinking skills, enhance their self-esteem, and assist in the development of student into organized, focused, empowered, and independent lifelong learners.

The Department of Social and Behavior Sciences prepares competent professionals equipped with the knowledge, values and skills that are required to meet the challenges of problems and needs faced by diverse individuals, families, organizations, and urban communities in a changing, global, social environment. Students who plan to receive an Associate in Arts Degree are able to transfer to a four-year institution and pursue a Bachelor’s degree in related fields of study.

RELATED SOCIAL & BEHAVIORAL SCIENCES AREAS OF CONCENTRATION UNDER GENERAL STUDIES:

- Adult Education: Middle/High School
- Anthropology
- Art History
- Behavioral Science
- Biology Education: Middle/High School
- Chemistry Education
- Consumer Sciences
- Criminal Justice
- Criminology
- Elementary or Early Childhood Education
- Family and Consumer Sciences
- General Science Education: Middle/High School
- General Studies in Human Environmental Sciences
- Geography
- Geography Education: Middle/High School
- Geology
- Geomatics
- Health Education: Middle/High School
- History
- History Education: Middle/High School
- Human Development & Family Studies
- Law (Pre) / Political Science Pre-Law
- Math Education: Middle/High School
- Music Education: Middle/High School
- Philosophy
- Physics Education: Middle/High School
- Political Science
- Psychology
- Social Science
- Social Studies Education: Middle/High School
- Social Work
- Social Work Technician
- Sociology
- Spanish Education: Middle/High School
- Special Education
COLLEGE TRANSFER &
GENERAL STUDIES DEGREE PLANS
(AREAS OF CONCENTRATION)
### GENERAL STUDIES AREA OPTIONS

**Associate of Arts (AA) and Associate of Science (AS)**

**CAUTION: DO NOT FOLLOW THIS DEGREE PLAN WITHOUT A STARS GUIDE IN YOUR HAND**

*LSCC Requirement for all Graduates 1*

**ORN101**  
Freshman Academy  
1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

### Area I – Written Composition 6

- **ENG 101**  
  English Composition I and  
  6

- **ENG 102**  
  English Composition II  
  6

### Area II – English, Humanities & Fine Arts 12-13

- **SPH 107**  
  Fund. of Public Speaking  
  3

**IMPORTANT NOTE:** You must select ONE literature pairing (6 credits) and one history class (3 credits), OR select ONE history pairing (6 credits) and ONE literature class (3 credits). Do not mix pairings. Keep sequences together.

- **ENG 251**  
  American Literature I  
  3

- **ENG 252**  
  American Literature II /OR  
  3-6

- **ENG 261**  
  English Literature I  
  3

- **ENG 262**  
  English Literature II/OR  
  3-6

- **ENG 271**  
  World Literature  
  3

- **ENG 272**  
  World Literature  
  3

*Select remaining credits from the listing below. Total credits for Area II must equal 12 or 13.

- **SPA 101**  
  Introductory Spanish I  
  4

- **ART 100**  
  Art Appreciation  
  3

- **HUM 101**  
  Intro. to Humanities  
  3

- **MUS 101**  
  Music Appreciation  
  3

- **THR 100**  
  Intro. to Theatre  
  3

- **PHL 206**  
  Ethics and Society  
  3

- **PHL 206**  
  Introduction to Philosophy  
  3

- **REL 151**  
  Survey of the Old Testament  
  3

- **REL 152**  
  Survey of the New Testament  
  3

- **SPH 116**  
  Introduction to Interpersonal Comm  
  3

### Area III – Natural Science or Mathematics 11-12

**Select ONE math course based on your STARS Guide.**

- **MTH 110**  
  Finite Mathematics  
  3

- **MTH 112**  
  Precalculus  
  3

- **MTH 113**  
  Precalculus Trigonometry  
  3

- **MTH 115**  
  Precalculus Algebra & Trig  
  4

- **MTH 120**  
  Calculus and Its Applications  
  3

- **MTH 125**  
  Calculus I  
  4

- **MTH 126**  
  Calculus II  
  4

- **MTH 227**  
  Calculus III  
  4

- **MTH 237**  
  Linear Algebra  
  3

- **MTH 238**  
  Applied Differential Equations I  
  3

- **MTH 265**  
  Elementary Statatics  
  3

- **MTH 250**  
  DISCRETE MATH  
  3

- **MTH 270**  
  PROBABILITY AND STATISTICS  
  3

**REFER TO YOUR STARS GUIDE FOR PROPER COURSE SELECTION; DO NOT RANDOMLY SELECT COURSES. Select ONE science pairing ONLY.**

- **BIO 101**  
  Introduction to Biology I w/ Lab and  
  3

- **BIO 102**  
  Introduction to Biology II w/ Lab/ OR  
  8

- **BIO 103**  
  Principles of Biology I w/ Lab and  
  8

- **BIO 104**  
  Principles of Biology II w/ Lab OR  
  8

- **CHM 104**  
  Intro. to General Chemistry and  
  3

- **CHM 105**  
  Intro. to General Chemistry OR  
  8

- **CHM 111**  
  College Chemistry I and  
  8

- **CHM 112**  
  College Chemistry II OR  
  8

- **GEO 101**  
  Principles of Geology I and  
  8

- **GEO 102**  
  Principles of Geology II OR  
  8

- **PHS 111**  
  Physical Science I and  
  8

- **PHS 112**  
  Physical Science II OR  
  8

- **PHY 201**  
  General Physics I and  
  8

- **PHY 202**  
  General Physics II/OR  
  8

- **CHM221**  
  Organic Chemistry  
  8

- **CHM222**  
  Organic Chemistry II  
  8

### Area IV – History, Social & Behavioral Sciences 12

**IMPORTANT NOTE:** You must select ONE literature pairing (6 credits) and one history class (3 credits), OR select ONE history pairing (6 credits) and ONE literature class (3 credits). Do not mix pairings. Keep sequences together.

- **HIS 101**  
  Hist. of Western Civ. I and  
  3

- **HIS 102**  
  Hist. of Western Civ. II/OR  
  3-6

- **HIS 201**  
  United States History I and  
  3

- **HIS 202**  
  United States History II  
  3

- **HIS 121**  
  World History I and  
  3

- **HIS 122**  
  World History II/ OR  
  3-6

*Select remaining credits from the listing below. Total credits for Area IV must equal 12.

- **PSY 200**  
  General Psychology  
  3

- **PSY 210**  
  Human Growth & Development  
  3

- **ECO 232**  
  Principles of Microeconomics  
  3

- **SOC 200**  
  Intro. to Sociology  
  3

- **SOC 210**  
  Social Problems  
  3

- **POL 200**  
  Intro. to Political Science  
  3

- **POL 211**  
  American National Government  
  3

- **ECO 231**  
  Principles of Macroeconomics  
  3

- **GEO 101**  
  Prin. of Physical Geography  
  3

- **GEO 100**  
  World Regional Geography  
  3

- **GEO 201**  
  Principles of Human Geography  
  3

- **ANT 200**  
  Introduction to Anthropology  
  3

### Area V – Pre-Professional/LSCC Courses 19-23

- **CIS 146**  
  Microcomputer Applications  
  3

- **RDG 114A**  
  Critical Reading for College  
  2

**Two 1-hour PED activity courses (no substitutions)**

**Pre-professional Electives based on GS major.**

**TOTAL REQUIRED HOURS FOR DEGREE 60-64**

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*Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
FOR ACCOUNTING & ACCOUNTING TECHNOLOGY LISTINGS,
See the Business & Information Technologies Section of this Catalog.

ADVERTISING
General Studies (AA)
University of Alabama Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101 Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics
Mathematics (See STARS Guide) 3
Natural Sciences (See STARS Guide) 8

Area IV: History, Social and Behavioral Sciences
ECO 232 Principles of Microeconomics 3
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 3-6

Area V – Pre-Professional/LSCC Courses
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
MCM 100 Intro. to Mass Communication 3
MCM 102 Writing for Mass Media 3
SPH 107 Fundamental of Public Speaking 3
Pre-professional Electives (See STARS Guide) 2-6

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64

AGRONOMY AND SOILS
General Studies (AS)
Auburn University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101 Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics
MATH 113 Precalculus Trigonometry 3
CHM 111 College Chemistry I and
CHM 112 College Chemistry II 8

Area IV: History, Social and Behavioral Sciences
History (3) or History Sequence (6) (See STARS) 3-6
ECO 232 Principles of Microeconomics 3
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
MTH 125 Calculus I 4
BIO 103 Principles of Biology I and
BIO 104 Principles of Biology II 8

*Select remaining credits from the listings below:
CHM 221 Organic Chemistry I 4
SPA 101 Introduction to Spanish I 4
SPA 102 Introduction to Spanish II 4
PHY 201 General Physics I 4
PHY 202 General Physics II 4

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64

Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
**ANIMAL/DIARY SCIENCE**

General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
1  
ORN101  Freshman Academy  1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**  
6
- ENG 101  English Composition I  3  
- ENG 102  English Composition II  3

**Area II: Humanities and Fine Arts**  
12
- SPH 107  Fundamentals of Public Speaking  3  
- Literature (3) or Literature Sequence (6)  3-6  
- Additional Humanities and Fine Arts Electives  (See STARS Guide for course selection options)  3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**  
11
- MTH 113  Precalculus Trigonometry  3  
- BIO 103  Principles of Biology I w/Lab and  8  
- BIO 104  Principles of Biology II w/Lab

**Area IV: History, Social and Behavioral Sciences**  
12
- History (3) or History Sequence (6) (See STARS)  3-6  
- History, Social & Behavioral Sciences  
- Area IV Electives (See STARS Guide)  6-9

**Area V – Pre-Professional/LSCC Courses**  
19-23
- CIS 146  Microcomputer Applications  3  
- Two 1-hour PED activity courses (no substitutions)  2  
- RDG 114A  Critical Reading for College  3

*Select remaining credits from the listings below:
- CHM 111  College Chemistry I  4  
- CHM 112  College Chemistry II  4  
- PHY 201  General Physics I  4  
- CHM 221  Organic Chemistry I  4  
- MTH 125  Calculus I  4

**NOTE:** For more Area V listings see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**  
60-64

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**APPLIED MATHEMATICS**

General Studies (AS)

Auburn University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
1  
ORN101/PSY100  Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**  
6
- ENG 101  English Composition I  3  
- ENG 102  English Composition II  3

**Area II: Humanities and Fine Arts**  
12
- SPH 107  Fundamentals of Public Speaking  3  
- Literature (3) or Literature Sequence (6)  3-6  
- Additional Humanities and Fine Arts Electives  (See STARS Guide for course selection options)  3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**  
11
- MTH125  Calculus  4  
- Natural Sciences (See STARS Guide)  8

**Area IV: History, Social and Behavioral Sciences**  
12
- History (3) or History Sequence (6) (See STARS)  3-6  
- History, Social & Behavioral Sciences  
- Area IV Electives (See STARS Guide)  6-9

**Area V – Pre-Professional/LSCC Courses**  
19-22
- CIS 146  Microcomputer Applications  3  
- Two 1-hour PED activity courses (no substitutions)  2  
- RDG 114A  Critical Reading for College  3  
- MTH 126  Calculus II  4  
- MTH 227  Calculus III  4  
- MTH 237  Linear Algebra  3  
- MTH 238  Applied Differential Equations I  3

**NOTE:** For more Area V listings see your STARS Guide or transfer college’s catalog or website.

**Other Recommendations:** Under Other Areas (III).

Requirements under other Areas include:
- MTH 125  Calculus  4  
- BIO 103  Principles of Biology I and  4  
- BIO 104  Principles of Biology II/OR  4  
- CHM 111  College Chemistry I and  4  
- CHM 112  College Chemistry II  4  
- PHY213  General Physics w/Calculus I  4  
- PHY214  General Physics w/Calculus II  4  
- MTH 250  Discrete Math  3  
- MTH 265  Elemenry Statastics  3  
- MTH 270  Probability and Statastics  3

**TOTAL REQUIRED HOURS FOR DEGREE**  
60-64

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*Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 11
MTH 125 Calculus 4
PHY 201 General Physics I 4
Additional Natural Science Course (See STARS) 4

Area IV: History, Social & Behavioral Sciences 12
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses 19-22
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
*Select two courses from the listing below.
CIS207 Intro. Web Page Development 3
CIS208 Intermediate Web Page Development 3
CIS255 Java Programming 3
Pre-professional Electives (See STARS Guide) 2-5

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

Total Required Hours For Degree 60-64
### Area III: Natural Sciences and Mathematics
*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
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<tbody>
<tr>
<td>MTH 110</td>
<td>Finite Mathematics or higher</td>
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<tr>
<td>Natural Sciences (See STARS Guide)</td>
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### Area IV: History, Social and Behavioral Sciences

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>History (3) or History Sequence (6) (See STARS)</td>
<td></td>
<td>3-6</td>
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<tr>
<td>Area IV Electives (See STARS Guide)</td>
<td></td>
<td>6-9</td>
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</tbody>
</table>

### Area V – Pre-Professional/LSCC Courses
*Select 12 credits(4 courses) from the listing below.*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>ART 113</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ART 127</td>
<td>Three-Dimensional Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ART 203</td>
<td>Art History I</td>
<td>3</td>
</tr>
<tr>
<td>ART 204</td>
<td>Art History II</td>
<td>3</td>
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<tr>
<td>Pre-professional Electives (See STARS Guide)</td>
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<td>0-3</td>
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<tr>
<td>ART 233</td>
<td>Painting I</td>
<td>3</td>
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<tr>
<td>ART 286</td>
<td>Art for Teachers</td>
<td>3</td>
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**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree:** 60-64

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### ART EDUCATION
*General Studies (AA)*

**Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.**

**LSCC Requirement for all Graduates**
- ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**
- ENG 101 English Composition I 3
- ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**
- SPH 107 Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
- Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

**Area III: Natural Sciences and Mathematics**
- MTH 110 Finite Mathematics or higher 3
- Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences**
- History (3) or History Sequence (6) (See STARS) 3-6
- History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses**
- CIS 146 Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A Critical Reading for College 3

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree:** 60-64

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### ART HISTORY
*General Studies (AA)*

**Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.**

**LSCC Requirement for all Graduates**
- ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**
- ENG 101 English Composition I 3
- ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**
- SPH 107 Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
- Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

**Area III: Natural Sciences and Mathematics**
- MTH 110 Finite Mathematics or higher 3
- Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences**
- History (3) or History Sequence (6) (See STARS) 3-6
- History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses**
- CIS 146 Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A Critical Reading for College 3

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree:** 60-64

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*Important Tip:* Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
### ART STUDIO

**General Studies (AA)**

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<td><strong>Area IV:</strong></td>
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<td>History (3) or History Sequence (6) (See STARS)</td>
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<td>History, Social &amp; Behavioral Sciences</td>
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<td>Area IV Electives (See STARS Guide)</td>
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<td><strong>Area V – Pre-Professional/LSCC Courses</strong></td>
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<td>CIS 146</td>
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<td>Microcomputer Applications</td>
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<td>Art History I</td>
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<td>ART 204</td>
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<td>Art History II</td>
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**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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### ATHLETIC TRAINING

**General Studies (AS)**

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<td>MTH112</td>
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<td>PreCalculus Algebra or higher</td>
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<td>History, Social &amp; Behavioral Sciences</td>
<td>6-9</td>
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<td>Area IV Electives (See STARS Guide)</td>
<td>6-9</td>
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<td><strong>Area V – Pre-Professional/LSCC Courses</strong></td>
<td>19-23</td>
<td></td>
</tr>
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<td>CIS 146</td>
<td>3</td>
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<td>Microcomputer Applications</td>
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<td>Two 1-hour PED activity courses (no substitutions)</td>
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<td>RDG 114A</td>
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<td>BIO 201</td>
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<td>Human Anatomy &amp; Physiology I</td>
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<td>BIO 202</td>
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<td></td>
<td>Human Anatomy &amp; Physiology II</td>
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<td>NUR206</td>
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<tr>
<td></td>
<td>Advanced Nutrition Concepts</td>
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<td></td>
<td>Pre-professional Electives (See STARS Guide)</td>
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</tr>
</tbody>
</table>

**NOTE:** Area V courses may not be available in all cases. **Area V – Pre-Professional/LSCC Courses** 19-23

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**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
### BEHAVIORAL SCIENCE

**General Studies (AS)**

* Athens State University Only—See STARS Guide

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**Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.**

**LSCC Requirement for all Graduates**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101</td>
<td>Freshman Academy</td>
<td>1</td>
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Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
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**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
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<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
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Additional Humanities and Fine Arts Electives

*(See STARS Guide for course selection options)*

**Area III: Natural Sciences and Mathematics**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>MTH 112</td>
<td>Pre-Calculus Algebra or higher level Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BIO 103</td>
<td>Principles of Biology I w/Lab and</td>
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</tr>
<tr>
<td>BIO 104</td>
<td>Principles of Biology II w/Lab</td>
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**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
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<th>Course Title</th>
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<tr>
<td>HIS 101</td>
<td>Hist. of Western Civ. I</td>
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<tr>
<td>HIS 102</td>
<td>Hist. of Western Civ. II/ OR</td>
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<tr>
<td>HIS 201</td>
<td>United States History I</td>
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<tr>
<td>HIS 202</td>
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**Area V – Pre-Professional/LSCC Courses**

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>PSY 200</td>
<td>Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Pre-professional Electives *(See STARS Guide)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>8-13</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Required Hours For Degree**

60-64

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### BIOLOGY

**General Studies (AS)**

**Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.**

**LSCC Requirement for all Graduates**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101</td>
<td>Freshman Academy</td>
<td>1</td>
</tr>
</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I – Written Composition**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area II – Humanities & Fine Arts**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>Fund. of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 251</td>
<td>American Literature I</td>
<td></td>
</tr>
<tr>
<td>ENG 252</td>
<td>American Literature II</td>
<td></td>
</tr>
<tr>
<td>ENG 261</td>
<td>English Literature I</td>
<td></td>
</tr>
<tr>
<td>ENG 262</td>
<td>English Literature II</td>
<td>6</td>
</tr>
<tr>
<td>SPA 101</td>
<td>Introductory to Spanish I</td>
<td>3</td>
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</tbody>
</table>

**Area III – Natural Science or Mathematics**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 111</td>
<td>Pre-Calculus Algebra or higher level Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BIO 103</td>
<td>Principles of Biology I w/Lab and</td>
<td></td>
</tr>
<tr>
<td>BIO 104</td>
<td>Principles of Biology II w/Lab</td>
<td></td>
</tr>
</tbody>
</table>

**Area IV – History, Social & Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIS 101</td>
<td>Hist. of Western Civ. I</td>
<td></td>
</tr>
<tr>
<td>HIS 102</td>
<td>Hist. of Western Civ. II/ OR</td>
<td>6</td>
</tr>
<tr>
<td>HIS 201</td>
<td>United States History I</td>
<td></td>
</tr>
<tr>
<td>HIS 202</td>
<td>United States History II</td>
<td>6</td>
</tr>
</tbody>
</table>

**Social & Behavioral Sciences**

Economics, Geography, Political Science, Psychology, & Sociology. See STARS guide to help with selections.

**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td></td>
</tr>
<tr>
<td>BIO 201</td>
<td>Human Anatomy Phy. I w/ Lab and</td>
<td></td>
</tr>
<tr>
<td>BIO 202</td>
<td>Human Anatomy Phy. I w/ Lab</td>
<td></td>
</tr>
<tr>
<td>BIO 220</td>
<td>Microbiology w/ Lab</td>
<td>4</td>
</tr>
</tbody>
</table>

Pre-professional Electives *(See STARS Guide)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Required Hours For Degree**

63-64

---

Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
## BIOLOGY EDUCATION: SECONDARY
(MIDDLE / HIGH SCHOOL)
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

### *LSCC Requirement for all Graduates*

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101</td>
<td>Freshman Academy</td>
<td>1</td>
</tr>
</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

### Area I: Written Composition

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

### Area II: Humanities and Fine Arts

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>Speech Communications</td>
<td>3</td>
</tr>
</tbody>
</table>

Additional Humanities and Fine Arts Electives

(See STARS Guide for course selection options)

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-6</td>
</tr>
</tbody>
</table>

### Area III: Natural Sciences and Mathematics

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 112</td>
<td>Pre-Calculus Algebra or higher level Mathematics from STARS</td>
<td>3</td>
</tr>
<tr>
<td>BIO 103</td>
<td>Principles of Biology I w/Lab</td>
<td>8</td>
</tr>
<tr>
<td>BIO 104</td>
<td>Principles of Biology II w/Lab</td>
<td>8</td>
</tr>
</tbody>
</table>

### Area IV: History, Social and Behavioral Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>History or History Sequence (See STARS)</td>
<td>3-6</td>
<td></td>
</tr>
<tr>
<td>History, Social &amp; Behavioral Sciences Area IV Electives (See STARS Guide)</td>
<td>6-9</td>
<td></td>
</tr>
</tbody>
</table>

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

### Area V – Pre-Professional/LSCC Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>BIO 201</td>
<td>Human Anatomy Phy. I w/Lab and</td>
<td>8</td>
</tr>
<tr>
<td>BIO 202</td>
<td>Human Anatomy Phy. I w/Lab</td>
<td>8</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Microbiology w/ Lab</td>
<td>4</td>
</tr>
</tbody>
</table>

**Pre-professional Electives (See STARS Guide)**

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-4</td>
</tr>
</tbody>
</table>

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree:** 60-64

## BIOMEDICAL ENGINEERING (PRE)

General Studies (AS)

University of Alabama at Birmingham Only

—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

### *LSCC Requirement for all Graduates*

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101</td>
<td>Freshman Academy</td>
<td>1</td>
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</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

### Area I: Written Composition

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

### Area II: Humanities and Fine Arts

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Literature (3) or Literature Sequence (6)

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-6</td>
</tr>
</tbody>
</table>

Additional Humanities and Fine Arts Electives

(See STARS Guide for course selection options)

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-6</td>
</tr>
</tbody>
</table>

### Area III: Natural Sciences and Mathematics

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 125</td>
<td>Calculus I or higher</td>
<td>4</td>
</tr>
<tr>
<td>PHY 213</td>
<td>General Physics w/ Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 214</td>
<td>General Physics w/Calculus II</td>
<td>8</td>
</tr>
</tbody>
</table>

### Area IV: History, Social and Behavioral Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>History or History Sequence (See STARS)</td>
<td>3-6</td>
<td></td>
</tr>
<tr>
<td>History, Social &amp; Behavioral Sciences Area IV Electives (See STARS Guide)</td>
<td>6-9</td>
<td></td>
</tr>
</tbody>
</table>

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

### Area V – Pre-Professional/LSCC Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

**Select remaining Area V credits from the following:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 126</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 238</td>
<td>Applied Differential Equations I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 227</td>
<td>Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>MTH 265</td>
<td>Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td>CHM 111</td>
<td>College Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 112</td>
<td>College Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 103</td>
<td>Principles of Biology</td>
<td>4</td>
</tr>
<tr>
<td>CIS 251</td>
<td>“C” Programming</td>
<td>3</td>
</tr>
</tbody>
</table>

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree:** 60-64

---

**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
**BIOMEDICAL SCIENCE**  
General Studies (AS)  
University of South Alabama Only  
—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts** 12
SPH 107 Fundamentals of Public Speaking 3
Literature 3
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 6

**Area III: Natural Sciences and Mathematics** 11
Mathematics (See STARS Guide) 3
Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences** 12
HIS 201 United States History I and
HIS 202 United States History II/OR
HIS 121 World History I and
HIS 122 World History II
History, Social & Behavioral Sciences
Area IV Electives (See STARS Guide) 6

**Area V – Pre-Professional/LSCC Courses** 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
BIO 103 Principles of Biology I 4
BIO 104 Principles of Biology II 4

*Select an additional science pairing below. Do not mix.
CHM 221 Organic Chemistry I and
CHM 222 Organic Chemistry II OR 8
PHY 201 General Physics I and
PHY 202 General Physics II OR 8
PHY 213 General Physics w/Calculus I and
PHY 214 General Physic w/Calculus I 8

*Select one Statistics course from below.
MTH 265 Elementary Statistics 3
BUS 271 Business Statistics I 3
PSY 260 Statistics for the Social Sciences 3

* Area V listings may be limited. See advisor.

**BUILDING SCIENCE**  
General Studies (AS)  
Auburn University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts** 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics** 12
MTH 125 Calculus I or higher 4
PHY 201 General Physics I and
PHY 202 General Physics II 8

**Area IV: History, Social and Behavioral Sciences** 12
History (3) or History Sequence (6) (See STARS)

**Area V – Pre-Professional/LSCC Courses** 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
BUS 241 Introduction to Accounting I 3
BUS 146 Personal Finance 3
GLY 101 Introduction to Geology I 4
Pre-professional Electives (See STARS Guide) 1-5

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

---

Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates

ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6

ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12

SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives
(See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 12

MTH 125 Calculus I 4
CHM 111 College Chemistry I and
CHM 112 College Chemistry II 8

Area IV: History, Social and Behavioral Sciences 12

History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences
Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses 19-23

CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3

*Select remaining credits from the listings below.

Review your STARS report for specifics. NOTE: Initial chemistry classes for this major are taken under Area III.

PHY 201 General Physics I and
PHY 202 General Physics II/OR 8
PHY213 General Physics w/Calculus I and
PHY213 General Physics w/Calculus II 8
MTH 126 Calculus II (req’d at most colleges) 4
CHM 221 Organic Chemistry I 4
CHM 222 Organic Chemistry II 4

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

Total Required Hours for Degree 60-64
**FOR ELEMENTARY / EARLY CHILDHOOD EDUCATION, SEE DEGREE PLANS THAT START WITH THE LETTER “E”**

**General Studies (AAS)**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101 Freshman Academy</td>
<td>1</td>
</tr>
</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Select this course option if you are NOT planning to transfer to a 4-year institution or if you wish to enter the work field upon completion of your 2-year degree. If you are planning on transferring, see the (AS) Associate in Science degree for Elementary/Early Childhood Education instead.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>SPA 101 Introductory Spanish I</td>
<td>4</td>
</tr>
</tbody>
</table>

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 100 Intermediate College Algebra/Or</td>
<td>3</td>
</tr>
<tr>
<td>MTH 116 Mathematical Applications</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science Elective (Biology, Chemistry, Geography, Physical Science, Physics)</td>
<td>4</td>
</tr>
</tbody>
</table>

**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 200 Introduction to Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
</tbody>
</table>

**Field of Concentration Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHD 100 Intro to Early Care &amp; Ed. of Children3</td>
<td>3</td>
</tr>
<tr>
<td>CHD 201 Chid Growth and Dev. Principal</td>
<td>3</td>
</tr>
<tr>
<td>CHD 202 Children’s Creative Experience</td>
<td>3</td>
</tr>
<tr>
<td>CHD 203 Children’s Lit. &amp; Lang. Dev.</td>
<td>3</td>
</tr>
<tr>
<td>CHD 204 Meth./Tching. Presch. Children</td>
<td>3</td>
</tr>
<tr>
<td>CHD 205 Prog. Plng. for Ed.Yng Children</td>
<td>3</td>
</tr>
<tr>
<td>CHD 206 Children Health &amp; Safety</td>
<td>3</td>
</tr>
<tr>
<td>CHD 208 Admin. of Child Dev. Prog.</td>
<td>3</td>
</tr>
<tr>
<td>CHD 209 Infant &amp; Toddler Ed. Prog.</td>
<td>2</td>
</tr>
<tr>
<td>CHD 210 Ed. Exceptional Yng. Children</td>
<td>2</td>
</tr>
<tr>
<td>CHD 215 Supv. Pract. Exp. in Child Dev.</td>
<td>2</td>
</tr>
<tr>
<td>CHD 220 Parenting Skills</td>
<td>3</td>
</tr>
<tr>
<td>SOC 247 Marriage &amp; Family</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Required Hours for Degree** 67-70

**Interested in obtaining a 4-year degree and teaching on the elementary, middle or high school level?**

Pursue an Associate in Science degree in Education. See Education listings.

**EDUCATION: Program Options for Associate in Science Degree (transferable programs)**

- Elementary/Early Childhood Education
- Education: Middle/High School (Pre-Teacher)
- Art Education: Middle/High School (See next page.)
- Biology Education: Middle/High School
- Business Education: Middle/High School
- Chemistry Education: Middle/High School
- English/Language Arts Education: Middle/High School
- Geography Education: Middle/High School
- Health Education: Middle/High School
- History Education: Middle/High School
- Math Education: Middle/High School
- Music Education: Middle/High School
- Physics Education: Middle/High School
- Social Studies Education: Middle/High School
- Spanish Education: Middle/High School

Students MUST print and retain a copy of the STARS articulation agreement guide prior to selecting courses.

Failure to do so may result in your Area of Concentration NOT being TRANSFERABLE.

See the back of this catalog for step-by-step directions for completing a STARS Guide.

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*Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
**CLINICAL LAB SCIENCES / MEDICAL TECHNICIAN**

**General Studies (AS)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates* 1  
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6  
ENG 101 English Composition I 3  
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts** 12  
SPH 107 Fundamentals of Public Speaking 3  
Literature (3) or Literature Sequence (6) 3-6  
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics** 12  
MTH 112 Precalculus Algebra or higher 4  
BIO103 Principles of Biology I 3  
BIO104 Principles of Biology II/OR 8  
CHM 111 College Chemistry I 4  
CHM 112 College Chemistry II 8

**Area IV: History, Social and Behavioral Sciences** 12  
History (3) or History Sequence (6) (See STARS) 3-6  
History, Social & Behavioral Sciences 6-9  
Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23  
CIS 146 Microcomputer Applications 3  
Two 1-hour PED activity courses (no substitutions) 2  
RDG 114A Critical Reading for College 3  
MTH 265 Elementary Statistics/OR 3  
PSY 260 Statistics for the Social Sciences 3  
CHM 221 Organic Chemistry I 4  
BIO 220 General Microbiology 4  
Pre-professional Electives (See STARS Guide) 0-4  
BIO201 Human Anatomy & Physiology I 4  
BIO202 Human Anatomy & Physiology II 4

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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**COMMUNICATION STUDIES OR SPEECH**

**General Studies (AA)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates* 1  
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6  
ENG 101 English Composition I 3  
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts** 12  
SPH 107 Fundamentals of Public Speaking 3  
Literature (3) or Literature Sequence (6) 3-6  
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics** 11  
MTH 112 Precalculus Algebra or higher 4  
Natural Sciences (See STARS) 8

**Area IV: History, Social and Behavioral Sciences** 12  
History Sequence (6) (See STARS) 6  
History, Social & Behavioral Sciences 6-9  
Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23  
CIS 146 Microcomputer Applications 3  
Two 1-hour PED activity courses (no substitutions) 2  
RDG 114A Critical Reading for College 3  
SPH 116 Intro. to Interpersonal Comm. 3  
Pre-professional Electives (See STARS Guide) 8-12

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64
**FOR COMPUTER SCIENCE LISTINGS,**  
See the Business Technologies Section of the Catalog

**CONSUMER SCIENCE**  
University of Alabama Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
1
ORN101 Freshman Academy  

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**  
6
ENG 101 English Composition I  
3
ENG 102 English Composition II  
3

**Area II: Humanities and Fine Arts**  
12
SPH 107 Fundamentals of Public Speaking  
3
Literature (3) or Literature Sequence (6)  
3-6
Additional Humanities and Fine Arts Electives

*(See STARS Guide for course selection options)*  
3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**  
11
MTH 112 Precalculus Algebra or higher  
4
Natural Sciences (See STARS Guide)  
8

**Area IV: History, Social and Behavioral Sciences**  
12
History (3) or History Sequence (6) (See STARS)  
3-6
ECO 231 Principles of Macroeconomics  
3
ECO 232 Principles of Microeconomics  
3
History, Social & Behavioral Sciences Electives

*(See STARS Guide)*  
0-3

**Area V – Pre-Professional/LSCC Courses**  
19-23
CIS 146 Microcomputer Applications  
3
Two 1-hour PED activity courses (no substitutions)  
2
RDG 114A Critical Reading for College  
3
Pre-professional Electives (See STARS Guide)  
11-15

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**  
60-64

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**CRIMINAL JUSTICE**  
General Studies (AS)  
Associate in Science

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
1
ORN101 Freshman Academy  

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I – Written Composition**  
6
ENG 101 English Composition I  
3
ENG 102 English Composition II  
3

**Area II – Humanities & Fine Arts**  
12
SPH 107 Fund. of Public Speaking  
3
ENG 251 American Literature I  
3
ENG 252 American Literature II /OR  
3-6
ENG 261 English Literature I  
3-6
ENG 262 English Literature II  
3-6

*Humanities & Fine Arts Elective*  
3
Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS.

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III – Natural Science or Mathematics**  
11
MTH 110 Finite Mathematics or higher  
3
BIO 101 Introduction to Biology I w/Lab and  
BIO 102 Introduction to Biology II w/Lab  
8

**Area IV – History, Social & Behavioral Sciences**  
12
HIS 101 Hist. of Western Civ. I  
3-6
HIS 102 Hist. of Western Civ. II/OR  
3-6
HIS 201 United States History I  
3-6
HIS 202 United States History II  
3-6

*Social & Behavioral Sciences Electives*  
6
Economics, Geography, Pol. Science, Psychology & Sociology.  
See STARS guide to help with selections.

**Area V – Pre-Professional/LSCC Courses**  
19-23
CIS 146 Microcomputer Applications  
3
RDG 114A Critical Reading  
3
Two 1 hour PED activity courses (no substitutions)  
2
CRJ 100 Introduction to Criminal Justice  
3
Pre-professional Electives (See STARS Guide)  
8-12

**Area V – Pre-Professional/LSCC Courses**  
19-23
CRJ 110 Introduction to Law Enforcement  
3
CRJ 150 Introduction to Corrections  
3
CRJ 160 Introduction to Security  
3

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**  
60-64

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*Important Tip:* Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
**CRIMINAL JUSTICE**
Associate in Applied Science (AAS)
Non-Transferable Degree.
See Criminal Justice (AS) for transferable degree.

*LSCC Requirement for all Graduates 1
ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 3
ENG 101  English Composition I 3

**Area II: Humanities and Fine Arts** 6
SPH 107  Fund. of Public Speaking 3
RDG114A  Critical Reading 3

**Area III: Natural Sciences and Mathematics** 10
MTH 116  Mathematics Application/OR 3
MTH 110  Finite Mathematics or higher level 3
Natural Science Elective (Biology, Chemistry, Geography, Physical Science, Physics) 4
CIS 146  Microcomputer Applications 3

**Area IV: History, Social and Behavioral Sciences** 3
PSY 200  General Psychology/ OR 3
SOC 200  Intro to Sociology 3

**Area V – Pre-Professional/LSCC Courses** 47
CIS 146  Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 1
CRJ 209  Juvenile Delinquency 3
CRJ 100  Introduction to Criminal Justice 3
CRJ 130  Intro to Law & Judicial Procedure 3
CRJ 208  Intro to Criminology 3
CRJ 216  Police Organization & Admin. 3
CRJ 220  Criminal Investigation 3
POL 211  American National Government 3
PSY 250  Social Psychology 3
SOC 210  Social Problems 3
SOC 247  Marriage and Family 3
CRJ 150  Introduction to Corrections / OR 3
CRJ 212  Correctional Counseling Techniques 3
HED 231  First Aid 3
CRJ 280  Internship (Elective, upon Approval) 3
CRJ 116  Police Patrol (Elective) 3

**TOTAL REQUIRED HOURS FOR DEGREE** 69

*Check with your advisor to ensure this program is still available.

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**CYTOTECHNOLOGY**
General Studies (AS)
University of Alabama at Birmingham Only
—See STARS Guide

*LSCC Requirement for all Graduates 1
ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6
ENG 101  English Composition I 3
ENG 102  English Composition II 3

**Area II: Humanities and Fine Arts** 12
SPH 107  Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics** 11
MTH 112  Pre-calculus Algebra or higher 3
CHM 111  College Chemistry I and 3
CHM 112  College Chemistry II 8

**Area IV: History, Social and Behavioral Sciences** 12
History (3) or History Sequence (6) 3-6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23
CIS 146  Microcomputer Applications 3
RDG 114A  Critical Reading for College 3
Two 1-hour PED activity courses (no substitutions) 2
BIO 103  Principles of Biology 4
BIO 201  Human Anatomy & Physiology I 4
BIO 202  Human Anatomy & Physiology II 4
BIO 220  General Microbiology 4
Select any remaining credits from the listing below.
MTH 265  Elementary Statistics/OR 3
PSY 260  Statistics for the Soc. Sciences 3

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

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Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
**College Transfer & General Studies**

Looking for DENTAL ASSISTANT, not our college transfer program? See the Health Professions Section of this Catalog.

**Pre-Dentistry**

General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101 Freshman Academy</td>
<td>1</td>
</tr>
</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Additional Humanities and Fine Arts Electives

*(See STARS Guide for course selection options)* 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 112 Precalculus Algebra or higher</td>
<td>4</td>
</tr>
</tbody>
</table>

Natural Sciences *(See STARS Guide)* 8

**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 231 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 232 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>History, Social &amp; Behavioral Sciences</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Area IV Electives *(See STARS Guide)* 0-3

**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
</tbody>
</table>

*Two 1-hour PED activity courses (no substitutions)* 2

Pre-professional Electives *(See STARS Guide)* 0

**Economics**

General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101 Freshman Academy</td>
<td>1</td>
</tr>
</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Additional Humanities and Fine Arts Electives

*(See STARS Guide for course selection options)* 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 112 Precalculus Algebra or higher</td>
<td>4</td>
</tr>
</tbody>
</table>

Natural Sciences *(See STARS Guide)* 8

**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 231 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 232 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>History, Social &amp; Behavioral Sciences</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Area IV Electives *(See STARS Guide)* 0-3

**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>PHL 206 Ethics and Society</td>
<td>3</td>
</tr>
<tr>
<td>PHL 106 Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>SOC 200 Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>POL 200 Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>POL 211 American National Government</td>
<td>3</td>
</tr>
</tbody>
</table>

Pre-professional Electives *(See STARS Guide)* 0

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours for Degree** 60-64

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*Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
**ELEMENTARY OR EARLY CHILDHOOD EDUCATION**

General Studies (AS)

Reflects the new “No Child Left Behind” changes.

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

### *LSCC Requirement for all Graduates*

<table>
<thead>
<tr>
<th>Course</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101</td>
<td>Freshman Academy</td>
</tr>
</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

<table>
<thead>
<tr>
<th>Area</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Written Communications</td>
<td></td>
</tr>
<tr>
<td>ENG101</td>
<td>English Composition I</td>
</tr>
<tr>
<td>ENG102</td>
<td>English Composition II</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities &amp; Fine Arts</td>
<td></td>
</tr>
<tr>
<td>SPH 107</td>
<td>Fund. of Public Speaking</td>
</tr>
<tr>
<td>ENG 251</td>
<td>American Literature I</td>
</tr>
<tr>
<td>ENG 252</td>
<td>American Literature II/ OR</td>
</tr>
<tr>
<td>ENG 261</td>
<td>English Literature I</td>
</tr>
<tr>
<td>ENG 262</td>
<td>English Literature II</td>
</tr>
</tbody>
</table>

**Humanities & Fine Arts Elective**

3 Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS. See Advisor.

*Students must complete either a literature or history sequence, unless the STARS report dictates otherwise.*

<table>
<thead>
<tr>
<th>Area</th>
<th>11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Natural Science or Mathematics</td>
<td></td>
</tr>
<tr>
<td>MTH 110</td>
<td>Finite Mathematics or higher level Mathematics from STARS</td>
</tr>
<tr>
<td>BIO 101</td>
<td>Introduction to Biology I w/Lab</td>
</tr>
<tr>
<td>BIO 102</td>
<td>Introduction to Biology II w/Lab</td>
</tr>
</tbody>
</table>

*See STARS report for other science options.

<table>
<thead>
<tr>
<th>Area</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>History, Social &amp; Behavioral Sciences</td>
<td></td>
</tr>
<tr>
<td>HIS 101</td>
<td>Hist. of Western Civ. I</td>
</tr>
<tr>
<td>HIS 102</td>
<td>Hist. of Western Civ. II/OR</td>
</tr>
<tr>
<td>HIS 201</td>
<td>United States History I</td>
</tr>
<tr>
<td>HIS 202</td>
<td>United States History II</td>
</tr>
<tr>
<td>SOC 210</td>
<td>Social Problems</td>
</tr>
</tbody>
</table>

**Social & Behavioral Sciences Electives. See STARS.**

### Area V – Pre-Professional/LSCC Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>19-23</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
</tr>
</tbody>
</table>

Select 9 additional math credits. See STARS Guide.

**Select 4 additional science credits. See STARS Guide.**

<table>
<thead>
<tr>
<th>Course</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 101</td>
<td>Introduction to Biology I</td>
</tr>
<tr>
<td>BIO 102</td>
<td>Introduction to Biology II</td>
</tr>
<tr>
<td>BIO 103</td>
<td>Principles of Biology I</td>
</tr>
<tr>
<td>BIO 104</td>
<td>Principles of Biology II</td>
</tr>
</tbody>
</table>

**TOTAL REQUIRED HOURS FOR DEGREE**

60-64

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**EMERGENCY MANAGEMENT**

General Studies (AS)

Associate in Science

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

### *LSCC Requirement for all Graduates*

<table>
<thead>
<tr>
<th>Course</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORN101</td>
<td>Freshman Academy</td>
</tr>
</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

<table>
<thead>
<tr>
<th>Area</th>
<th>6</th>
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</thead>
<tbody>
<tr>
<td>Written Composition</td>
<td></td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities &amp; Fine Arts</td>
<td></td>
</tr>
<tr>
<td>SPH 107</td>
<td>Fund. of Public Speaking</td>
</tr>
<tr>
<td>ENG 251</td>
<td>American Literature I and</td>
</tr>
<tr>
<td>ENG 252</td>
<td>American Literature II/OR</td>
</tr>
<tr>
<td>ENG 261</td>
<td>English Literature I and</td>
</tr>
<tr>
<td>ENG 262</td>
<td>English Literature II</td>
</tr>
</tbody>
</table>

**Humanities & Fine Arts Elective**

3 Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS.

<table>
<thead>
<tr>
<th>Area</th>
<th>11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Natural Science or Mathematics</td>
<td></td>
</tr>
<tr>
<td>MTH 112</td>
<td>Precalculus Algebra or higher</td>
</tr>
<tr>
<td>BIO 101</td>
<td>Introduction to Biology I w/Lab</td>
</tr>
<tr>
<td>BIO 102</td>
<td>Introduction to Biology II w/Lab</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>History, Social &amp; Behavioral Sciences</td>
<td></td>
</tr>
<tr>
<td>HIS 101</td>
<td>Hist. of Western Civ. I and</td>
</tr>
<tr>
<td>HIS 102</td>
<td>Hist. of Western Civ. II/OR</td>
</tr>
<tr>
<td>HIS 201</td>
<td>United States History I and</td>
</tr>
<tr>
<td>HIS 202</td>
<td>United States History II</td>
</tr>
<tr>
<td>PSY 200</td>
<td>General Psychology</td>
</tr>
</tbody>
</table>

**Social & Behavioral Sciences Electives**

3 Economics, Geography, Pol. Science, Psychology & Sociology. See STARS guide to help with selections.

<table>
<thead>
<tr>
<th>Area</th>
<th>19-23</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Professional/LSCC Courses</td>
<td></td>
</tr>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading</td>
</tr>
<tr>
<td>Two 1 hour PED activity courses (no substitutions)</td>
<td></td>
</tr>
<tr>
<td>MTH 100</td>
<td>Intermediate College Algebra</td>
</tr>
<tr>
<td>BUS 271</td>
<td>Business Statistics I</td>
</tr>
</tbody>
</table>

**Pre-professional Electives (See STARS Guide)**

8-12

**TOTAL REQUIRED HOURS FOR DEGREE**

60-64

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Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101   Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I – Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II – Humanities & Fine Arts 12
ENG 251 American Literature I 4
ENG 252 American Literature II/II OR 3-6
ENG 261 English Literature I 3
ENG 262 English Literature II 3-6
SPH 107 Fund. of Public Speaking 3

*Students must complete either a literature or history sequence, unless the STARS report dictates otherwise.

Area III – Natural Science or Mathematics 11-12
MTH 125 Calculus I 4
PHY 213 General Physics with Calculus and 8
PHY 214 Gen. Physics with Calculus II

Area IV – History, Social & Behavioral Sciences 12
HIS 101 Hist. of Western Civ. I 3
HIS 102 Hist. of Western Civ. II/II OR 3-6
HIS 201 United States History I 3
HIS 202 United States History II 3-6

Social & Behavioral Sciences 3
Anthropology, Economics, Geography, Political Science, Psychology, & Sociology. See STARS guide to help with course selections.

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3

Select remaining credit hours from the courses below.
MTH 126 Calculus II 4
MTH 227 Calculus III 4
MTH 237 Linear Algebra 3
MTH 238 Applied Differential Equations 3
CHM 111 College Chemistry I 4
CHM 112 College Chemistry II 4
CHM 221 Organic Chemistry I 4
CHM 222 Organic Chemistry II 4
CIS 251 “C” Programming 3
MTH 270 Probability & Statistics 3
Area V offerings may be limited.

Total Required Hours for Degree 60-64

Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

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**PRE-ENGINEERING (COMPUTER SCIENCE)**
General Studies (AS)

*LSGCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I – Written Composition** 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

**Area II – Humanities & Fine Arts** 12
ENG 251 American Literature I 3
ENG 252 American Literature II/3-6
ENG 261 English Literature I 3
ENG 262 English Literature II 3-6
SPH 107 Fund. of Public Speaking 3

*Students must complete either a literature or history sequence, unless the STARS report dictates otherwise.

**Area III – Natural Science or Mathematics** 11-12
MTH 125 Calculus I 4
PHY 213 General Physics with Calculus and 4
PHY 214 Gen. Physics with Calculus II 8

**Area IV – History, Social & Behavioral Sciences** 9
HIS 101 Hist. of Western Civ. I 3
HIS 102 Hist. of Western Civ. II/3-6
HIS 201 United States History I 3
HIS 202 United States History II 3-6

*Social & Behavioral Sciences 3
Anthropology, Economics, Geography, Political Science, Psychology, Sociology. See STARS guide to help with course selections.

**Area V – Pre-Professional/LSCC Courses** 19-23
CIS 146 Microcomputer Applications 3
CIS 251 “C” Programming 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3

*Select remaining credit hours from the courses below.
MTH 126 Calculus II 4
MTH 227 Calculus III 4
MTH 237 Linear Algebra 3
MTH 250 Discrete Math 3
MTH 270 Probability & Statistics 3
CHM 111 College Chemistry I 4

Area V offerings may be limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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**PRE-ENGINEERING (ELECTRICAL)**
General Studies (AS)

ADVISING ALERT:
Interested in Electrical, Electronic Engineering or Industrial Electronics?
See the Career Technical section of this catalog and your advisor for assistance.

*LSGCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC.

**Area I – Written Composition** 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

**Area II – Humanities & Fine Arts** 12
ENG 251 American Literature I 3
ENG 252 American Literature II/3-6
ENG 261 English Literature I 3
ENG 262 English Literature II 3-6
SPH 107 Fun. of Public Speaking 3

*Students must complete either a literature or history sequence, unless the STARS report dictates otherwise.

**Area III – Natural Science or Mathematics** 11-12
MTH 125 Calculus I 4
PHY 213 General Physics with Calculus and 4
PHY 214 Gen. Physics with Calculus II 8

See STARS report to determine which Physics will transfer.

**Area IV – History, Social & Behavioral Sciences** 9
HIS 101 Hist. of Western Civ. I 3
HIS 102 Hist. of Western Civ. II/3-6
HIS 201 United States History I 3
HIS 202 United States History II 3-6

*Social & Behavioral Sciences 3
Economics, Geography, Pol. Science, Psychology & Sociology.

**Area V – Pre-Professional/LSCC Courses** 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3

*Select remaining credit hours from the courses below.
Refer to your STARS Guide before selecting.
MTH 126 Calculus II 4
MTH 227 Calculus III 4
MTH 237 Linear Algebra 3
MTH 238 Applied Differential Equations 3
CHM 111 College Chemistry I 4
CIS 251 “C” Programming 3
PHY 218 Modern Physics 4
MTH 270 Probability & Statistics 3
CIS 191 Intro. To Comp. Prog. Concepts 3

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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## PRE-ENGINEERING (INDUSTRIAL)
General Studies (AS)

**ADVISING ALERT:**
Interested in Industrial Maintenance?
See the Career Technical section of this catalog
and your advisor for assistance.

See page xiii for step-by-step directions on completing your STARS Guide.

### Important Tip:
Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

### LSCC Requirement for all Graduates
1
ORN101  Freshman Academy  1

Enroll in ORN101 your first term at LSCC.

### Area I – Written Composition
6
ENG 101  English Composition I  3
ENG 102  English Composition II  3

### Area II – Humanities & Fine Arts
12
ENG 251  American Literature I  3-6
ENG 252  American Literature II/OR  3-6
ENG 261  English Literature I  3-6
ENG 262  English Literature II  3-6
SPH 107  Fun. of Public Speaking  3

**Humanities & Fine Arts Elective:**
Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS guide.

*Students must complete either a literature or history sequence, unless the STARS report dictates otherwise*

### Area III – Natural Science or Mathematics
11-12
MTH 125  Calculus I  4
PHY 213  General Physics with Calculus and
PHY 214  Gen. Physics with Calculus II  8

See STARS report to determine which Physics will transfer.

### Area IV – History, Social & Behavioral Sciences
9
HIS 101  Hist. of Western Civ. I  3-6
HIS 102  Hist. of Western Civ. II/OR  3-6
HIS 201  United States History I  3-6
HIS 202  United States History II  3-6

**Social & Behavioral Sciences:**
Anthropology, Economics, Geography, Political Science, Psychology, & Sociology. See STARS guide to help with course selections.

### Area V – Pre-Professional/LSCC Courses
19-23
CIS 146  Microcomputer Applications  3
Two 1-hour PED activity courses (no substitutions)  2
RDG 114A  Critical Reading for College  3

*Select remaining credit hours from the courses below. Refer to your STARS Guide before selecting.*

CIS 251  “C” Programming  3
CHM 111  College Chemistry I  4
CHM 112  College Chemistry II  4
MTH 126  Calculus II  4
MTH 227  Calculus III  4
MTH 237  Linear Algebra  3
MTH 238  Applied Differential Equations  3
CIS 231  Fortran Programming  3

**TOTAL REQUIRED HOURS FOR DEGREE:**
60-64

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## PRE-ENGINEERING (METALLARIGICAL OR MATERIALS)
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

### LSCC Requirement for all Graduates
1
ORN101  Freshman Academy  1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

### Area I – Written Composition
6
ENG 101  English Composition I  3
ENG 102  English Composition II  3

### Area II – Humanities & Fine Arts
12
ENG 251  American Literature I  3-6
ENG 252  American Literature II/OR  3-6
ENG 261  English Literature I  3-6
ENG 262  English Literature II  3-6
SPH 107  Fun. of Public Speaking  3

**Humanities & Fine Arts Elective:**
Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS guide.

*Students must complete either a literature or history sequence, unless the STARS report dictates otherwise*

### Area III – Natural Science or Mathematics
11-12
MTH 125  Calculus I  4
PHY 213  General Physics with Calculus and
PHY 214  Gen. Physics with Calculus II/OR  8
PHY 201  Gen. Physics with Trigonometry and
PHY 202  Gen. Physics with Trigonometry  8

See STARS report to determine which Physics will transfer.

### Area IV – History, Social & Behavioral Sciences
9
History (3) or History Sequence (6) (See STARS)  3-6

**Social & Behavioral Sciences:**
Anthropology, Economics, Geography, Political Science, Psychology, & Sociology. (See STARS Guide.)

### Area V – Pre-Professional/LSCC Courses
19-23
CIS 146  Microcomputer Applications  3
Two 1-hour PED activity courses (no substitutions)  2
RDG 114A  Critical Reading for College  3

*Select remaining credit hours from the courses below. Refer to your STARS Guide before selecting.*

MTH 126  Calculus II  4
MTH 227  Calculus III  4
MTH 237  Linear Algebra  3
MTH 238  Applied Differential Equations  3
CHM 111  College Chemistry I  4
CHM 112  College Chemistry II  4
CIS 231  Fortran Programming  3
CIS 251  “C” Programming  3

Area V offerings may be limited.

**TOTAL REQUIRED HOURS FOR DEGREE:**
60-64

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Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
### PRE-ENGINEERING (MECHANICAL)
**General Studies (AS)**

**ADVISING ALERT:**
Interested in Industrial Maintenance or Drafting and Design? See the Career Technical section of this catalog and your advisor for assistance.

*See page xiii for step-by-step directions on completing your STARS Guide.

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| *LSCC Requirement for all Graduates | 1 |
| ORN101 Freshman Academy | 1 |

**Enroll in ORN101 your first term at LSCC.**

| **Area I – Written Composition** | 6 |
| ENG 101 English Composition I | 3 |
| ENG 102 English Composition II | 3 |

| **Area II – Humanities & Fine Arts** | 12 |
| SPH 107 Fun. of Public Speaking | 3 |
| ENG 251 American Literature I | 3-6 |
| ENG 252 American Literature II/III | 3-6 |
| ENG 261 English Literature I | 3-6 |
| ENG 262 English Literature II | 3-6 |

**Humanities & Fine Arts Elective**

Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS guide.

*Students must complete either a literature or history sequence, unless the STARS report dictates otherwise.*

| **Area III – Natural Science or Mathematics** | 11-12 |
| MTH 125 Calculus I | 4 |
| PHY 213 General Physics with Calculus and | 4 |
| PHY 214 Gen. Physics with Calculus II/OR | 8 |
| PHY 201 Gen. Physics with Trigonometry and | 8 |
| PHY 202 Gen. Physics with Trigonometry | 8 |

See STARS report to determine which Physics will transfer.

| **Area IV – History, Social & Behavioral Sciences** | 9 |
| History (3) or History Sequence (6) (See STARS) | 3-6 |
| Social & Behavioral Sciences | 3 |

Anthropology, Economics, Geography, Political Science, Psychology, & Sociology. (See STARS Guide.)

| **Area V – Pre-Professional/LSCC Courses** | 19-23 |
| CIS 146 Microcomputer Applications | 3 |
| Two 1-hour PED activity courses (no substitutions) | 2 |
| RDG 114A Critical Reading for College | 3 |

*Select remaining credit hours from the courses below.*

| MTH 126 Calculus II | 4 |
| MTH 227 Calculus III | 4 |
| MTH 237 Linear Algebra | 3 |
| MTH 238 Applied Differential Equations | 3 |
| CHM 111 College Chemistry I | 4 |
| CHM 112 College Chemistry II | 4 |
| CIS 231 Fortran Programming | 3 |
| CIS 251 “C” Programming | 3 |

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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### ENGLISH
**General Studies (AA)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates | 1 |
| ORN101 Freshman Academy | 1 |

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

| **Area I – Written Composition** | 6 |
| ENG 101 English Composition I | 3 |
| ENG 102 English Composition II | 3 |

| **Area II – Humanities & Fine Arts** | 13 |
| SPH 107 Fund. of Public Speaking | 3 |
| ENG 251 American Literature I and | 6 |
| ENG 252 American Literature II/III | 6 |
| ENG 261 English Literature I and | 6 |
| ENG 262 English Literature II | 6 |

**Humanities & Fine Arts Elective**

| SPA 101 Introductory Spanish I | 4 |

| **Area III – Natural Science or Mathematics** | 11 |
| MTH 110 Finite Mathematics or higher level Mathematics from STARS | 3 |
| BIO 101 Introduction to Biology I w/Lab and | 3 |
| BIO 102 Introduction to Biology II w/Lab | 8 |

| **Area IV – History, Social & Behavioral Sciences** | 12 |
| History (3) (See STARS Guide) | 3 |
| Social & Behavioral Sciences | 6 |

Economics, Geography, Political Science, Psychology, & Sociology. See STARS guide to help with selections.

| **Area V – Pre-Professional/LSCC Courses** | 19-22 |
| CIS 146 Microcomputer Applications | 3 |
| Two 1-hour PED activity courses (no substitutions) | 2 |
| RDG 114A Critical Reading for College | 3 |

*Select the Literature sequences you did not take under Area II.*

| ENG 251 American Literature I and | 6 |
| ENG 252 American Literature II/III | 6 |
| ENG 261 English Literature I and | 6 |
| ENG 262 English Literature II | 6 |
| ENG 271 World Literature I and | 6 |
| ENG 272 World Literature II | 6 |
| ENG 297 African American Literature | 3 |

**NOTE:** See your STARS Guide or Transfer College’s catalog or website for more Area V course listings. Do not randomly select courses.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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*Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
### ENGLISH / LANGUAGE ARTS EDUCATION
#### MIDDLE / HIGH SCHOOL

**General Studies (AA)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSACC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

#### Area I: Written Composition 6
- ENG 101 English Composition I 3
- ENG 102 English Composition II 3

#### Area II: Humanities and Fine Arts 13
- SPH 107 Fund. of Public Speaking 3
- ENG 261 English Literature I and 3
- ENG 262 English Literature II 6

*Humanities & Fine Arts Elective*
- THR 120 Theatre Appreciation/OR 3
- THR126 Introduction to Theatre 3

#### Area III: Natural Sciences and Mathematics 11
- Mathematics (See STARS Guide) 3
- Natural Sciences (See STARS Guide) 8

#### Area IV: History, Social and Behavioral Sciences 12
- History (3) (See STARS Guide) 3
- History, Social & Behavioral Sciences 6-9

#### Area V – Pre-Professional/LSCC Courses 19-22
- CIS 146 Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A Critical Reading for College 3
- ENG 251 American Literature I 3
- ENG 252 American Literature II and 6
- ENG 271 World Literature I 6
- ENG 272 World Literature II and 6
- ENG 297 African American Literature 3

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE 60-64**

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### ENVIRONMENTAL SCIENCE

**General Studies (AS)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSACC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

#### Area I: Written Composition 6
- ENG 101 English Composition I 3
- ENG 102 English Composition II 3

#### Area II: Humanities and Fine Arts 12
- SPH 107 Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
- Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

#### Area III: Natural Sciences and Mathematics 11
- MTH 112 Precalculus Algebra 3
- BIO 103 Principles of Biology I 4
- CHM 111 College Chemistry II 4

#### Area IV: History, Social and Behavioral Sciences 12
- History (3) or History Sequence (6) (See STARS) 3-6
- Additional History, Social & Behavioral Sciences 6-9

#### Area V – Pre-Professional/LSCC Courses 19-23
- CIS 146 Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A Critical Reading for College 3
- BIO 104 Principles of Biology II 4
- CHM 112 College Chemistry II 4
- CHM 221 Organic Chemistry I 4
- CHM 222 Organic Chemistry II 4
- MTH 265 Elementary Statistics 3

*Select remaining credits from the listing below.
- CHM 111 College Chemistry II 4
- CHM 221 Organic Chemistry I 4
- CHM 222 Organic Chemistry II 4
- MTH 265 Elementary Statistics 3

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE 60-64**

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*Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
### ENVIRONMENTAL SCIENCE
(Auburn University Only)
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6
- ENG 101 English Composition I 3
- ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts** 12
- SPH 107 Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
- PHL 106 Introduction to Philosophy 3
- Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 0-3

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics** 12
- MTH 125 Calculus I 4
- CHM 111 College Chemistry I and 4
- CHM 112 College Chemistry II 8

**Area IV: History, Social and Behavioral Sciences** 12
- History (3) or History Sequence (6) (See STARS) 3-6
- History, Social & Behavioral Sciences 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23
- CIS 146 Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A Critical Reading for College 3
- PHY 201 General Physics I 4
- PHY 202 General Physics II 4
- BIO 103 Principles of Biology I 4

*Select remaining credits from the listing below.
- CHM 112 College Chemistry II 4
- CHM 221 Organic Chemistry I 4
- CHM 222 Organic Chemistry II 4
- MTH 265 Elementary Statistics 3

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree** 60-64

### EXERCISE SCIENCE AND WELLNESS
General Studies (AS)
Jacksonville State University Only
—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6
- ENG 101 English Composition I 3
- ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts** 12
- SPH 107 Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
- Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics** 11
- MTH 112 Precalculus Algebra or higher 3
- Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences** 12
- History (3) or History Sequence (6) (See STARS) 3-6
- History, Social & Behavioral Sciences 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23
- CIS 146 Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- PED 100 Fundamentals of Fitness 3
- RDG 114A Critical Reading for College 3
- CIS 149 Introduction to Computers 3
- BIO 201 Human Anatomy & Physiology 4
- MTH 265 Elementary Statistics 3
- Pre-professional Electives (See STARS Guide) 0-2

**NOTE:** For more Area V listings see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree** 60-64

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*Important Tip:* Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
FAMILY AND CONSUMER SCIENCES
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101 Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition
ENG 101 English Composition I
ENG 102 English Composition II

Area II: Humanities and Fine Arts
SPH 107 Fundamentals of Public Speaking
Literature (3) or Literature Sequence (6)
Additional Humanities and Fine Arts Electives
(See STARS Guide for course selection options)

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics
MTH 110 Finite Mathematics
Natural Sciences (See STARS Guide)

Area IV: History, Social and Behavioral Sciences
History (3) or History Sequence (6) (See STARS)
History, Social & Behavioral Sciences
Area IV Electives (See STARS Guide)

Area V – Pre-Professional/LSCC Courses
CIS 146 Microcomputer Applications
Two 1-hour PED activity courses (no substitutions)
RDG 114A Critical Reading for College

*Select a specific concentration to include one of the following:
Dietetics, Merchandising, Family and Consumer Sciences, Child Development, Human Services, Child and Family Studies, Dietetics, Interior Design, or Retail Merchandising.

Pre-professional Courses:
(See STARS Guide for specific degree concentration courses.)

NOTE: For more Area V listings see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE

FOOD AND NUTRITION
Auburn University ONLY
General Studies (AS)

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*LSCC Requirement for all Graduates
ORN101 Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition
ENG 101 English Composition I
ENG 102 English Composition II

Area II: Humanities and Fine Arts
SPH 107 Fundamentals of Public Speaking
Literature (3) or Literature Sequence (6)
Additional Humanities and Fine Arts Electives
(See STARS Guide for course selection options)

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics
MTH 110 Finite Mathematics
Natural Sciences (See STARS Guide)

Area IV: History, Social and Behavioral Sciences
History (3) or History Sequence (6) (See STARS)
History, Social & Behavioral Sciences
Area IV Electives (See STARS Guide)

Area V – Pre-Professional/LSCC Courses
CIS 146 Microcomputer Applications
Two 1-hour PED activity courses (no substitutions)
RDG 114A Critical Reading for College
HEC 140 Principles of Nutrition
HED 226 Wellness

Pre-professional Electives (See STARS Guide)

NOTE: For more Area V listings see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE

Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
GENERAL STUDIES
Associate of Arts (AA) and
Associate of Science (AS)
CAUTION: DO NOT FOLLOW THIS DEGREE PLAN WITHOUT A STARS GUIDE IN YOUR HAND

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I – Written Composition 6
ENG 101 English Composition I and
ENG 102 English Composition II 6

Area II – English, Humanities & Fine Arts 12-13
SPH 107 Fund. of Public Speaking 3

IMPORTANT NOTE: You must select ONE literature pairing (6 credits) and one history class (3 credits), OR select ONE history pairing (6 credits) and ONE literature class (3 credits). Do not mix pairings. Keep sequences together.

ENG 251 American Literature I
ENG 252 American Literature II /OR 3-6
ENG 261 English Literature I
ENG 262 English Literature II/OR 3-6
ENG 271 World Literature
ENG 272 World Literature 3-6

*Select remaining credits from the listing below. Total credits for Area II must equal 12 or 13.

SPA 101 Introductory Spanish I 4
ART 100 Art Appreciation 3
HUM 101 Intro. to Humanities 3
MUS 101 Music Appreciation 3
THR 100 Intro. to Theatre 3
PHL 206 Ethics and Society 3
PHL 106 Introduction to Philosophy 3
REL 151 Survey of the Old Testament 3
REL 152 Survey of the New Testament 3
SPH 116 Introduction to Interpersonal Comm 3

Area III – Natural Science or Mathematics 11-12
Select ONE math course based on your STARS Guide.
MTH 110 Finite Mathematics 3
MTH 112 Precalculus 3
MTH 113 Precalculus Trigonometry 3
MTH 115 Precalculus Algebra & Trig 4
MTH 120 Calculus and Its Applications 3
MTH 125 Calculus I 4
MTH 126 Calculus II 4
MTH 227 Calculus III 4
MTH 237 Linear Algebra 3
MTH 238 Applied Differential Equations I 3

REFER TO YOUR STARS GUIDE FOR PROPER COURSE SELECTION; DO NOT RANDOMLY SELECT COURSES. Select ONE science pairing ONLY.

BIO 101 Introduction to Biology I w/Lab and
BIO 102 Introduction to Biology II w/Lab/OR 8
BIO 103 Principles of Biology I w/Lab and
BIO 104 Principles of Biology II w/Lab OR 8
CHM 104 Intro. to General Chemistry and
CHM 105 Intro. to General Chemistry OR 8
CHM 111 College Chemistry I and
CHM 112 College Chemistry II OR 8
GEO 101 Principles of Geology I and
GEO 102 Principle of Geology II OR 8
PHS 111 Physical Science I and
PHS 112 Physical Science II OR 8
PHY 201 General Physics I and
PHY 202 General Physics II/OR 8
CHM221 Organic Chemistry
CHM222 Organic Chemistry II 8

Area IV – History, Social & Behavioral Sciences 12

IMPORTANT NOTE: You must select ONE literature pairing (6 credits) and one history class (3 credits), OR select ONE history pairing (6 credits) and ONE literature class (3 credits). Do not mix pairings. Keep sequences together.

HIS 101 Hist. of Western Civ. I and
HIS 102 Hist. of Western Civ. II/OR 3-6
HIS 201 United States History I and
HIS 202 United States History II 3-6
HIS 121 World History I and
HIS 122 World History II/ OR 3-6

*Select remaining credits from the listing below. Total credits for Area IV must equal 12.

PSY 200 General Psychology 3
PSY 210 Human Growth & Development 3
*ECO 232 Principles of Microeconomics 3
SOC 200 Intro. to Sociology 3
SOC 210 Social Problems 3
POL 200 Intro. to Political Science 3
POL 211 American National Government 3
ECO 231 Principles of Macroeconomics 3
GEO 101 Prin. of Physical Geography 3
GEO 100 World Regional Geography 3
GEO 201 Principles of Human Geography 3
ANT 200 Introduction to Anthropology 3

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
Pre-professional Electives based on GS major. 11-16

TOTAL REQUIRED HOURS FOR DEGREE 60-64

Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
### GEOGRAPHY General Studies (AS)

**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

*LSCC Requirement for all Graduates  1

ORN101  Freshman Academy  1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td></td>
<td>3-6</td>
</tr>
<tr>
<td>Additional Humanities and Fine Arts Electives</td>
<td></td>
<td>3-6</td>
</tr>
</tbody>
</table>

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 112</td>
<td>Precalculus Algebra</td>
<td>3</td>
</tr>
<tr>
<td>GEO 101</td>
<td>Principles of Phy. Geography I and II</td>
<td>8</td>
</tr>
</tbody>
</table>

If GEO 102 is not offered, select an additional Area IV course as a substitution.

**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>History (3) or History Sequence (6) (See STARS)</td>
<td></td>
<td>3-6</td>
</tr>
<tr>
<td>History, Social &amp; Behavioral Sciences</td>
<td></td>
<td>6-9</td>
</tr>
</tbody>
</table>

**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>MTH 265</td>
<td>Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Pre-professional Electives (See STARS Guide)</td>
<td></td>
<td>8-12</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Calculus</td>
<td>4</td>
</tr>
</tbody>
</table>

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree**  60-64

### GEOGRAPHY EDUCATION MIDDLE/HIGH SCHOOL General Studies (AS)

**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

*LSCC Requirement for all Graduates  1

ORN101  Freshman Academy  1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td></td>
<td>3-6</td>
</tr>
<tr>
<td>Additional Humanities and Fine Arts Electives</td>
<td></td>
<td>3-6</td>
</tr>
</tbody>
</table>

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 112</td>
<td>Precalculus Algebra</td>
<td>3</td>
</tr>
<tr>
<td>GEO 101</td>
<td>Principles of Phy. Geography I and II</td>
<td>8</td>
</tr>
</tbody>
</table>

If GEO 102 is not offered, select an additional Area IV course as a substitution.

**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>History (3) or History Sequence (6) (See STARS)</td>
<td></td>
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<td>History, Social &amp; Behavioral Sciences</td>
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</tr>
</tbody>
</table>

**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
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<td>MTH 265</td>
<td>Elementary Statistics</td>
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</tr>
<tr>
<td>Pre-professional Electives (See STARS Guide)</td>
<td></td>
<td>8-12</td>
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</table>

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree**  60-64
### GEOMATICS
**General Studies (AS)**
Troy University Only—See STARS Guide

**ADVISING ALERT:**
Interested in Geographical Information Systems? See the Career Technical section of this catalog and your advisor for assistance.

See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*

<table>
<thead>
<tr>
<th>Course</th>
</tr>
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<tbody>
<tr>
<td>ORN101 Freshman Academy</td>
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**Area I: Written Composition**

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<tr>
<th>Course</th>
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<tr>
<td>ENG 101 English Composition I</td>
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**Area II: Humanities and Fine Arts**

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<th>Course</th>
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<tbody>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
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<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
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<td>Additional Humanities and Fine Arts Electives</td>
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</table>

*(See STARS Guide for course selection options)*

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**

<table>
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<th>Course</th>
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<tr>
<td>MTH 112 Precalculus Algebra</td>
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**Area IV: History, Social and Behavioral Sciences**

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**Area V – Pre-Professional/LSCC Courses**

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<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>MTH 126 Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 265 Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PHY 202 General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 251 “C” Programming</td>
<td>3</td>
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**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

---

### GRAPHIC DESIGN
**General Studies (AS)**

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*LSCC Requirement for all Graduates*

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Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

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<tbody>
<tr>
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<td>3</td>
</tr>
<tr>
<td>ENG 102 English Composition II</td>
<td>3</td>
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**Area II: Humanities and Fine Arts**

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<th>Course</th>
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<td>SPH 107 Fundamentals of Public Speaking</td>
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*(See STARS Guide for course selection options)*

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**

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<tbody>
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**Area IV: History, Social and Behavioral Sciences**

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**Area V – Pre-Professional/LSCC Courses**

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<tr>
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<tbody>
<tr>
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<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
</tbody>
</table>

Select remaining credit hours from the courses below.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ART 113 Drawing I</td>
<td>4</td>
</tr>
<tr>
<td>ART 114 Drawing II</td>
<td>4</td>
</tr>
<tr>
<td>ART 121 Two-Dimensional Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ART 127 Three-Dimensional Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ART 203 Art History I</td>
<td>3</td>
</tr>
<tr>
<td>ART 204 Art History II</td>
<td>3</td>
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</table>

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

---

Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
### HEALTH EDUCATION:
**MIDDLE / HIGH SCHOOL**  
[General Studies (AS)]

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

<table>
<thead>
<tr>
<th>Requirement detail</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*LSCC Requirement for all Graduates</td>
<td>1</td>
</tr>
<tr>
<td>ORN101                               Freshman Academy</td>
<td>1</td>
</tr>
</tbody>
</table>

**Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.**

**Area I: Written Composition**  
- ENG 101 English Composition I 3  
- ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**  
- SPH 107 Fundamentals of Public Speaking 3  
- Literature (3) or Literature Sequence (6) 3-6  
- Additional Humanities and Fine Arts Electives  
  *(See STARS Guide for course selection options)* 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**  
- MTH 110 Finite Mathematics or higher 3  
- [Natural Sciences (See STARS Guide)] 8

**Area IV: History, Social and Behavioral Sciences**  
- History (3) or History Sequence (6) *(See STARS)* 3-6  
- History, Social & Behavioral Sciences  
  *(See STARS Guide)* 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23  
- CIS 146 Microcomputer Applications 3  
- Two 1-hour PED activity courses (no substitutions) 2  
- RDG 114A Critical Reading for College 3  
- Select remaining credit hours from the courses below.  
  - HED 230 Safety and First Aid 3  
  - HED 231 First Aid 3  
  - HED 221 Personal Health 3  
  - HED 224 Personal and Community Health 3  
  - BIO 201 Human Anatomy and Physiology 4  
  - HEC 140 Principles of Nutrition 3  
  *(See STARS Guide)*

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree** 60-64

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### HEALTH INFORMATION MANAGEMENT
**General Studies (AS)**  
[University of Alabama at Birmingham Only]

—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

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</tr>
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<td>ORN101                               Freshman Academy</td>
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</table>

**Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.**

**Area I: Written Composition**  
- ENG 101 English Composition I 3  
- ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**  
- SPH 107 Fundamentals of Public Speaking 3  
- Literature (3) or Literature Sequence (6) 3-6  
- Additional Humanities and Fine Arts Electives  
  *(See STARS Guide for course selection options)* 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**  
- MTH 110 Finite Mathematics 3  
- [Natural Sciences (See STARS Guide)] 8

**Area IV: History, Social and Behavioral Sciences**  
- History (3) or History Sequence (6) *(See STARS)* 3-6  
- History, Social & Behavioral Sciences  
  *(See STARS Guide)* 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23  
- CIS 146 Microcomputer Applications 3  
- Two 1-hour PED activity courses (no substitutions) 2  
- RDG 114A Critical Reading for College 3  
- Select remaining credit hours from the courses below.  
  - HED 230 Safety and First Aid 3  
  - HED 231 First Aid 3  
  - HED 221 Personal Health 3  
  - HED 224 Personal and Community Health 3  
  - BIO 201 Human Anatomy & Physio. I 4  
  - BIO 202 Human Anatomy & Physio. II 4  
  - PSY 260 Statistics for Social Sciences/ OR 3  
  - MTH 265 Elementary Statistics 3  
  *(See STARS Guide)*

**Pre-professional Electives (See STARS Guide)** 0-1

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree** 60-64

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Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101  Freshman Academy  

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**
- ENG 101  English Composition I  3
- ENG 102  English Composition II  3

**Area II: Humanities and Fine Arts**
- SPH 107  Fundamentals of Public Speaking  3
- PHL 106  Introduction to Philosophy  3
- Literature (3) or Literature Sequence (6)  3-6

Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options)  3

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**
- Mathematics (See STARS Guide)  3
- BIO 103  Principles of Biology I and II  8
- BIO 104  Principles of Biology II  8

**Area IV: History, Social and Behavioral Sciences**
- History (3) or History Sequence (6) (See STARS)  3-6
- History, Social & Behavioral Sciences  6-9

Area IV Electives (See STARS Guide)  6-9

**Area V – Pre-Professional/LSCC Courses**
- CIS 146  Microcomputer Applications  3
- RDG 114A  Critical Reading for College  3
- BIO 201  Human Anatomy & Physiology I and II  4
- BIO 202  Human Anatomy & Physiology II  4
- ECO 232  Principles of Microeconomics  3

Pre-professional Electives (See STARS Guide)  0-4

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**  60-64

---

**HEALTH PROMOTION**
**General Studies (AS)**
**Auburn University Only—See STARS Guide**

Before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

**HEALTH, RECREATION & PE**
**General Studies (AS)**
**University of North Alabama Only—See STARS Guide**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101  Freshman Academy  

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**
- ENG 101  English Composition I  3
- ENG 102  English Composition II  3

**Area II: Humanities and Fine Arts**
- SPH 107  Fundamentals of Public Speaking  3
- Literature (3) or Literature Sequence (6)  3-6

Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options)  3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**
- Mathematics (See STARS Guide)  3
- Natural Sciences (See STARS Guide)  8

**Area IV: History, Social and Behavioral Sciences**
- History (3) or History Sequence (6) (See STARS)  3-6
- History, Social & Behavioral Sciences  6-9

Area IV Electives (See STARS Guide)  6-9

**Area V – Pre-Professional/LSCC Courses**
- CIS 146  Microcomputer Applications  3
- RDG 114A  Critical Reading for College  3
- BIO 201  Human Anatomy & Physiology I and II  4
- BIO 202  Human Anatomy & Physiology II  4
- HED 231  First Aid  3
- HED 103  Weight Training  1
- PED 200  Foundation of Physical Education  3
- *Select remaining credits from the listing below.
- PED 295  Practicum in Physical Education  3
- HED 226  Wellness  3
- PED 105  Personal Fitness/OR  1
- PED 109  Jogging  1
- PED 140  Swimming (Beginning)/OR  1
- PED 141  Swimming (Intermediate)  1
- PED 106  Aerobics/OR  1
- PED 107  Aerobic Dance (Beginning)  1

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**  60-64

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Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
HEALTH SCIENCE
General Studies (AS)
Athens State Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101 Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition
- ENG 101 English Composition I
- ENG 102 English Composition II

Area II: Humanities and Fine Arts
- SPH 107 Fundamentals of Public Speaking
- Literature (3) or Literature Sequence (6)

Additional Humanities and Fine Arts Electives
(See STARS Guide for course selection options)

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics
- MTH 112 Precalculus Algebra
- PHY 201 General Physics I
- Natural Sciences (See STARS Guide)

Area IV: History, Social and Behavioral Sciences
- History (3) or History Sequence (6) (See STARS)
- History, Social & Behavioral Sciences

Area IV Electives (See STARS Guide)

Area V – Pre-Professional/LSCC Courses
- CIS 146 Microcomputer Applications
- Two 1-hour PED activity courses (no substitutions)
- RDG 114A Critical Reading for College
- BUS 263 Legal and Social Env. Of Business
- BUS 275 Principles of Mangement
- BUS 276 Human Resource Management

Pre-professional Electives (See STARS Guide)

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64

HEALTH SCIENCES
General Studies (AS)
University of Alabama at Birmingham Only
See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101 Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition
- ENG 101 English Composition I
- ENG 102 English Composition II

Area II: Humanities and Fine Arts
- SPH 107 Fundamentals of Public Speaking
- Literature (3) or Literature Sequence (6)

Additional Humanities and Fine Arts Electives
(See STARS Guide for course selection options)

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics
- MTH 110 Finite Mathematics or higher

Natural Sciences (See STARS Guide)

Area IV: History, Social and Behavioral Sciences
- History (3) or History Sequence (6) (See STARS)

History, Social & Behavioral Sciences
Area IV Electives (See STARS Guide)

Area V – Pre-Professional/LSCC Courses
- CIS 146 Microcomputer Applications
- Two 1-hour PED activity courses (no substitutions)
- RDG 114A Critical Reading for College
- BUS 241 Introduction to Accounting I

Pre-professional Electives (See STARS Guide)

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64

Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
**HEALTH SERVICES ADMINISTRATION**  
**General Studies (AS)**  
Auburn University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**Area I:** Written Composition  
ENG 101 English Composition I 3  
ENG 102 English Composition II 3  

**Area II:** Humanities and Fine Arts  
SPH 107 Fundamentals of Public Speaking 3  
Literature (3) or Literature Sequence (6) 3-6  
Additional Humanities and Fine Arts Electives  (See STARS Guide for course selection options) 3-6  

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III:** Natural Sciences and Mathematics  
MTH 125 Calculus I 4  
Natural Sciences (See STARS Guide) 8  

**Area IV:** History, Social & Behavioral Sciences  
HIS 101 Hist. of Western Civ. I 3  
HIS 102 Hist. of Western Civ. II 6  
ECO 232 Principles of Microeconomics 3  

**Area V – Pre-Professional/LSCC Courses**  
CIS 146 Microcomputer Applications 3  
Two 1-hour PED activity courses (no substitutions) 2  
RDG 114A Critical Reading for College 3  
CIS 146 Microcomputer Applications 3  
HIS 201 United States History I 3  
HIS 202 United States History II 3  
POL 211 American National Government 3  
Pre-professional Electives (See STARS Guide) 2-6  

All Electives Must be Approved by an Advisor—check STARS

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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**HISTORY**  
**General Studies (AA)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**Area I:** Written Composition  
ENG 101 English Composition I 3  
ENG 102 English Composition II 3  

**Area II – Humanities & Fine Arts**  
SPH 107 Fund. of Public Speaking 3  
ENG 251 American Literature I 3  
ENG 252 American Literature II /OR 6  
ENG 261 English Literature I 3  
ENG 262 English Literature II 6  

**Area III – Natural Science or Mathematics**  
MTH 110 Finite Mathematics or higher level Mathematics from STARS 3  
Natural Sciences (See STARS Guide) 8  

**Area IV – History, Social & Behavioral Sciences**  
HIS 101 Hist. of Western Civ. I and 3  
HIS 102 Hist. of Western Civ. II 6  
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6  

**Area V – Pre-Professional/LSCC Courses**  
Two 1-hour PED activity courses (no substitutions) 2  
RDG 114A Critical Reading for College 3  
CIS 146 Microcomputer Applications 3  
HIS 201 United States History I 3  
HIS 202 United States History II 3  
POL 211 American National Government 3  
Pre-professional Electives (See STARS Guide) 2-6  

All Electives Must be Approved by an Advisor—check STARS

POL 200 Introduction to Political Science 3  
POL 220 State & Local Gov’t 3  
HIS 216 History of World Religions 3  
HIS 256 Afro-American History 3  
HIS 260 Alabama History 3  
GEO 101 Geography /OR 3  
ANT 200 Anthropology 3  
PSY 276 Human Relations 3  

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**HISTORY EDUCATION**
**MIDDLE / HIGH SCHOOL**
**General Studies (AA)**

- **Area II – Humanities & Fine Arts**
  - SPH 107 Fundamentals of Public Speaking 3
  - Literature (3) (See STARS Guide) 3
  - Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 6

- **Area III – Natural Science or Mathematics**
  - MTH 110 Finite Mathematics or higher level Mathematics from STARS 3
  - Natural Sciences (See STARS Guide) 8

- **Area IV – History, Social & Behavioral Sciences**
  - HIS 101 Hist. of Western Civ. I and HIS 102 Hist. of Western Civ. II 6
  - History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6

- **Area V – Pre-Professional/LSCC Courses**
  - Two 1-hour PED activity courses (no substitutions) 2
  - RDG 114A Critical Reading for College 3
  - CIS 146 Microcomputer Applications 3
  - HIS 201 United States History I and HIS 202 United States History II 3
  - POL 211 American National Government 3
  - Pre-professional Electives (See STARS Guide) 2-6
  - HIS 256 African-American History 3
  - HIS 260 Alabama History 3
  - Electives (Consider: EDU 100/Exploring Teaching) 3

**Total Required Hours for Degree** 60-64

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**HORTICULTURE**
**General Studies (AS)**
**Auburn University Only—See STARS Guide**

- **Area II – Humanities & Fine Arts**
  - SPH 107 Fundamentals of Public Speaking 3
  - Literature (3) or Literature Sequence (6) 3-6

- **Area III – Natural Science and Mathematics**
  - MTH 113 Precalculus Trigonometry 3
  - BIO 103 Principles of Biology I and BIO 104 Principle of Biology II 8

- **Area IV: History, Social and Behavioral Sciences**
  - ECO 232 Principles of Microeconomics 3
  - History (3) or History Sequence (6) (See STARS) 3-6

- **Area V – Pre-Professional/LSCC Courses**
  - CIS 146 Microcomputer Applications 3
  - Two 1-hour PED activity courses (no substitutions) 2
  - RDG 114A Critical Reading for College 3
  - CHM 111 College Chemistry I 4
  - Pre-professional Electives (See STARS Guide) 7-11

**Total Required Hours for Degree** 60-64

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*Important Tip:* Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
HOTEL AND RESTAURANT MANAGEMENT

General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
PHL 206 Ethics and Society 3
Literature Sequence (6) (See STARS Guide) 6

Area III: Natural Sciences and Mathematics 11
MTH 113 Precalculus Trigonometry or higher 3
Natural Sciences (See STARS Guide) 8

Area IV: History, Social and Behavioral Sciences 12
PSY 200 General Psychology 3
ECO 232 Principles of Microeconomics 3
History Sequence (6) (See STARS) 6

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
BUS 241 Introduction to Accounting I 3
BUS 242 Introduction to Accounting II 3
ECO 231 Principles of Macroeconomics 3
BUS 271 Business Statistics I 3

Pre-professional Electives (See STARS Guide) 0-3

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64

HUMAN DEVELOPMENT & FAMILY STUDIES

General Studies (AS)
Auburn University Only —See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
PHL 206 Ethics and Society 3
Literature Sequence (6) (See STARS Guide) 6

Area III: Natural Sciences and Mathematics 11
MTH 113 Precalculus Trigonometry or higher 3
BIO 101 Introduction to Biology I and BIO 102 Introduction to Biology II 8

Area IV: History, Social and Behavioral Sciences 12
PSY 200 General Psychology/ OR 3
SOC 200 Introduction to Sociology 3
ECO 232 Principles of Microeconomics 3
History Sequence (6) (See STARS Guide) 6

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
SOC 200 Introduction to Sociology 3
PSY210 General Psychology 4
BUS 210 Human and Growth Development 4
ECO 231 Principles of Macroeconomics 3

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64
HUMAN DEVELOPMENT & FAMILY STUDIES  
General Studies (AS)  
University of Alabama Only —See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**LSCC Requirement for all Graduates**

ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

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<tr>
<td>ENG 101</td>
<td>English Composition I</td>
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</tr>
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<td>ENG 102</td>
<td>English Composition II</td>
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**Area II: Humanities and Fine Arts**

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<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
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<tr>
<td>Literature (3) or Literature Sequence (6)</td>
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Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**

<table>
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<td>MTH 112</td>
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<td>3</td>
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Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences**

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<th>Course</th>
<th>Title</th>
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<tr>
<td>PSY 200</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 210</td>
<td>Human Growth &amp; Development</td>
<td>3</td>
</tr>
<tr>
<td>History or History Sequence (6)</td>
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</table>

History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 0-3

**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
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</table>

Pre-professional Electives (See STARS Guide) 11-15

NOTE: There are various concentrations under this degree plan, see your STARS Guide for specific course offerings. Do not randomly select course. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree** 60-64

HUMAN ENVIRONMENTAL SCIENCES  
General Studies (AS)  
University of North Alabama Only See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**LSCC Requirement for all Graduates**

ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
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**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td></td>
<td>3-6</td>
</tr>
</tbody>
</table>

Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 112</td>
<td>Precalculus Algebra</td>
<td>3</td>
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Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PSY 200</td>
<td>General Psychology</td>
<td>3</td>
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<tr>
<td>PSY 210</td>
<td>Human Growth &amp; Development</td>
<td>3</td>
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<tr>
<td>History or History Sequence (6)</td>
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</table>

History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 0-3

**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
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<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
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Pre-professional Electives (See STARS Guide) 11-15

NOTE: There are various concentrations under this degree plan, see your STARS Guide for specific course offerings. Do not randomly select course. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree** 60-64

Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**HUMAN SERVICES**
General Studies (AS)
Troy University Only
See STARS Guide

*LSCC Requirement for all Graduates 1
ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition 6**
ENG 101  English Composition I 3
ENG 102  English Composition II 3

**Area II: Humanities and Fine Arts 12**
SPH 107  Fundamentals of Public Speaking 3
ART 100  Art Appreciation 3
Literature Sequence (6) 6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

**Area III: Natural Sciences and Mathematics 11**
MTH 110  Finite Mathematics 3
BIO 101  Introduction to Biology I and 3
BIO 103  Introduction to Biology II 8

**Area IV: History, Social and Behavioral Sciences 12**
History Sequence (6) (See STARS) 6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses 19-23**
CIS 146  Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A  Critical Reading for College 3
MUS 101  Music Appreciation 3
Pre-professional Electives (See STARS Guide) 8-12

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours for Degree 60-64**

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**INDUSTRIAL HYGIENE**
General Studies (AS)
University of North Alabama Only
—See STARS Guide

*LSCC Requirement for all Graduates 1
ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition 6**
ENG 101  English Composition I 3
ENG 102  English Composition II 3

**Area II: Humanities and Fine Arts 12**
SPH 107  Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics 11**
Mathematics (See STARS Guide) 3
Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences 12**
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses 19-23**
CIS 146  Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A  Critical Reading for College 3
MUS 101  Music Appreciation 3
Pre-professional Electives 0

If opting to take additional Area V courses, see STARS Guide for course options or select courses below.

PHY 213  General Physics with Calculus I 4
PHY 214  General Physics with Calculus II 4

**Total Required Hours for Degree 60-64**

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Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of the catalog for step-by-step instructions for completing a STARS Guide.
**INTERIOR ARCHITECTURE**  
**General Studies (AS)**  
Auburn University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**Important Tip:** Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

*LSCC Requirement for all Graduates 1  
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition 6**  
ENG 101 English Composition I 3  
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts 12**  
SPH 107 Fundamentals of Public Speaking 3  
Literature (3) or Literature Sequence (6) 3-6  
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics 12**  
MTH 125 Calculus I 4  
PHY 201 General Physics I 4  
Natural Sciences (See STARS Guide) 4

**Area IV: History, Social and Behavioral Sciences 12**  
History (3) or History Sequence (6) (See STARS) 3-6  
History, Social & Behavioral Sciences 4  
Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses 19-22**  
CIS 146 Microcomputer Applications 3  
Two 1-hour PED activity courses (no substitutions) 2  
RDG 114A Critical Reading for College 3  
CIS 198 Web Page Development 3  
CIS 145 Advanced Web Page Development 3  
CIS 255 Java Programming 3  
Pre-professional Electives (See STARS Guide) 2-5

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours for Degree 60-64**

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**JOURNALISM**  
**General Studies (AA)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1  
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition 6**  
ENG 101 English Composition I 3  
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts 12**  
SPH 107 Fundamentals of Public Speaking 3  
Literature (3) or Literature Sequence (6) 3-6  
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics 11**  
MTH 110 Finite Mathematics and higher 3  
Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences 12**  
History (3) or History Sequence (6) (See STARS) 3-6  
History, Social & Behavioral Sciences 4  
Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses 19-23**  
CIS 146 Microcomputer Applications 3  
Two 1-hour PED activity courses (no substitutions) 2  
RDG 114A Critical Reading for College 3  
MCM 100 Intro. to Mass Communication 3  
MCM 102 Writing for Mass Media 3  
Pre-professional Electives (See STARS Guide) 5-19

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours for Degree 60-64**
LABORATORY TECHNOLOGY
General Studies (AS)
Auburn University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives
(See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 12
MTH 125 Calculus I or higher 4
CHM 111 College Chemistry I 4
CHM 125 Calculus I 4

Area IV: History, Social and Behavioral Sciences 12
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences
Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses 19-22
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
CHM 221 Organic Chemistry I 4
CHM 222 Organic Chemistry II 4
Pre-professional Electives (See STARS Guide) 3-6

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64

PRE-LAW
General Studies (AA)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives
(See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 11
Mathematics (See STARS Guide) 3
Natural Sciences (See STARS Guide) 8

Area IV: History, Social and Behavioral Sciences 12
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences
Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses 19-23
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
CIS 146 Microcomputer Applications 3
POL 200 Intro to Political Science 3
POL 211 American National Gov’t 3
POL 220 State & Local Gov’t 3
CRJ 130 Intro to Law 3
Pre-professional Electives (See STARS Guide) 0-3

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64

Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Additional Humanities and Fine Arts Electives
(See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 11
MTH 113 Precalculus Trigonometry 3
Natural Sciences (See STARS Guide) 8

Area IV: History, Social and Behavioral Sciences 12
HIS 101 Hist. of Western Civ. I 3
HIS 202 United States History II 3
Area IV Electives (See STARS Guide) 3-6

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
RDG 114A Critical Reading for College 3
MTH 125 Calculus I 4
MTH 126 Calculus II 4
MTH 227 Calculus III 4
Pre-professional Electives (See STARS Guide) 0-3
Electives (Consider: EDU 100/Exploring Teaching) 3
MTH 237 Linear Algebra 3
MTH 238 Applied Differential Equations 3

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

TOTAL REQUIRED HOURS FOR DEGREE 60-64

Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
**PRE-MEDICINE**  
**General Studies (AS)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**  
6  
ENG 101 English Composition I 3  
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**  
12  
SPH 107 Fundamentals of Public Speaking 3  
Literature (3) or Literature Sequence (6) 3-6

Additional Humanities and Fine Arts Electives  
(See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**  
11  
Mathematics (See STARS Guide) 3  
Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences**  
12  
History (3) or History Sequence (6) (See STARS) 3-6  
History, Social & Behavioral Sciences  
Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses**  
19-23  
CIS 146 Microcomputer Applications 3  
Two 1-hour PED activity courses (no substitutions) 2  
RDG 114A Critical Reading for College 3  
Pre-professional Electives (See transferring colleges webpage or catalog for course listing) 11-15

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree**  
60-64

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**MUSIC**  
**General Studies (AA)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I– Written Composition**  
6  
ENG 101 English Composition I 3  
ENG 102 English Composition II 3

**Area II – Humanities & Fine Arts**  
12  
SPH 107 Fund. of Public Speaking 3  
ENG 251 American Literature I  
ENG 252 American Literature II /OR 3-6  
ENG 261 English Literature I  
ENG 262 English Literature II 3-6  
Humanities & Fine Arts Elective 3  
Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS guide.

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III – Natural Science or Mathematics**  
11  
MTH 110 Finite Mathematics or higher 3  
BIO 101 Introduction to Biology I and  
BIO 102 Introduction to Biology II 8

**Area IV – History, Social & Behavioral Sciences**  
12  
HIS 101 Hist. of Western Civ. I  
HIS 102 Hist. of Western Civ. II/OR 3-6  
HIS 201 United States History I  
HIS 202 United States History II 3-6  
Area IV Electives (See STARS Guide) 6

**Area V – Pre-Professional/LSCC Courses**  
19-23  
Two 1-hour PED activity courses (no substitutions) 2  
RDG 114A Critical Reading for College 3  
CIS 146 Microcomputer Applications 3  
*Select remaining credits from the course listings below.*  
MUS 102 Afro American Music 3  
MUS 111 Music Theory I 3  
MUS 112 Music Theory II 3  
MUS 113 Music Theory Lab I 1  
MUS 114 Music Theory Lab II 1  
MUS 211 Music Theory III 3  
MUS 212 Music Theory IV 3  
MUS 213 Music Theory Lab III 1  
MUS 214 Music Theory Lab IV 1

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree**  
60-64

---

*Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
**MUSIC EDUCATION**

**MIDDLE / HIGH SCHOOL**

**General Studies (AA)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1*

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ORN101</td>
<td>Freshman Academy</td>
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Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
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**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Literature (3) or Literature Sequence (6) &amp; Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options)</td>
<td>3-6</td>
<td></td>
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*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**

<table>
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<tr>
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<th>Course Title</th>
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<tr>
<td>MTH 110</td>
<td>Finite Mathematics or higher</td>
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</tr>
<tr>
<td>BIO 101</td>
<td>Introduction to Biology I and II</td>
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**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tr>
<td>History (3) or History Sequence (6) (See STARS) &amp; History, Social &amp; Behavioral Sciences Area IV Electives (See STARS Guide)</td>
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**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>RDG 114A</td>
<td>Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>MUS 111</td>
<td>Music Theory I</td>
<td>3</td>
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<tr>
<td>MUS 112</td>
<td>Music Theory II</td>
<td>3</td>
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<td>MUS 113</td>
<td>Music Theory Lab I (Aural Skills)</td>
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<tr>
<td>MUS 114</td>
<td>Music Theory Lab II (Aural Skills)</td>
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Pre-professional Electives (See STARS Guide)

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<tbody>
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</tr>
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NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**

60-64

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**NUCLEAR MEDICINE TECHNOLOGY**

**General Studies (AS)**

University of Alabama at Birmingham

Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>ORN101</td>
<td>Freshman Academy</td>
<td>1</td>
</tr>
</tbody>
</table>

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
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</tbody>
</table>

**Area II: Humanities and Fine Arts**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
<td></td>
</tr>
</tbody>
</table>

Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options)

<table>
<thead>
<tr>
<th>Hours</th>
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<tbody>
<tr>
<td>3-6</td>
</tr>
</tbody>
</table>

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 104</td>
<td>Introduction to General Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHM 105</td>
<td>Introduction to Organic Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 113</td>
<td>Precalculus Trigonometry</td>
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**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>History (3) or History Sequence (6) (See STARS) &amp; History, Social &amp; Behavioral Sciences Area IV Electives (See STARS Guide)</td>
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**Area V – Pre-Professional/LSCC Courses**

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<tr>
<th>Course Code</th>
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<td>RDG 114A</td>
<td>Critical Reading for College</td>
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</tr>
<tr>
<td>BIO 120</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>MTH 265</td>
<td>Elementary Statistics</td>
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<tr>
<td>PHY 201</td>
<td>General Physics I</td>
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<tr>
<td>PHY 202</td>
<td>General Physics II</td>
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*Select remaining credits from the courses listed below.*

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<tr>
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<th>Hours</th>
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<tr>
<td>BIO 201</td>
<td>Human Anatomy and Phy. I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 202</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
</tbody>
</table>

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**

60-64
NURSING TRACKS TO DEGREE

There are four tracks that a student may take to become a RN or LPN.

**PRE-NURSING (TRACK I)**
Associate in Science Degree (AS)

**Track I** is called the “Pre-Nursing Track I”. This track is designed for the student who is wishing to one day transfer to a BSN (Bachelors of Science in Nursing) program at a four-year college. In taking this track, students will take a variety of liberal arts classes in Written Composition (Area I); Humanities and Fine Arts (Area II); Natural Sciences and Mathematics (Area III); History and Social & Behavioral Sciences (Area IV); and Pre-Professional/LSCC Courses (Area V). Students who are following this track can still seek admission into LSCC’s two-year RN (Registered Nursing) program once they have met the required criteria for admissions into that program. However, the benefit to students seeking this two-year General Studies degree in Nursing is that they will be able to transfer more credits earned toward their Bachelors of Science at a four-year institution. As a result, they will be able to graduate from a four-year college in nursing faster. Interested in pursuing this degree? See the degree plan breakdown on the next page of this catalog and speak to your advisor.

**PRE-NURSING (TRACK II)**
Associate in Science Degree (AS)

**Track II** is called the “Pre-Nursing Track II”. This track is designed for the student who only wants to seek admission into LSCC’s RN (Registered Nursing) Program and has no initial intention to one day seek the four-year BSN (Bachelors of Science in Nursing). Students take courses that serve as pre-requisites for admission into the nursing program. They also take specific courses that serve as requirements for all LSCC graduates to include (ORN 101/PSY100—The Freshman Academy, RDG114A Critical Reading, and CIS 146, Microcomputer Applications). **NOTE:** LSCC course requirements are subject to change. Students who are following this track should seek admission into LSCC’s two-year RN (Registered Nursing) program once they have met the required criteria for admissions into that program. For more information about admission requirements for the RN program, visit LSCC’s website at www.lawsonstate.edu and see your advisor.

**Student Note:** (TRACKS III & IV)

**LPN to RN Mobility Track** and **Pre-Nursing to LPN Track**

For information on the LPN to RN Mobility Program or the Pre-Nursing to LPN at LSCC, see the Health Professions section of this catalog and see your Advisor.

**PRE-NURSING (TRACK I)**
(COLLEGE TRANSFER TRACK)
Associate in Science Degree (AS)

Follow **TRACK I** if you plan to transfer credits earned towards a Bachelors degree in Nursing either now or years later. See advisor for help.

* LSCC Requirement for all Graduates 1
  ORN101 Freshman Academy 1
* Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I – Written Composition** 6
  ENG 101 English Composition I 3
  ENG 102 English Composition II 3

**Area II – Humanities & Fine Arts** 12
  SPH 107 Fund. of Public Speaking 3
  ENG 251 American Literature I and 3
  ENG 252 American Literature II OR 6
  ENG 261 English Literature I and 6
  ENG 262 English Literature II 6

**Humansities & Fine Arts Elective** 3
Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS guide.

**Area III – Natural Science or Mathematics** 11
  MTH 112 Pre-Calculus Algebra 3
  BIO 103 Principles of Biology I w/Lab and 8
  BIO 104 Principles of Biology II w/Lab

**Area IV: History, Social and Behavioral Sciences** 12
  History (3) or History Sequence (6) (See STARS) 3-6
  ECO 231 Principles of Macroeconomics 3
  ECO 232 Principles of Macroeconomics
  ECO 233 Principles of Macroeconomics 3

**Social & Behavioral Sciences Electives** 3-0
Economics, Geography, Political Science, Psychology, & Sociology. See STARS guide to help with selections.

**Area V – Pre-Professional/LSCC Courses** 19-23
  Two 1-hour PED activity courses (no substitutions) 2
  RDG 114A Critical Reading for College 3
  CIS 146 Microcomputer Applications 3
  BIO 201 Human Anatomy Phy. I w/Lab 4
  BIO 202 Human Anatomy Phy. II w/Lab 4
  BIO 220 Microbiology w/ Lab 4
  CHM 104 Intro to Organic Chemistry 4

**Pre-professional Electives** 0
(Two of these may be filled by the requirements of the institution to which the student plans to transfer (See STARS.)
  BIO 120 Medical Terminology 3
  MTH 186 Medical Dosage Calculations 3
  HED 231 First Aid 3
  MTH 113 Pre-Calculus Trigonometry 3
  BIO 230 Human Pathophysiology 4
  CHM 105 Intro to Organic Chemistry 4
  BUS 241 Principles of Accounting I 3
  BUS 242 Principles of Accounting II 3
  ECO 231 Principles of Macroeconomics 3
  ECO 232 Principles of Microeconomics 3

**Total Required Hours For Degree** 60-64

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*Important Tip:* Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
PRE-NURSING  
(TRACK II: RN/2-YEAR TRACK ONLY) 
General Education Requirements for Admission

Follow TRACK II if you are not intending to transfer to a four-year college and only wish to seek the 2-year RN degree.

Not sure? See your advisor. It is important to pick the correct track.

NOTE: This is NOT a degree plan; this is a guide for students who only wish to take the pre-requisite courses required for application into the Nursing Program.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

*ENG 101 English Composition I 3
*SPH 107 Fund. of Public Speaking 3
*HUM101 Introduction to Humanities/OR 3
*ART100 OR MUS101 (Art or Music Appreciation) 3
*MTH 100 Intermediate Algebra 3
*PSY200 General Psychology and 3
*PSY210 Human Growth & Development 3
*RDG 114A Critical Reading for College 3
*CIS 146 Microcomputer Applications 3
*BIO 103 Principles of Biology I w/Lab and 4
*BIO 201 Human Anatomy Phy. I w/Lab and 4
*BIO 202 Human Anatomy Phy. I w/Lab and 4
*BIO 220 Microbiology w/ Lab 4

Electives Below (NOT Required for Admission) 0

BIO 120 Medical Terminology 3
MTH 186 Medical Dosage Calculations 3
HED 231 First Aid 3

Electives (listed directly above) are courses pre-nursing students can take while waiting to gain entrance into the nursing program. NOTE: They are NOT required for admission into the nursing program.

For more information about applying to the Nursing Program, see application information located on LSCC’s website at www.lawsonstate.edu and speak with your advisor. Also see the Health Professions section in this catalog for more detailed information.

NUTRITION & FOOD SCIENCE  
General Studies (AS)  
Auburn University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
PHL 106 Introduction to Philosophy/OR 3
PHL 206 Ethics and Society (See STARS) 3
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3

Area III: Natural Sciences and Mathematics 11
CHM 111 College Chemistry I and 8
CHM 112 College Chemistry II 8
MTH 113 Precalculus Trigonometry 3

Area IV: History, Social and Behavioral Sciences 12
History Sequence (6) (See STARS) 6
History, Economics, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
SPH 107 Fundamentals of Public Speaking 3
RDG 114A Critical Reading for College 3
BIO 103 Principles of Biology I 4
CHM 221 Organic Chemistry I 4
See STARS Guide for additional Area V courses. Course options vary per minor under this degree. Degree options include: Nutrition/Dietetics; Food Service; and Nutrition Science.

Pre-professional Electives 0-4
BIO 201 Human Anatomy and Physiology I 4
BIO 202 Human Anatomy and Physiology II 4

TOTAL REQUIRED HOURS FOR DEGREE 60-64
**PRE-OCCUPATIONAL THERAPY**  
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. Do NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
ORN1 ORN101/PSY 100  
Freshman Academy  

**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

**Area I:** Written Composition  
ENG 101 English Composition I  
ENG 102 English Composition II  

**Area II:** Humanities and Fine Arts  
SPH 107 Fundamentals of Public Speaking  
Literature (3) or Literature Sequence (6)  
Additional Humanities and Fine Arts Electives  
(See STARS Guide for course selection options)

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III:** Natural Sciences and Mathematics  
Mathematics (See STARS Guide)  
Natural Sciences (See STARS Guide)

**Area IV:** History, Social and Behavioral Sciences  
History (3) or History Sequence (6)  
History, Social & Behavioral Sciences  
Area IV Electives (See STARS Guide)

**Area V – Pre-Professional/LSCC Courses**  
CIS 146 Microcomputer Applications  
Two 1-hour PED activity courses  
RDG 114A Critical Reading for College  
BIO 220 General Microbiology  
BIO 201 Human Anatomy and Physiology I  
BIO 202 Human Anatomy and Physiology II  
BUS 271 Business Statistics I/OR  
Pre-professional Electives

**Total Required Hours For Degree**  
60-64

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**FOR OFFICE ADMINISTRATION**  
See the Business & Information Technologies Section of this Catalog.

**PRE-OPTOMETRY**  
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. Do NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
ORN101  
Freshman Academy

**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

**Area I:** Written Composition  
ENG 101 English Composition I  
ENG 102 English Composition II  

**Area II:** Humanities and Fine Arts  
SPH 107 Fundamentals of Public Speaking  
Literature (3) or Literature Sequence (6)  
Additional Humanities and Fine Arts Electives  
(See STARS Guide for course selection options)

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III:** Natural Sciences and Mathematics  
Mathematics (See STARS Guide)  
Natural Sciences (See STARS Guide)

**Area IV:** History, Social and Behavioral Sciences  
History (3) or History Sequence (6)  
History, Social & Behavioral Sciences  
Area IV Electives (See STARS Guide)

**Area V – Pre-Professional/LSCC Courses**  
CIS 146 Microcomputer Applications  
Two 1-hour PED activity courses (no substitutions)  
RDG 114A Critical Reading for College  
Pre-professional Electives

**Total Required Hours For Degree**  
60-64

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Note: For more Area V listings, see your STARS Guide or transfer college's catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.
### PRE-OSTEOPATHIC MEDICINE
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

* LSCC Requirement for all Graduates 1
  ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6
- ENG 101  English Composition I 3
- ENG 102  English Composition II 3

**Area II: Humanities and Fine Arts** 12
- SPH 107  Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
- Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics** 11
- Mathematics (See STARS Guide) 3
- Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences** 12
- History (3) or History Sequence (6) (See STARS) 3-6
- History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23
- CIS 146  Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A  Critical Reading for College 3
- Pre-professional Electives: 11-15

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

### PRE-PHARMACY
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

* LSCC Requirement for all Graduates 1
  ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6
- ENG 101  English Composition I 3
- ENG 102  English Composition II 3

**Area II: Humanities and Fine Arts** 12
- SPH 107  Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
- Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics** 11
- Mathematics (See STARS Guide) 3
- Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences** 12
- History (3) or History Sequence (6) (See STARS) 3-6
- History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses** 19-23
- CIS 146  Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A  Critical Reading for College 3
- Pre-professional Electives: 11-15
- MTH 265  Elementary Statistics 3
- PSY 260  Statistics 3

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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*Important Tip:* Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
**PHILOSOPHY**  
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

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<thead>
<tr>
<th>Area I: Written Composition</th>
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<tbody>
<tr>
<td>ENG 101 English Composition I</td>
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</tr>
<tr>
<td>ENG 102 English Composition II</td>
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<tr>
<th>Area II: Humanities and Fine Arts</th>
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<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
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</tr>
<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
</tr>
<tr>
<td>Additional Humanities and Fine Arts Electives</td>
<td>(See STARS Guide for course selection options) 3-6</td>
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*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

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<th>Area III: Natural Sciences and Mathematics</th>
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<td>MTH 110 Finite Mathematics</td>
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<td>Natural Sciences (See STARS Guide)</td>
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<table>
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<tr>
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<td>History (3) or History Sequence (6) (See STARS) 3-6</td>
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<tr>
<td>History, Social &amp; Behavioral Sciences</td>
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</tr>
<tr>
<td>Area IV Electives (See STARS Guide)</td>
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<tr>
<th>Area V – Pre-Professional/LSCC Courses</th>
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<tbody>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
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<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>PHL 106 Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHL 206 Ethics and Society</td>
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</tr>
<tr>
<td>Pre-professional Electives (See STARS Guide)</td>
<td>5-9</td>
</tr>
</tbody>
</table>

**NOTE:** For more Area V listings see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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**PHYSICAL EDUCATION**  
General Studies (AA)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

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<thead>
<tr>
<th>Area I: Written Composition</th>
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<tr>
<td>ENG 101 English Composition I</td>
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<td>ENG 102 English Composition II</td>
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<th>Area II: Humanities and Fine Arts</th>
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<td>SPH 107 Fundamentals of Public Speaking</td>
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<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
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<tr>
<td>Additional Humanities and Fine Arts Electives</td>
<td>(See STARS Guide for course selection options) 3-6</td>
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*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

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<thead>
<tr>
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<td>BIO 103 Principal of Biology I</td>
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<td>BIO104 Principal of Biology II</td>
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<th>Area IV: History, Social and Behavioral Sciences</th>
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<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>HED 231 First Aid</td>
<td>3</td>
</tr>
<tr>
<td>HED 224 Personal and Community Health</td>
<td>3</td>
</tr>
<tr>
<td>BIO 201 Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>PED 200 Foundation of Physical Education</td>
<td>3</td>
</tr>
<tr>
<td>PED 216 Sports Officiating</td>
<td>3</td>
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</tbody>
</table>

**NOTE:** For more Area V listings see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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*Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

**PRE-PHYSICAL THERAPY**

**General Studies (AS)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 11
Mathematics (See STARS Guide) 3
Natural Sciences (See STARS Guide) 8

Area IV: History, Social and Behavioral Sciences 12
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
BIO 201 Anatomy & Physiology I 4
PED 200 Foundation of Physical Education 3

Pre-professional Electives: 11-15
HED 224 Personal & Community Health 3
HED 231 First Aid 3
PED 216 Sports Officiating 3

NOTE: For more Area V listings see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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**PHYSICS**

**General Studies (AS)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 12
MTH 125 Calculus I 4
PHY 213 General Physics with Calculus I and PHY 214 General Physics w/ Calculus II 8

Area IV: History, Social and Behavioral Sciences 12
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3

Pre-professional Electives: 11-16
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64
### PHYSICS EDUCATION
**MIDDLE / HIGH SCHOOL**
**General Studies (AS)**

**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**
- ENG 101 English Composition I 3
- ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**
- SPH 107 Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
  Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**
- MTH 110 Finite Mathematics or higher level Mathematics from STARS 3
  Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences**
- History (3) or History Sequence (6) (See STARS) 3-6
  History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses**
- CIS 146 Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A Critical Reading for College 3

Select 12 credit hours from the courses below:
- PHY 201 General Physics I/and
- PHY 202 General Physics II/OR 8
- PHY 213 General Physics with Calculus I/and
- PHY 214 General Physicals with Calculus II 8
- PHY 218 Modern Physics 4
  Pre-professional Electives: 7-11
  Electives (Consider: EDU 100/Exploring Teaching)

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree** 60-64

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### POLITICAL SCIENCE
**General Studies (AS)**

**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**
- ENG 101 English Composition I 3
- ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**
- SPH 107 Fundamentals of Public Speaking 3
- Literature (3) or Literature Sequence (6) 3-6
  Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

**Area III: Natural Sciences and Mathematics**
- MTH 110 Finite Mathematics or higher level Mathematics from STARS 3
  Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences**
- History (3) or History Sequence (6) (See STARS) 3-6
  History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

**Area V – Pre-Professional/LSCC Courses**
- CIS 146 Microcomputer Applications 3
- Two 1-hour PED activity courses (no substitutions) 2
- RDG 114A Critical Reading for College 3
- CIS 146 Microcomputer Applications 3
- POL 200 Intro to Political Science 3
- POL 211 American National Gov’t 3
- POL 220 State & Local Gov’t 3
  Pre-professional Electives (See STARS Guide) 0-3

**Total Required Hours For Degree** 60-64

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree** 60-64
**PRE—LAW / POLITICAL SCIENCE**  
*General Studies (AA)*

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
ORN101  Freshman Academy  
1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area Area I – Written Composition**  
6
- ENG 101  English Composition I  
3
- ENG 102  English Composition II  
3

**Area II – Humanities & Fine Arts**  
12
- SPH 107  Fund. of Public Speaking  
3
- ENG 251  American Literature I  
ENG 252  American Literature II /OR  
3-6
- ENG 261  English Literature I  
ENG 262  English Literature II  
3-6
- Humanities & Fine Arts Elective  
3

Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS guide.

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III – Natural Science or Mathematics**  
11
- MTH 110  Finite Mathematics or  
higher level Mathematics from STARS  
3
- BIO 101  Introduction to Biology I w/Lab  
4
- BIO 102  Introduction to Biology II w/Lab  
4

**Area IV – History, Social & Behavioral Sciences**  
12
- History (3) or History Sequence (6) (See STARS)  
3-6
- History, Social & Behavioral Sciences  
Area IV Electives (See STARS Guide)  
6-9

Social & Behavioral Sciences  
Economics, Geography, Political Science, Psychology, & Sociology. See STARS guide to help with selections.

**Area V – Pre-Professional/LSCC Courses**  
19-23
- Two 1-hour PED activity courses (no substitutions)  
2
- RDG 114A  Critical Reading for College  
3
- CIS 146  Microcomputer Applications  
3
- POL 200  Intro to Political Science  
3
- POL 211  American National Gov’t  
3
- POL 220  State & Local Gov’t  
3
- CRJ 130  Intro. to Law  
3
- Pre-professional Electives (See STARS Guide)  
0-3

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**  
60-64

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*Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.*
**PSYCHOLOGY**  
General Studies (AA)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates  1  
ORN101  Freshman Academy  1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I – Written Composition**  6  
ENG 101  English Composition I  3  
ENG 102  English Composition II  3

**Area II – Humanities & Fine Arts**  12  
SPH 107  Fundamentals of Public Speaking  3-6  
ENG 251  American Literature I  and  
ENG 252  American Literature II  or  
ENG 261  English Literature I  and  
ENG 262  English Literature II  3-6  
Humanities & Fine Arts Elective  3  
Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS.

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III – Natural Science or Mathematics**  11  
MTH 110  Finite Mathematics or  
higher level Mathematics from STARS  3  
BIO 101  Introduction to Biology I w/Lab and  
BIO 102  Introduction to Biology II w/Lab  8

**Area IV – History, Social & Behavioral Sciences**  12  
HIS 101  Hist. of Western Civ. I  and  
HIS 102  Hist. of Western Civ. II  or  
HIS 201  United States History I  and  
HIS 202  United States History II  3-6  
PSY 200  General Psychology  3  
SOC 200  Introduction to Sociology  3

**Area V – Pre-Professional/LSCC Courses**  19-23  
Two 1-hour PED activity courses (no substitutions)  2  
RDG 114A  Critical Reading for College  3  
CIS 146  Microcomputer Applications  3  
SOC 210  Social Problems  3  
PSY 210  Human Growth & Dev.  3  
PSY 217  Psychology of Death & Dying  3  
PSY 230  Abnormal Psychology  3  
Pre-professional Electives  0-3  
(These electives must be filled by the requirements of the institution to which the student plans to transfer. See STARS.)

**TOTAL REQUIRED HOURS FOR DEGREE**  60-64

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**PUBLIC ADMINISTRATION**  
General Studies (AA)  
Auburn University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates  1  
ORN101  Freshman Academy  1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**  6  
ENG 101  English Composition I  3  
ENG 102  English Composition II  3

**Area II: Humanities and Fine Arts**  12  
PHL 206  Ethics and Society  3  
Auburn will also accept a course in Business Ethics.  
Literature Sequence (6) *(See STARS Guide)*  6  
Additional Humanities and Fine Arts Electives  *(See STARS Guide for course selection options)*  3

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics**  11  
MTH 112  Precalculus Algebra  3  
Natural Sciences *(See STARS Guide)*  8

**Area IV: History, Social and Behavioral Sciences**  12  
History Sequence (6) *(See STARS)*  6  
ECO 232  Principles of Microeconomics  3  
SOC 200  Introduction to Sociology  3

**Area V – Pre-Professional/LSCC Courses**  19-23  
SPH 107  Fundamentals of Public Speaking  3  
CIS 146  Microcomputer Applications  3  
Two 1-hour PED activity courses (no substitutions)  2  
RDG 114A  Critical Reading for College  3  
*Select remaining credits from the listing below.*

**Note:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE**  60-64

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**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
### PUBLIC RELATIONS
General Studies (AA)

<table>
<thead>
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<th>Credit Hours</th>
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<tr>
<td>V</td>
<td>Pre-Professional/LSCC Courses</td>
<td>19-23</td>
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<tr>
<td></td>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
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<tr>
<td></td>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td>2</td>
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<tr>
<td></td>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
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<tr>
<td></td>
<td>MCM 100 Intro to Mass Communication</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MCM 102 Writing for Mass Media</td>
<td>3</td>
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<td></td>
<td>SPH 107 Fundamentals of Public Speaking</td>
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<tr>
<td></td>
<td>Pre-professional Electives (See STARS Guide)</td>
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**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** | 60-64 |

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### PUBLIC SAFETY & HEALTH ADMINISTRATION
Athens State ONLY
General Studies (AS)

<table>
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<tr>
<th>Area</th>
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<tr>
<td>V</td>
<td>Pre-Professional/LSCC Courses</td>
<td>19-23</td>
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<tr>
<td></td>
<td>CIS 146 Microcomputer Applications</td>
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<tr>
<td></td>
<td>Two 1-hour PED activity courses (no substitutions)</td>
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<td></td>
<td>RDG 114A Critical Reading for College</td>
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<td>Pre-professional Electives (See STARS Guide)</td>
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**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** | 60-64 |
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

### RADIOLOGIC SCIENCES
UAB & South Alabama ONLY

General Studies (AS)

<table>
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<th>Hours</th>
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<td>Area I: Written Composition</td>
<td>ENG 101 English Composition I</td>
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<tr>
<td></td>
<td>ENG 102 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Area II: Humanities and Fine Arts</td>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
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<tr>
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<td>Additional Humanities and Fine Arts Electives</td>
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<td>(See STARS Guide for course selection options)</td>
<td>3-6</td>
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</tbody>
</table>

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

### RECREATION LEADERSHIP
General Studies (AA)

Jacksonville State University Only

—See STARS Guide

<table>
<thead>
<tr>
<th>Area</th>
<th>Courses</th>
<th>Hours</th>
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<tr>
<td>Area I: Written Composition</td>
<td>ENG 101 English Composition I</td>
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<td>Area II: Humanities and Fine Arts</td>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
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<td>Additional Humanities and Fine Arts Electives</td>
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<tr>
<td></td>
<td>(See STARS Guide for course selection options)</td>
<td>3-6</td>
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</tbody>
</table>

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

### Important Tip:
Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**REHABILITATION SERVICES EDUCATION**
**General Studies (AS)**
Auburn University Only—See STARS Guides

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**
3
ENG 101 English Composition I 3
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**
12
PHL 106 Introduction to Philosophy 3
Literature Sequence (6) (See STARS Guide) 6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3

**Area III: Natural Sciences and Mathematics**
11
MTH 113 Precalculus Trigonometry 3
BIO 103 Principles of Biology I and 8
BIO 104 Principles of Biology II

**Area IV: History, Social and Behavioral Sciences**
12
History Sequence (6) (See STARS Guide) 6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6

**Area V – Pre-Professional/LSCC Courses**
19-23
SPH 107 Fundamentals of Public Speaking 3
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
BIO 201 Human Anatomy and Physiology I 4
BIO 202 Human Anatomy and Physiology II 4
Pre-professional Electives (See STARS Guide) 0-4

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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**REHABILITATION (NON-CERTIFICATE)**
**General Studies (AS)**
Troy University Only—See STARS Guide

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**
6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

**Area II: Humanities and Fine Arts**
12
SPH 107 Fundamentals of Public Speaking 3
ART 100 Art Appreciation 3
Literature Sequence (6) (See STARS Guide) 6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3

**Area III: Natural Sciences and Mathematics**
11
MTH 110 Finite Mathematics 3
Natural Sciences (See STARS Guide) 8

**Area IV: History, Social and Behavioral Sciences**
12
History Sequence (6) (See STARS Guide) 6
PSY 200 General Psychology 3
SOC 200 Introduction to Sociology 3

**Area V – Pre-Professional/LSCC Courses**
19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
MUS 101 Music Appreciation 3
POL 211 American National Government 3
ECO 231 Principles of Macroeconomics 3
Pre-professional Electives (See STARS Guide) 2-6

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
### Science Education MIDDLE/HIGH SCHOOL

**General Studies (AS)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates* 1

ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition** 6

ENG 101  English Composition I 3
ENG 102  English Composition II 3

**Area II: Humanities and Fine Arts** 12

SPH 107  Fundamentals of Public Speaking 3

Literature (3) or Literature Sequence (6) 3-6

Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III: Natural Sciences and Mathematics** 11

MTH 112  Precalculus Algebra 3
CHM 104  Introduction to General Chemistry 3

Intro. to Organic Chemistry/ OR 8

CHM 111  College Chemistry I and 3

CHM 112  College Chemistry II 8

**Area IV: History, Social and Behavioral Sciences** 12

History (3) or History Sequence (6) (See STARS) 3-6

**Area V – Pre-Professional/LSCC Courses** 19-23

CIS 146  Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A  Critical Reading for College 3
BIO 201  Human Anatomy & Phys. I and 3

BIO 202  Human Anatomy & Physiology II 8

*Select the remaining courses from the listing below.*

BIO 220  General Microbiology 4
MTH 265  Elementary Statistics/ OR 4

PSY 260  Statistics for the Social Sciences 3

PHY 201  General Physics I 4

**Total Required Hours For Degree** 60-64

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**Important Tip:** Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
**SOCIAL SCIENCE**  
*General Studies (AS)*

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
ORN101  
Freshman Academy  
1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**  
ENG 101  
English Composition I  
3
ENG 102  
English Composition II  
3

**Area II: Humanities and Fine Arts**  
SPH 107  
Fundamentals of Public Speaking  
3
Literature (American, English or World Lit.)  
3
Additional Humanities and Fine Arts Electives  
(See STARS Guide for course selection options)  
6

**Area III: Natural Sciences and Mathematics**  
MTH 112  
Precalculus Algebra  
3
Natural Sciences (See STARS Guide)  
8

Students must complete 4 hours in Biological Science and 4 hours in Physical Science. See STARS Guide for specifics.

**Area IV: History, Social and Behavioral Sciences**  
History Sequence (6) (See STARS)  
6
History, Social & Behavioral Sciences  
Area IV Electives (See STARS Guide)  
6-9

**Area V – Pre-Professional/LSCC Courses**  
CIS 146  
Microcomputer Applications  
3
Two 1-hour PED activity courses (no substitutions)  
2
RDG 114A  
Critical Reading for College  
3
SOC 200  
Introduction to Sociology  
3

*Select another history sequence from the history pairings listed below:*

- HIS 101  
  History of Western Civilization I
- HIS 102  
  History of Western Civilization II
- HIS 122  
  World History I
- HIS 123  
  World History II
- HIS 201  
  United States History I
- HIS 202  
  United States History II
- POL 211  
  American National Government

Pre-professional Electives (See STARS Guide)  
0-3

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree**  
60-64

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**SOCIAL STUDIES EDUCATION:**  
*MIDDLE / HIGH SCHOOL*  
*General Studies (AS)*

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates*  
ORN101  
Freshman Academy  
1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I: Written Composition**  
ENG 101  
English Composition I  
3
ENG 102  
English Composition II  
3

**Area II: Humanities and Fine Arts**  
SPH 107  
Fundamentals of Public Speaking  
3
Literature (American, English or World Lit.)  
3
Additional Humanities and Fine Arts Electives  
(See STARS Guide for course selection options)  
6

**Area III: Natural Sciences and Mathematics**  
MTH 110  
Finite Mathematics  
3
Natural Sciences (See STARS Guide)  
8

**Area IV: History, Social and Behavioral Sciences**  
PSY 200  
General Psychology  
3
HIS 101  
History of Western Civilization I and
HIS 102  
History of Western Civilization II  
8
GEO 100  
World Regional Geography  
3

**Area IV: History, Social and Behavioral Sciences**  
12

**Electives (Consider EDU 100/Exploring Teaching)**  
0-3

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**Total Required Hours For Degree**  
60-64

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*Important Tip:* Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
Important Tip: Every transferring college, may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.

**SOCIAL WORK**
General Studies (AA)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

**LSCC Requirement for all Graduates**

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<th>Hours</th>
</tr>
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<tbody>
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<td>ORN101</td>
<td>1</td>
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Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area Area I – Written Composition**

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<tr>
<td>ENG 102</td>
<td>3</td>
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**Area II – Humanities & Fine Arts**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107</td>
<td>3</td>
</tr>
<tr>
<td>ENG 251</td>
<td>3</td>
</tr>
<tr>
<td>ENG 252</td>
<td>3-6</td>
</tr>
<tr>
<td>ENG 261</td>
<td>3</td>
</tr>
<tr>
<td>ENG 262</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Humans & Fine Arts Elective

Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS guide.

**Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.**

**Area III – Natural Science or Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>MTH 110</td>
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</tr>
<tr>
<td>BIO 101</td>
<td>4</td>
</tr>
<tr>
<td>BIO 103</td>
<td>4</td>
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</tbody>
</table>

Nature Science (Additional course required)

*See STARS report for other science options.

**Area IV – History, Social & Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>HIS 101</td>
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<tr>
<td>HIS 102</td>
<td>3-6</td>
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<tr>
<td>HIS 201</td>
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<td>HIS 202</td>
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<td>SOC 200</td>
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<td>SOC 210</td>
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<tr>
<td>PSY 200</td>
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<td>PSY 210</td>
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**Area V – Pre-Professional/LSCC Courses**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>CIS 146</td>
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</tr>
<tr>
<td>RDG 114A</td>
<td>3</td>
</tr>
<tr>
<td>MTH 265</td>
<td>3</td>
</tr>
<tr>
<td>PSY 260</td>
<td>3</td>
</tr>
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<td>ECO 231</td>
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**SOCIAL WORK TECHNICIAN**
Associate in Applied Science (AAS)

**LSCC Requirement for all Graduates**

<table>
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<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ORN101</td>
<td>1</td>
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Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I – Written Composition**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ENG 101</td>
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**Area II – Humanities & Fine Arts**

<table>
<thead>
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<th>Course</th>
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<td>SPH 107</td>
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**Area III – Natural Science or Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>MTH 116</td>
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</tbody>
</table>

Natural Sciences Course w/Lab

*See STARS report for other science options.

**Area IV – History, Social & Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>PSY 200</td>
<td>3</td>
</tr>
<tr>
<td>SOC 200</td>
<td>3</td>
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</tbody>
</table>

**FIELD OF CONCENTRATION COURSES**

- Two 1-hour PED activity courses (no substitutions) 2
- RDG114A Critical Reading 3
- SPA 101 Introduction to Spanish 4
- HUS 101 Introduction to Human Services 3
- SWT 109 Techniques of Beh. Modification 3
- SWT 133 Geriatrics 3
- HUS 222 Group Counseling Techniques 3
- HUS 102 Introduction to Case Work 3
- SOC 209 Juvenile Delinquency 3
- CRJ 256 Correctional Rehabilitation 3
- SWT 130 Community and the Social Worker 3
- HUS 211 Intro: Alcohol & Drug Prevention and Abuse 3
- SWT 131 Problems of Children & Youth 3
- SOC 247 Marriage and Family 3
- SOC 210 Social Problems 3
- HUS 224 Clinical Internship 3

**TOTAL REQUIRED HOURS FOR DEGREE** 71

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64
**College Transfer & General Studies**

**General Studies (AA)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I** – Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

**Area II** – Humanities & Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
ENG 251 American Literature I 3
ENG 252 American Literature II /OR 3-6
ENG 261 English Literature I 3
ENG 262 English Literature II 3-6

*Humanities & Fine Arts Elective* 3
Art, Foreign Languages, Humanities, Music, Philosophy, Religion, Theater, or Dance from STARS.

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III** – Natural Science or Mathematics 11
MTH 110 Finite Mathematics or higher level Mathematics from STARS 3
Natural Sciences (See STARS Guide) 8

**Area IV** – History, Social & Behavioral Sciences 12
HIS 101 Hist. of Western Civ. I 3-6
HIS 102 Hist. of Western Civ. II/OR 3-6
HIS 201 United States History I 3-6
HIS 202 United States History II 3-6
SOC 200 Introduction to Sociology 3
SOC 210 Social Problems 3

*Social & Behavioral Sciences Electives* 0-3
Economics, Geography, Political Science, Psychology, & Sociology. See STARS guide to help with selections.

**Area V** – Pre-Professional/LSCC Courses 19-23
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
CIS 146 Microcomputer Applications 3
SOC 247 Marriage and Family 3

*Pre-professional Electives (See STARS Guide)* 8-12
SOC 209 Juvenile Delinquency 3

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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**General Studies (AS)**

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1
ORN101 Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

**Area I** – Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

**Area II** – Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6

*Additional Humanities and Fine Arts Electives* (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.*

**Area III** – Natural Sciences and Mathematics 11
MTH 110 Finite Mathematics 3
Natural Sciences (See STARS Guide) 8

**Area IV** – History, Social and Behavioral Sciences 12
History (3) or History Sequence (6) (See STARS) 3-6

*Select 4 additional science credits
BIO 101 Introduction to Biology I/OR 4
BIO 102 Introduction to Biology II/OR 4
BIO 103 Principles of Biology I/OR 4
BIO 104 Principles of Biology II/OR 4

**Area V** – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3

*Select 4 additional science credits
BIO 101 Introduction to Biology I/OR 4
BIO 102 Introduction to Biology II/OR 4
BIO 103 Principles of Biology I/OR 4
BIO 104 Principles of Biology II/OR 4

**MTH 112 Precalculus Algebra** 3
MTH 113 Precalculus Trigonometry 3
MTH 115 Precalculus Algebra & Trig. 4
MTH 231 Math for the Elementary Teacher I 3
MTH 232 Math for the Elementary Teacher II 3

**Pre-professional Electives** 0-3

*NOTE:* For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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**Important Tip:** Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
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### SPEECH PATHOLOGY
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

* LSCC Requirement for all Graduates
* Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

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<tbody>
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<td>ENG 102 English Composition II</td>
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<table>
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<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
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<tr>
<td>Literature (3) or Literature Sequence (6)</td>
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<tr>
<td>Additional Humanities and Fine Arts Electives</td>
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<td>BIO 103 Principles of Biology I</td>
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<th>Area IV: History, Social and Behavioral Sciences</th>
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</thead>
<tbody>
<tr>
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<td>Area IV Electives (See STARS Guide)</td>
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<th>Area V – Pre-Professional/LSCC Courses</th>
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<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
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<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td>2</td>
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<tr>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>PSY 200 General Psychology</td>
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</table>

* Students must take one of the following courses:
  - PSY 210 Human and Growth Dev./OR | 3 |
  - PSY 211 Child Growth and Development | 3 |

| Pre-professional Electives (See STARS Guide) | 2-6 |

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE:** 60-64

### PRE-SPEECH THERAPY
General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

* LSCC Requirement for all Graduates
* Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

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<tbody>
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<tr>
<td>ENG 102 English Composition II</td>
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<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
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<tr>
<td>Literature (3) or Literature Sequence (6)</td>
<td>3-6</td>
</tr>
<tr>
<td>Additional Humanities and Fine Arts Electives</td>
<td>3-6</td>
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<tbody>
<tr>
<td>Mathematics (See STARS Guide)</td>
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<tr>
<td>Natural Sciences (See STARS Guide)</td>
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<table>
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<th>Area IV: History, Social and Behavioral Sciences</th>
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<tr>
<td>History (3) or History Sequence (6) (See STARS)</td>
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<tr>
<td>History, Social &amp; Behavioral Sciences</td>
<td>3-6</td>
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<td>Area IV Electives (See STARS Guide)</td>
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<table>
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<tr>
<th>Area V – Pre-Professional/LSCC Courses</th>
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<tbody>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
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<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
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</tr>
<tr>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>PSY 200 General Psychology</td>
<td>3</td>
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</tbody>
</table>

**Pre-professional Electives:** See your transferring college’s website or catalog for course listings. 11-15

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE:** 60-64
SPORT & FITNESS MANAGEMENT
General Studies (AS)
Troy University Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101 Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 11
MTH 112 Precalculus Algebra 3
Natural Sciences (See STARS Guide) 8

Area IV: History, Social and Behavioral Sciences 12
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
HED 230 Safety and First Aid 3
PED 200 Foundation of Physical Education 3
HED 221 Personal Health/OR 3
HED 224 Personal and Community Health 3
Pre-professional Electives (See STARS Guide) 0-3

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

Total Required Hours For Degree 60-64

SURGICAL PHYSICIAN ASSISTANT
General Studies (AS)
University of Alabama at Birmingham Only—See STARS Guide

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates
ORN101 Freshman Academy

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

Area I: Written Composition 6
ENG 101 English Composition I 3
ENG 102 English Composition II 3

Area II: Humanities and Fine Arts 12
SPH 107 Fundamentals of Public Speaking 3
Literature (3) or Literature Sequence (6) 3-6
Additional Humanities and Fine Arts Electives (See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

Area III: Natural Sciences and Mathematics 11
Mathematics (See STARS Guide) 3
Natural Sciences (See STARS Guide) 8

Area IV: History, Social and Behavioral Sciences 12
History (3) or History Sequence (6) (See STARS) 3-6
History, Social & Behavioral Sciences Area IV Electives (See STARS Guide) 6-9

Area V – Pre-Professional/LSCC Courses 19-23
CIS 146 Microcomputer Applications 3
Two 1-hour PED activity courses (no substitutions) 2
RDG 114A Critical Reading for College 3
Select remaining courses from the listing below:
BIO 103 Principles of Biology I 4
BIO 104 Principles of Biology II 4
BIO 201 Human Anatomy and Physiology I 4
BIO 202 Human Anatomy and Physiology II 4
BIO 220 General Microbiology 4

NOTE: For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

Total Required Hours For Degree 60-64

Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
### TELECOMMUNICATIONS AND FILM OR BROADCASTING
#### General Studies (AA)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1  
ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

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Additional Humanities and Fine Arts Electives  
(See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

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<td>MCM 100 Intro to Mass Communication</td>
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</tr>
<tr>
<td>MCM 102 Writing for Mass Media</td>
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**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

### PRE-VETERINARY MEDICINE
#### General Studies (AS)

Before you attempt to follow any General Studies degree plan, print off a copy of your STARS Guide and follow all course recommendations outlined by your transferring college. DO NOT randomly select courses. See back of catalog for directions on completing the STARS Guide.

*LSCC Requirement for all Graduates 1  
ORN101  Freshman Academy 1

Enroll in ORN101 your first term at LSCC. This course is not required for transient students or students transferring in 12 or more credit hours.

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Additional Humanities and Fine Arts Electives  
(See STARS Guide for course selection options) 3-6

*Students must complete either a literature or history sequence, unless the STARS Report dictates otherwise.

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<tbody>
<tr>
<td>History (3) or History Sequence (6) (See STARS)</td>
<td>3-6</td>
</tr>
<tr>
<td>History, Social &amp; Behavioral Sciences</td>
<td></td>
</tr>
<tr>
<td>Area IV Electives (See STARS Guide)</td>
<td>6-9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area V – Pre-Professional/LSCC Courses</th>
<th>19-23</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Two 1-hour PED activity courses (no substitutions)</td>
<td>2</td>
</tr>
<tr>
<td>RDG 114A Critical Reading for College</td>
<td>3</td>
</tr>
<tr>
<td>Pre-professional Electives:</td>
<td>See your transferring college’s website or catalog for course listings.</td>
</tr>
</tbody>
</table>

**NOTE:** For more Area V listings, see your STARS Guide or transfer college’s catalog or website. Failure to follow or altering your STARS Guide can void your transfer agreement. Area V class offerings can never be predicted. Some students may opt to transfer prior to completing all Area V listings, if course availability is limited.

**TOTAL REQUIRED HOURS FOR DEGREE** 60-64

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Important Tip: Every transferring college may have unique requirements listed under Area V. Thus, follow your STARS Guide before you attempt to follow any degree plan listed. See the back of catalog for step-by-step instructions for completing a STARS Guide.
DIVISION OF HEALTH PROFESSIONS

APPROVED BY:
Alabama Board of Nursing
ACCREDITED BY:
National League for Nursing Accrediting Commission, Inc.

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Associate in Applied Science Degrees
ADN Program
Certificate
Practical Nursing (LPN)
Dental Assistant (DAT)

Short Certificates
Emergency Medical Technician (EMS)
Nursing Assistant/Home Health Aide

148 General Studies Health Related Majors
Associate in Science Degrees
(see page 118 for complete listings)

HEALTH PROFESSIONS OVERVIEW

MISSION: The mission of the Nursing program within the Department of Health Professions is to prepare individuals in the art of caring in a high touch and high technology learning environment to be employed in the community as registered nurses, licensed practical nurses or certified nursing assistants. Students are facilitated in developing the knowledge, skills, and attitudes necessary for successful practice and are encouraged to pursue advanced education.

The Associate Degree Nursing program and Practical Nursing program consist of a combination of general education courses and nursing courses. Basic needs, as identified by Maslow’s Hierarchy of needs, and the nursing process are the major themes used to develop content within the curriculum. Nursing courses include a classroom component where a variety of methodologies are used to assist the student to identify scientific principles in nursing. A clinical component is also included to assist the student to apply the scientific principles to meet individual client’s needs. Guided clinical experiences are offered in hospitals, health agencies, and selected community agencies.

The Associate Degree Nursing program consists of five (5) sequential semesters. The Practical Nursing program consists of (3) sequential semesters. In order to progress to another nursing course, the student must earn a “C” or better in classroom and “Satisfactory” in clinical. Students not satisfying these requirements will fail to progress to the next nursing course. However, based on availability of space and GPA, the student may be considered for readmission to repeat the failed or withdrawn course. Readmission to the nursing program is not guaranteed. Students must write and successfully pass the HESI specialty examination for the course(s) requesting consideration for readmission. Students must score 800 or above to be considered for readmission. Students are allowed only one attempt on the HESI examination. Readmission is allowed only once during the entire nursing program.

Upon successful completion of the programs in nursing, graduates are eligible to apply to write the National Council Licensure Examination (NCLEX-RN or NCLEX-PN respectfully). The programs of nursing are approved by the Alabama Board of Nursing and accredited by the National League for Nursing Accrediting Commission, Inc.

Associate Degree Nursing Application Procedures
Students are admitted to the Associate Degree Nursing program without discrimination in regards to age, creed, marital status, race, gender, or disabilities with reasonable accommodations.

Minimum admission standards for the Associate Degree Nursing program include:
1. Unconditional admission to the college.
2. Receipt of completed application for the nursing program(s) by stated deadline.
3. A minimum of 2.50 GPA based on the following criteria:
   o Student has undergraduate level credit hours: Compute the GPA based on the most recent 24 hours of undergraduate credit hours;
Practical Nursing Application Procedures

Students are admitted to the Practical Nursing program without discrimination in regards to age, creed, marital status, race, gender, or disabilities with reasonable accommodations.

Minimum admission standards for the Practical Nursing program include:

1. Unconditional admission to the college.
2. Receipt of completed application for the nursing program(s) by stated deadline.
3. A minimum of 2.50 GPA based on the following criteria:
   - Student has undergraduate level credit hours: Compute the GPA based on the most recent 24 hours of undergraduate credit hours.
   - Student that has 24 or more credit hours at the graduate level: Compute the GPA based on the most recent 24 hours of undergraduate level credit hours.
   - Student that has less than 24 hours at the graduate level: Compute the GPA based on the most recent 24 hours of undergraduate credit hours – graduate credit hours are ignored.
   - Student that has less than 24 hours at the undergraduate level: Compute the GPA based on the most recent 24 hours of undergraduate credit hours – graduate credit hours are ignored.
4. Students who have completed any college course work; high school credits will not be included in calculating GPA except as required in the Early College Enrollment Program.
5. For students who have completed no college course work the final cumulative high school GPA should be a 2.5 or higher OR successfully passed the GED exam.

Admission to the Practical Nursing program is competitive, and the number of students is limited by the number of faculty and clinical facilities available. Meeting minimal requirements does not guarantee acceptance.

Screen Process

The Associate Degree and Practical Nursing program adheres to the following screen process for all applicants.

Phase I: Initial Screen

- Applicants make application to the program by the deadline date and time.
- The ADN applicants are screened and ranked academically based on ACCS Criteria which includes good standing with the college, TEAS test score, GPA (on the most recent 24 hours attempted and cumulative GPA in BIO 201, BIO 202 and MTH 100), and Biology course work.
- The PN applicants are screened and ranked academically based on ACCS Criteria which includes good standing with the college, TEAS test score, GPA (on the most recent 24 hours attempted), and Mathematics and English course work.
- During this initial phase, applicants are ranked from highest to lowest in terms of academic achievement.

Phase II: HPS 103 – Foundation Competencies for Health Sciences

If a student is selected to advance to Phase II, they will be preliminarily accepted into the program. A letter will be sent notifying students whether or not they have been preliminarily accepted and are eligible to advance to Phase II admission. For students who have been preliminarily accepted, they need to enroll in HPS 103—Foundation Competencies for Health Sciences.

Applicants must also secure a Candidacy Endorsement Letter from the following instructors and submit those letters to their HPS 103 instructor on the day of the Final Exam (no later). Endorsement letters will not be accepted earlier than that date or after this date. They must be submitted on the Final Exam day only.

ADN students will need candidacy endorsement letters completed from the instructor of the following courses:
• BIO 201, BIO 202 or BIO 220
• HPS 103

PN students will need candidacy endorsement letters completed from the instructor of the following courses:
• ENG 101 or MTH 116, MTH 100 or higher
• HPS 103

Failure to submit the Candidacy Endorsement Letters and pass HPS 103 with a grade of “C” or better will automatically disqualify a student’s candidacy efforts.

Phase III: Final Screen

Following successful completion of HPS 103, applicants will be reevaluated based on their initial screen and their academic performance in HPS 103 and their Candidacy Endorsement ranking before final selection decisions will be made. (Please see the Applicant Point System Sheet for more information.)

*Meeting minimal requirements does not guarantee admission into Lawson State Community College’s nursing programs.

Selection

Initial Selection and Screen
Calculation of Points for Students Meeting Minimum Admission Standards: Ranking Scores Calculated as Follows:

1. Test for Academic Skills (TEAS)-Maximum 150
   Points are awarded using the adjusted individual total score to percentile rank conversion on the TEAS exam (example: 56.7% correct = 85 points). Please see the TEAS V Score Conversion Chart. Note: The TEAS V (or current versions) scores cannot be more than 3 years old.

   NOTE: Only official TEAS scores will be accepted as long as the score has been recorded within a three year period. Retest scores are only considered if the retake of the TEAS has occurred within 12 months (1 year) from the original test date. If you do retake the TEAS twice in a three year period, your highest score will count. If you exceed more than two attempts, the third, forth, fifth, ..., will not count.

2. ADN Selected Coursework (maximum 90 points for first attempt courses only)
   Points for grades in selected college course work are awarded as follows:
   A=30 Points, B= 20 Points, C= 10 points in the following courses:
   • BIO 201 Anatomy & Physiology I
   • BIO 202 Anatomy & Physiology II
   • BIO 220 Microbiology

   PN Selected Coursework (maximum 60 points for first attempt courses only)
   Points for grades in selected college course work are awarded as follows:
   A=30 Points, B= 20 Points, C= 10 points in the following courses:
   • ENG 101 English Composition I
   • MTH 116, MTH 100 or higher

Repeated Biology Courses (second attempt)
Points for second attempt course work (repeated courses) are awarded as follows: A=15 Points, B=10 Points, C=5 points

A second attempt is determined based on whether or not the course has been repeated due to failure or withdrawal from the course.

Repeating a biology course (within 48 months of making application) that has already been passed (with a grade of “C” or better) is also considered a second attempt and will be assessed accordingly. A=15 Points, B=10 Points, C=5 points.

Repeating a biology course after 48 months is not considered a repeat course. As a result, students will be assessed under the normal point scale: A=30 Points, B= 20 Points, C= 10

NOTE: See Repeated Course Appeal Process information if you withdrew or failed a course due to a devastating situation/emergency that impacted your life at the time and led to the failure or withdraw. The Selection Committee does have a review process that will consider your case. If the appeal is approved internally, the biology course will count for the full points. A=30 Points, B= 20 Points, C= 10. Keep in mind, though, that appeals are not guaranteed (to be approved) and are reviewed on a case-by-case basis only and judged by their legitimacy and worthiness only.

Points Breakdown for PN

<table>
<thead>
<tr>
<th>Total Points Awarded</th>
<th>Earned</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. TEAS Score</td>
<td></td>
<td>150</td>
</tr>
<tr>
<td>2. Selected Course Work</td>
<td></td>
<td>60</td>
</tr>
<tr>
<td>3. Additional Points</td>
<td></td>
<td>11</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>221</td>
</tr>
</tbody>
</table>

Points Breakdown for ADN

<table>
<thead>
<tr>
<th>Total Points Awarded</th>
<th>Earned</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. TEAS Score</td>
<td></td>
<td>150</td>
</tr>
<tr>
<td>2. Selected Course Work</td>
<td></td>
<td>90</td>
</tr>
<tr>
<td>3. Additional Points</td>
<td></td>
<td>11</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>251</td>
</tr>
</tbody>
</table>

Final Selection and Screen

3. Additional points (Maximum 11) – Students may be awarded up to 11 points as determined by the College.

The points will be awarded as follows: Points for the grade in the HPS 103 Foundation Competencies for Health Sciences/Nursing Academy Course up to 7 points:

A = 7 points  B = 3 points  C=1 point  D/F= 0 points

Points for the average score on the Candidacy Endorsement letters from the instructors in the following courses: HPS 103 BIO 201 or BIO 202 for the ADN applicants and HPS 103, ENG 101, and MTH 116 or higher for PN applicants. (up to 4 points)

• HPS 103 Foundation Competencies for Health Sciences/Nursing Academy Course
• Candidacy Endorsement Letters
NOTE: Any student who skips this step and does not enroll and pass HPS 103 or submit the endorsement letters has not completed all of the steps for admission and will be automatically disqualified.

**Notification**

The following is the notification process:
- The number of admissions will be determined by the college.
- Students are selected on a basis of a point system, and completion of requirements. In case of ties, grade point average and number of courses taken at LSCC will become the deciding factors.
- Department of Health Professions will review all applicants for completeness of requirements and notify students selected for admission.
- Along with the notification of acceptance, students will receive information in reference to registration, ordering of uniforms, and physical examination.

Nursing students shall comply with legal, moral and legislative standards that determine acceptable behavior of the nurse. It is important for prospective nursing students to know about the Alabama Board of Nursing regulations on the review of candidates for eligibility for initial and continuing licensure. There will be questions on the application for Licensure as a Registered Nurse and Licensed Practical Nurse:
- Have you ever been arrested or convicted of a criminal offense other than a minor moving traffic violation?
- Have you, within the last 5 years, abused drugs/alcohol or been treated for dependency to alcohol or illegal chemical substances?
- Have you, ever been arrested or convicted for driving under the influence of drugs/alcohol?
- Have you, within the last 5 years, received inpatient or outpatient treatment or been recommended to seek treatment for mental illness? If you answer “YES” to either question, send appropriate documents identified on the instruction sheets.
- Have you ever had disciplinary action or is action pending against you by any state board of nursing? If YES, have certified documents sent from the licensing agency to the Alabama Board of Nursing.
- Have you ever been placed on a state AND/OR federal abuse registry?
- Have you ever been court-martial/disciplined OR administratively discharged by the military?
- If YES, documentation should accompany the application for licensure by examination form.

**Graduation**

All students must satisfy the specific requirements for the Associate in Applied Science Degree and Certificate as outlined in the Student Catalog. However, provisions are made for nursing students to document that content completion of institutional course requirements have been met.
- Each student must complete a minimum of 25% of the total program at Lawson State Community College.
- Each student must maintain a minimum of a 2.0 grade point average, with at least a "C" in each course presented for the Associate in Applied Science Degree or Certification.

**Program Learning Outcomes / Level Objectives**

The Department of Health Professions through its nursing programs is committed to prepare a graduate to function in the role of a RN and LPN. The program outcomes developed by the faculty are consistent with the mission of the college, the expected roles of the practice setting and the competencies and roles of a RN and LPN. At completion of Level I, the Associate Degree nursing student or Practical Nursing graduate will be able to:

**LEVEL ONE**
1. Demonstrate competency in performing basic nursing skills for individuals with common health alterations.
2. Utilize foundational knowledge of the communication process in providing nursing care for clients across the lifespan.
3. Apply foundational knowledge of the nursing process in providing nursing care for clients across the lifespan.
4. Utilize critical thinking skills in formulating a plan of care for clients with common health alterations in a variety of settings.
5. Utilize a teaching/learning plan for culturally diverse clients with common health alterations in a variety of settings.
6. Develop competencies necessary to meet the needs of individuals throughout the lifespan in a safe, legal, and ethical manner using the nursing process.
7. Utilize relevant technology for client care and documentation.
8. Demonstrate professional behaviors associated with nursing.

At the completion of Level II, the associate degree nursing graduate will be able to:

**LEVEL TWO**
1. Demonstrate proficiency in performing advanced nursing skills for individuals with health alterations in a variety of settings.
2. Apply therapeutic communication techniques in providing advanced nursing care for clients throughout the lifespan.
3. Apply foundational knowledge of the nursing process in providing advanced nursing care for clients throughout the lifespan.
4. Utilize critical thinking skills in providing collaborative care for clients with selected health alterations in a variety of settings.
5. Formulate a teaching/learning plan for culturally diverse clients with selected health alterations in a variety of settings.
6. Demonstrate competencies necessary to meet the needs of individuals throughout the lifespan in a safe, legal, and ethical manner using the nursing process.
7. Examine relevant technology for client care and documentation.
8. Demonstrate professional behaviors and roles of a registered nurse upon entry into practice.

*Written: September 1969  Reviewed: Yearly*
Program Competencies

1. **Theoretical Competency**: 80% of students will be successful in all core requirements embedded in NUR 107 and NUR 203; meet the passing standard for the comprehensive examination (Specifics to be determined).

2. **Clinical Competency**: 80% of the employers and graduates returning surveys will report satisfaction (Using postsecondary form for Graduate and Employer Satisfaction Tool).

3. **Clinical Nursing Graduation Rate**: At least 75% of students admitted to practical nursing programs will graduate within 24 months of initial admission.

4. **Associate Degree Graduation Rate**: At least 75% of students admitted to associate degree nursing programs will graduate within 48 months of initial admission.

5. **Pass Rate**: First time test takers will average 80% or higher on NCLEX.

6. **Job Placement Rates**: 95% or greater of those seeking employment are employed in nursing within 6 months of graduation.

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Alabama Community College System
Nursing Education Programs
Revised March 16, 2010

Progression Policy

In order to progress in the nursing program, the student must:

1. Achieve a grade of C or better in all required general education and nursing courses.
2. Be acceptable by clinical agencies for clinical experiences.
3. Maintain ability to meet essential functions for nursing with or without reasonable accommodations.
4. Maintain current immunization records and CPR at the health care provider level.

Number of Attempts

Students may have up to three attempts to complete a nursing program as long as there is no more than one semester with a failure. Students must apply for readmission after each attempt. An attempt is defined as one of the following:

1. Failure of one or more NUR prefix courses in a semester. Failure of one or more courses in two separate semesters constitutes dismissal and student must apply as a new admit to start program from the beginning.
2. Withdrawal (for any reason) from one or more NUR prefix courses in a semester. (Students may request readmission with a failure in one semester, a withdrawal in another semester, and one more semester with a withdrawal, or with three separate withdrawals in three separate semesters). If unsuccessful after three attempts, this constitutes dismissal and student must apply as a new admit to start program from the beginning.

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Readmission

Readmission to the nursing program is based on space availability and is not guaranteed.

To be readmitted to the nursing program after an attempt, students must:

1. Apply for readmission within one year from the term attempted
2. Be in good standing with the nursing program. Students dismissed for disciplinary reasons and/or unsafe client care will not be allowed readmission.
3. Not have exceeded the number of attempts as outlined above.
4. Adhere to the nursing curriculum and program policies and procedures in effect at the time of readmission.
5. Meet minimum of 2.0 GPA in nursing program required courses.
6. Demonstrate acceptable skills proficiency.
7. Meet criteria for placement at clinical agencies.
8. Students must write and successfully pass the HESI specialty examination for the failed or withdrawn course(s). Students must score 800 or above to be considered for readmission. Students are allowed only one attempt on the HESI examination.

Readmission can be denied due to, but not limited to, any of the following circumstances:

1. Space unavailability
2. Refusal by clinical agencies to accept the student for clinical experiences
3. Twelve months have elapsed since the student enrollment in a nursing course
4. Unable to complete ADN program within 48 months from initial semester for ADN students; or within 24 months from initial semester for PN and Mobility* students
5. Positive drug screen or background check

*Lawson State has temporarily suspended admission to the Mobility program.

Process for Readmission

1. Students should first schedule an appointment with a nursing faculty/advisor to discuss eligibility for readmission.
2. Students must apply for readmission to the nursing program and submit the application by published deadlines.
3. Students must apply for readmission to the college if not currently enrolled. College readmission must be accomplished by published deadlines.
4. Update all drug testing and background screening according to program policy.
5. Students must write and successfully pass the HESI specialty examination for the failed or withdrawn course(s). Students must score 800 or above to be considered for readmission. Students are allowed only one attempt on the HESI examination.
ADMISSION AFTER INELIGIBILITY
Students not eligible for program readmission may apply for admission to start a nursing program over from the beginning, as long as they remain in good standing with the nursing program. Students who are not in good standing, such as those who have been dismissed for disciplinary reasons and/or unsafe client care are not eligible for admission to start over. If accepted, all nursing program courses (NUR prefix) must be retaken, and/or taken.

ADN TRANSFER TO LPN PROGRAM
Associate Degree nursing students may apply for admission to the third semester of the practical nursing program within the same college, after they have completed the first or second two semesters of coursework – MTH 100, ENG 101, BIO 201, BIO 202, NUR 102, NUR 103, NUR 104, NUR 105, and NUR 106 – with a grade of C or better. Students who elect to transfer to the last semester in the practical nursing program will be required to meet the current program admission/readmission requirements. Students may be admitted on a space available basis to the PN program.

To be eligible for this option:
1. Student must complete a transfer/readmission form.
2. Have a minimum of a 2.0 cumulative GPA at current institution.
3. Meet clinical record/health record requirements.
4. The last clinical nursing course, in which the student was successful, cannot be more than twelve months old.
5. Student will be ranked on cumulative GPA for the purposes of transfer/readmission to the PN program.
6. Students who have had the maximum allowed attempts (or non-progression) in the RN program are only allowed one attempt to complete the PN program.
7. Students who are successful may apply for the LPN to RN Mobility program as outlined in the college catalog. (LSCC has temporarily suspended the LPN to ADN Mobility program until further notice.)
8. If unsuccessful in the PN transfer option, the student must apply for admission as a new student.

TRANSFER POLICY
The transfer policy applies only to students desiring to transfer between Alabama Community College System institutions. It may apply to students wishing to transfer from other institutions pending individual nursing program policy.

Criteria for Transfer
1. Must meet minimum admission standards for the nursing program.
2. Must possess a grade of C or better in all nursing program required courses taken at another institution and possess a minimum of a 2.5 cumulative GPA at time of transfer.
3. Dean/Director of previous nursing program must provide a letter of eligibility for progression in previous nursing program.
4. Must comply with all program policy requirements at accepting institution.
5. Complete at least 25% of the nursing program required courses for degree/certificate at the accepting institution.
6. Complete at least 18 semester hours in discipline-specific courses required in the program of study at the accepting institution.
7. Must meet acceptability criteria for placement at clinical agencies for clinical experience.
8. Acceptance of transfer students into nursing programs is limited by the number of faculty and clinical facilities available. Meeting minimal standards does not guarantee acceptance.
9. Student selection for transfer is based on GPA in nursing program required courses.

TRANSIENT STUDENT POLICY
The transient policy applies only to students desiring to transfer between Alabama Community College System institutions. It does not apply to students wishing to transfer from other institutions.

Criteria for Transient Status
1. Must meet minimum admission standards for the nursing program.
2. Must possess a grade of C or better in all nursing program required courses taken at another institution and possess a minimum of a 2.5 cumulative GPA.
3. Dean/Director of previous nursing program must provide a letter of eligibility for progression in previous nursing program.
4. A student enrolled at another institution must secure permission from that institution by submitting an application for admission to the College and a Transient Student Form completed by an official (Nursing Program Dean/Director) of the primary institution.
5. Transient students must complete a Transcript Request Form at the end of the term before a transcript will be issued to the primary institution.
6. Must comply with all program policy requirements at accepting institution.
7. Must meet acceptability criteria for placement at clinical agencies for clinical experience.
8. Acceptance of transient student into a nursing program is limited by the number of faculty and clinical facilities available. Meeting minimal standards does not guarantee acceptance.
9. Student selection for transient status is based on GPA in nursing program required courses.
THE ALABAMA COMMUNITY COLLEGE SYSTEM
Lawson State Community College
Nursing Programs Essential Functions

The Alabama Community College System endorses the Americans’ with Disabilities Act. In accordance with College policy, when requested, reasonable accommodations may be provided for individuals with disabilities.

Physical, cognitive, psychomotor, affective and social abilities are required in unique combinations to provide safe and effective nursing care. The applicant/student must be able to meet the essential functions with or without reasonable accommodations throughout the program of learning. Admission, progression and graduation are contingent upon one’s ability to demonstrate the essential functions delineated for the nursing programs with or without reasonable accommodations. The nursing programs and/or its affiliated clinical agencies may identify additional essential functions. The nursing programs reserve the right to amend the essential functions as deemed necessary.

In order to be admitted and to progress in the nursing program one must possess a functional level of ability to perform the duties required of a nurse. Admission or progression may be denied if a student is unable to demonstrate the essential functions with or without reasonable accommodations.

The essential functions delineated are those deemed necessary by the Alabama Community College System nursing programs. No representation regarding industrial standards is implied. Similarly, any reasonable accommodations made will be determined and applied to the respective nursing program and may vary from reasonable accommodations made by healthcare employers.

The essential functions delineated below are necessary for nursing program admission, progression and graduation and for the provision of safe and effective nursing care. The essential functions include but are not limited to the ability to:

1) Sensory Perception
   a) Visual
      i) Observe and discern subtle changes in physical conditions and the environment
      ii) Visualize different color spectrums and color changes
      iii) Read fine print in varying levels of light
      iv) Read for prolonged periods of time
      v) Read cursive writing
      vi) Read at varying distances
      vii) Read data/information displayed on monitors/equipment
   b) Auditory
      i) Interpret monitoring devices
      ii) Distinguish muffled sounds heard through a stethoscope
      iii) Hear and discriminate high and low frequency sounds produced by the body and the environment
      iv) Effectively hear to communicate with others
   c) Tactile
      i) Discern tremors, vibrations, pulses, textures, temperature, shapes, size, location and other physical characteristics
      ii) Detect body odors and odors in the environment

2) Communication/Interpersonal Relationships
   a) Verbally and in writing, engage in a two-way communication and interact effectively with others, from a variety of social, emotional, cultural and intellectual backgrounds
   b) Work effectively in groups
   c) Work effectively independently
   d) Discern and interpret nonverbal communication
   e) Express one’s ideas and feelings clearly
   f) Communicate with others accurately in a timely manner
   g) Obtain communications from a computer

3) Cognitive/Critical Thinking
   a) Effectively read, write and comprehend the English language
   b) Consistently and dependably engage in the process of critical in order to formulate and implement safe and ethical nursing decisions in a variety of health care settings
   c) Demonstrate satisfactory performance on written examinations including mathematical computations without a calculator
   d) Satisfactorily achieve the program objectives

4) Motor Function
   a) Handle small delicate equipment/objects without extraneous movement, contamination or destruction
   b) Move, position, turn, transfer, assist with lifting or lift and carry clients without injury to clients, self or others
   c) Maintain balance from any position
   d) Stand on both legs
   e) Coordinate hand/eye movements
   f) Push/pull heavy objects without injury to client, self or others
   g) Stand, bend, walk and/or sit for 6-12 hours in a clinical setting performing physical activities requiring energy without jeopardizing the safety of the client, self or others
   h) Walk without a cane, walker or crutches
   i) Function with hands free for nursing care and transporting items
   j) Transport self and client without the use of electrical devices
   k) Flex, abduct and rotate all joints freely
   l) Respond rapidly to emergency situations
   m) Maneuver in small areas
   n) Perform daily care functions for the client
   o) Coordinate fine and gross motor hand movements to provide safe effective nursing care
   p) Calibrate/use equipment
   q) Execute movement required to provide nursing care in all health care settings
   r) Perform CPR and physical assessment
   s) Operate a computer
5) Professional Behavior
   a) Convey caring, respect, sensitivity, tact, compassion, empathy, tolerance and a healthy attitude toward others
   b) Demonstrate a mentally healthy attitude that is age appropriate in relationship to the client
   c) Handle multiple tasks concurrently
   d) Perform safe, effective nursing care for clients in a caring context
   e) Understand and follow the policies and procedures of the College and clinical agencies
   f) Understand the consequences of violating the student code of conduct
   g) Understand that posing a direct threat to others is unacceptable and subjects one to discipline
   h) Meet qualifications for licensure by examination as stipulated by the Alabama Board of Nursing
   i) Not to pose a threat to self or others
   j) Function effectively in situations of uncertainty and stress inherent in providing nursing care
   k) Adapt to changing environments and situations
   l) Remain free of chemical dependency
   m) Report promptly to clinicals and remain for 6-12 hours on the clinical unit
   n) Provide nursing care in an appropriate time frame
   o) Accepts responsibility, accountability, and ownership of one's actions
   p) Seek supervision/consultation in a timely manner
   q) Examine and modify one's own behavior when it interferes with nursing care or learning

Upon admission, an individual who discloses a disability can request reasonable accommodations. Individuals will be asked to provide documentation of the disability in order to assist with the provision of appropriate reasonable accommodations. The respective College will provide reasonable accommodations but is not required to substantially alter the requirements or nature of the program or provide accommodations that inflict an undue burden on the respective College. In order to be admitted one must be able to perform all of the essential functions with or without reasonable accommodations. If an individual's health changes during the program, learning, that the essential functions cannot be met with or without reasonable accommodations, the student will be withdrawn from the nursing program. The nursing faculty reserves the right at any time to require an additional medical examination at the student's expense in order to assist with the evaluation of the student's ability to perform the essential functions.

Requests for reasonable accommodations should be directed to: Janice Williams ADA Coordinator on the Birmingham Campus at 929-6383 or Renee Herndon, ADA Coordinator on the Bessemer Campus at 929-3419.

Participation Policy
The faculty of the nursing programs unanimously agree that participation in Clinical/Laboratory is an essential learning experience for all students and the lack of participation in this experience both lessen student learning and impairs the ability of the teacher to realistically evaluate student performance. The faculty also believes that avoidable absence from clinical/lab reflects a lack of responsibility and will hinder the students opportunity to obtain a satisfactory clinical/lab grade based on the required elements.

PLEASE NOTE THE FOLLOWING:

- The third clinical/laboratory absence in any semester will be grounds for termination from the nursing course. A grade of “F” will be assigned.
- Students are not allowed to leave assigned clinical area without permission from the clinical instructor.
- All information about patients and records in clinical facilities is confidential.
- Even doctors’ statements cannot excuse students from this departmental policy.

Attendance
- Students are expected to attend all classes for which they are registered. Students who are unable to attend class regularly, regardless of the reason or circumstance, should withdraw from that class before poor attendance interferes with the student’s ability to achieve the objectives required in the course. Withdrawal from class can affect eligibility for federal financial aid. Withdrawal from class can prohibit progression in nursing and allied health programs.

- Students are expected to attend all clinical rotations required for each course. Only excused absences will be considered for makeup. However, due to limited clinical space and time, clinical make up days cannot be guaranteed. Failure to complete clinical rotations will prohibit progression in nursing and allied health programs. Specific absences will be discussed per the instructor.

Clinical Expectations
Clinical and individual conferences are planned to provide the student with the opportunity to share learning and to evaluate experiences encountered in the clinical setting. Objectives are prepared for each unit and are intended to help the student focus on relevant aspects.

The student is to assume responsibility for his/her independent learning. The instructor assumes the responsibility of guiding, assisting, clarifying, expanding upon this knowledge the student has obtained through his/her independent actions.

It is recommended that the student utilize the following suggestions as a guide to enhance the degree of his/her class participation, understanding and comprehension of material presented by the instructor.

Pre-Class Preparation
1. Read assigned text unit.
2. Answer unit objectives.
3. Read assigned articles related.
4. Review anatomy and physiology of system involved with each disease.
5. Review pharmacological actions, side effects of all drugs mentioned in each disease.
6. Review nutritional aspects of special diets in related diseases.
7. Define all unfamiliar words or terms.
**Pre-Clinical Preparation**

It is required that the student utilize the following as a guide to enhance the degree of his/her performance and application of theory content in the clinical setting.

1. Familiarize self with patients needs and problems (through chart, kardex, text, team members, patient/family) as related to:
   a. Diagnosis/Psychosocial Factors
   b. Nursing/Medical Management Treatment
   c. Nutrition/Special Diets
   d. Medication, etc.

2. Familiarize self with medications of assigned patient(s).
   (Identify the patient’s need for specific medication, relate the expected outcomes, identify side effects and state nursing responsibilities, as well as accurate dosage calculations.)

3. Demonstrate knowledge of pre-planning when performing new procedure or handling new equipment.

4. Organize nursing care for patient according to basic need priorities, recognizing patient care.

5. Practice charting professionally using correct grammar and medical terminology that includes treatment, observations or any aspect of patient care.

6. The student CANNOT pass the course, based on grade point average alone, if his/her performance is, unsafe or is not satisfactory in the clinical area.

If a student comes to the clinical area unprepared to deliver safe nursing care, he/she will receive a clinical absence for the day. The student may be asked to return to the School of Nursing during the remaining clinical time to complete required clinical preparation. Written documentation of completed clinical preparation is to be submitted to the clinical instructor not later than end of the clinical day.

If a student comes to the clinical area unprepared to deliver safe nursing care for second time during a nursing course, he/she must meet with the Chairperson of the Nursing Program. The meeting must occur prior to the next scheduled clinical day. Failure to do so will result in an additional clinical absence.

If a student comes to the clinical area unprepared to deliver safe nursing care for a third time during a nursing course, he/she will be unable to meet course objectives and must withdraw from the course.

**Professional Behavior**

Students must abide by both the Department of Health Professions and the clinical agency policies.

It is the responsibility of the student to notify the clinical facility and instructor in advance if the student will be either tardy or absent for the scheduled clinical experience. Failure to notify the instructor and clinical facility in advance will result in a clinical absence for the day. Any missed clinical days are required to be made-up.

Students must maintain patient information confidentiality in accordance with HIPPPA requirements. Failure to do so will result in a clinical absence for the day.

Students are to remain in their assigned clinical area. Leaving the clinical area without permission of the clinical instructor will result in a clinical absence for the day.

**Clinical Procedures Performance**

All students must be able to satisfactorily perform clinical skills required in previous prerequisite nursing courses. A student who performs unsatisfactorily on a nursing procedure in the clinical area will be given an unsatisfactory for the procedure and must return to the college practice laboratory and satisfactorily demonstrate the skill within the time frame determined by the instructor. Unsatisfactory performance of the skill in the college practice laboratory means that the student is unable to meet the objectives for the nursing course and must withdraw from the course.

**Clinical Experience Policy**

The clinical evaluation tool is written in accordance with the program and course outcomes and includes expected behaviors and characteristics for clinical participation as well as for written assignments.

The clinical evaluation tool will be shared with and explained to the student prior to the clinical rotation. Written assignments will be an inherent aspect of the clinical experiences. All written assignments must be turned in on date due in the acceptable form (type or ink written neatly on lineless paper). Written work received after the due date will be considered late (unless the dates have been extended by the instructor). **IF ALL WRITTEN ASSIGNMENTS ARE NOT RECEIVED PRIOR TO THE END OF THE SEMESTER, THE STUDENT WILL RECEIVE A COURSE GRADE OF “I”**.

All requirements to remove an “I” must be completed within six weeks of the following semester in which the grade was given. If requirements are not completed within the six weeks period, the grade of “F” will be assigned.

A satisfactory clinical grade and 75% or above theory grade MUST be obtained to complete the course successfully. The student cannot pass the course if unsuccessful in either theory or clinical.

Furthermore, it is understood that your role is as a student: (1) enrolled in a clinical course requiring your presence at the health care facility; (2) not an employee of the institution or of the health care facility; (3) not expecting nor receiving compensation for participation in the clinical course from either the institution or the health care facility; and (4) not promised nor offered a job at the health care facility as a result of participation in the clinical course.

**Learning Resources Center**

The Department of Health Professions has established a Learning Resources Center. There are two components of the Center: an Instructional Center and a Clinical Learning Laboratory.

The Center is stocked with easily accessible resources to help you reach these objectives. There is a specialized area The Nursing NCLEX Resource Center devoted to NCLEX preparation. These resources include audio visuals and computer software, additional reference materials for review or remediation assessment examinations and study guides. These
audio visuals and computer software are supportive of the concepts discussed and objectives of the course. Tutors are available by appointment for student requiring remediation. Tutors schedules are posted each semester. A Nurse Counselor is available for students seeking assistance. The Instructional Center is open daily from 8 a.m. to 5 p.m. on both campuses.

**Clinical Learning Laboratory**
The Clinical Learning Laboratory provides the opportunity for you to develop your nursing skills through self-activity (practice). You may practice psychomotor skills until mastery is obtained. You are expected to practice all procedure prior to your assigned laboratory periods. Clinical Associates are available three days a week for assistance. The Clinical Learning Laboratory is opened daily from 8 a.m. to 5 p.m.

**Cardiopulmonary Resuscitation Certification**
All students are required to become certified in cardiopulmonary resuscitation at the basic level for health professionals prior to being permitted to engage in any clinical experience.

**Health Form**
Each student must have on file a current health status form. An annual health examination including TB skin test and/or chest x-ray is required of students whose course of study extends past a twelve month period. Additional immunizations may be required based on Center for Disease Control (CDC) recommendations.

**Background/Drug Screen Policy**
Any student who enrolls in a Lawson State Community College nursing program and desires to participate in courses which have a clinical component is required to have an initial pre-clinical drug and alcohol screening. The student must abide by the College’s Drug and Alcohol Screen Policy and Clinical agency policy for which the student is assigned clinical practice. This policy includes random drug and alcohol screening and reasonable suspicious screening.

Students will be required to submit to a criminal background screening prior to being allowed to begin clinical experiences. Many of our clinical affiliates require the background screening as part of the clinical contractual agreements with the nursing programs. Any student who is denied access to a clinical experience by a clinical affiliate due to adverse findings on the background screening may be subject to dismissal from the nursing program. Students are responsible for the payment of the background check.

**Resolution of an Immediate Problem**
Any student who feels he/she has been treated “unfairly” by an instructor has the right to have complaint(s) aired and/or investigated. This document describes the procedure whereby the student may present his/her complaints.

**Step 1.** The student should consult with the instructor and level coordinator promptly (within 3 days) after the occurrence of the event. If the appeal is not satisfied at this level; the student should meet with the Department Chairperson then the Associate Dean of Health Professions in an informal attempt to reach closure. The conference will be recorded on the appropriate form with the rationale for the decision. One form will be given to the student, one copy for the student record, and one copy for the Nursing Program’s file.

**Step 2.** If an agreement is not reached using the informal approach, the student may file a formal written appeal by following the procedure in the College Student Handbook.

### STANDARD PRACTICAL NURSING CURRICULUM (PN)

<table>
<thead>
<tr>
<th>General Study Courses</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area I: Written Composition</strong></td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 English Composition</td>
<td>3</td>
</tr>
<tr>
<td><strong>Area II: Humanities and Fine Arts</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>Area III: Natural Sciences and Mathematics</strong></td>
<td>11</td>
</tr>
<tr>
<td>MTH 116 Mathematical Applications</td>
<td>3</td>
</tr>
<tr>
<td>(<em>MTH 116 is a non-transferable</em>)</td>
<td></td>
</tr>
<tr>
<td>BIO 201 Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 202 Anatomy &amp; Physiology II</td>
<td>4</td>
</tr>
<tr>
<td><strong>Area IV: Social and Behavioral Sciences</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>Area V: Pre-Professional</strong></td>
<td>35</td>
</tr>
<tr>
<td>NUR 102 Fundamentals of Nursing</td>
<td>6</td>
</tr>
<tr>
<td>NUR 103 Health Assessment</td>
<td>1</td>
</tr>
<tr>
<td>NUR 104 Introduction to Pharmacology</td>
<td>1</td>
</tr>
<tr>
<td>NUR 105 Adult Nursing</td>
<td>8</td>
</tr>
<tr>
<td>NUR 106 Maternal and Child Nursing</td>
<td>5</td>
</tr>
<tr>
<td>NUR 107 Adult/Child Nursing</td>
<td>8</td>
</tr>
<tr>
<td>NUR 108 Psychosocial Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NUR 109 Role Transition for the Practical Nurse</td>
<td>3</td>
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</tbody>
</table>

Total required hours for Practical Nursing Certificate 49

### STANDARD ASSOCIATE DEGREE NURSE CURRICULUM (ADN) (AAS)

<table>
<thead>
<tr>
<th>General Study Courses</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area I: Written Composition</strong></td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 English Composition</td>
<td>3</td>
</tr>
<tr>
<td><strong>Area II: Humanities and Fine Arts</strong></td>
<td>6</td>
</tr>
<tr>
<td>SPH 107 Public Speaking/Speech</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Fine Arts Elective</td>
<td>3</td>
</tr>
<tr>
<td>(<em>Select ONE humanities course from STARS Guide for course selection options</em>)</td>
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<tr>
<td><strong>Area III: Natural Sciences and Mathematics</strong></td>
<td>15</td>
</tr>
<tr>
<td>MTH 100 or higher</td>
<td>3</td>
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</tbody>
</table>
**Field of Concentration Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 201</td>
<td>Anatomy &amp; Physiology I &amp; II and</td>
<td>4</td>
</tr>
<tr>
<td>BIO 202</td>
<td>Anatomy &amp; Physiology I &amp; II and</td>
<td>4</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Microbiology</td>
<td>4</td>
</tr>
</tbody>
</table>

**Area IV: History, Social and Behavioral Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 200</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 210</td>
<td>Human Growth and Development</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area V: Pre-Professional**

42

**Field of Concentration Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 102</td>
<td>Fundamentals of Nursing</td>
<td>6</td>
</tr>
<tr>
<td>NUR 103</td>
<td>Health Assessment</td>
<td>1</td>
</tr>
<tr>
<td>NUR 104</td>
<td>Introduction to Pharmacology</td>
<td>1</td>
</tr>
<tr>
<td>NUR 105</td>
<td>Adult Nursing</td>
<td>8</td>
</tr>
<tr>
<td>NUR 106</td>
<td>Maternal and Child Nursing</td>
<td>5</td>
</tr>
<tr>
<td>NUR 201</td>
<td>Nursing Through the Lifespan I</td>
<td>5</td>
</tr>
<tr>
<td>NUR 202</td>
<td>Nursing Through the Lifespan II</td>
<td>6</td>
</tr>
<tr>
<td>NUR 203</td>
<td>Nursing Through the Lifespan III</td>
<td>6</td>
</tr>
<tr>
<td>NUR 204</td>
<td>Role Transition for the Registered Nurse</td>
<td>4</td>
</tr>
</tbody>
</table>

Total required hours for Associate in Applied Science Nursing Education 72

The nursing programs are offered on a full time enrollment status. Nursing students enrolled in 12 contact hours or more per semester are considered as full time students.

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**To ALL Nursing Students**

**Join NSNA – National Student Nurses Association**

The Mission of NSNA is to: Organize, represent and mentor students preparing for initial licensure as registered nurses, as well as those enrolled in baccalaureate completion programs; convey the standards and ethics of the nursing profession; promote development of the skills that students will need as responsible and accountable members of the nursing profession; advocate for high quality health care; advocate for and contribute to advances in nursing education.
The mission of the Dental Assisting program is to provide the academic and clinical learning experiences that assist students in developing the knowledge, attitudes, and skills necessary for successful and effective functioning in the biological, behavioral, and clinical aspects of dental assisting and to encourage graduates to continually seek personal and professional growth opportunities. The Dental Assisting program awards the certificate and offers an option to complete the Associate in Occupational Technologies degree.

Upon successful completion of the Dental Assisting program, students exhibit proficiency in office management skills, laboratory procedures, radiography, infection control, manipulation of dental materials, and the provision of patient care. Clinical experience is facilitated through internships at the University of Alabama School of Dentistry, Veteran's Hospital, and private dental offices. The Dental Assisting program awards the certificate and the Associate in Occupational Technologies degree and is accredited by the Commission on Dental Accreditation of the American Dental Association, Council on Occupational Education, and the State Board of Dental Examiners. Graduates are eligible to write the national certification examination administered by the Dental Assisting National Board.

### DENTAL ASSISTING (DAT)

**Certificate**

Note: ORI 101 Orientation to College is required during the first semester of attendance for all students entering this program.

<table>
<thead>
<tr>
<th>General Studies Courses</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications:</td>
<td></td>
</tr>
<tr>
<td>ENG 101 English Composition I*</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics:</td>
<td></td>
</tr>
<tr>
<td>MTH 116 Mathematical Applications</td>
<td>3</td>
</tr>
<tr>
<td>MTH 100 Intermediate College Algebra*</td>
<td>3</td>
</tr>
<tr>
<td>MTH 110 Finite Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Speech:</td>
<td></td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking*</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Field of Concentration Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DAT 100 Introduction to Dental Assisting</td>
<td>2</td>
</tr>
<tr>
<td>DAT 101 Pre-Clinical Procedures</td>
<td>3</td>
</tr>
<tr>
<td>DAT 102 Dental Materials</td>
<td>3</td>
</tr>
<tr>
<td>DAT 103 Anat./Phys. for Dental Assist.</td>
<td>3</td>
</tr>
<tr>
<td>DAT 104 Basic Sciences for Dental Assisting</td>
<td>2</td>
</tr>
<tr>
<td>DAT 111 Clinical Practicum I</td>
<td>5</td>
</tr>
<tr>
<td>DAT 112 Dental Radiology</td>
<td>3</td>
</tr>
<tr>
<td>DAT 113 Dental Health Education</td>
<td>2</td>
</tr>
<tr>
<td>DAT 116 Pre-Clinical Procedures II</td>
<td>3</td>
</tr>
<tr>
<td>DAT 122 Clinical Practice II</td>
<td>4</td>
</tr>
<tr>
<td>DAT 123 Dental Assisting Seminar</td>
<td>4</td>
</tr>
<tr>
<td>DAT 124 Clinically Applied Infection Control &amp; OSHA Standards</td>
<td>1</td>
</tr>
<tr>
<td>DAT 131 Business and Industrial Psychology for Dental Assisting</td>
<td>1</td>
</tr>
</tbody>
</table>

*Approved for the Associate in Occupational Technologies degree.
EMERGENCY MEDICAL TECHNICIAN (EMT)

The Emergency Medical Technician (EMT) program is designed to prepare individuals to provide basic health care assistance at the scene of an illness or traumatic injury. EMT classes are offered day and evening hours. The Basic Level can be completed in one semester. The faculty is committed to providing academic and clinical learning experiences that will enable the student to develop the necessary knowledge, attitudes, and skills required of the EMT. Many graduates are employed by the Birmingham Fire and Rescue and Ambulance Service. Program graduates use the knowledge and skills they obtain to prepare them to serve their communities in Volunteer Fire and Rescue Services. Program graduates are awarded a certificate and are eligible to take the National Registry of EMT Basic Examination. The Alabama Department of Postsecondary Education and the Alabama Department of Public Health approve the program.

Admission Criteria:

1. Meet all institutional requirements.
2. Meet the Essential Functions or Technical Standards required for EMS.
3. Receipt of completed application for the EMT-Basic program.
4. ORI 101 is a prerequisite for this program.

Emergency Medical Technician
Short Certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 118 Emergency Medical Technician</td>
<td>9</td>
</tr>
<tr>
<td>EMS 119 Emergency Medical Technician Clinical</td>
<td>1</td>
</tr>
<tr>
<td>EMS 234 Decision Making in EMS</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credit Hours: 13

GENERAL STUDIES
HEALTH RELATED MAJORS

For additional health related majors, see the following listings under the General Studies listings within this catalog. Listings begin on page 83.

Other majors include the following:

- Biology
- Biomedical Engineering
- Clinical Lab Sciences / Medical Tech
- Pre-Dentistry
- Exercise Science and Wellness
- Health Education
- Health Information Management
- Health Promotion
- Health Services
- Laboratory Technology
- Pre-Medicine
- Nuclear Medicine Technology
- Pre-Nursing
- Pre-Occupational Therapy
- Pre-Optometry
- Pre-Osteopathic Medicine
- Pre-Pharmacy
- Pre-Physical Therapy
- Pre-Speech Therapy
- Public Safety and Health Administration
- Radiologic Sciences
- Rehabilitation Sciences
- Respiratory Therapy/Cardio Science
- Surgical Physician Assistant
- Pre-Veterinary Medicine

In pursuing General Studies majors, follow the General Studies listings for Areas I-IV as outlined on page 83 and print off a copy of a STARS Guides. Go to page 70 for Step-by-Step instructions on how to complete a STARS Guide. Never randomly select course offerings.
This course introduces students to the residential air conditioning systems. Emphasis is placed on the principles of non-structural panel repairs. Topics include sanding techniques, metal treatment, selection and use of materials, and protective masking procedures. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ACR 210 TROUBLESHOOTING/HVAC SYSTEMS
Prerequisite(s): As determined by college
This course provides students with the skills necessary to solve problems related to HVAC systems. Emphasis is placed on the proper use of electrical wiring diagrams and troubleshooting techniques. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ACR 212 HVAC ELECTRICAL CIRCUITS
Prerequisite(s): As determined by college
This course introduces students to basic electrical principles and electrical safety. Emphasis is placed on the principles of non-structural panel repairs. Topics include the application of the fundamentals of art, and the communication of personal thoughts and feelings.

ART 113 DRAWING I
Prerequisite(s): As determined by program
This course introduces students to the principles of non-structural panel repairs. Topics include the development of personal ideas and the use of communication tough experimentation, composition, technique and personal expression. Upon completion, students should demonstrate creative drawing skills, the history of art.

ART 114 DRAWING II
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to service and repair commercial refrigeration systems.

ART 115 ART HISTORY
Prerequisite(s): As determined by program
This course introduces students to basic principles of non-structural panel repairs. Topics include the application of the fundamentals of art, and the communication of personal thoughts and feelings.

ART 200 INTRODUCTION TO ACCOUNTING
Prerequisite(s): ACT 246 and/or as required by program
This course provides instruction in the field of contract accounting. Emphasis is placed on the use of software programs for financial accounting applications. Upon completion of this course, the student will be able to use software programs for financial accounting applications.

ART 203 ADVANCED ACCOUNTING
Prerequisite(s): ACT 249 and/or as required by program
This course focuses on the fundamentals of the federal income tax laws with primary emphasis on those affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should demonstrate the application of the fundamentals of art, and the communication of personal thoughts and feelings.

ART 211 COMPUTER-AIDED DESIGN
Prerequisite(s): As determined by college
This course introduces students to the principles of non-structural panel repairs. Topics include the development of personal ideas and the use of communication tough experimentation, composition, technique and personal expression. Upon completion, students should demonstrate creative drawing skills, the history of art.

ART 212 ARCHITECTURAL DRAWING
Prerequisite(s): As determined by college
This course introduces students to the principles of non-structural panel repairs. Topics include the development of personal ideas and the use of communication tough experimentation, composition, technique and personal expression. Upon completion, students should demonstrate creative drawing skills, the history of art.

ART 247 COMPUTER AIDED DESIGN
Prerequisite(s): ACT 141 and/or as required by program
This course covers instruction in instruction in collision related electrical repairs and corrosion resistant systems, including: welding, inhibitor, salt baths, and surface treatment. Topics include basic DC theory, types of diagnostic equipment, circuit protection, wire repair, use of wiring diagrams, and troubleshooting carbon arcs. ASE/AUM 112 – Electrical Fundamentals is a suitable substitute for this course.

ART 255 STEERING AND SUSPENSION
Prerequisite(s): As determined by college
This course introduces students to basic principles of non-structural panel repairs. Topics include the development of personal ideas and the use of communication tough experimentation, composition, technique and personal expression. Upon completion, students should demonstrate the application of the fundamentals of art, and the communication of personal thoughts and feelings.

ART 265 FORENSIC DISECTION
Prerequisite(s): As determined by college
This course introduces students to basic principles of non-structural panel repairs. Topics include the development of personal ideas and the use of communication tough experimentation, composition, technique and personal expression. Upon completion, students should demonstrate the application of the fundamentals of art, and the communication of personal thoughts and feelings.

ART 280 INTRODUCTION TO ANTHROPOLOGY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ART 290 ART HISTORY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ART 295 ART HISTORY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ART 298 ART HISTORY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ART 300 ART HISTORY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ART 301 ART HISTORY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ART 302 ART HISTORY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ART 303 ART HISTORY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.

ART 304 ART HISTORY
Prerequisite(s): As determined by college
This course is designed to help the student find personal meaning in works of art and the human condition. Emphasis is placed on the fundamentals of the federal income tax laws affecting the individual. Emphasis is on gross income determination, adjustments to income, business expenses, itemized deductions, exemption, capital gains, and corrective measure, methods of leak detection, and system evacuation, charging and refrigerant recovery. Upon completion, students should be able to perform basic troubleshooting of HVAC systems.
AUM 101 FUNDAMENTALS OF AUTOMOTIVE ELECTRONICS
Prerequisite: As required by program.
This course provides basic instruction in Fundamentals of Automotive Technology. CORE

AUM 112 ELECTRICAL BASICS
Prerequisite: As required by program.
This course provides basic instruction in automotive electrical and electronic systems. Emphasis is placed on troubleshooting and repair of battery, starting, charging, and lighting systems, substations, and components. CORE

AUM 113 AUTOMOTIVE ENGINEERING
Prerequisite: As required by program.
This course provides basic instruction in automotive engineering. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of internal combustion engines. CORE

AUM 130 AUTOMOTIVE TRANSMISSIONS AND ELECTRICAL SYSTEMS
Prerequisite: As required by program.
This course provides basic instruction in automotive transmissions and electrical systems. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of automatic transmissions and electrical systems. CORE

AUM 131 AUTOMOTIVE ENGINE PERFORMANCE
Prerequisite: As required by program.
This course provides basic instruction in automotive engine performance. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of automotive engines. CORE

AUM 132 AUTOMOTIVE EMISSIONS
Prerequisite: As required by program.
This course provides basic instruction in automotive emissions. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of automotive emissions. CORE

ATM 181 MANUFACTURING TECHNOLOGY: AUTOMOTIVE
Course Descriptions

ATM 182 MANUFACTURING TECHNOLOGY: SPECIAL TOPIC
Course Descriptions

ATM 205 INTRODUCTION TO AUTOMATED MANUFACTURING
Prerequisite: As required by program.
This course provides an introduction to the use of automated manufacturing processes. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of automated manufacturing processes. CORE

ATM 240 ADVANCED ROBOTICS PROJECT
Prerequisite: As required by program.
This course provides advanced training in robotics. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of advanced robotics. CORE

ATM 241 ROBOTICS PROJECT
Prerequisite: As required by program.
This course provides advanced training in robotics. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of advanced robotics. CORE

ATM 280 PROCESS CONTROL: SPECIAL TOPIC
Prerequisite: As required by program.
This course provides advanced training in process control. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of process control. CORE

ART 231 PAINTING I
Prerequisite: As required by program.
This course covers the the theories and practices of painting. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of painting. CORE

ART 237 3-DIMENSIONAL COMPOSITION
Prerequisite: As required by program.
This course covers the theoretical development of three-dimensional forms and compositions. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of three-dimensional composition. CORE

ART 240 ART FOR TEACHERS
Prerequisite: As required by program.
This course provides instruction in the use of art in education. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of art for teachers. CORE

ART 245 COMPUTER ART
Prerequisite: As required by program.
This course provides instruction in the use of computers in art. Emphasis is placed on the theoretical understanding of the principles involved in the operation and performance of computer art. CORE

ART 250 COMPUTER ART: SPECIAL TOPIC
Course Descriptions
This course provides practical application of barber-styling fundamentals. Emphasis is placed on the care of implements and hair. Upon completion, the student should be able to care for their implements properly and demonstrate the basic techniques of shampooing and haircutting with only minimal supervision. NDC CORE

**BIO 101 INTRODUCTION TO BIOLOGY I**
Prerequisite(s): As required by program.
This course introduces students to the sciences and principles involved in biological systems. It covers the fundamental concepts and principles of biology, including the classification of living things, cell structure and function, genetics, evolution, and the diversity of life. This course is a prerequisite for all subsequent biology courses.

**BIO 102 INTRODUCTION TO BIOLOGY II**
Prerequisite(s): BIO 101 or as required by program.
This course is a continuation of Introduction to Biology. It covers the biological sciences and the principles involved in biological systems. It covers the fundamental concepts and principles of biology, including the classification of living things, cell structure and function, genetics, evolution, and the diversity of life. This course is a prerequisite for all subsequent biology courses.

**BIO 103 PRINCIPLES OF BIOLOGY I**
Prerequisite(s): As required by program.
This course is an introductory course for science and non-science majors. It covers physical, chemical, and biological principles common to all organisms. These principles are explained in the context of everyday life and the environment. This course is a prerequisite for all subsequent biology courses.

**BIO 104 PRINCIPLES OF BIOLOGY II**
Prerequisite(s): BIO 103
This course is an introduction to the basic ecological and evolutionary relationships of plants and animals and a survey of plant and animal diversity including classification, morphology, physiology, and reproduction. A 120-minute laboratory is required.

**BIO 201 HUMAN ANATOMY AND PHYSIOLOGY I**
Prerequisite(s): BIO 103 or as required by program.
Human Anatomy and Physiology I covers the structure and function of the human body. Subjects include the integumentary system, skeletal and muscular systems, cardiovascular system, respiratory system, and the urinary system. Dissection, histological studies, and physiology are featured in the laboratory component. Anatomy and physiology laboratory is required.

**BIO 202 HUMAN ANATOMY AND PHYSIOLOGY II**
Prerequisite(s): BIO 201, or as required by program.
Human Anatomy and Physiology II covers the structure and function of the human body. Subjects include the circulatory system, the respiratory system, the digestive system, the urinary system, the reproductive system, and the nervous system. Dissection, histological studies, and physiology are featured in the laboratory component. An anatomy and physiology laboratory is required.

**BIO 210 INTRODUCTION TO BUSINESS**
Prerequisite(s): As required by program.
This course is an introduction to the principles of business management, including the role of business in society, business ethics, and the legal and regulatory environment. This course is a prerequisite for all subsequent business courses.

**BIO 211 BASIC CONSTRUCTION TOOLS AND MATERIALS**
Prerequisite(s): As required by program.
This course is an introductory course on the use of basic tools and materials used in the construction industry. This course includes safety, hand tools, hand-held power tools, and construction materials. Upon completion, students should be able to work safely within the industry and operate various hand tools and power tools. CORE

**BIO 212 FLOORS AND WALLS FINISHING**
Prerequisite(s): As required by program.
This course focuses on the basic foundations systems and construction framing. Topics include framing, walls, floors, and windows. Upon completion, students should be able to frame and finish a structure, install windows and doors, and build floors and walls. This course is a prerequisite for all subsequent construction courses.

**BIO 213 INTERIOR AND EXTERIOR FINISHES**
Prerequisite(s): As required by program.
This course is designed to provide an in-depth understanding of interior finishing for finishes and finishing applications. Topics include interior and exterior wall coverings, interior and exterior finishes, and the installation of windows, doors, and hardware. Upon completion, students should be able to frame and finish a structure, install windows and doors, and build floors and walls. This course is a prerequisite for all subsequent construction courses.

**BIO 214 ON-GRADE CONCRETE**
Prerequisite(s): As required by program.
This course covers the techniques and principles required to design on-grade concrete forms. Topics include concrete aspects, footing, foundation, concrete walls, and concrete floors and walls. Upon completion, students should be able to frame and finish a structure, install windows and doors, and build floors and walls. This course is a prerequisite for all subsequent construction courses.

**BIO 215 ROOF AND CEILING FRAMING**
Prerequisite(s): As required by program.
This course covers the construction and installation of roofs and ceilings. Topics include framing, roofing, insulation, and the installation of windows, doors, and hardware. Upon completion, students should be able to frame and finish a structure, install windows and doors, and build floors and walls. This course is a prerequisite for all subsequent construction courses.

**BIO 216 SOILS AND SITE WORK**
Prerequisite(s): As required by program.
This course is an introduction to the principles of site preparation, including soil classification, soil testing, and the installation of foundations. Topics include the use of excavating equipment, site preparation, and site layout. Upon completion, students should be able to excavate and prepare the site for construction, install foundations, and prepare the site for construction. This course is a prerequisite for all subsequent construction courses.

**BIO 217 CONSTRUCTION SURVEYING**
Prerequisite(s): As required by program.
This course is an introduction to the principles of construction surveying, including the use of surveying equipment and the installation of site features. Topics include the use of surveying equipment, site layout, and the installation of site features. Upon completion, students should be able to use surveying equipment and the installation of site features. This course is a prerequisite for all subsequent construction courses.

**BIO 218 HUMAN PATHOPHYSIOLOGY**
Prerequisite: As required by program.
This course covers the effects of disease on the human body, including the pathophysiology of common diseases. Topics include the effects of disease on the cardiovascular, respiratory, digestive, and nervous systems. Upon completion, students should be able to understand the effects of disease on the human body. NDC CORE

**BIO 219 LAW AND BANKING PRINCIPLES**
Prerequisite(s): As required by program.
This course is an introduction to the principles of law and banking. Topics include the principles of law and banking, including the use of legal and banking terminology. Upon completion, students should be able to understand the principles of law and banking. This course is a prerequisite for all subsequent business courses.

**BIO 220 MICROBIOLOGY**
Prerequisite(s): BIO 103 (Recommended: 4 Semester of Chemistry) and/or as required by program.
This course is an introductory course to microbiology. It covers the basic principles of microbiology, including the nature of microorganisms, reproduction, and the relationships between microorganisms and their environment. This course is required for all subsequent microbiology courses.

**BUS 100 INTRODUCTION TO BUSINESS**
Prerequisite(s): As required by program.
This course introduces students to the principles of business management, including the role of business in society, business ethics, and the legal and regulatory environment. This course is a prerequisite for all subsequent business courses.

**BUS 101 WORKSHOP I**
Prerequisite(s): As required by program.
This course is a part of a series of workshops where current topics of interest are presented. They are offered upon demand and can be tailored for the needs of individuals, businesses, and industry. This course is a prerequisite for all subsequent business workshops.

**BUS 102 WORKSHOP II**
Prerequisite(s): As required by program.
This course is a part of a series of workshops where current topics of interest are presented. They are offered upon demand and can be tailored for the needs of individuals, businesses, and industry. This course is a prerequisite for all subsequent business workshops.

**BUS 103 MANAGEMENT WORKSHOP**
Prerequisite(s): As required by program.
This course is a part of a series of workshops where current topics of interest are presented. They are offered upon demand and can be tailored for the needs of individuals, businesses, and industry. This course is a prerequisite for all subsequent business workshops.

**BUS 104 BUSINESS OPPORTUNITY DEVELOPMENT**
Prerequisite(s): Instructor Approval and Minimum and/or as required by program.
This course is an introduction to the computer systems used in a typical business setting. Topics include general computer concepts, basic computer operations, word processing, and the use of spreadsheet software. This course is a prerequisite for all subsequent business workshops.

**BUS 105 COMPUTER INFORMATION SYSTEMS IN A Call-Center**
Prerequisite(s): Instructor Approval and Minimum and/or as required by program.
This course is an introduction to the principles of information systems in a call-center. Topics include basic computer concepts, basic computer operations, word processing, and the use of spreadsheet software. This course is a prerequisite for all subsequent business workshops.

**BUS 200 PRINCIPLES OF ACCOUNTING**
Prerequisite(s): As required by program.
This course is designed to provide a basic theory of accounting and principles used by businesses and other organizations. Topics include the principles of accounting, including the accounting cycle, and financial statement preparation analysis.


**BUS 242 PRINCIPLES OF MANAGEMENT**  
**Prerequisite:** BUS 241 and/or as required by program.

This course provides an overview of the legal and social environment, with emphasis on the legal, political, economic, and social forces that influence business. Topics include business and economic environments, marketing, social responsibility, and cross-cultural management. The course emphasizes legal issues and the role of the businessperson in responding to social responsibility issues. This course is designed to develop management concepts and techniques of industrial accounting procedures. Emphasis is placed on cost behavior, cost-volume-profit analysis, cost management, and use of information for planning, control, and decision-making.

**BUS 246 ACCOUNTING THE MICROECONOMIST**  
**Prerequisite:** BUS 242 and/or required by program.

This course utilizes the microcomputer in a study of accounting principles and business ethics. The course is designed to give students a practical understanding of financial statements, measuring business activity, and making rational business decisions.

**BUS 248 MANAGEMENT II**  
**Prerequisite:** BUS 242, 246, and/or as required by program.

This course is designed to develop management concepts and techniques of industrial accounting procedures. Emphasis is placed on cost behavior, cost-volume-profit analysis, cost management, and use of information for planning, control, and decision-making.

**BUS 261 BUSINESS LAW II**  
**Prerequisite:** As required by program.

The course provides an overview of legal principles affecting businesses. Topics include contracts, agency and employment, negotiable instruments, bailments, and sale of goods.

**BUS 262 BUSINESS LAW II**  
**Prerequisite:** As required by program.

This course is designed to develop management concepts and techniques of industrial accounting procedures. Emphasis is placed on cost behavior, cost-volume-profit analysis, cost management, and use of information for planning, control, and decision-making.

**BUS 263 THE LEGAL AND SOCIAL ENVIRONMENT**  
**Prerequisite:** As required by program.

This course provides an overview of the legal and social environment for business operations with emphasis on the legal and social issues affecting business professionals. Topics include the Constitution, the Bill of Rights, the legal process, civil and criminal law, contracts and agency, burdens of proof, evidence, statutory law, and personal liability.

**BUS 275 PRINCIPLES OF MANAGEMENT**  
**Prerequisite:** As required by program.

This course provides a basic study of the principles of management. Topics include planning, organizing, leading, directing, and controlling with emphasis on practical business applications.

**BUS 276 HUMAN RESOURCE MANAGEMENT**  
**Prerequisite:** As required by program.

This course provides an overview of the responsibilities of the supervisor of human resources. Topics include the selection, placement, training, orientation, rating, promotion, and transfer of employees.

**BUS 283 MANAGEMENT SEMINAR**  
**Prerequisite:** As required by program.

This course offers a study of current problems, issues, and developments in the area of management. The course is designed to give students a practical understanding of financial statements, measuring business activity, and making rational business decisions.

**BUS 285 SMALL BUSINESS MANAGEMENT**  
**Prerequisite:** As required by program.

This course provides an overview of the creation and operation of a small business. Topics include starting a franchise, starting a business, identifying capital resources, operating a small business, building customer credit, managing accounting systems, budgeting systems, inventory systems, purchasing insurance, and the importance of proper legal counsel.

**BUS 294 MANAGEMENT I**  
**Prerequisite:** As required by program.

This course is designed to develop management concepts and techniques of industrial accounting procedures. Emphasis is placed on cost behavior, cost-volume-profit analysis, cost management, and use of information for planning, control, and decision-making.

**BUS 296 BUSINESSES IN THE COMMUNITY**  
**Prerequisite:** Minimum 6 Semester Completed/Minimum GP 2.0 (C) and/or as required by program.

This course is designed to develop management concepts and techniques of industrial accounting procedures. Emphasis is placed on cost behavior, cost-volume-profit analysis, cost management, and use of information for planning, control, and decision-making.

**CORE**  
**Prerequisite:** As required by program.

This course introduces student to the opportunities in and requirements of the business environment. Emphasis is placed on computing skills, personal computer skills, and software applications that are used in the commercial art industry. Emphasis is placed on computer terms, file operations, file manipulation, word processing skills, and software applications.

**DPT 101 INTRODUCTORY TECHNICAL LANGUAGE**  
**Prerequisite:** As required by program.

This course is designed to develop management concepts and techniques of industrial accounting procedures. Emphasis is placed on cost behavior, cost-volume-profit analysis, cost management, and use of information for planning, control, and decision-making.

**NCA 283 INTRODUCTION TO LUMBER PRODUCTION**  
**Prerequisite:** CAR 111. Corequisite: CAR 133.

This course introduces the student to interior and exterior finishing materials and techniques. Topics include interior trim of windows and doors, ceilings and wall moldings, exterior siding, trim work, painting, and mural finishing. Upon completion the student should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 320 INTERIOR AND EXTERIOR FINISHING**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 321 INTRODUCTION TO LUMBER PRODUCTION**  
**Prerequisite:** NCA 111. Corequisite: NCA 123.

This course introduces the student to the basic concepts of blueprint reading. Topics include identifying different types of blueprints. Upon completion the student should be able to identify drawings, sketch various drawings, identify different types of lines, symbols, and numbers and proper application of these items. Upon completion students should be able to identify different types of doors, windows, and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 322 CONCRETE AND MASONRY**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Topics include cutting and installing concrete, concrete forms, reinforcement methods, finishing concrete, and job safety. Upon completion students should be expected to be able to list safety rules for the job site, identify exterior and interior finishes and trims, and describe the different types of concrete forms are built, and how concrete is poured, reinforced, and finished.

**NCA 323 CONCRETE AND MASONRY II**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to list safety rules for the job site, identify exterior and interior finishes and trims, and describe the different types of concrete forms are built, and how concrete is poured, reinforced, and finished.

**NCA 324 INTRODUCTION TO CARPENTRY**  
**Prerequisite:** As required by program.

This course is an introductory course that teaches basic carpentry skills. Upon completion, students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 325 ROOF AND CEILING SYSTEMS**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 326 ROOF AND CEILING SYSTEMS II**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 327 ROOF AND CEILING SYSTEMS III**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 328 ROOF AND CEILING SYSTEMS IV**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 329 ROOF AND CEILING SYSTEMS V**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 330 ROOF AND CEILING SYSTEMS VI**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 331 ROOF AND CEILING SYSTEMS VII**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 332 ROOF AND CEILING SYSTEMS VIII**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.

**NCA 333 ROOF AND CEILING SYSTEMS IX**  
**Prerequisite:** As required by program.

This course introduces the student to interior and exterior finishing materials and techniques. Upon completion students should be able to identify different types of doors, windows and moldings and select the correct materials. Students will identify exterior and interior finishes and trims, and describe the different types of paints and their proper application. NCA 133.
**CULINARY ARTS (CFS)**

**CFS 102  CATERING**

**Prerequisite:** As required by program.

This course includes the theory and practice of operating a catering business. Topics include equipment, menu, personnel, catering techniques, and kitchen safety. Upon completion, students will be able to develop menus for various types of catering events.

**CFS 110  BASIC FOOD PREPARATION**

**Prerequisite:** As required by program.

This course introduces the fundamental concepts and techniques involved in preparing and serving food. Topics include food safety, sanitation, and nutrition. Upon completion, students will be able to competently perform tasks related to food preparation and service.

**CFS 112  SANITATION, SAFETY, AND ACCOUNTABILITY**

**Prerequisite:** As required by program.

This course covers the principles of sanitation and safety as related to the foodservice industry. Topics include food safety, food spoilage, food poisoning, and personal health and hygiene. Upon completion, students will be able to apply knowledge of sanitation and safety to their work environment.

**CFS 144  MEAL MANAGEMENT**

**Prerequisite:** As required by program.

This course covers the principles of meal management. Topics include menu planning, food selection, and kitchen equipment. Upon completion, students will be able to design menus and kitchen equipment to meet the nutritional needs of the target population.

**CFS 213  FOOD PURCHASING AND COST CONTROL**

**Prerequisite:** As required by program.

This course covers the principles of food purchasing and cost control. Topics include food cost analysis, purchasing strategies, and inventory control. Upon completion, students will be able to develop and implement effective food cost control systems.

**CFS 216  FOOD AND DRUG INTERACTION**

**Prerequisite:** As required by program.

This course introduces the student to the planning of special diets in relation to food and drug interactions. Topics include the principles of H.A.C.C.P. systems. Upon completion, students will be able to apply knowledge of H.A.C.C.P. systems to foodservice industry operations.

**CFS 232  DIETARY MANAGEMENT**

**Prerequisite:** As required by program.

This course includes the basic principles of modifying diets by changing consistency, energy value, or nutrient content to meet a specific need. Topics include special diets such as diabetic, renal, and other nutritional considerations. Upon completion, students will be able to develop and implement dietary plans for special populations.

**CHM 104  INTRODUCTION TO INORGANIC CHEMISTRY**

**Prerequisite:** MTH 122 or equivalent placement score and/or as required by program.

This course is a survey course of general chemistry for students who do not intend to major in science or engineering and may not be substituted for CHM 111. Lecture will emphasize the development of general chemical concepts, including the study of chemical reactions, properties, and structures of the periodic table, bonding concepts, equations, reactions, stoichiometry, gas laws, nuclear, and environmental reactions. Laboratory is required. Lecture and laboratory.

**CHM 105  INTRODUCTION TO ORGANIC CHEMISTRY**

**Prerequisite:** As required by program.

This is a survey course of organic chemistry and biochemistry for students who do not intend to major in science or engineering. Topics will include basic structure and classification of organic compounds, typical organic reactions, reactions involved in life processes, and the relationships of organic compounds. Laboratory is required.

**CHM 111  CHEMISTRY I**

**Prerequisite:** MTH 122 or equivalent placement score and/or as required by program.

This is the first course in a two-semester sequence designed for the science or pre-nursing student. This course is intended to be a strong background in mathematics. Topics covered include scientific notation, solutions, acids and bases, stoichiometry, nuclear equations, gas laws, bonding, molecular structure, ionic equilibria of weak electrolytes, solubility product principles, chemical thermodynamics, combustion, oxidation-reduction, nuclear chemistry, an introduction to organic chemistry and biochemistry, atmospheric chemistry, and selected topics in descriptive chemistry including the metals, nonmetals, semimetals, coordination compounds, transition compounds, and post-transition compounds. Laboratory is required.

**CHM 221  ORGANIC CHEMISTRY I**

**Prerequisite:** CHM 111 and/or as required by program.

This is the first course in a two-semester sequence. Topics in this course include nomenclature, structure, physical and chemical properties, synthesis, and typical reactions for alkanes, alkenes, aromatic, and biological compounds. Emphasis will be placed on special reactions. A laboratory component is included which will include the synthesis and confirmation of representative organic compounds with emphasis on biological compounds. Lecture and laboratory.

**CHM 222  ORGANIC CHEMISTRY II**

**Prerequisite:** CHM 221 and/or as required by program.

This is the second course in a two-semester sequence. Topics in this course include nomenclature, structure, physical and chemical properties, synthesis, and typical reactions for alkanes, alkenes, aromatic, and biological compounds, polynuclear aromatics, and their derivatives, with special emphasis on reaction mechanisms, stoichiometry, and stereochemical effects. Laboratory is required. This course includes the synthesis and confirmation of representative organic compounds with emphasis on basic techniques.
CHD 211 CHILD DEVELOPMENT 1-2
Prerequisite(s): As required by program.
A selection of topics stressing selected issues of children's development is addressed in this course. Subject matter will vary according to faculty and student needs. Upon completion, students should demonstrate competencies designed to assess course objectives.

CHD 215 SUPERVISED PRACTICAL 1-3
Prerequisite(s): As required by program.
This course provides a minimum of 80 hours of supervised practical experience in the field of child development. Hours are supervised and directed, and student are compensated. Prerequisites: Admission to Practicum I and approval of the instructor.

CLR 100 BASIC KEYBOARDING 3
Prerequisite(s): As required by program.
This course is designed to teach touch keyboarding skills for efficient use of the typewriter or microcomputer. Emphasis is on proper technique while keying on a typewriter or microcomputer keyboard.

CLR 104 ADVANCED KEYBOARDING 3
Prerequisite(s): As required by program.
This course is designed to teach touch keyboarding skills for efficient use of the typical office computer software. Emphasis is on the application of communication principles to produce business documents that meet standards of typography, grammar, punctuation, and spelling. Upon completion, the student should be able to demonstrate proficiency in the operation and management of applicable hardware and software.

CLR 116 MICROCOMPUTER APPLICATIONS 3
Prerequisite(s): As required by program.
This course is designed to introduce the student to the Windows environment. Emphasis is on the use of industry-standard software to generate appropriately formatted, accurate and attractive business documents and presentations. Upon completion, students should be able to create standard reports, spreadsheets, and presentations, and should be familiar with the Windows environment.

CLR 125 BASIC WORD PROCESSING 3
Prerequisite(s): As required by program.
This course is designed to provide the student with basic word processing skills. Emphasis is on the use of industry-standard software to generate appropriately formatted, accurate, and attractive business documents. Upon completion, the student should be able to demonstrate proficiency in the operation and management of applicable hardware and software.

CLR 133 BUSINESS COMMUNICATIONS 3
Prerequisite(s): As required by program.
This course is designed to provide the student with skills necessary to communicate effectively. Emphasis is on the application and communication of these skills in order to produce clear, correct, logically-organized business communications. Upon completion, the student should be able to demonstrate effective communication techniques in written, oral, and visual/verbal media.

CLR 218 OFFICE PROCEDURES 3
Prerequisite(s): As required by program.
This course is designed to develop an awareness of the responsibilities and opportunities of the office professional. Emphasis is on current operating functions, procedures, and tasks in the office environment, attitudes, and written and oral communications and professionalism. Upon completion, the student should be able to effectively perform office duties in an office support role.

CIS 110 INTRODUCTION TO COMPUTER LOGIC AND PROGRAMMING 3
Prerequisite(s): As required by program.
This course introduces the students to the logical design and problem solving techniques used by programmers and develops the basics of problem solving, compilation, and compilation and computing problems. The most commonly used techniques of flowcharts, structure charts, and pseudocode are introduced and students will be expected to apply the techniques to design simple problems. A programming language is not introduced.

CIS 115 PRESENTATIONS GRAPHICS SOFTWARE APPLICATIONS 3
Prerequisite(s): As required by program.
This course provides students with hands-on experience using presentation graphics software. Emphasis will be placed on developing skills in the production of a wide variety of presentations. Emphasis is on planning, developing, and editing functions associated with presentations.

CIS 117 DATABASE MANAGEMENT SOFTWARE APPLICATIONS 3
Prerequisite(s): As required by program.
This course provides students with hands-on experience using presentation graphics software. Emphasis will be placed on developing skills in the production of a wide variety of presentations. Emphasis is on planning, developing, and editing functions associated with presentations.

CIS 121 NETWORKING 3
Prerequisite(s): As required by program.
This course is an introduction to the analysis and operation of computer networks. Emphasis is on the development and management of problem for network applications. Upon completion, the student will be able to: design a network that is efficient, reliable, and secure; design and implement a network that meets the needs of a specific application; and design and implement a network that is secure from attack.

CIS 130 INTRODUCTION TO INFORMATION SYSTEMS 3
Prerequisite(s): As required by program.
This course provides an introduction to the field of information systems. Emphasis is on the design and implementation of information systems, including the development and management of problem for network applications. Upon completion, the student will be able to: design a network that is efficient, reliable, and secure; design and implement a network that meets the needs of a specific application; and design and implement a network that is secure from attack.

CIS 135 INTERNET PROGRAMMING 3
Prerequisite(s): As required by program.
This course is an introduction to the development of web-based applications using industry-standard software. Emphasis is on the application of communication principles to produce business documents that meet standards of typography, grammar, punctuation, and spelling. Upon completion, the student should be able to demonstrate proficiency in the operation and management of applicable hardware and software.

CIS 145 ADVANCED MICRO PROCESSORS 3
Prerequisite(s): As required by program.
This course is designed to provide the student with basic word processing skills. Emphasis is on the use of industry-standard software to generate appropriately formatted, accurate, and attractive business documents. Upon completion, the student should be able to demonstrate proficiency in the operation and management of applicable hardware and software.

CIS 147 ADVANCED MICRO PROCESSORS 3
Prerequisite(s): As required by program.
This course is designed to provide the student with basic word processing skills. Emphasis is on the use of industry-standard software to generate appropriately formatted, accurate, and attractive business documents. Upon completion, the student should be able to demonstrate proficiency in the operation and management of applicable hardware and software.

CIS 148 POST ADVANCED MICRO PROCESSORS 3
Prerequisite(s): As required by program.
This course is designed to provide the student with basic word processing skills. Emphasis is on the use of industry-standard software to generate appropriately formatted, accurate, and attractive business documents. Upon completion, the student should be able to demonstrate proficiency in the operation and management of applicable hardware and software.

CIS 151 GRAPHICS FOR WORLD WIDE WEB 3
Prerequisite(s): As required by program.
This course is an introduction to the creation of graphical content for the World Wide Web. Emphasis is on the use of industry-standard software to generate appropriately formatted, accurate, and attractive business documents. Upon completion, the student should be able to demonstrate proficiency in the operation and management of applicable hardware and software.

CIS 160 MULTIMEDIA FOR THE WORLD-WIDE WEB 3
Prerequisite(s): As required by program.  Corequisite(s): CIS 151.
This course is designed to provide the student with skills necessary to communicate effectively. Emphasis is on the application and communication of these skills in order to produce clear, correct, logically-organized business communications. Upon completion, the student should be able to demonstrate effective communication techniques in written, oral, and visual/verbal media.

CIS 161 CISCO I 3
Prerequisite(s): As required by program.
This course is the first part of a four-part curriculum leading to Cisco Certified Network Associate (CCNA) certification. This course concentrates on the physical layer network interfaces, topology, basic network technologies, IP addressing, and IP addressing technologies. Upon completion, the student will be able to: configure static IP addresses; assign IPv4 addresses; and configure DNS.

CIS 162 CISCO II 3
Prerequisite(s): As required by program.
This course is the second part of a four-part curriculum leading to Cisco Certified Network Associate (CCNA) certification. This course concentrates on the physical layer network interfaces, topology, basic network technologies, IP addressing, and IP addressing technologies. Upon completion, the student will be able to: configure static IP addresses; assign IPv4 addresses; and configure DNS.

CIS 163 CISCO III 3
Prerequisite(s): As required by program.
This course is the third part of a four-part curriculum leading to Cisco Certified Network Associate (CCNA) certification. This course concentrates on the physical layer network interfaces, topology, basic network technologies, IP addressing, and IP addressing technologies. Upon completion, the student will be able to: configure static IP addresses; assign IPv4 addresses; and configure DNS.

CIS 164 CISCO IV 3
Prerequisite(s): As required by program.
This course is the fourth part of a four-part curriculum leading to Cisco Certified Network Associate (CCNA) certification. This course concentrates on WANs and VLANs, routing and switching, and security. Upon completion, students will be able to: connect private networks through a virtual private network; configure an access list to secure the network; and configure security features for VLANs and networks.
Prerequisite(s): As required by program

This course is designed to introduce students to basic concepts of computer networking. Emphasis is placed on terminology and technology involved in implementing selected network operating systems such as Novell Netware, UNIX, Windows NT, network protocols, topologies, communication protocols, transmission media, networking hardware and software, and network security. The course will help participants develop a foundation required to help prepare for the Network+ Certification. The class will help participants prepare for the Network+ Certification Exam (CND). This course is a suitable substitute for CIS 279, Networking Fundamentals.

CIS 275 WORKSTATION ADMINISTRATION
Prerequisite(s): As required by program

This course provides students with hands-on practical experience in installing and troubleshooting computer components and peripheral hardware. Students gain hands-on experience in managing and maintaining a network operating system environment.

CIS 276 SERVER ADMINISTRATION
Prerequisite(s): As required by program

This course introduces network operating system administration. Topics included in this course are planning and implementing, managing, and maintaining network operating systems and services such as client/server management, security, service monitoring, and user access and accounting. Upon completion, the student will be able to demonstrate knowledge of the topics through the completion of projects and appropriate tests.

CIS 277 NETWORK SERVICES ADMINISTRATION
Prerequisite(s): As required by program

This course provides an introduction to the administration of fundamental networking services and protocols. Topics included in this course are planning and implementing, managing, and maintaining network operating systems and services such as client/server management, security, and service monitoring. Upon completion, the student will be able to demonstrate knowledge of the topics through the completion of projects and appropriate tests.

CIS 278 DIRECTORIES SERVICES ADMINISTRATION
Prerequisite(s): As required by program

This course covers the study of directory infrastructure design. Topics included in this course are strategies for planning and implementing network directory organizational and administrative structures. Students gain hands-on experience with directory management, user, group, and computer account management, shared resources, user and group permissions, and network directory services. Upon completion, the student will be able to demonstrate knowledge of the topics through the completion of projects and appropriate tests.

CIS 279 NETWORK SECURITY
Prerequisite(s): As required by program

This course provides a study of network security and methods of securing a computer network from intruders. Topics included in this course are security analysis, intrusion detection, and methods of securing authentication, access, network access, and network security. Upon completion, the student will be able to demonstrate knowledge of the topics through the completion of projects and appropriate tests.

CIS 280 COMPUTER SECURITY
Prerequisite(s): As required by program

This course provides an introduction to the field of computer forensics and investigation. The course helps prepare students for the International Association of Computer Investigative Specialists (IACS) certification.

CIS 284 CIS INTERNSHIP
Prerequisite(s): As required by program

This course is designed to provide the student with an opportunity to work in a dynamic, job-related environment. Emphasis is placed on the student’s “real-world” work experience as it integrates analogous with practical applications that relate meaningfully to the course’s theoretical discipline. Significance is placed on the efficient and accurate performance of job tasks as provided by the “real-world” work environment. In addition, emphasis is placed on the development of the student’s critical thinking, evaluation of the student, and the content of a report submitted by the student. Upon completion of the course, the student will be able to demonstrate the ability to apply and knowledge and skills gained in the classroom to a “real world” work experience.

CIS 285 OBJECT ORIENTED PROGRAMMING
Prerequisite(s): As required by program

The nature of computerized management information systems, problems created by the computer relative to personal, components of computer systems, programming, and applications of all major problems.

CIS 287 SQL SERVER
Prerequisite(s): As required by program

This course provides students with the technical skill required to install, configure, administer, and troubleshoot SQL Server database management system. At the completion of this course, the student should be able to: identify the features of SQL Server and the responsibilities and challenges in system administration; identify the basic SQL commands, stored procedures and functions; use T-SQL to query, modify, and configure SQL Server; manage data storage using database and partition data using segments; manage the user accounts; manage user permissions; identify the various security features; identify the methods of data and object security; identify the methods of data and object security; identify the methods of securing authentication, access, network access, and network security. Upon completion, the student will be able to demonstrate knowledge of the topics through the completion of projects and appropriate tests.

CIS 289 SPECIAL TOPICS
Prerequisite(s): As required by program

This course allows students to study current and relevant computer science topics, with the course being able to be repeated for credit for each different topic covered. Course content will be determined by the instructor and will vary according to the topic being covered. Upon completion, the student will be able to demonstrate comprehension of the special topic.

CIS 290 SPECIAL TOPICS 1
Prerequisite(s): As required by program

This course allows students to study current and relevant computer science topics, with the course being able to be repeated for credit for each different topic covered. Course content will be determined by the instructor and will vary according to the topic being covered. Upon completion, the student will be able to demonstrate comprehension of the special topic.

CIS 291 CASE STUDY IN COMPUTER SCIENCE
Prerequisite(s): As required by program

This course is a case study involving the assignment of a complete system development project, including design, programming, implementation, and documentation. Topics include project planning, data flow analysis, I/O design, and user and system documentation. Upon completion, students should be able to design, code, test, and document a complete computer information system.

CIS 292 SPECIAL TOPICS
Prerequisite(s): As required by program

This course allows students to study current and relevant computer science topics, with the course being able to be repeated for credit for each different topic covered. Course content will be determined by the instructor and will vary according to the topic being covered. Upon completion, the student will be able to demonstrate comprehension of the special topic.

CIS 293 SPECIAL TOPICS 1
Prerequisite(s): As required by program

This course allows students to study current and relevant computer science topics, with the course being able to be repeated for credit for each different topic covered. Course content will be determined by the instructor and will vary according to the topic being covered. Upon completion, the student will be able to demonstrate comprehension of the special topic.

CIS 294 SPECIAL TOPICS
Prerequisite(s): As required by program

This course allows students to study current and relevant computer science topics, with the course being able to be repeated for credit for each different topic covered. Course content will be determined by the instructor and will vary according to the topic being covered. Upon completion, the student will be able to demonstrate comprehension of the special topic.
DDT 111  FUNDAMENTALS OF DRAFTING                          3
Prerequisite: As required by program.
This course is designed to allow the student the opportunity for clinical observation and 
practical work experience in clinical settings under the supervision of a licensed dentist. 
Upon completion, students will be placed in a chair-side assisting position. Upon completion, 
students should be able to demonstrate basic skills in the area of chair-side assisting. CORE

DDT 112  DENTAL RADIOLOGY                                3
Prerequisite: As required by program.
This course is designed to provide the student with an understanding of the dental 
principles and instrumentation relating to dental x-ray procedures and diagnostic x-ray 
pictures. Upon completion, students should be able to safely perform these procedures. CORE

DDT 114  INDUSTRIAL BLUEPRINT READING                            3
Prerequisite: As required by program.
This course provides instruction on how to plan, develop and install equipment 
and procedures. Topics include menu customizing, programming, status 
command macros, script files, slides, and library operations. Upon completion, students 
should be able to use computerized systems, create and manipulate working programs, 
and write script files for the purpose of increasing the efficiency of the CAD-operating environment.

DDT 223  ADVANCED TECHNICAL DRAFTING                       3
Prerequisite: As required by college.
This course provides instruction in advanced technical drafting using CAD software. 
Students will learn advanced techniques in CAD and solid modeling. Students will work with 
more advanced construction drawings and create industry standard drafting. Students will be 
avaliuated based on the completion of the course. Upon completion, students should be able to 
create and manipulate working programs, and write script files for the purpose of increasing the efficiency of the 
CAD-operating environment. Graphics and Annotation.
This course is a survey of English literature from the Romantic Age to the present. It emphasizes the study of selected literary works and the development of literary techniques. Specific works will be discussed in class and students will prepare written and oral reports. This course is designed for students who have completed or are concurrently enrolled in ENG 102, or equivalent.

FRC 201 INTRODUCTION TO THE FIRE SERVICE
Course Description
Prerequisite(s): As required by program.
This course is structured for the fire officer who is ready to assume a leadership role by moving into the middle management level of his/her department. This course gives the officer more knowledge of management and supervision so that he/she can make basic evaluations of employee relations and assume a more proactive role in their department. This is a project-based class.

GEO 100 ORIENTATION AND TERMINOLOGY OF THE FIRE SERVICE
Course Description
Prerequisite(s): As required by program.
This course provides the student with basic information on the organization and function of public and private fire protection agencies. Emphasis is placed on the organization and function of federal, state, county, city, and private fire protection. CORE

FRC 204 FIRE COMBAT TACTICS AND STRATEGY
Course Description
Prerequisite(s): As required by program.
This course meets executive management level needs. The course is designed to meet the executive management needs of fire department departments. Students will discuss and apply federal and state laws, codes, regulations and standards relevant to the fire service. Both civil and criminal law will be addressed. CORE

ELECTRONIC TECHNOLOGY CIRCUITS (ETC) Course Descriptions
ETC 101 DC Fundamentals
Prerequisite: As required by college.
This course introduces students to working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

ETC 105 AC Fundamentals
Prerequisite: As required by college.
This course introduces students to working knowledge of the electric currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

ETC 107 ELECTRICAL BASEMENT BEADING I
Prerequisite: As required by college.
This course introduces students to working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

ETC 110 FIRE PROTECTION TECHNOLOGY 1
Prerequisite: As required by college.
This course introduces students to working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

FMD 130 INTRODUCTION TO FIRE PROTECTION TECHNOLOGY 2
Prerequisite: As required by program.
This course introduces students to working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

FMD 131 FIBER EXTINCTION PRINCIPLES
Prerequisite: As required by program.
This course is designed to provide the student with a working knowledge of the basic principles of fiber extinction. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

FMD 160 HAZARD AWARENESS
Prerequisite: As required by program.
This course is designed to provide the student with a working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

FMD 161 HAZARDOUS MATERIALS
Prerequisite: As required by program.
This course is designed to provide the student with a working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

FMD 208 FIRE COMBAT TACTICS AND STRATEGY
Prerequisite: As required by program.
This course is designed to provide the student with a working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

FMD 211 FIBER OPTIC SPlicing
Prerequisite: As required by program.
This course is designed to provide the student with a working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

FMD 212 VISUAL MERCHANTING
Prerequisite: As required by program.
This course is designed to provide the student with a working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.

FMD 213 MERCHANTING MANAGEMENT
Prerequisite: As required by program.
This course is designed to provide the student with a working knowledge of the electrical currents. This course is designed to provide the student with the knowledge to understand and apply the principles of electrical current. This course is designed for students who have completed or are concurrently enrolled in ETC 102 or equivalent.
**GEOGRAPHY**

**GEO 204 GIS APPLICATIONS AND PROGRAMMING**
Prerequisite: As required by program.
This course introduces students to GIS programming by utilizing Visual Basic programming skills. Students will work with Arc/Info and System Query Language (SQL) to design and modify GIS tools and commands, create new GIS tools, automate existing operations, integrate ArcGIS software with other software applications. *Permission Approval.*

**GEO 205**

**GEO 210 INTRODUCTION TO THE GRAPHIC COMMUNICATIONS INDUSTRY**
Prerequisite: As required by program.
This course introduces students to digital imaging and page production. Emphasis is placed on students developing an overview of the industry. Upon completion, students should be able to use industry terminology, understand current and emerging trends in technology, and make decisions about career options.

**GEO 214 INTRODUCTION TO COMPUTER GRAPHICS**
Prerequisite: As required by program.
This course introduces students to digital imaging. Emphasis is placed on painting and editing, creating special effects, basic image corrections, photo retouching, preparing images for web publications and creating color separations. Upon completion, students should be able to name and identify the different tools, work with multiple layer images, research a photograph, create special effects and prepare an image for a web publication.

**GEO 219**

**GEO 220 COMPUTER GRAPHICS**
Prerequisite: As required by program.
This course introduces students to digital graphics. Emphasis is placed on painting and editing, creating special effects, basic image corrections, photo retouching, preparing images for web publications and creating color separations. Upon completion, students should be able to name and identify the different tools, work with multiple layer images, research a photograph, create special effects and prepare an image for a web publication.

**GEO 221 PERSONAL HEALTH**
Prerequisite(s): As required by program.
This course provides an overview of the origins, development, and social influence of human sexuality, nutrition and fitness, aging, death and dying.

**GEO 222 INTRODUCTION TO COMMUNITY HEALTH**
Prerequisite(s): As required by program.
This course introduces students to the causes and prevention of communicable and non-communicable diseases, control of communicable diseases, and the understanding of depressants and stimulants and their effects on the body. Emphasis is placed on students developing an overview of the industry. Upon completion, students should be able to use industry terminology, understand current and emerging trends in technology, and make decisions about career options.

**GEO 224 GRAPHICS AND PRINTING (GPC)**
Prerequisite: As required by program.
This course introduces students to the basic concepts and skills of image and page production and assembly necessary for commercial printing. Topics include graphic design, page layout, typography, color management, halftone images, and four-color print pieces. Upon completion, students should be able to recognize and evaluate quality line, letterpress and continuous -page digital documents suitable for low - or high- resolution production. Upon completion, students should be able to recognize low -cost technology, understand current and emerging trends in technology, and make decisions about career options.

**GEO 225**

**GEO 228 ELECTRONIC PAGE LAYOUT**
Prerequisite(s): As required by program.
This course introduces students to digital page layout. Topics include importing, combining and manipulating text and graphic elements for composite page layout and composition. Upon completion, students should be able to plan, prepare, select, and display items. Upon completion, students should be able to plan, prepare, select, and display items. Upon completion, students should be able to plan, prepare, select, and display items. Upon completion, students should be able to plan, prepare, select, and display items. Upon completion, students should be able to plan, prepare, select, and display items. Upon completion, students should be able to plan, prepare, select, and display items. Upon completion, students should be able to plan, prepare, select, and display items. Upon completion, students should be able to plan, prepare, select, and display items. Upon completion, students should be able to plan, prepare, select, and display items. 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INT 127 RESIDENTIAL DESIGN
Prerequisite: As required by program.
This course provides instruction in basic principles and techniques involved in interfacing microcomputers to various electronic/mechanical devices to produce graphic and geographical movement. Upon completion, students should be able to apply the principles of electronic devices.

IND 129 SPECIAL TOPICS IN INDUSTRY
Prerequisite: As required by program.
This course provides an introduction in various areas related to the industry design industry. Emphasis is placed on meeting student’s needs.

INT 134 PRINCIPLES OF INDUSTRIAL MAINTENANCE
Prerequisite: As required by program.
This course is designed to provide the student with a comprehensive practical knowledge of how to install, operate and service the application of various wall and floor coverings. Topics include tiles and floor covering, walls and floor treatments, and cabinets. Upon completion, students should be able to identify and test various wall and floor coverings.

INT 142 INTERIOR COMPUTER DESIGN
Prerequisite: As required by program.
This course introduces updated equipment and techniques in interior design and decorating taught in an Apple Macintosh computer lab. The course includes the use of computer software and related interior design, decorating, and computer programs. Upon completion, students should be able to operate a computer with interior design and decorating software to plan, organize, and display the room decor using principles and elements of design.

INT 143 INTERIOR Finishes
Prerequisite: As required by program.
This course is designed to train the student in solving problems involving the use of residential and commercial finishes. Topics include the use of space, basic principles of handicapped accessibility, and planning for special needs. Upon completion, students should be able to solve space and access problems in designing interiors.

INT 150 PROGRAMMABLE LOGIC CONTROLLERS I
Prerequisite: As required by college.
This course is designed to introduce the student to the use of PLC’s (programmable logic controllers), including hardware, programming, and program design. Emphasis is placed on teaching the practical aspects of the technology. This course is designed to provide the student with the basic knowledge of electronic clothing washers and dishwashers. This course emphasizes the proper service, repair and installation of these two major household appliances. Upon completion students should understand the repair and maintenance procedures for residential clothes washers and dryers. NDC.

INT 155 PROGRAMMABLE LOGIC CONTROLLERS II
Prerequisite: As required by program.
This course is designed to teach the student about control systems in industrial manufacturing. Topics include control systems, process automation, troubleshooting, and computer interfacing. Upon completion, students should be able to troubleshoot and repair residential and commercial electrical systems.

INT 210 INDUSTRIAL ROBOTICS
Prerequisite: As required by program.
This course covers principles of electro-mechanical devices. Topics include the principles, concepts, and techniques involved in interfacing microcomputers to various electro-mechanical devices to produce graphic and geographical movement. Upon completion, students should be able to apply the principles of electro-mechanical devices.

MAR 121 PRINCIPLES OF ELECTRICITY
Prerequisite: As required by program.
This course is designed to provide the student with the basic knowledge of electrical theory, basic components, such as power and air conditioning and refrigeration. This course emphasizes safety, definitions, symbols, laws, circuits, and electrical components and devices. Upon completion, students should be able to apply the basic principles of circuits and circuit components. NDC.

MAR 124 RANGES, COOK-TOPS, AND OVENS
Prerequisite: As required by program.
This course is designed to provide the student with the knowledge of Installing, repair and design ranges, cook-tops and ovens. This is an extensive course designed to provide the student with the knowledge and repair of residential and commercial appliances. Upon completion, students should be able to design and troubleshoot repair and maintenance of residential and commercial appliances.

MAR 125 CLOTHES WASHERS AND DISHWASHERS
Prerequisite: As required by program.
This course is designed to train the student in the use of residential and commercial appliances. Topics include washers and dryers. Upon completion, students should be able to troubleshoot and repair residential appliances, using test equipment, and disassemble and reassemble dryers and washers.

MAR 127 REFRIGERATION TRANSFER/RECOVERY THEORY
Prerequisite: As required by college.
This course is designed to provide the student with the knowledge of residential and commercial refrigeration systems. Topics include refrigeration system components, system troubleshooting, and repair. Upon completion of the course, students should be able to troubleshoot and repair refrigeration systems.

MTH 205 VACUUM FLUID PRINCIPLES
Prerequisite: Permission of instructor.
A study of vacuum systems and fluid systems in the semiconductor manufacturing industry. Topics include materials, processes, and equipment used in the manufacturing of semiconductors. This course is designed to provide the student with the knowledge to correctly and efficiently diagnose and repair residential and commercial refrigeration systems and microwave ovens. NDC.

MTH 215 SEMICONDUCTOR MANUFACTURING TECH I
Prerequisite: As required by college.
The continuation of Semiconductor Manufacturing I covering the processes, materials, and equipment used in the manufacturing of semiconductors. Topics include process technology, processes and technologies, and troubleshooting of process equipment.

MTH 218 METALLIC-MECHANICAL SYSTEMS
Prerequisite: Permission of instructor.
A study of a variety of metals and their properties. The course covers the properties of metals, their applications, and effects of processing techniques, such as casting, welding, and forming. Emphasis will be placed on the effects of temperature and stress on the properties of metals.

MTH 221 INTERMEDIATE COLLEGE
Prerequisite(s): MTH 100 and/or as required by program.
This course emphasizes such topics as the solution of triangles, vectors, geometric concepts, conic sections, logarithms, polynomials and factoring, and an introduction to systems of equations and graphs.

MTH 228 PLANE TRIGONOMETRY
Prerequisite(s): MTH 221 or equivalent.
This course emphasizes such topics as the solution of triangles, vectors, geometric concepts, conic sections, logarithms, polynomials and factoring, and an introduction to systems of equations and graphs.

MTH 231 BASIC CEMENT MASONRY
Prerequisite: As required by program.
This course is designed to provide the student with the knowledge to install, or repair residential concrete slabs, brick, and block. Upon completion, students should be able to apply the basic principles of masonry installation and brickwork. NDC.

MTH 232 INTRO TO MASS MEDIA
Prerequisite: As required by program.
This course provides an introduction to the technique, form, style, and context of writing for the mass media, with an emphasis on print and broadcast media. Topics include journalism, advertising, advertising, promotion, public relations and Internet communications.

MTH 238 PLANT TRIGONOMETRY
Prerequisite(s): MTH 231 or equivalent.
This course emphasizes such topics as the solution of triangles, vectors, geometric concepts, conic sections, logarithms, polynomials and factoring, and an introduction to systems of equations and graphs.
work with binomial distributions and normal distributions), matrices and their applications in physics and computer science, an introduction to symbolic logic, linear models, linear programming, the simplex method and applications.

MTH 122 Precalculus II

Prerequisites: A minimum prerequisite of high school Algebra II, Geometry, and Trigonometry, or MTH 121 or an equivalent course. This course will focus on trigonometric functions, exponential and logarithmic functions, and their applications. Upon completion, students should be able to demonstrate competence using trigonometric, exponential, and logarithmic functions in solving applied problems. This course does not apply toward the general education requirement for mathematics.

MTH 150 Precalculus Algebra & Trig

Prerequisites: A minimum prerequisite of high school Algebra II, Geometry, Algebra III/Trigonometry, and Precalculus. This course includes the study of trigonometric functions and inverse trigonometric functions and their applications. Upon completion, students should be able to demonstrate competence using trigonometric, exponential, and logarithmic functions in solving applied problems. This course does not apply toward the general education requirement for mathematics.

MTH 161 MATHEMATICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of mathematical analysis and includes selected topics from consumer math and algebra. Some topics include: integers, percent, interest, ratio and proportion, metric system, probability, linear equations, and problem solving. This course is designed for students pursuing an AAS degree and does not meet the general core requirement for mathematics.

MTH 180 DISCRETE MATHEMATICS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to discrete mathematics and begins with the study of sets, logic, relations and function, mathematical induction, recursion, and asymptotic growth. Students learn how to solve discrete problems using combinatorial and graph theory. This course is designed for students pursuing an AAS degree and does not meet the general core requirement for mathematics.

MTH 230 PROBABILITY AND STATISTICS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of probability and statistical inference, including random variables, probability distributions, parameter estimation, confidence intervals, hypothesis testing, regression analysis, experimental design, and computer applications. This course is designed for students pursuing an AAS degree and does not meet the general core requirement for mathematics.

MTH 300 TECHNICAL MATHEMATICS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to technical mathematics and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 305 BASIC CALCULUS I

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 310 BASIC LEARNING PRINCIPLES

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 312 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 322 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 332 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 342 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 352 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 362 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 372 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 382 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.

MTH 392 MUSICAL ANALYSIS

Prerequisites: MTH 122 or other satisfactory placement. This course provides an introduction to the concepts of calculus and includes topics from algebra, analytic geometry, and trigonometry with emphasis on applications to engineering technology. Topics may include variations of calculus, determinant, exponential and logarithmic functions, and solutions of right triangles. This course does not apply toward the general education core requirement for mathematics.
This course is designed to teach the basic fundamentals of music and develop usable musical skills for the classroom teacher. The course includes rhythmic notation, simple and compound meter, pitch recognition, correct singing techniques, music terminology, and an understanding of the various music forms. The focus is on identifying and analyzing musical elements and concepts. Emphasis is on the development of basic reading and writing skills, notation, and music literacy. Upon completion of this course, students will be able to demonstrate a basic understanding of music theory, composition, and performance.

MUS 114: MUSICAL SKILLS FOR THE CLASSROOM TEACHER (3)
Prerequisite(s): As required by program
This course is designed to teach the basic fundamentals of music and develop usable musical skills for the classroom teacher. The course includes rhythmic notation, simple and compound meter, pitch recognition, correct singing techniques, music terminology, and an understanding of the various music forms. The focus is on identifying and analyzing musical elements and concepts. Emphasis is on the development of basic reading and writing skills, notation, and music literacy. Upon completion of this course, students will be able to demonstrate a basic understanding of music theory, composition, and performance.

MUS 201: TUNING & TONES (1)
Prerequisite(s): As required by program
This course is designed to teach the basic fundamentals of music and develop usable musical skills for the classroom teacher. The course includes rhythmic notation, simple and compound meter, pitch recognition, correct singing techniques, music terminology, and an understanding of the various music forms. The focus is on identifying and analyzing musical elements and concepts. Emphasis is on the development of basic reading and writing skills, notation, and music literacy. Upon completion of this course, students will be able to demonstrate a basic understanding of music theory, composition, and performance.

MUS 202: NURSING TOUCH THE LIFESPAN (3)
Prerequisite(s): As required by program
This course is designed to teach the basic fundamentals of music and develop usable musical skills for the classroom teacher. The course includes rhythmic notation, simple and compound meter, pitch recognition, correct singing techniques, music terminology, and an understanding of the various music forms. The focus is on identifying and analyzing musical elements and concepts. Emphasis is on the development of basic reading and writing skills, notation, and music literacy. Upon completion of this course, students will be able to demonstrate a basic understanding of music theory, composition, and performance.
OAD 202  LEGAL TRANSCRIPTION 3
Prerequisite(s): As required by program
This course is designed to provide an awareness of the responsibilities and opportunities of the medical transcriptionist in a legal environment. It covers topics such as legal terminology, basic medical terminology and medical record documentation. Emphasis is placed on transcribing legal documents from dictated recordings.
Upon completion, students should be able to demonstrate successful performance of skills required in an office support position.

OAD 244  DATABASE CONCEPTS 3
Prerequisite(s): As required by program
This course is designed to provide the student with a firm foundation in the use of computerized equipment and appropriate software in performing spreadsheet and database tasks. Topics include data entry, query languages, and design, common formulas, proper file and disk management procedures. Upon completion, the student should be able to use spreadsheet functions to design, format, and graph effective spreadsheets.

OAD 246  OFFICE GRAPHICS 3
Prerequisite(s): As required by program
This course is designed to introduce the student to the elements and techniques of page layout, graphics, and computerized equipment and appropriate software in performing spreadsheet and database tasks. Upon completion, the student should be able to create and manipulate data files and format output as documents and reports.

OAD 207  OFFICE MANAGEMENT 3
Prerequisite(s): As required by program
This course is designed to provide the student with an understanding of the concepts of database management, touch screen instruction and outside lab. Emphasis is on the basic features of data-entry software, terminology, and proper file and disk management procedures. Upon completion, the student should be able to create data files and format output as documents and reports.

OAD 230  ELECTRONIC PUBLISHING 3
Prerequisite(s): As required by program
This course is designed to introduce the student to the elements and techniques of page layout, graphics, and computerized equipment and appropriate software in performing spreadsheet and database tasks. Emphasis is placed on refining basic skills and learning new swim strokes. Upon completion, students should be able to demonstrate successful performance of skills required in an office support position.

PED 110  FUNDAMENTALS OF PHYSICAL FITNESS 3
Prerequisite(s): As required by program
This course introduces the basic techniques of physical education and physical fitness. It explores psychological and physiological effects of exercise and physical fitness in the maintenance and development of a healthy lifestyle. Emphasis is placed on refining basic skills and learning new swim strokes. Upon completion, students should be able to demonstrate successful performance of skills required in an office support position.

PED 103  BEGINNING WEIGHT TRAINING 3
Prerequisite(s): As required by program
This course covers advanced levels of weight training. Emphasis is placed on improving and developing physical fitness programs. Upon completion, students should be able to use strength and design concepts in the production of attractive publications.

PED 106  FUNDAMENTALS OF GOLF 3
Prerequisite(s): As required by program
This course introduces the concepts of golf for beginners. Emphasis is placed on instruction in golf and fundamental golf techniques. Upon completion, students should be able to demonstrate proper golf techniques.

PED 108  PHYSICAL EDUCATION (PED) Course Descriptions

PHYSICAL SCIENCE (PHS) Course Descriptions

PHILOSOPHY (PHL) Course Descriptions

PHL 206  ETHICS AND SOCIETY 3
Prerequisite(s): As required by program
This course covers the basics concepts and applications of office information systems. Emphasis is on components and capabilities of systems used to produce, communicate and manage information and career paths for office professionals. Upon completion, the student should be able to demonstrate knowledge of office information systems.
This course includes reading and interpreting the Southern Standard Code (SBCCI), which is an application of PLB 115. Emphasis is on the different kinds of system functions. Upon completion, students will be able to identify and explain relationships among the basic elements of American political systems and functions as more informed participants of the American political system.

POL 211 American National Government
Prerequisite: As required by program
This course surveys the background, constitutional principles, organization, and operation of the American political system. Topics include the U.S. Constitution, federalism, civil liberties, civil rights, political parties, interest groups, political campaigns, voting behavior, elections, the presidency, bureaucracy, Congress, and the judicial system. Upon completion, students will be able to identify and explain relationships among the basic elements of American political systems and functions as more informed participants of the American political system.

POL 220 State and Local Government
Prerequisite: As required by program
This course is a study of the principles, organization, functions, institutions, and operation of American state and local governments. Emphasis is placed on the variety of forms and functions of state and local governments, with particular attention to those in Alabama and to the interactions between state and local government and the national government. Upon completion, students should be able to identify elements of and explain relationships among the state, local, and national governments of the U.S. and functions as more informed participants of state and local political systems.

PSY 100 Orientation
Prerequisite: As required by program
This course is designed to introduce the student to college life, responsibilities, rules, and regulations.

PSY 200 General Psychology
Prerequisite: As required by program
This course is a survey of behavior with emphasis on psychological processes. This course will cover psychological laws for behavior, thinking, emotion, motivation, and the nature and development of personality.

PSY 210 Human Growth and Development
Prerequisite: PSY 200 and/or as required by program
This course covers all phases of the various ethical techniques used in selling real estate. It includes fundamental concepts concerning human relationships and various methods used in advertising and promoting the sale of real estate.

REL 151 Survey of the Old Testament
Prerequisite: As required by program
This course is an introduction to the content of the Old Testament with emphasis on the historical and cultural significance of the Old Testament. Students will be expected to demonstrate an understanding of the contents of the New Testament and the cultural and historical events associated with the writings.

REL 152 Survey of the Old Testament
Prerequisite: As required by program
This course is a survey of the books of the New Testament with special attention being focused on the biographical and theological significance of the New Testament. Students will be expected to demonstrate an understanding of the contents of the New Testament and the cultural and historical events associated with these writings.

REAL ESTATE (RLS) Course Descriptions

RLS 101 Real Estate Principles
Prerequisite: As required by program
This is an introductory real estate course providing the necessary terminology, background, and understanding of real estate principles. Topics include the types of property ownership, real estate finance, real estate law, and the mechanics of listing and closing sales. Students will acquire skills needed to prepare for the real estate salesperson's licensing examination in Alabama.

RLS 108 Real Estate Math
Prerequisite: RLS 101
This course is a study of the mathematics used in real estate. It includes mortgage lending calculations, tax calculations, interest calculations, insurance calculations, and all types of land measurements.

RLS 110 Real Estate Finance
Prerequisite: As required by program
This course provides an understanding of the basic concepts of money markets with special emphasis on real estate finance. Topics include interest rates, lending policies, problems and rules in real estate. Emphasis is on real estate lending.

RLS 116 Real Estate Appraisal
Prerequisite: As required by program
This is an introductory course providing the foundation of real estate appraisal. Topics include basic appraisal principles, the effects of the money and capital markets, and the development of property values.

RLS 125 Real Estate Law
Prerequisite: As required by program
This course deals with Alabama real estate law. Emphasis is placed on real estate sales and coattailing concepts, titles, deeds, recording practices, contracts, mortgages, and law.

RLS 130 Light Residential Real Estate Sales
Prerequisite: As required by program
This course provides the non-technical student with an introduction to the basic principles of light and residential construction. Topics include terminology, importance of proper planning, and importance of special building requirements and environmental concerns.

RLS 135 Real Estate Operations
Prerequisite: As required by program
This course provides an overview of the administrative practices involved in operating a real estate office. Topics include selecting, installing, and operating equipment, and assessing employees' performance requirements of the real estate professional. They are offered on demand.

RLS 204 Real Estate Sales
Prerequisite: RLS 101
This course deals with the sales of apartment buildings, hotels, bars, and mercantile buildings, mobile offices, buildings, regional shopping centers, retail stores, and special purpose properties such as office, restaurant, and business parks, as well as warehouse, factory, and light industrial properties.

RLS 205 Property Management
Prerequisite: As required by program
This course includes principles and practices of property management. Emphasis is placed on residential, commercial, and industrial property investments.

RLS 211 Commercial and Investment Property
Prerequisite: As required by program
This course deals with the sales of apartment buildings, hospitals, banks, and mercantile buildings, mobile offices, regional shopping centers, retail stores, and special purpose properties such as office, restaurant, and business parks, as well as warehouse, factory, and light industrial properties.

RLS 281 Real Estate Brokerage
Prerequisite: RLS 101
This course offers an exposure to the principles and techniques of mortgage financing and brokerage operations. It is designed to assist those preparing for the real estate broker's licensing examination in Alabama. Upon completion, the student should have a basic understanding of real estate brokerage.

RLS 285 Real Estate Investments
Prerequisite: As required by program
This course is an introduction to investment real estate. It examines the advantages, drawbacks, and tax implications of real estate investments. Students are included dealing with real estate to be held for appreciation and income producing real estate.

RADIO, AUDIO AND VIDEO PRODUCTION (RAT)
Course Descriptions

RAT 115 Audio Production I
Prerequisite: As required by program
This course introduces the basic concepts that apply to all aspects of audio production. It is an introduction to basic audio techniques for film, radio, and television production. Emphasis is placed on effective use of words, music and sound to enhance the production of audio. Audio production and post-production are covered, with a focus on film production.

RAT 118 Microphone Production I
Prerequisite: As required by program
This course introduces the basic concepts that apply to all aspects of audio production. It is an introduction to basic audio techniques for film, radio, and television production. Emphasis is placed on effective use of words, music and sound to enhance the production of audio. Audio production and post-production are covered, with a focus on film production.
Course Descriptions (A-Z) — Program and Course ID Listing

SOC 247 MARRIAGE AND THE FAMILY
Prerequisite: As required by program.

This course explores the role of marriage in the lives of families and communities. It covers various aspects of marriage, including its historical development, social and cultural influences, and current trends.

SPANISH (SP)
Course Descriptions

SPA 101 INTRODUCTORY SPANISH I
Prerequisite(s): SPA 101 or Equivalent

This course introduces students to basic Spanish language skills, including pronunciation, grammar, and vocabulary.

SPA 102 INTRODUCTORY SPANISH II
Prerequisite(s): SPA 101 or Equivalent

This course continues the development of basic Spanish communication skills and introduces students to more advanced grammar and vocabulary.

SPEECH (SPH)
Course Descriptions

SPH 107 FUNDAMENTALS OF PUBLIC SPEAKING
Prerequisite: As required by program.

This course covers the basics of public speaking, including audience analysis, organization, and delivery.

SPEECH (SPH)
Course Descriptions

TRK 112 SAFE OPERATING PRACTICES
Prerequisite: As required by college.

This course focuses on safe operating practices in the Shielded Metal Arc Welding (SMAW) process. Emphasis is placed on the correct selection of tungsten type, polarity, shielding gas, and filler metals.

TRUCK DRIVING (TRK)
Course Descriptions

WDT 109 SMAW FILLET THEORY
Prerequisite: As required by college.

This course provides instruction and demonstration in the Shielded Metal Arc Welding (SMAW) process. Emphasis is placed on the correct selection of tungsten type, polarity, shielding gas, and filler metals.

WDT 119 GMAW FILLET THEORY
Prerequisite: As required by college.

This course explores the principles of safety and identification of shop equipment and provides the student with the skills and knowledge necessary for the safe operation of oxy-fuel cutting.

WDT 125 SMAW 3 WELDING LAB
Prerequisite: As required by college.

This course provides hands-on instruction in Shielded Metal Arc Welding (SMAW) welding techniques. Emphasis is placed on safe operating practices, equipment identification, and setup.

WDT 166 FCAW THEORY
Prerequisite: As required by college.

This course covers the basics of safety and identification of shop equipment and provides the student with the skills and knowledge necessary for the safe operation of oxy-fuel cutting.

WDT 181 WELDING TECHNOLOGY (SMT)
Course Descriptions

WDM 181 WELDING TECHNOLOGY (SMT)
Course Descriptions

WDT 207 SMT MIG WELDING LAB
Prerequisite: As required by college.

This course provides hands-on instruction in Shielded Metal Arc Welding (SMAW) welding techniques. Emphasis is placed on safe operating practices, equipment identification, and setup.

WDT 268 GAS TUNGSTEN ARC LAB 3
Prerequisite: As required by college.

This course provides instruction and demonstration with the flux core arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the FCAW welding process, according to AWS Codes and Standards.

WDT 276 GROOVE LAB
Prerequisite: As required by college.

This course provides instruction and demonstration with the shielded metal arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the SMAW welding process, according to AWS Codes and Standards.

WDT 281 SPECIAL TOPICS
Prerequisite: As required by college.

This course provides instruction and demonstration with the flux core arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the FCAW welding process, according to AWS Codes and Standards.

WDT 287 GROOVE LAB
Prerequisite: As required by college.

This course provides instruction and demonstration with the shielded metal arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the SMAW welding process, according to AWS Codes and Standards.

WDT 288 GAS TUNGSTEN ARC LAB 3
Prerequisite: As required by college.

This course provides instruction and demonstration with the flux core arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the FCAW welding process, according to AWS Codes and Standards.

WDT 289 GROOVE LAB
Prerequisite: As required by college.

This course provides instruction and demonstration with the shielded metal arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the SMAW welding process, according to AWS Codes and Standards.

WDT 297 SMT MIG WELDING LAB
Prerequisite: As required by college.

This course provides hands-on instruction in Shielded Metal Arc Welding (SMAW) welding techniques. Emphasis is placed on safe operating practices, equipment identification, and setup.

WDT 298 GROOVE LAB
Prerequisite: As required by college.

This course provides instruction and demonstration with the shielded metal arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the SMAW welding process, according to AWS Codes and Standards.

WDT 308 EXTRACTION LAB
Prerequisite: As required by college.

This course provides instruction and demonstration with the flux core arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the FCAW welding process, according to AWS Codes and Standards.

WDT 309 GROOVE LAB
Prerequisite: As required by college.

This course provides instruction and demonstration with the shielded metal arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the SMAW welding process, according to AWS Codes and Standards.

WDT 310 SMT MIG WELDING LAB
Prerequisite: As required by college.

This course provides hands-on instruction in Shielded Metal Arc Welding (SMAW) welding techniques. Emphasis is placed on safe operating practices, equipment identification, and setup.

WDT 311 GROOVE LAB
Prerequisite: As required by college.

This course provides instruction and demonstration with the shielded metal arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the SMAW welding process, according to AWS Codes and Standards.

WDT 312 GROOVE LAB
Prerequisite: As required by college.

This course provides instruction and demonstration with the shielded metal arc welding process for groove and fillet welds in all positions, according to applicable welding codes. Topics include safe operating practices, equipment identification, setup, and selection of all metals, current/polarity, shielding gas and base metals. Upon completion, the student should be able to produce groove and fillet welds using the SMAW welding process, according to AWS Codes and Standards.
Faculty & Staff Listings
WARD, PERRY W. – President
B.A., Miles College; M.S.W. and Ph.D., University of Alabama

CRAWFORD, BRUCE – Vice-President for Instructional Services
B.S., Stillman College; M.A., University of Alabama; Ph.D., Kansas State University

CREWS, SHARON – Vice President for Administrative and Student Services
B.S., Alabama State University; CPA, State of Alabama; M.Ac, University of Alabama – Birmingham

ALLEN, DARREN – Assistant Dean for Admissions and Records
B.A., and M.A., University of Alabama

ANTHONY, CYNTHIA – Dean of Students
B.A., Talladega College; M.Ed., Ed.S., University of Alabama at Birmingham; Ed.D., University of Alabama at Birmingham/University of Alabama

MATTHEWS-BYRD, CASSANDRA – Director, Student Financial Services
B.S.---Finance---Alabama A&M University; M.S. in Management---Faulkner University

CASSANDRA HOLLINS MATTHEWS-BYRD, Director of Student Financial Services
B.S., Finance—Alabama A&M University; M.S. in Management—Faulkner University

MILTON, ALICE TYLER – Associate Dean of Business and Information Technologies
B.S., Alcorn State University; M.B.Ed. and Ed.S., Jackson State University; Ed.D., Mississippi State University

PRUITT, KARL – Associate Dean of Liberal Arts and Sciences
B.S., University of Alabama – Birmingham; B.S. and D.P.M., University of Osteopathic Medicine and Health Science; M.S., Alabama A & M University

SLEDGE, DONALD – Assistant Dean for Career/Technical Education
A.A.S., Lawson State Community College; B.S., Athens State; M.S., Alabama A & M University; Certification: Barbering

TURNER, TAVANEKA - Director of Accounting
B.S., Accounting, Miles College

INSTRUCTIONAL CHAIRPERSONS & DIRECTORS

BERRYMAN, TOM – Director, Alabama Center for Automotive Excellence
B.S., Western Kentucky University; B.S. University of Alabama

CATER, RONALD—Chair, Dental Assisting
B.S., Auburn University; DMD, University of Alabama

DAVIS, SHERRI – Director, Developmental Programs
B.A., Hampton University; M.A.; Cambridge College; Ph.D., University of Southern Mississippi

ELDRIDGE, JONATHAN – Chair, Correctional Education
A.A.S., Lawson State Community College; B. S., Athens State College; M.S., Alabama A & M University; Certifications: Barbering, Brick Masonry, Carpentry and Electrical

FOWLER, CHARLES – Chair, Mathematics
B.S., Georgia Institute of Technology; M.S., University of Georgia; Ph.D., University of Nebraska-Lincoln

GARDNER, YOLANDE, Chair, Business and Information Technologies
University of Alabama; M.A.Ed., University of Alabama – Birmingham

HENDERSON, SANDRA – Director, library and learning Resources Centers
B.A., Dillard University; M.A. and Ed.S., University of Alabama – Birmingham

MASIMASI, VYAVUKA – Chair, Humanities
B.A., National University of Zaire; MAT, The School For International Training, World Learning of Vermont

PITT, ELEANOR – Athletic Director and Chairperson, Health, Physical Education, and Dance
B.S., Southwest Missouri State University; M.A., Alabama State University

PRUITT, KARL – Chair, Natural Sciences
B.S., University of Alabama – Birmingham; B.S. and D.P.M., University of Osteopathic Medicine and Health Science; M.S., Alabama A & M University

SLEDGE, DONALD, Chair, Career & Technical Education
A.A.S., Lawson State Community College; B.S., Athens State; M.S., Alabama A & M University

TUBBS, VENITA – CHAIR, SOCIAL SCIENCES
Instructor/Psychology
B.S., Alabama State University

SWAIN, KATRINA–Health Professions Chair
B.S.N., Jacksonville State University; M.S.N., University of Alabama

TUBBS, VENITA – CHAIR, SOCIAL SCIENCES
Instructor/Psychology
B.A., Alabama of A & M University; M.S., Auburn University

SWEATMON, JEFF—Chair, Construction Careers
Certificate, Air Conditioning/Refrigeration, Wallace State Community College, B.S., Athens State University
INSTRUCTIONAL CHAIRPERSONS & DIRECTORS CONTINUED

WILKERSON, PIER – Chair, Service Careers  
B.A., Education, Athens State;  
A.A.S., Lawson State Community College; Certification: Barbering and Cosmetology

WILSON, NANCY – Chair, Manufacturing and Engineering Technology,  
A.A.T., Bessemer State Technical College; B.S., Athens State College;  
Certification: A+, FCC License

INSTRUCTORS

APPLING, EDNA – JOBS  
Instructor/McCoy Center  
B.S., Samford University

ARMBRESTER, RAND –  
Instructor/Accounting Technology/  
Business Administration B.S., M.B.A.,  
Samford University  
Certification: CPA

BELL, VALENCIA – Instructor/Adult Education  
B.A., Miles College; M.A., University of Alabama – Birmingham; J.D., Miles Law School

BERRY, TODD – Instructor/Automotive Service Technology (GM ASEP)  
A.A.T., Bessemer State Technical College, ASE Master Certification,  
GM World Class Certificate

BIZZELL, DOROTHY –  
Instructor/Nursing  
A.A.S., Lawson State Community College; B.S.N., University of Alabama – Birmingham; M.S.N.,  
Samford University;  
Certification: BLS Certified

BOSWELL, INEZ – Instructor/Adult Education  
B.S., M.S., Ed.S, University of Alabama

BRIGGS, CALVIN –  
Instructor/Mathematics  
B.S., Clark Atlanta, M.Ed., Alabama State University

BURDEN, CEDRIC – Instructor/English  
B.A. and M.A.; University of Montevallo

CALHOUN, CHANTE –  
Instructor/Biology  
B.S. and M.Ed., Alabama State University Ed.S University of Alabama Birmingham

CALLIGHAN, ROBERT –  
Instructor/Speech  
B.S., and M.A., Murray State University, University of Alabama, University of Alabama Birmingham

CLAYTON, JO-LYNNE –  
Instructor/Nursing  
B.S.N, Berea College, M.S.N, University of Alabama at Birmingham

CRUSOE, MELISSA -  
Instructor/Business and Office Administration  
B.S., M.S., Ed.S., University of Alabama – Birmingham

DANSBY, LEEVELL – Instructor/Diesel Mechanics  
B.S., Athens State College ASE Master Automotive and Diesel Certifications

DOUGLAS, CLARENCE –  
Instructor/Electrical Technology  
A.A.S., Lawson State Community College; B.S., Athens State University

DUNCAN, NELSENA –  
Instructor/Cosmetology  
A.A.S, Lawson State Community College; B.S., Athens State University;  
Certification: Cosmetology

DUNCAN, REBECCA –  
Instructor/English  
B.S. Secondary Education-PCC  
M.A. English -UAB

EPHRAIM, REBECCA –  
Instructor/Nursing  
B.S.N, Tuskegee University; M.S.N.,  
D.S.N, University of Alabama at Birmingham

GANT, LEWIS—Instructor/Electricity  
A.A.S., Lawson State Community College, B.S., M.S., Alabama A & M University, M.E.C. – Birmingham, Jefferson County, AL

GARDNER, ISADORE –  
Instructor/Plumbing  
Certification: Journeyman Plumber  
B.S., Alabama A & M University

GARDNER, YOLANDE – Business Technologies  
Instructor/Office Administration,  
B.S., University of Alabama; M.A.Ed., University of Alabama – Birmingham  
Certifications: IC3, Microsoft Word, Excel, and PowerPoint; CPS CAP for IAAAP certification

GASTON, ALGA – Instructor/Auto Body  
ASE Certified/Collision Repair  
Specialty Areas; GMC Certified/Basecoat Refinish

GENSEMER, PATRICIA –  
Instructor / Biology  
B.S., Jacksonville State University  
M.S.,Jacksonville State University  
Ph.D., University of Alabama

GRAVES, WILLIE – Instructor/Adult Literacy Program  
B.S., Alabama State University

GUY, ANN RENEE – Instructor/Child Development  
B.S., University of West Alabama;  
M.A., Ed.D., University of Alabama

HALL, SANDRA O. –  
Instructor/English & Developmental English  
B.A., Stillman College - M.A., University of Alabama at Birmingham

HANNON, RUTH – Instructor/Related Political Science/Sociology/Related Subjects Instructor  
B.A., Miles College; M.A., Atlanta University

HARBOUR, CLAYTON – Instructor/Air Conditioning/Refrigeration Diploma, Air Conditioning and Refrigeration, Bessemer State Technical College; B.B.A., University of Montevallo

HARRIS, DEBORAH – Instructor/Culinary Arts  
A.A.S., Lawson State Community College; B.S., Athens State University;  
M.Ed., Alabama A & M University
HARRIS, JEFF – Instructor/Developmental Mathematics
B.S., University of Alabama – Birmingham

HARRIS, JOHN – Instructor/Automotive Service Technology (Ford ASSET). Diploma, Pulaski State Area Vocational-Technical School; B.S., Athens State ASE Master Automotive Certification

HARRIS, SADIE – Instructor/Social Work
A.A., Lawson State Community College; B.A., Alabama State University; M.S.W., Atlanta University

HAYES, SHELBY – Instructor/Licensed Practical Nursing
BSN, University of Alabama; MSN, University of Alabama – Birmingham Teaching Certificate in Nursing Family Nurse Practitioner, CRNP

HENRY, DOROTHY – WorkKeys Coordinator
B.S. Alabama A & M University

HIGGINbotham, HAROLD
B.A., B.S. & M.A.E., University of Alabama at Birmingham; Additional Graduate work, Tulane University

HITCHCOCK, KEVIN – Instructor/Building Construction
A.A.T., Bessemer State Technical College; B.S., M.Eng., University of Alabama – Birmingham; Certified Green Professional, National Association of Home Builders (NAHB) National Endowment for the Humanities Scholar

HOWARD, TRACEY – Adult Education Instructor
B.S., Alabama State University

HUNTER, GWENDOLYN – Instructor/Cosmetology
A.A.S., Lawson State Community College; B.S., Athens State College; M.S., Alabama A & M University; Certification: Cosmetology

JACKSON, KENDLE – Adult Education
B.S.; Alabama State University

JAMES, KESHA – Instructor of Business Ed./Computer Science/Business Administration
B.S., Alabama State University; M.S., Auburn University, Ed.S. Auburn University

JONES, TERRY – Instructor/Barbering
A.A.S., Lawson State Community College; Certification: Barbering

KELLEY, MICHAEL SCOTT – Instructor/Computer Science
B.S., Samford University; M.S., University of Alabama at Birmingham

KING, ALFREDA, L. – Instructor/Business Administration/Economics/Office Administration (KBD, PBL, IRS)
A.S., Lawson State Community College; B.S. Miles College; M.B.A., Alabama A & M University

KING, KELVIN – Instructor/English and Speech
B.A. and M.A., Miami University

LANDERS III, JAMIE – Instructor
Sociology, Marriage and Family, Juvenile Delinquency
B.A. Psychology Stillman College, MA Counseling & Psychology University of West Alabama

LEDFORD, ROY – Instructor/Welding
Diploma, Bessemer State Technical College; B.S., Athens State College; Certification: AWS Certified Welding Inspector, AWS Certified Welding Educator, AWS Certified Welder

LEWIS, GARRETT BLAKE, Instructor/Physical Education
B.S., University of Montevallo; M.A., University of West Alabama

LEWIS, AISHA – Instructor/Developmental Mathematics
B.S., Talladega College; M.A., Alabama A & M University

LITTLETON, KEITH – Instructor/Toyota, Automotive Service Technology (Toyota T-TEN); ASE Master Automotive Certification Toyota Certified ASE Medium/Heavy Truck Technician. Certified in: Engine Repair; Automatic Trans/Transaxle, Manual Drive Train and Axles; Suspension and Steering Brakes; Electrical/Electronics Systems; Heating and Air Conditioning; Engine Performance

LYBRAND, WILLIAM – Instructor/Automotive Service Technology (GM ASEP)
A.A.S., Bessemer State Technical College; ASE Master Automotive Certification, GM World Class Certificate

MARSHALL, LARRY – Instructor/Automotive Mechanics Instructor
B.S., Athens State College, Trade and Industrial Education; B.S., Athens State College, Vocational Education ASE Master Automotive Certification

MARTIN, DARLENE – Instructor/Mathematics
B.S., Alabama A&M University, M.Ed., University of Montevallo
M.S., University of Alabama at Birmingham

MILLINDER, III, SHELLY – Instructor/College Reading and English
B.S., M.S., and Ed.S., University of Alabama – Birmingham

MONTI, STEPHEN – Instructor/English and Developmental English
B.A. Spring Hill College; M.A., Ph.D., University of Miami

MOORE, BRIAN – Instructor/Air Conditioning/Refrigeration
Diploma, Bessemer StateTechnical College; B.S., Athens State University

MORGAN, RACHEL-Instructor
B.A. Fine Arts, Savannah College of Art and Design; M.A., University of Alabama in Arts, Telecommunications and Film

MOUTRY, CLARENCE – Instructor/Drafting and Design Technology
A.A.S., Lawson State Community College; B.A., Miles College; M.S., Alabama A & M University; A.D.A. Certification: Drafting

MORGAN, RACHEL-Instructor
B.A. Fine Arts, Savannah College of Art and Design; M.A., University of Alabama in Arts, Telecommunications and Film
Moyo, Nomsha—Instructor/Nursing  
BSN, Messiah College; MSN, University of Zimbabwe

Murray-Taylor, Tehetha,  
Instructor/Business & Information Technologies  
A.S., Gadsden State Community College; B.S., M.B.A., Business, Jacksonville State University  
Certifications: IC3, Cisco Academy, Microsoft Office

Nelson, Rueben—Instructor/Masonry  
A.A.S., Lawson State Community College; B.S., M.S., Alabama A & M University, Certification: Masonry

Parsons, Sylvia—Instructor/Nursing  
BSN, University of Alabama at Birmingham; MSN, Walden University

Raymond, Charles—Instructor/Electronics  
Diploma, Bessemer State Technical College; A.A.T., Bessemer State Technical College  
Certification: A+, NOCTI

Robinson, Margaret—Instructor/Business Ed./Computer Science/Office Administration (ATTP)  
PhD, University of Alabama M.S., Virginia State University; B.S., Miles College. Certifications: CTT, Certified Technical Trainer; MCT, Microsoft Certified Trainer; MCSE, Microsoft Certified Systems Engineer

Rodgers, Charmaine—Instructor/Licensed Practical Nursing  
B.S.N., University of North Alabama; M.S.N., D.S.N, Samford University

Rowe, Darryl—Instructor/Automotive Body Repair  
ICAR Certifications: Auto Refinishing, Service Preparation, Sanding and Masking.

Shaddix, Scott

M.S., A&M University; and

Nelson, Rueben—Instructor/Masonry  
A.A.S., Lawson State Community College; B.S., M.S., Alabama A & M University, Certification: Masonry

Parsons, Sylvia—Instructor/Nursing  
BSN, University of Alabama at Birmingham; MSN, Walden University

Raymond, Charles—Instructor/Electronics  
Diploma, Bessemer State Technical College; A.A.T., Bessemer State Technical College  
Certification: A+, NOCTI

Robinson, Margaret—Instructor/Business Ed./Computer Science/Office Administration (ATTP)  
PhD, University of Alabama M.S., Virginia State University; B.S., Miles College. Certifications: CTT, Certified Technical Trainer; MCT, Microsoft Certified Trainer; MCSE, Microsoft Certified Systems Engineer

Rodgers, Charmaine—Instructor/Licensed Practical Nursing  
B.S.N., University of North Alabama; M.S.N., D.S.N, Samford University

Rowe, Darryl—Instructor/Automotive Body Repair  
ICAR Certifications: Auto Refinishing, Service Preparation, Sanding and Masking.

Shaddix, Scott

Southern Union State Jr. College  
Associates in Arts Auburn University  
B.S. Biology & Physiology in Education  
Troy State University MS Biology in Education  
Cisco Academy Network  
Instructor: CCAI CCNA, ITE, CERTiPort, IC3, CompTIA, A+

Shelton, Bessie—Instructor/Music and Coordinator of College Choir  
B.A., Tuskegee University; B.M., University of Michigan; M.M., University of Montevallo

Mary Smith—Instructor/Biology  
B.S. and M.S. Jackson State University

Stone, Anthony—Instructor/Barbering  
Certification: Barbering, Lawson State Community College

Swanberg, Ann—Instructor of Developmental English  
B.A. from Columbia University  
M.A.-Ph.D. from CUNY Graduate Center

Swain, Katrina—Instructor/Licensed Practical Nursing  
B.S.N., Jacksonville State University; M.S.N., University of Alabama

Sweatmon, Jeff—Instructor/Air Conditioning/Refrigeration  
Certificate, Air Conditioning/Refrigeration, Wallace State Community College; B.S., Athens State University

Taff, Darrell—Instructor/Automotive Service Technology (Ford ASSET)  
A.A.S., Bessemer State Technical College; ASE Master Automotive Certification

Taylor, Steve—Instructor/Plumbing  
A.A.S., Lawson State Community College; B.S., Athens State University; M.Ed., Alabama A & M University; Certifications: Master Plumber/Gas Fitter

Taylor, Tehetha, Business & Information Technologies Chair  
A.S., Gadsden State Community College; B.S., M.B.A., Business, Jacksonville State University  
Certifications: IC3, Cisco Academy, Microsoft Office

Thomas, Shawanda,  
Instructor/Mathematics  
B.S. Mathematics, Alabama A&M University M.A. and

Nelson, Rueben—Instructor/Masonry  
A.A.S., Lawson State Community College; B.S., M.S., Alabama A & M University, Certification: Masonry

Parsons, Sylvia—Instructor/Nursing  
BSN, University of Alabama at Birmingham; MSN, Walden University

Raymond, Charles—Instructor/Electronics  
Diploma, Bessemer State Technical College; A.A.T., Bessemer State Technical College  
Certification: A+, NOCTI

Robinson, Margaret—Instructor/Business Ed./Computer Science/Office Administration (ATTP)  
PhD, University of Alabama M.S., Virginia State University; B.S., Miles College. Certifications: CTT, Certified Technical Trainer; MCT, Microsoft Certified Trainer; MCSE, Microsoft Certified Systems Engineer

Rodgers, Charmaine—Instructor/Licensed Practical Nursing  
B.S.N., University of North Alabama; M.S.N., D.S.N, Samford University

Rowe, Darryl—Instructor/Automotive Body Repair  
ICAR Certifications: Auto Refinishing, Service Preparation, Sanding and Masking.

Shaddix, Scott

Southern Union State Jr. College  
Associates in Arts Auburn University  
B.S. Biology & Physiology in Education  
Troy State University MS Biology in Education  
Cisco Academy Network  
Instructor: CCAI CCNA, ITE, CERTiPort, IC3, CompTIA, A+

Shelton, Bessie—Instructor/Music and Coordinator of College Choir  
B.A., Tuskegee University; B.M., University of Michigan; M.M., University of Montevallo

Mary Smith—Instructor/Biology  
B.S. and M.S. Jackson State University

Stone, Anthony—Instructor/Barbering  
Certification: Barbering, Lawson State Community College

Swanberg, Ann—Instructor of Developmental English  
B.A. from Columbia University  
M.A.-Ph.D. from CUNY Graduate Center

Swain, Katrina—Instructor/Licensed Practical Nursing  
B.S.N., Jacksonville State University; M.S.N., University of Alabama

Sweatmon, Jeff—Instructor/Air Conditioning/Refrigeration  
Certificate, Air Conditioning/Refrigeration, Wallace State Community College; B.S., Athens State University

Taff, Darrell—Instructor/Automotive Service Technology (Ford ASSET)  
A.A.S., Bessemer State Technical College; ASE Master Automotive Certification

Taylor, Steve—Instructor/Plumbing  
A.A.S., Lawson State Community College; B.S., Athens State University; M.Ed., Alabama A & M University; Certifications: Master Plumber/Gas Fitter

Taylor, Tehetha, Business & Information Technologies Chair  
A.S., Gadsden State Community College; B.S., M.B.A., Business, Jacksonville State University  
Certifications: IC3, Cisco Academy, Microsoft Office

Thomas, Shawanda,  
Instructor/Mathematics  
B.S. Mathematics, Alabama A&M University M.A. and

PhD, Mathematics University of Alabama

Tubbs, Venita  
Instructor/Psychology  
B.A., Alabama of A & M University; M.S., Auburn University

Wade, Henry—Instructor/Drafting and Design  
B.A. Architectural Science, Masters of Architecture, Tuskegee University

Walker, Stephen—Instructor/Art  
B.F.A., University of Alabama

White, Charlette—JOBS Instructor  
BS, Jacksonville State University  
MPA, Jacksonville State University

Wilkeron, Phe—Instructor/Barbering  
A.A.S., Lawson State Community College; B.S Education- Athens State University Certifications: Barbering and Cosmetology

Williams, Alice—Instructor/Cosmetology  
Certification: Cosmetology

Williams, Larry—Instructor/Developmental Mathematics (Student Support Services)  
B.S. Stillman College  
M.Ed. Alabama State University

Williams, Roosevelt, III—Instructor/Commercial Art, Graphics and Prepress Communication  
B.F.A. Savannah College of Art and Design

Williams, Wayne—Instructor/Carpentry  
A.A.S., Lawson State Community College; B.S., M.S., Alabama A & M University; Certification: Carpentry

Williamson, Licia—Instructor/Nursing  
BSN, University of Alabama at Birmingham; MSN, University of Alabama at Birmingham

Wilson, Nancy—Chair Instructor/Electronics  
Manufacturing and Engineering Technology  
A.A.T., Bessemer State Technical College; B.S., Athens State College  
Certification: A+, FCC Licence
WILSON, TRACEY – Instructor/Biology
B.A., Fisk University; Ph.D., Meharry Medical College

WRIGHT, JANE – Instructor/Dental Assisting
Diploma, Bessemer State Technical College; A.S., Bevill State Community College, B.S., M.A., University of Alabama – Birmingham

ZEIGLER, BERNICE – Instructor/Nursing
B.S.N., Tuskegee University; M.S.N. Medical College of Georgia; Certifications: ANA, Pediatric and Psychiatric/Mental Health Nursing

STAFF LISTINGS

ALBRIGHT GERI – Director of Public Relations and Community Affairs

ALFORD, NAOMIE – Custodian

ALVARADO, JOSE – College Recruiter

ANDERSON, REBECCA – Secretary, Records Office

ANTHONY, RUTH – Cafeteria Manager

BAILEY, MYRA – Academic Counselor/Tutor – Coordinator of Student Support Services

BANKS, ANNIE – Custodian

BARNES, SHIRLEY – Secretary, Student Services

BATES, JAN – Switchboard Operator

BENNETT, CAROLYN – Administrative Assistant, Library Services.

BEST, LEEANN – Secretary, Facilities

BIBBI, DIEDRA – WIA Coordinator

BLACKWELL, NELDA – Cashier

BLUE, JARVIS – HVAC Technician

BLUE, LISA – Secretary, Admissions

BVRD, RALPH – Facilities and Maintenance

BRYANT, LOLA – Administrative Assistant/Web Master for Public Relations

BURGIN, CLAUDIA – Administrative Assistant/Workforce Development

Caldwell, Vincent – Custodian

CAMPBELL, ANTOINETTE – Custodian

CARROLL, LEIGH ANN – Automation Specialist

CARSON, SHERRIE – Management Information Systems Technician

CHAMPION, CAROL – Administrative Assistant/Administrative Services

CHISEM, LORI – Registrar

CLEVELAND, EVELYN L. – Administrative Assistant for the Director of Facility Planning and Management

COLEMAN, TRACEY – Lab Assistant, Business and Information Technologies

COLLINS, GWENDOLYN O., Student Health Nurse

CONWELL, NICOLA – Bookstore

COOPER, JACQUELINE – Librarian MLS

CROSKEY, ANGELA – Financial Aid Specialist

CRAWFORD, MATTIE W. – Coordinator, Upward Bound

CUNNINGHAM, DEMETRIUS – Food Service Worker

CURRINGTON, JUANITA – Accounts Payable Manager

DAVIS, NATHANIEL – Police Officer

DENNARD, HAROLD, II – Audiovisual Specialist

DORIETY, REGINA – Administrative Assistant to the President

DUDLEY, KATRINA – College Recruiter

DUFF, ALBERT – Police Officer

DUNN, TAMMY – Administrative Assistant to the Vice President for Administrative & Student Services

EKUNDAYO GWENDOLYN – Adult Education Director/One Stop Center

FINCH, GWENDOLYN – Administrative Assistant/Dean of Student Life

GEETER, REGINA – Secretary, Live Work Manager, Occupational Technical Programs

GIARDINA, THERESA – Cafeteria

GIBBS, RICHARD – Custodial Department

GLASS, JAMIE – Institutional Research/Telecommunications

GRAMMER, ROY – HVAC Technician

GRAY, CATHEY – In-Take Clerk Adult Education

GREENE, SAMUEL, JR. – Police Officer

GRIFFIN, JIMMIE – Custodian

GULLEY, KENNETH – Coordinator of Auxiliary Services

HALL, CHARLES – HVAC Maintenance Supervisor

HALL, ROSIEZIER – Executive Assistant to the President (IAAP)

HENRY, DOROTHY – WorkKeys Coordinator/Adult Ed. Profiler B.S. Alabama A&M University M.S. Faulkner University

HERNDON, RENAY – Counselor, Student Services

HODGES, RACHEL – Librarian

HOLLINS, JOE – College Recruiter

HOWARD, SANDRA E. – Coordinator, Student Support Services

HOWARD, TRACEY – GED Training

HUDSON, MICHELLE – Police Officer

HUDSON, NKENGE – Counselor, Student Support Services

HUNTER, TONJA – Librarian
HYDE, BRENDA – Secretary
Admissions

JACKSON, CYRONDYS – College
Recruiter

JACKSON, KENDLE – Site Coordinator,
Adult Education

JOHNSON, SHARON – Bookstore Clerk

JONES, DENISE – Secretary/Student
Financial Services

JONES, CLARENCE – Transportation
Manager

JORDAN, CHARLES – EVENING
COORDINATOR

LAWRENCE, CRAIG – Director of
Financial Services
PhD

LEWIS, ADAM – Bookstore

LEWIS, ALPHONSO – Police Officer

LEWIS, BLAKE – Head Baseball Coach

LEWIS, COURTNEY – Clerical Support,
Student Support Services

LEWIS, GARETT BLAKE
Interim Head Baseball Coach

LEWIS, LASHUNDRA – Administrative
Assistant for Facilities

LONG, KATHERINE – Grants &
Contracts Accountant

MCKENZIE, KIMBERLY –
Administrative Assistant to the Vice
President for Instructional Services

MANKOWICH, JIM – Network
Specialist I/ MIS

MARTIN, DELORES – Admissions
MATTHEWS-BYRD, CASSANDRA –
Director, Student Financial Services

MATTHEWS, KENNETH –
Maintenance/Custodian

MCKINSTRY, EMMA –
Secretary/Admissions

MINNIFIELD, TOMEKA – Administrative
Assistant to the Dean of Education
Support Services Division

MITCHELL, HELEN D. – Athletic
Department

MOON, JASON – Shipping & Receiving

MOORE, KATINA – Accounts Payable
Specialist (IAAP)

MOORER, EDDIE – Grounds

NEAL, LANTITA – Police Officer

OLIVE, LISA – Administrative Assistant
to the President

ORANGE, JANICE H. – Coordinator,
Student Services

OWENS, WYNDA – Reproduction
Services

PAGE, TERESA – Management
Information Systems Operator

PARKER, APRYL – Payroll Accountant

PEARSON, LILLIE – Cashier

PUGH, DEBRA – Custodian

RANKIN, KRISTIE (Dr.) – Coordinator,
Career Services

RICHARDSON, KENNETH – Police
Officer

RIGGINS, TRACEY – Faculty/Staff
Services

ROBERTSON, AUDREY – Food Service
Assistant

ROSS, MARVIN – Grounds

RUFFIN, JANET – Secretary/Student
Support Services

SAMPLE, ROBERT JR. – Grounds

SAXTON, ROSE – Administrative
Assistant College Transfer Programs.

SCURLOCK, BETTY – Evening
Coordinator - Bessemer

SHELLEY, JEFF – Director of
Admissions

SHERRILL, DAVID - Police Officer

SHUMPERT, PHILLIP
Interim Head Men’s Basketball Coach

SIDES, GEOFF
Audio/Visual Technician

SILAS, MONIQUE
Director of Accounting
M.Ed University of West Georgia
B.S. Accounting-Alabama A&M
University

SMITH, CURTIS – Custodian

SMITH, EVERETT –
Maintenance/Custodian

SMITH, KAMILLE – Administrative
Assistant/Associate Dean of Career
Technical Programs

SMITH, ROBERT C. – Director of
Housing
MBA

SPEARS, VERNIE B. – Director of
Human Resources

SPENCER, VICTOR – Shipping &
Receiving

STANTON, VICTOR – Police Officer

STEPHENS, RONNIE – Management
Information Systems
Director/Manager of Data Processing

STEWART, RICK – Grounds

STOKES, GREGORY SR – Custodian

SUGGS, PHILANA – Student Persistence
Counselor, SPACE Center

TATE, ROBERT, H. – Police Lieutenant

TERRY, DAVIDA – Veterans Affairs
Counselor

THOMAS, CURTIS – Custodian

THOMAS, LORENZO – Interim
Director/Center for Comm.
Outreach/Workforce Dev

TIMS, CHANDRA – Clerical Assistant,
Student Services

TODD, EULA – Administrative
Assistant to the Associate Dean of
Business and Information
Technologies (IAAP)
TURK, IRA – Police Officer

TURNER, DEBORAH – Records Manager (IAAP)

TURNER, Nettie – Office Assistant for Business and Information Technologies/Testing Administrator of VUE and Drake Authorized Testing Centers

UPSHAW, JACQUELINE – Financial Aid Clerk

WASHINGTON, DERRICK – Officer

WILEY, ASHLEY – Office Assistant Business Affairs

WILEY, AUBREY – Coach/Women’s Basketball and Volleyball. A.A.,

WHITE, TIA – Inventory Clerk/Technical Support

WILLIAMS, AMICKA – Administrative Assistant to the Academic Dean

WILLIAMS, FALVIE - Administrative Assistant Career Technical Programs

WILLIAMS, JANICE B. – Counselor/Testing & ADA Coordinator (for students)

WILLIAMS, KATHERINE – Career Assistant, One-Stop Career Center

WILLIAMS, ROBERTA – Human Resources Assistant

WILLIAMS, SHARON – Assistant Director of Student Financial Services

WILLIAMS, SONJA – Resident Manager

WILLIAMS, VERNONA – Special Projects Coordinator

WILLIAMS, WALTER – Chief of Police (Campus Safety and Security)

WREN, LINDA – Custodian

YANCY, CHAD – Assistant Director of Facilities

YOUNG, ALLEN – Coordinator of Auxiliary Services

YOUNG, DOROTHY – Secretary, Health Professions

YOUNGER, PHYLLIS – Enrollment Manager
STARS Guide
(Step-by-Step Directions)

Should be completed by all College Transfer Students
Completing a STARS Guide (Step-by-Step)

Required for all potential transferring students

All students wishing to transfer their credits to a 4-year college need to get a STARS (Statewide Transfer Articulating Reporting System) Guide. **NOTE:** Grades of "C" or better will likely transfer. Some colleges, including Lawson State, do not accept grades of "D".

Getting the guide is easy. Just follow these steps.

**Step 1:** Go to our LSCC’s college website (www.lawsonstate.edu).

**Step 2:** Scroll down LSCC’s website until you see the STARS symbol on the right. Then, double-click directly on the ICON.

**Step 3:** When you enter the site, this page (see below) will appear. Click on “Students and Advisors” one time.

**Step 4:** Then, click on the “Get the Guide” message.

**Step 5:** Once within the site, you will see this first page. The system defaults to the "In state transfer mode", so you will not have to change the setting. Scroll down the page.

**Step 6:** Once you scroll down, look for the “Submit Query” icon and click it (it’s at the bottom).

**Step 7:** An input screen will come up (see below). Fill-out all REQUIRED information that has a RED asterisk (*). You will need to scroll down to see all the information on this page. In fact, the bottom information is the most important. So, continue to scroll down.
**Step 8:** When you scroll down to the bottom of this screen, you will see a question which reads, “Select the institution that you are currently attending.” It is of utmost importance that you select the college you are attending (Lawson State Community College) in order to validate the guide you are creating. To select Lawson State, simply click the little blue down arrow that is directly under the question. When you do, a list of Alabama colleges will “pop-up.” Find and select Lawson State Community College by clicking it on it. It will turn blue. When it does, click on the **SUBMIT** key in the left-hand corner.

**Step 9:** Once in the STARS system officially, a screen (which houses the personal information you just inputted) will “pop-up”. Check the accuracy of the information. If the information is correct, scroll down the page to continue.

**NOTE:** If the information is incorrect, click on the “back button” on your browser to make the correction on the previous page.

**Step 10:** Using the same technique that you used to select the college you are attending, select which major you plan on transferring to the four year college or institution of your choice by clicking on the little blue down arrow under the question that reads, “Select the major.....

**Step 11:** Once you select your major of choice, click it once. When it turns blue, click the **SUBMIT** key on the left-hand corner of the screen.

**Step 12:** The next screen that will “pop-up” is a screen asking you to select TWO possible colleges you may likely to transfer to. Using the same selection technique that you used to select the college you are currently attending and your major, select TWO possible future college choices by finding and selecting each school (individually). To do so, simple click the blue arrow on each box (one at a time) and select TWO different colleges of choice. Once you have selected the TWO colleges of your choice, click on the “Compile Guide” prompt located on the far-left side of the screen.

**Step 13:** You are now finished. The STARS guide should be up on your screen. To see the entire guide, simply scroll down. Be sure to **PRINT** your guide and maintain a copy of this guide for future reference. Also, in reading your guide, critically analyze it to gain a better understanding of how many hours you will need under each area (Area I-Area V).

**Step 14:** Again, read through the guide carefully. Every major is different and is likely to have different requirements. The STARS guide forms a binding contract between you and your transferring college. If you elect not to follow the guide, then your transferring college does will have the authority to reject your credits. Thus, it behooves you to understand what classes you are expected to take for your major. If you follow the guide, your transfer credits are guaranteed.
Maps, Directions
Campus Guide
**Bessemer Campus**
1100 9th Avenue SW (Bessemer Super Hwy)
Bessemer, AL 35022

**From Birmingham to Bessemer**

**Option 1 — US Hwy. 11 (Bessemer Super Hwy.)**
- Exit the campus and turn right onto Rutledge Ave. Then turn right onto 40 St. SW, which becomes B.Y. Williams Sr. Dr.
- From B.Y. Williams Sr. Dr., Turn left at light onto U.S. Hwy. 11, which is also called the Bessemer Super Hwy. Travel through Midfield, Brighton, and Bessemer.
- Continue on Bessemer Super Hwy. until you reach the campus, which is across the street from UAB Medical West.

**Option 2 — Lakeshore Parkway**
- Turn right onto Wilson Rd. and follow it until it becomes Venice Rd.
- Follow Venice Rd. until it comes to Lakeshore Pky, turning right onto Lakeshore.
- Turn right onto Hwy. 150 from Lakeshore Pky; Follow Hwy. 150 until you come to the light at 9th Avenue, also called U.S. Hwy. 11, and the Bessemer Super Hwy.
- Continue on the Bessemer Super Hwy. until you reach the campus.

**Birmingham Campus**
3060 Wilson Road
Birmingham, AL 35221

**From Bessemer to Birmingham**

**Option 1 — U.S. Hwy. 11 (Bessemer Super Hwy.)**
- Turn left onto U.S. Hwy. 11, which is also known as the Bessemer Super Hwy. and 9th Avenue.
- Continue on U.S. Hwy. 11 through Bessemer, Brighton, and Midfield; Turn right on B.Y. Williams Sr. Drive (You will see Western Hills Mall) at light.
- B.Y. Williams Sr. Dr. becomes 40 St. SW; then turn left on Rutledge Ave. Continue on Rutledge Ave. until you see the Campus at Wilson Rd.

**Option 2 — Lakeshore Parkway**
- Turn left onto U.S. Hwy. 11, which is also known as the Bessemer Super Hwy. and 9th Avenue.
- Take 9th Ave, turning right onto 14th St., which is Hwy. 150.
- Take Hwy. 150 and turn left onto Lakeshore Pky. after you see the sign for the Birmingham campus.
- On Lakeshore Pky., turn left on Venice Rd. Follow Venice Rd. until you reach the campus.

Traveling between campuses?

Follow these directions...
Lawson State Community College
Bessemer, Alabama

1. **Building D:** Diesel Mechanics.
2. **The Jess Lanier Building:** Specialized training for business and industry.
3. **Building C:** Automotive programs, GM ASEP, Ford Assett, General Automotive.
4. **Ethel H. Hall Automotive Technology Center:** Automotive classrooms/labs and an auditorium for satellite telecasts. The President, VP Academic Affairs, and Associate Dean for Career/Technical Education are also located in this building.
5. **Building B:** Graphics and Prepress Communications, Air Conditioning/Refrigeration, Welding, Drafting, Commercial Art, and Automotive Service Education (Toyota T-TEN).
6. **Building A:** Administrative offices, the college's Bookstore, Student Services and Cafeteria. Instructional programs, the Library/Learning Resource Center, and Student Support Services Program, Police Department.
7. **The Millsap Industrial Training Center:** Multi-craft training for business and industry. The One-Stop Career Center, Workforce Development, Adult Education and Skills Training, and the State Vocational Rehabilitation Office.