

*Coahoma
Community
College*



“Promoting Quality and Excellence”

CATALOG

1997-1999

DICKERSON-JOHNSON
LIBRARY CENTER
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CLARKSDALE, MS 39514

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VOLUME XXVII

NUMBER 1

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BULLETIN
OF
COAHOMA COMMUNITY COLLEGE

3240 FRIARS POINT ROAD
CLARKSDALE, MISSISSIPPI 38614
TELEPHONE: 601-627-2571

CATALOG EDITION
1997-99

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The College Reserves the Right to Amend or
Change Policies and Procedures
Herein When Necessary

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COMPLIANCE POLICY

Coahoma Community College ascribes to an "open admissions" policy consistent with all appertaining laws.

Coahoma Community College embraces the philosophy that students be provided the opportunities for learning experiences, e.g. developmental courses, counseling, tutorial assistance, etc. that will help the individual students to succeed in achieving their educational goals.

Coahoma Community College utilizes relevant diagnostic instruments to determine the strengths and needs of students in order to assure the selection of the most appropriate program options to assure student success.

In compliance with Title VI of the Civil Rights Act of 1964, Title IX, Educational Amendments of 1972 of the Higher Education Act and Section 504 of the Rehabilitation Act of 1973, the Board of Trustees of Coahoma Community College has adopted a policy assuring that no one shall, on the grounds of race, color, national origin, sex, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination in any program, activity, or employment of the College.

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SECTION ONE

BOARDS, ADMINISTRATIVE OFFICERS, FACULTY, AND STAFF



**COAHOMA COMMUNITY COLLEGE
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- CHARLES A. BARNES.....Upward Bound Director
B. S., Jackson State University; M. S., Jackson State University;
Additional Study, Jackson State University
- BARBARA D. BOOKER.....Assistant Superintendent for the High School and
Special Assistant to the President
A. A., Hinds Community College; B. S., Alcorn State University;
M. A., Fisk University; Additional Study, Jackson State University,
Delta State University, University of Southern Mississippi
- PATRICIA BROOKS.....Director of Financial Aid
B. A., B.S., Mississippi Valley State University
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A.A., Coahoma Junior College; B. A., Jackson State University;
M.Ed., Ed.S., University of Mississippi; Additional Study,
University of Mississippi
- HAZELTINE WOODS FOUCHE.....Director of Institutional Advancement/Federal Programs
B.S., Mississippi Valley State University; M.Ed., Mississippi College;
Ph.D., Kansas State University
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B. S., Alcorn State University; M.Ed., Delta State University;
Additional Study, University of Mississippi
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Certificate Mississippi Law Enforcement Training Academy
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A.S., Mississippi Delta Junior College; B.S., Mississippi State University;
M.Ed., Delta State University; Additional Study, Delta State University
- JESSIE M. JAMES.....Assistant Director of Vocational-Technical Education
A. A., Coahoma Community College; B. S., Alcorn State University;
M.Ed., University of Wisconsin; Additional Study, Mississippi
State University, Delta State University
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B.A., Grambling State University; M.S. Mississippi State University
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B. A., M. A., Mississippi State University
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B.A., The University of Mississippi; M.Ed., Delta State University
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B. S., Morehouse College; M.Ed., Ed.S., Delta State University

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B.S., Rust College; CPA; Additional Study, Delta State University
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A.A., Coahoma Junior College; B.S., M.Ed., Delta State University;
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B.S., Jackson State University; M.S., Delta State University
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Additional Study, Delta State University, Mississippi State
University, Louisiana State University Medical Center
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Instructor in Health and Physical Education
A.A., Coahoma Junior College; B.S., Campbellville College;
M.Ed., Delta State University
- CHARLES WHITE.....Industrial Services Coordinator
A.A., Coahoma Junior College; B.S., Mississippi Valley State University;
M.Ed., Delta State University; Additional Study, IBM
Computer Repair School

FACULTY

- LARRY D. BARRETT.....Instructor in Residential Carpentry
A.A.S., Mississippi Delta Junior College
- CHARLES N. BUTLER.....Guidance Counselor
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- MAURICE CAMPBELL.....Instructor in Collision Repair Technology
A.S., Coahoma Junior College; B.S., Mississippi Valley State
University
- CLEMONTINE B. CATCHINGS.....Instructor in Chemistry
A.A., Natchez Junior College; B.S., Tougaloo College; M.Ed.,
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Atlanta University, Delta State University
- ALGERON COOPER.....Instructor in Basic Related Studies
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- KAREN-WOODS DONE.....Instructor in Social Science & Reading
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- JAMES DUNN.....Instructor in Industrial Maintenance Technology
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M.S., Troy State University, AL
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M.Ed., Rutgers University
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M.S., University of Mississippi
- MODEAN HUDSON.....Instructor in Business
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Western Michigan University; Additional Study, University of
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B.S., Mississippi University for Women; Additional Study, Delta
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B.S., M.Ed., Alcorn State University
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Cosmetology License, Debbies School of Beauty Culture; Barber
License/Instructor License
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M.Ed., Delta State University

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B. S., Mississippi Valley State University
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- LEANDREW PRESLEY.....Director of Computer Services
A.A., Coahoma Community College; B.B.A., Delta State University
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A.A.S., Coahoma Junior College;

- DELORES ROBINSON.....Single Parent/Displaced Homemaker Coordinator
A.A., Coahoma Junior College; B.S., Alcorn State University;
Additional Study, Delta State University, Mississippi Valley
State University, Mississippi State University
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- SHEILA SANDERS.....Special Population Personnel
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A.A.S., Coahoma Community College;
Additional Study, Memphis State University
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A.A., A.A.S., Coahoma Junior College; B.B.A., Lemoyne Owen College
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B.S., Mississippi Valley State University
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- LENAGENE G. WALDRUP.....Tech Prep Coordinator
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University of Tennessee, Jackson State University, Millsaps,
Mississippi College, Belhaven, University of Mississippi
- ROBBIE WALLACE.....Accounts Receivable
B.A., Mississippi Valley State University
- ZENOLIA H. WASHINGTON.....Clerk, Financial Aid
A.A., Coahoma Junior College; Additional Study, Rust College
- WILLIAM WEST.....Technology Director
B.S. University of Texas at El Paso; Further Study
Delta State University
- ARTHUR B. WHITE.....Recreation Manager of Student Union
B.S., Mississippi Valley State University
- HELEN WILLIAMS.....Cashier/Purchasing
Certificate, A.A.S., Additional Study, Coahoma Community College
- SHELIA WINTERS.....Human Resource Manager
A.S., Coahoma Junior College; B.B.A., Lemoyne Owen College
- SAMELLA WILSON.....Accountant
A.A., Coahoma Junior College; B.S., Mississippi Valley State University
- CATHA YOUNGBLOOD.....Communications Clerk

COAHOMA COMMUNITY COLLEGE
Clarksdale, Mississippi

1997-98 Academic Calendar

Fall Semester 1997

August	15	Friday	Faculty Orientation
August	17	Sunday	Dormitories and Cafeteria Open
August	18	Monday	Orientation & Registration
August	19	Tuesday	Orientation & Registration
August	20	Wednesday	Classes and Late Registration Fee Begin
September	1	Monday	Labor Day Holiday
September	2	Tuesday	Regular Class Schedules Resume
September	12	Friday	Last Day to Register or Add Courses
October	15-17	Wednesday-Friday	Mid-Term Examinations
November	27-28	Thursday-Friday	Thanksgiving Holidays
December	1	Monday	Regular Class Schedules Resume
December	5	Friday	Last Day to Officially Drop a Course
			Without Receiving a Grade and to Remove
			Incompletes of previous semester
December	8-10	Monday-Wednesday	Final Examinations
December	11	Thursday	Final Grades due in Admissions and
			Records Office
December	12	Friday	Christmas Holidays Begin

Spring Semester 1998

January	4	Sunday	Dormitories and Cafeteria Open
January	5	Monday	Faculty Orientation
January	6	Tuesday	Orientation & Registration
January	7	Wednesday	Orientation & Registration
January	8	Thursday	Classes and Late Registration Fee Begin
January	19	Monday	Martin Luther King's Birthday Holiday
January	20	Tuesday	Regular Class Schedules Resume
January	23	Friday	Last Day to Register or Add Courses
March	4-6	Wednesday-Friday	Mid-Term Examinations
March	9-13	Monday-Friday	Professional Meetings & Spring Holidays
March	16	Monday	Regular Class Schedules Resume
April	10-13	Friday & Monday	Easter Holidays
April	14	Tuesday	Regular Class Schedules Resume
April	24	Friday	Last Day to Officially Drop a Course
			Without Receiving a Grade and to Remove
			Incompletes of Previous Semester
May	6-8	Wednesday-Friday	Final Examinations for graduating
			students
May	11	Monday	Final Grades due in Admissions and
			Records Office for graduating students
May	11-13	Monday-Wednesday	Final Examinations for non-graduating
			students
May	15	Friday	Final Grades due in Admissions and
			Records Office for non-graduating students
May	16	Saturday	Graduation Exercises

COAHOMA COMMUNITY COLLEGE
Clarksdale, Mississippi

1998-99 Academic Calendar

Fall Semester 1998

August	14	Friday	Faculty Orientation
August	16	Sunday	Dormitories and Cafeteria Open
August	17	Monday	Orientation & Registration
August	18	Tuesday	Orientation & Registration
August	19	Wednesday	Classes and Late Registration Fee Begin
September	7	Monday	Labor Day Holiday
September	8	Tuesday	Regular Class Schedules Resume
September	11	Friday	Last Day to Register or Add Courses
October	14-16	Wednesday-Friday	Mid-Term Examinations
November	26-27	Thursday-Friday	Thanksgiving Holidays
November	30	Monday	Regular Class Schedules Resume
December	4	Friday	Last Day to Officially Drop a Course Without Receiving a Grade and to Remove Incompletes of previous semester
December	14-16	Monday-Wednesday	Final Examinations
December	17	Thursday	Final Grades due in Admissions and Records Office
December	18	Friday	Christmas Holidays Begin

Spring Semester 1999

January	3	Sunday	Dormitories and Cafeteria Open
January	4	Monday	Faculty Orientation
January	5	Tuesday	Orientation & Registration
January	6	Wednesday	Orientation & Registration
January	7	Thursday	Classes and Late Registration Fee Begin
January	18	Monday	Martin Luther King's Birthday Holiday
January	19	Tuesday	Regular Class Schedules Resume
January	22	Friday	Last Day to Register or Add Courses
March	3-5	Wednesday-Friday	Mid-Term Examinations
March	8-12	Monday-Friday	Professional Meetings & Spring Holidays
March	15	Monday	Regular Class Schedules Resume
April	2-5	Friday & Monday	Easter Holidays
April	6	Tuesday	Regular Class Schedules Resume
April	23	Friday	Last Day to Officially Drop a Course Without Receiving a Grade and to Remove Incompletes of Previous Semester
May	5-7	Wednesday-Friday	Final Examinations for graduating students
May	10	Monday	Final Grades due in Admissions and Records Office for graduating students
May	10-12	Monday-Wednesday	Final Examinations for non-graduating students
May	14	Friday	Final Grades due in Admissions and Records Office for non-graduating students
May	15	Saturday	Graduation Exercises

SECTION TWO

GENERAL INFORMATION



HISTORY OF COAHOMA COMMUNITY COLLEGE

Establishing Coahoma County Agricultural High School in 1924, Coahoma County became the first county in Mississippi to provide an agricultural high school for Negroes under the then existing "separate but equal" doctrine of education. The junior college curriculum was added in 1949, and the name of the institution was changed to Coahoma Junior College and Agricultural High School.

During the first two years (1949-1950), the junior college program was conducted by one full-time college director-teacher and a sufficient number of part-time teachers from the high school division. A full-time dean and college faculty were employed the third year.

During the first year of operation (1949), Coahoma Junior College was supported entirely by county funds. In 1950 Coahoma Junior College became the first educational institution for Negroes to be included in Mississippi's system of public junior colleges and to be eligible to share in funds appropriated by the Mississippi Legislature for the support of public junior colleges. Counties, other than Coahoma, that supported the college were Bolivar, Quitman, and Sunflower.

In 1965 Coahoma Junior College opened its doors to all students without regard to race, color, sex, national origin or disability.

During its history Coahoma Community College and Agricultural High School has been headed by eight superintendents and four presidents: M. L. Strange, 1924-25; J. M. Mosley, 1925-29; J. W. Addison, 1929-37; J. B. Wright, 1937-45; B. F. McLaurin, 1945-66; J. E. Miller, 1966-79; McKinley C. Martin, 1980-92; and the incumbent Vivian M. Presley, 1992 to present. With her appointment as superintendent/president January 6, 1992, Dr. Vivian Presley became the first female to head Coahoma Community College and Agricultural High School, and the first woman to head a community/junior college in the state of Mississippi.

With the approval of the Board of Trustees of Coahoma Junior College and the State Board for Community and Junior Colleges, Coahoma Junior College's name was changed to Coahoma Community College, effective July 1, 1989.

In the spring of 1995, after many years of not having an official district, a bill was introduced into and passed by the Mississippi Legislature and signed by the Governor giving Coahoma Community College a district. Effective July 1, 1995, the Coahoma Community College district became Bolivar, Coahoma, Quitman, Tallahatchie and Tunica Counties.

MISSION STATEMENT OF COAHOMA COMMUNITY COLLEGE

The mission of Coahoma Community College is to provide access to a post secondary education for all students through diverse opportunities and programs. Coahoma Community College offers academic, vocational, technical, and life long learning. Coahoma Community College is committed to quality and excellence in its educational and community programs. To accomplish this mission, the college shall:

1. Provide the first two years of university parallel programs which will prepare students to transfer to four year institutions.
2. Provide vocational and technical training which will prepare students to enter the job market upon completion of a training program.
3. Provide life-long opportunities through credit and non-credit programs.
4. Provide specialized training programs designed to produce a productive workforce which meets the needs of area businesses and industry and to maintain an active partnership with them.
5. Provide a student service program that will help students develop intellectually, socially, personally, and physically.
6. Provide an interactive telecommunications system for use by the institution as well as by business, industry, and community groups.
7. Plan, evaluate, and assess all activities and programs in order to ensure institutional effectiveness.

LOCATION OF SCHOOL

Coahoma Community College, located in Coahoma County, Mississippi, about four miles north of the city of Clarksdale, is easily accessible from four major highways: U. S. 61, U.S. 49, Miss. 6 and Miss 1. The ninety-nine acre campus lies in an agrarian setting along Clarksdale-Friars Point Road near the Mississippi River which forms the western boundary of Coahoma County. Bordered on the east by a quiet and picturesque little lake, the school site is conducive to wholesome recreation as well as to serious study.

COAHOMA COMMUNITY COLLEGE POLICIES

Coahoma Community College shall not use federally appropriated funds to pay persons for influencing or attempting to influence an officer or employee of Congress, or an employee of a member of Congress in connection with making any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement nor shall federal funds be used for any partisan political activity.

Coahoma Community College shall comply with all conditions of the Davis-Bacon Act when federal funds are used for construction.

Coahoma Community College shall adhere to the federal rules and regulations relative to the handling of excess federal funds for each of the institution's federal programs to ensure that the College is in compliance with the cash management requirements of each federal program.

Coahoma Community College shall comply with applicable federal financial reporting as dictated by the rules and regulations of each specific federal program.

ACCREDITATION

Coahoma Community College is accredited by the Southern Association of Colleges and Schools and the Accrediting Commission of the State of Mississippi to award associate degrees. The College holds membership in the Southern Association of Junior Colleges, American Association of Junior Colleges, Association of Mississippi Colleges and Mississippi Junior College Association.

HIGH SCHOOL AND COLLEGE

Coahoma Agricultural High School is located on the community college campus. It has its own facilities, instructional and administrative personnel, and program of student activities. It serves students in grades nine through twelve.

The community college provides educational opportunities in three areas: general studies, vocational-technical education, and adult and continuing education, we also offer short term training for business and industry at our Skill-Tech Center. Transfer curricula in the academic programs parallel curricula at Mississippi's publicly-supported four-year colleges and universities. The students who desire to pursue degrees at such institutions may transfer without loss of credit.

BUILDINGS

J. W. ADDISON ADMINISTRATION BUILDING

Originally constructed in 1963 and enlarged in 1969, this building is the center for the administrative activities of the campus. It houses the president's office, business office, and other administrative offices.

ZEE A. BARRON STUDENT UNION

Named in honor of one of the former organizers of the school, Zee A. Barron, this modern air conditioned building houses facilities for various types of activities such as bowling, billiards, ping pong, and student government. It also houses student health care, the bookstore, campus security office, lounges and student affairs, which includes counseling, student publications and food service. This building, which is the center of student activities, was constructed in 1975.

THE BLACKBURN ANNEX

This modern computer-equipped building which is named in honor of Samuel Blackburn houses a farm equipment shop, a shop for diesel mechanics, classroom space, and an agricultural industrial technical program.

ROSIE BROWN SANDY BAYOU BUILDING

Sandy Bayou was constructed on the campus as a county elementary school and was considered as part of the Coahoma Community College and Agricultural High School Complex. Because of declining enrollment, the school was closed. In 1976 the college purchased the facility to be used as a classroom building. This building was dedicated in memory of one of its most outstanding teachers and administrators, Rosie Brown.

CAIN VOCATIONAL BUILDING

Named in honor of Joseph & Hettie Cain, this facility was dedicated in 1985. The facility houses programs in high school building trades and printing. The building was renovated in 1991 to house the Print Shop that was initiated through Xerox, the U.S. Department of Interior and Coahoma Community College.

CONSUELLA CARTER MUSIC HALL

This building was named in honor of Consuella Carter, a former band director and music instructor at Coahoma Community College. This modern air conditioned facility houses the band, choir, and rooms for teaching music. It was constructed in 1966.

MARTIN CENTER FOR LIFELONG LEARNING

This building was originally constructed in 1928 as the college dining hall. An addition was made in 1969, and it was renovated in 1975 to serve as the central location for the Division of Continuing Education. In 1987 it was named in honor of McKinley C. Martin, former president/superintendent of Coahoma Community College and Agricultural High School.

CHRISTINE J. CURRY HALL

This building was constructed in 1965 as a business building. An addition was made in 1969. It now houses the Business offerings and is named in honor of Christine J. Curry, a long time head of the Business Department.

DICKERSON-JOHNSON LIBRARY CENTER

The Dickerson-Johnson Library and Learning Resources Center contains the general, reference, and Black Heritage collections of the college. It strives to provide resources that support the curriculum and various programs of Coahoma Community College. The building is named in honor of the school's first librarian, Ethel Dickerson, and Lillian Rogers Johnson who helped organize the college. The library occupies the second and third floors of the building with Reference being housed on the second floor and the General Collection, Main Reading Room, Black Heritage Collection and Media Center residing on the third floor.

The library is designed to facilitate research and study with open stacks and continuously available assistance from library staff. It offers a wide variety of materials including over 20,000 bound volumes, nearly 400 periodicals in several formats including full-text CD-ROM data bases, over 2,000 microforms, as well as current issues of more than 120 magazines, journals, and newspapers. Services provided include inter-library loan, a microfilm reader/printer, microfilm readers, photocopier, typewriters, a computer network with word processing programs, Internet access and reference sources on CD-ROM, typing rooms, a large group conference room which also serves as a viewing room, and a media center that houses a collection of books, audio-visual materials and equipment. The library automation system provides easy access to the library's collection and facilitates efficient circulation of materials.

The offices of Admission and Records, Financial Aid, and the Computer Center are located on the first floor.

LEE FLOWERS VOCATIONAL BUILDING

This facility was named in honor of Lee Flowers, a deceased instructor in the building trades. The facility was originally constructed in 1962 to house classrooms, shops, and laboratories for brick masonry. After the building sustained heavy damages from a tornado in 1984, it was completely renovated in 1986 to a two-story structure. The first floor is designed for intensive business courses and includes laboratories for typewriting, accounting, and computer training.

FRIENDS HALL

This three-story air conditioned facility was constructed in 1983. It provides housing for 120 male students and includes lounging areas, lobbies, and kitchenettes.

FRANK W. GAMBRELL, JR. RESIDENCE CENTER

Named in honor of Frank W. Gambrell, a deceased faculty member and academic dean, this facility was constructed during the 1977-78 school year. This modern three-story air conditioned building accommodates 120 female students. It also includes lounging areas, lobbies and kitchenettes.

B. F. MCLAURIN VOCATIONAL-TECHNICAL CENTER

Named in honor of the first president of the school, B. F. McLaurin, this modern air conditioned building houses facilities for drafting and design, electronics, auto mechanics, diesel mechanics, carpentry, machine shop, welding, and offices. It was constructed in 1969.

SEZZIE MCLAURIN RESIDENCE HALL

Named in honor of the deceased wife of the first president, this facility was constructed during the 1983-84 school year. This modern two-story air-conditioned building provides housing for 60 female students. It also includes lounging areas, lobbies, and kitchenettes.

JAMES E. MILLER STADIUM

This stadium, which is the home of the "TIGERS" football team, is named in honor of the second president, James E. Miller. The James E. Miller Stadium was constructed in 1979 and has a seating capacity of 2,500.

MARION M. REID GYMNASIUM

Named in honor a deceased faculty member and registrar, Marion M. Reid, this facility is used for athletic activities, assemblies, and class instruction. It was constructed in 1960 and renovated in 1986 after the building sustained heavy damages from a tornado in 1984.

TRUSTEE CENTER FOR PHYSICAL OPERATIONS

This facility was named in honor of all present and past members of the Board of Trustees. It houses Shipping and Receiving, Buildings and Grounds, and a bus shop.

MARY G. WHITESIDE ACADEMIC HALL

Named in honor of a deceased faculty member Mary G. Whiteside, who was registrar and academic dean, this two-story building was originally constructed in 1958. Additions were made in 1961 and 1968. This building houses classrooms, and various offices.

IRMA GAMBRELL CHILD CARE CENTER

This facility is named in honor of Irma Gambrell, a long time employee and loyal supporter of the College. The facility was originally constructed to house vocational programs for the high school. After the building sustained heavy damages from a tornado in 1984, it was completely renovated in 1988 to house the Child Care Training Center.

THE BARRON-MILLER CENTER FOR FINE ARTS

The Barron-Miller Center for Fine Arts was originally constructed in 1965 as a small gymnasium to be used primarily by Coahoma Agricultural High School. The facility was used for physical education classes, small assemblies and basketball practice when originally constructed. The facility was renovated in 1990-91 to be used primarily by Coahoma Community College as a facility for art classes, performing arts and small assemblies. The attractive two-story building houses the Henry Dorsey Studio, the Thomas A. Richardson Studio, the Georgia A. Lewis Theater, the Eddie Mae Jackson Drama Laboratory, and the Mirian Green Writer and Artist Laboratory.

THE MARVIN F. SIGMON JR. VOCATIONAL/TECHNICAL BUILDING

The Sigmon Vocational/Technical Building was constructed to house the Auto Body and Fender Repair Vocational Program and the Industrial Electricity Vocational Program. The building is constructed of metal framing and brick veneer.

The Auto Body and Fender Repair Shop and the Industrial Electricity Shop both consist of air conditioned classrooms and labs, equipped with the latest in modern furniture and tools. The classrooms also have view windows to the practice labs where the lecture/related (learning) can be observed during the after lab practices. This building is named in honor of Marvin Sigmon, Jr. who served on the Board of Trustees for Coahoma Community College and Agricultural High for more than 30 years and as president of the Board for a number of years.

THE PINNACLE

The Pinnacle was constructed in 1992-93. This modern air conditioned 38,000 square foot facility houses four classrooms, several offices, athlete dressing rooms, a permanent stage area, and an arena floor area for sporting events. The arena seats more than 4,000, houses a press box that doubles as a control and sound booth, and a video taping area. The building is also used for cultural events for the College and the community.

CONTINUING EDUCATION AND COMMUNITY SERVICES

Coahoma Community College offers traditional academic degree-oriented courses and nontraditional educational activities designed to meet public and community service demands. These activities include off-campus classes, conferences, workshops, direct independent study courses and special interest non-credit classes. Continuing Education units are awarded for participation in non-credit courses.

ALUMNI ASSOCIATION

The Alumni Association of Coahoma Community College is an organization of former students, both graduates and non-graduates. The purpose of the association is to serve and extend the programs of the College; to promote a spirit of fellowship and cooperation among its members; and to solicit their help in the future development of the College.

PUBLIC RELATIONS

The program of public relations at Coahoma Community College endeavors to foster and maintain public goodwill toward the institution by evaluating public attitudes, identifying the policies of the College with the public interest, and carrying out other activities to earn public understanding and acceptance. Specifically, the public relations office seeks to (1) interpret the College's philosophy and objectives; (2) advertise the public services of the College; (3) enlist the support of the public; (4) aid graduates of the College in transferring to the upper division of four-year institutions and/or in finding employment; (5) make contact with promising prospective students.

SCHEDULE OF STUDENT EXPENSES

OUT-OF-STATE are those whose legal residence is outside the state of Mississippi.

	<u>DAY STUDENTS</u>		
	<u>In-State</u>	<u>Out-of-State</u>	<u>Foreign Countries</u>
Matriculation Fee	\$ 400.00	\$ 400.00	\$ 400.00
Publication Fee (once per year)	60.00	60.00	60.00
Activity Fee	25.00	25.00	25.00
Out-of-State Fee		950.00	
International Fee	_____	_____	<u>1,050.00</u>
TOTAL FIRST SEMESTER	\$ 485.00	\$ 1,435.00	\$ 1,535.00
TOTAL SECOND SEMESTER	\$ 425.00	\$ 1,375.00	\$ 1,475.00

<u>BOARDING STUDENTS</u>			
Matriculation Fee	\$ 400.00	\$ 400.00	\$ 400.00
Publication Fee (once per year)	60.00	60.00	60.00
Activity Fee	25.00	25.00	25.00
Out-of-State Fee		950.00	1,050.00
Board Fee	629.00	629.00	629.00
Room Fee	<u>515.00</u>	<u>515.00</u>	<u>515.00</u>
TOTAL FIRST SEMESTER	\$ 1,629.00	\$ 2,579.00	\$ 2,679.00
TOTAL SECOND SEMESTER	\$ 1,569.00	\$ 2,519.00	\$ 2,619.00

	<u>EVENING STUDENTS</u>	
	<u>On-Campus</u>	<u>Off-Campus</u>
Matriculation Fee/Hr.	\$ 40.00	\$ 40.00
Evening Registration Fee	25.00	25.00
Off-Campus Fee		35.00
Activity Fee (Full-time students only)	25.00	25.00
Publication Fee (once per year) (Full-time students only)	60.00	60.00

<u>OTHER COSTS</u>	
Late Registration Fee	\$ 25.00
Room Deposit/Key Deposit	100.00
Drop/Add (per course)	5.00 (To begin after 1st day of class meeting)
Audit Fee	20.00 (per semester hour)
Transportation Fee (Bus)	100.00 (per semester)
Science Majors Lab Fees	25.00
Fees for Students enrolled in science courses	8.00
Withdrawal Fee	10.00

*LATE REGISTRATION

It is very important that students register during the regular days provided for registration. A late registration fee of \$25.00 is charged for any student who registers late.

SUMMER SCHOOL FEES

Registration Fee, Per Summer Term	\$ 25.00
Fee, Per Semester Hour	65.00
Activity Fee, Per Summer Term	12.50
Off-Campus Fee, Per Term	35.00

GRADUATION FEES

A graduation fee of \$45 is charged to all students who are graduating. This includes the cost of the degree/certificate and cap/gown rental.

A student's account must be cleared in the Business Office before he/she can graduate or have his/her transcript released.

NOTE: All fees are subject to change.

REFUND POLICIES

If a class fails to develop or is terminated by order of the administration, all fees assessed and paid will be refunded. Otherwise, only a portion of matriculation fee will be refunded.

No refund of student fees will be made unless the student officially withdraws at the **OFFICE OF ADMISSIONS**. All refunds will be calculated on the following schedule:

	<u>Regular Terms</u>	<u>Summer Terms</u>
First Week of Classes	100%	100%
Second Week of Classes	75%	0%
Third Week of Classes	50%	0%

DELINQUENT ACCOUNTS

The College reserves the right to deny readmission of a student until all delinquent funds owed to the College have been paid. Transcripts are not issued for students whose accounts are delinquent. Regular student account balances are collected by the Business Office, and if not paid when due, shall constitute delinquent accounts.

BOOKS AND SUPPLIES

Textbooks for courses in the college division may be purchased from the college bookstore. The cost of books ranges from \$250 to \$300 per semester. School supplies, paper, pencils, ink pens, and other supplies are available in the bookstore.

STUDENT FINANCIAL AID

General Information

For many students, the cost of education beyond high school may be prohibitive. Coahoma Community College students are assisted through various types of financial aid, which may take the form of scholarships, grants, loans, and part-time employment (work study).

Financial assistance is provided to students who have met the admission requirements of the College. Aid recipients who have attended other colleges prior to attending Coahoma Community College must submit a financial aid transcript from those colleges.

TO APPLY FOR FINANCIAL AID

All financial assistance is awarded on an annual basis and no award implies automatic renewal from year to year. The Free Application for Federal Student Aid (FAFSA) and a Coahoma Community College financial aid application must be submitted each year.

PRIORITY DEADLINES

Fall Semester	March 15
Spring Semester	November 1
Summer Session	April 15

Applications will continue to be accepted after these dates and will be considered according to the availability of funds.

SOURCES OF FINANCIAL AID

Federal Pell Grant--A federal student aid program designed to provide a foundation of gift aid to students who demonstrate financial need. All undergraduate students enrolled for their first undergraduate degree are eligible to apply for the Pell Grant. The formula for determining need is developed by the Department of Education and approved by Congress. To be eligible for the Federal Pell Grant, a student must be a U. S. citizen (or an eligible non-citizen), or be enrolled in an eligible program. Pell Grant awards may range from \$400 to \$2,700 per year. (Subject to change).

Federal Supplemental Educational Opportunity Grant (FSEOG)--A federally sponsored program to provide gift aid for those students with exceptional financial need, as determined by the financial aid administrator, based on the availability of funds. SEOG awards may range from \$100 to \$4,000 per academic year.

State Student Incentive Grant (SSIG)--This grant is available to Mississippi residents only. Recipients must show a financial need, be enrolled full-time in an eligible program and must make satisfactory academic progress. SSIG awards are based on availability of funds, as determined by the financial aid administrator. SSIG awards may range from \$200 to \$1,500 per year.

Federal Work Study Program (FWS)--Part-time jobs are available on campus for students demonstrating financial need and who must earn part of their educational expenses. Students will work in a variety of departments around the College. The amount of a student's FWS award depends upon available funds and the student's financial need.

Federal Community Service Work Study Program (FCSWS)--A component of FWS designed to encourage students to participate in community service activities. These part-time positions will be related to improving the quality of life for community service residents, or to solve particular problems related to their needs.

Federal Perkins Loan Program--The Perkins Loans (formerly NDSL) are reserved for the neediest students. Undergraduate students may borrow up to \$3,000 per year with an aggregate limit of \$15,000. Repayment will begin six or nine months after a student ceases to be enrolled at least half-time.

Federal Stafford Student Loan Program (Subsidized and Unsubsidized)--Banks, credit unions, savings and loan associations and similar agencies make loan funds available for educational purposes.

Williams D. Ford Direct Loan Program (Federal Direct Subsidized/Unsubsidized and Federal Direct Plus)--Loan capital is provided directly to students and parents borrowers by the Federal Government rather than through private lenders as in the Federal Family Education Loan Program.

The Federal Student Loan Program enables a student to meet his educational expenses by borrowing from an eligible lender at a low interest rate. Borrowers must be enrolled at least half-time (6 hours) in an eligible program of study.

Freshman students may borrow up to \$2,625 and sophomore students may borrow up to \$3,500 per year. Students must show eligibility by filing the Free Application for Federal Student Aid.

A student may borrow up to an aggregate loan amount of \$23,000 maximum if the student has not successfully completed a program of undergraduate education.

Repayment will begin six months after a student ceases to be enrolled at least half-time. Applications are available at various lending institutions.

Federal Parent Loan for Undergraduate Students (PLUS)--The Federal PLUS loan program is a non-need based source of loan funds for parents of dependent undergraduates. Parents can borrow for each undergraduate dependent child, not to exceed the cost of attendance minus financial aid. Repayment will begin 60 days after the loan is disbursed.

SATISFACTORY PROGRESS FOR FINANCIAL AID

All students must make satisfactory progress toward the completion of a chosen academic or vocational-technical program to remain eligible to receive any federal financial aid. Students must maintain a grade point average according to the formula below to be considered making satisfactory progress:

- a. minimum cumulative grade point average of 1.0 after one semester;
- b. minimum cumulative grade point average of 1.5 after two semesters;
- c. minimum cumulative grade point average of 2.0 after three semesters;
- d. minimum cumulative grade point average of 2.0 for all remaining semesters.

Students must pass at least 12 hours of the total number of hours attempted. Courses may be repeated once. Students will not receive aid for courses repeated with a grade of C or better. For computational purposes, the "NF", "NA", "W", and "I" grades count the same as and "F", zero quality points.

To receive financial aid from any Federal Aid Program, students must make satisfactory progress toward completion of their chosen academic or vocational-technical program.

Students must maintain the grade point average and program completion rates listed below to be considered making satisfactory progress:

<u>Credits Attempted</u>	<u>Minimum GPA</u>
6 - 18	1.0
19 - 36	1.5
37 - 54	2.0
55 - 72	2.0
73 - Above	2.0

ELIGIBILITY TIME FRAMES

Full-time students (minimum 12 hours) are expected to complete their educational program within eight semesters. Evening and part-time students are expected to complete their educational program within ten semesters. This time allotment will allow for a student's changing his/her major twice, completion of non-credit remedial courses, repetition of courses failed or withdrawal. Receipt of any financial aid beyond this time will require approval of the Financial Aid Committee.

STANDARD OF SATISFACTORY PROGRESS

Satisfactory progress determination will be based on:

- * the number of credit hours attempted;
- * minimum cumulative grade point average for total credits attempted;
- * program completion within the specified time frame.

FINANCIAL AID PROBATION

A student will be placed on financial aid probation if the minimum grade point average or completion rate is not achieved; a warning letter will be mailed from the Director of Financial Aid. The student will also be considered on temporary academic probation and will receive a warning letter from the Academic Dean.

CONDITIONAL FINANCIAL AID PROBATION (for ONE semester ONLY)

If the student's cumulative grade point average or completion rate does not meet the minimum by the end of the semester following placement on financial aid probation, he/she will be placed on conditional financial aid probation; a second warning letter will be mailed by the Director of Financial Aid. The Director may impose conditions for the student to continue receiving financial aid such as proof that the student is seeking counseling, tutorial help, or other forms of assistance from appropriate staff members. The Director will determine the conditions on a case-by-case basis. The student will also be considered on academic probation. A second warning letter will be sent by the Academic Dean.

FINANCIAL AID SUSPENSION

If, after the semester on conditional financial aid probation, the cumulative grade point average or completion rate remains below the minimum standard, the student will be placed on financial aid suspension.

A student on financial aid suspension is not eligible to receive any federal Title IV financial aid.

DEVELOPMENTAL COURSES

If enrolled in at least twelve (12) hours of developmental courses, a student will be granted extra time on financial aid probation or conditional financial aid probation, up to two additional semesters.

WITHDRAWAL, "NF", "NA", AND "F" GRADES

Students receiving "NF", "NA", and "F" grades will be treated the same as students receiving "W" grades. The student will be placed on probation. If the student does not attain the prescribed GPA after two probationary semesters, the student will be placed on financial aid suspension.

REINSTATEMENT AFTER FINANCIAL AID SUSPENSION

Students may re-establish their eligibility for financial aid if they are recommended for readmission by the Academic Dean.

Students re-admitted must raise their cumulative grade point average and completion rate to the minimum level by the end of the semester of readmittance. All time frame requirements will still apply.

APPEAL PROCESS

Any student wishing to appeal a ruling regarding the failure to meet standards for receiving financial aid may appeal to the Financial Aid Committee.

The following will be considered as a basis of appeal:

- a. Extended illness or disability.
- b. Surgery and/or hospitalization.
- c. Loss of job or income.
- d. Death or serious illness of a member of the immediate family.
- e. Other cases deemed extenuating by the Financial Aid Administrator.

The steps to appeal are as follows:

1. The student must submit, in writing, to the Financial Aid Office details describing the claim. Complete documentation must be furnished by the student verifying the facts of the appeal. In all cases, the burden of proof rests with the student. A Coahoma Community College faculty member or administrator who is familiar with the circumstances may be asked to supply a letter of support. Appeals based on medical or psychological problems should be accompanied by a statement from a physical or mental health professional familiar with the circumstances. This statement should be sent directly to the Financial Aid Administrator.

2. Once the appeal is filed, a committee will be appointed to review the appeal. The student's current semester academic record will be considered by the committee in reaching a decision.

Students will be notified by mail of the results of the appeal within approximately two weeks of the submission of the appeal and all documentation.

GENERAL INFORMATION

Transfer students are considered in good academic standing at the time they enroll at the College. The time frames will begin when the student is enrolled.

Individual mitigating circumstances will be reviewed to determine if a student not meeting the satisfactory progress requirements may still be considered to be making satisfactory progress. This review may be undertaken without the formal appeal procedure, and may result in continuation of financial aid eligibility.

Students are allowed to change majors twice without affecting the time frame. The change may be across or within college divisions. Any probation or suspension determination will remain in effect during the change of major.

What Is Financial Aid?

Financial aid is help, usually in the form of grants, scholarships, loans, wages, benefits, stipends and deferments. It may pay for tuition and fees, and may also include assistance for room, board, books, transportation and personal expenses.

Grants are awards that you do not pay back.

Scholarships are awards based on academic excellence or special skills.

Work Programs allow you to work and earn money to help pay for college.

Loans are borrowed money that you must repay with interest.

How Eligibility Is Determined

Coahoma Community College uses the Free Application for Federal Student Aid to assess the financial condition of financial aid applicants. Information is analyzed according to the requirements of the U.S. Congress and federal, state, and institutional guidelines. Such items as income, assets, family size, marital status, number of family members in college, and family medical and dental expenses are used to determine eligibility.

Results of the needs analysis process indicate the amount the student and his or her family can contribute toward the student's education.

Students Eligibility Requirements

- * Generally, have financial need.
- * Have a high school diploma, a GED, or TABE (the ability to benefit) test.

- * Be enrolled as a regular student in an eligible program. Eligible program includes a degree or certificate program.
- * Be enrolled at least half-time--except for the campus based programs.
- * Be a U.S. citizen or eligible non-citizen.
- * Make satisfactory academic progress as outlined in this publication.
- * Not be in default on any educational loan or owe a refund or repayment on an educational grant.
- * Sign a statement of education purpose/certification statement on refunds and defaults.
- * Sign an Anti-Drug Abuse Act Certification.
- * Sign a statement of registration status with Selective Service, if applicable.

Points To Remember

- YOU must initiate the Application for Financial Aid.
- YOU should be aware that applications are processed throughout the year.
- YOU must reapply for financial aid for each academic year. Aid for the summer is awarded separately.
- YOU should apply BEFORE April 1 and be guaranteed your share of available funds if eligible.
- YOU must apply for the Pell Grant to be considered for other aid.
- YOU must apply for financial aid in order to get College Work-Study.
- YOU must report changes in address or status promptly.
- YOU must respond to your award offer as soon as it is received.
- YOU must be at least a part-time student to receive and continue to receive financial aid.
- YOU must be an eligible student enrolled in an eligible program seeking a degree or certificate to receive aid, and must maintain satisfactory progress to continue eligibility.

SCHOLARSHIPS OPERATION GUIDELINES

Students will not receive two institutional scholarships during one academic year for any institutional program with the exception of the CCC Ambassador Scholarship program. When a student qualifies for more than one scholarship from the institution, the financial aid director may list two institutional scholarships as long as the combined total of the awards does not exceed the value of the largest scholarship.

Outside scholarships which are not funded by the institution may be added to the total award for the student as long as regulations governing federal financial aid are not violated.

Students must be enrolled full-time to be eligible for any institutional scholarship.

SCHOLARSHIPS

Scholarships are presented on the basis of availability and students' eligibility. Scholarships are made possible through the generosity of individuals, corporations, and organizations.

Information regarding scholarship applications may be secured from the Financial Aid Office.

SCHOLARSHIP POLICIES

1. Any student on a scholarship who fails to maintain required GPA and full -time status (minimum of 12 semester hours) forfeits his/her scholarship.
2. Any student who drops out of school forfeits his/her chances of eligibility then and in the future. The student cannot resume the scholarship if he/she returns to Coahoma Community College. Extenuating circumstances should be submitted in writing to the Scholarship Committee for consideration.
3. Any student expelled because of disciplinary action forfeits his/her scholarship and will not be eligible for another scholarship.
4. If a student ceases to attend class and does not withdraw officially he/she will forfeit his/her scholarship then and in the future.
5. Any student who officially withdraws from school will not be required to pay back his/her tuition but must leave any remaining portion of the money in the scholarship account. Official withdrawal papers will be submitted to the Financial Aid Office.
6. If a student officially withdraws, he/she may be granted special approval by the College Scholarship Committee (See policy #11).
7. A student's scholarship applies directly to institution fees only (tuition, room/board, educational supplies, and other related fees).
8. A student may receive an academic scholarship for four semesters if he/she maintains required GPA and full- time status (completing 12 or more hours).
9. If a student fails to attend school in consecutive fall/spring semesters (excluding summer school), he/she will forfeit his/her academic scholarship.
10. Any student receiving a scholarship should be contacted by the donor and must be present at the scholarship awards program. If the student is unable to attend because of extenuating circumstances, these reasons should be put in writing to the Scholarship Committee.

11. The Scholarship Committee will take under advisement a student's special set of circumstances. To process this review a student must submit in writing and/or have an interview regarding his/her special request.
12. Any student receiving an activity scholarship such as band, cheerleader, choir, and ceases to participate, the scholarship will automatically be prorated or terminated.
13. Only the Scholarship Committee with the approval of the President of Coahoma Community College, can make any changes in these policies.

ACT SCHOLARSHIPS

An ACT scholarship is based on the student's ACT (American College Testing Program) score. (See Scholarship Requirements and Scholarship Policies)

COAHOMA COMMUNITY COLLEGE AWARDS AND SCHOLARSHIPS DESCRIPTIONS

THE DELTA SIGMA THETA SORORITY assists CCC in providing two scholarship awards each year. The first award is the Fannie Lue Hamer Memorial Scholarship which is awarded by the Clarksdale-Marks Alumnae Chapter of the sorority. Each year the scholarship goes to a sophomore who possesses scholarship, good moral character, and an interest in the institution. The Delta Sigma Theta Award goes to a sophomore who exhibits scholastic achievement, good moral character, and versatility.

THE BEN-GLO SCHOLARSHIP is an annual gift given by a private foundation established by the Daugherty Family in honor of Benjamin Allen Daugherty and Gloria Daugherty Strange. The award is given to two students interested in Audiovisual Education, or show some promise in that field, or an athlete in need of financial assistance. Need is the main criteria for selection as well as scholarship. The award may be given to entering students at CCC, continuing students at CCC, or graduating students furthering their college careers at a four-year educational institution.

THE MARION M. REID AWARD is a cash award given to a freshman from Coahoma County with good academic potential, leadership ability, and one who participates in civic activities and expresses a desire to continue his/her formal education beyond two years of college.

THE ALPHA PHI ALPHA FRATERNITY, INC. SCHOLARSHIP is an award given to a freshman with good academic potential, leadership ability, community involvement, and will be returning to CCC as a sophomore. The student must maintain a "B" average and desire to continue his/her formal education beyond two years of college.

THE FRANK W. GAMBRELL JR. MEMORIAL SCHOLARSHIP is named for former CCC instructor and is awarded to a freshman Science major with the highest scholastic average above 3.0. The award is given to a student who desires to continue his/her education beyond the two-year college level.

THE EZRA TOWNER III MEMORIAL AWARD is an annual cash award given to Towner's family for a freshman or sophomore student from Quitman County who is interested in the field of Special Education.

THE LULA H. PENDLETON MEMORIAL SCHOLARSHIP is given by Miss Montcal Pendleton, daughter of Lula Pendleton, and is given through 21st Century Civic and Art Federated Club. The award goes to a freshman student majoring in Mathematics or Computer Science from Coahoma County.

THE FRIARS POINT SCHOLARSHIP AWARD is an annual award given to a Coahoma Agricultural High School senior from Friars Point with the highest scholastic average.

THE MATTIE HENRY PETTIS MEMORIAL AWARD is a cash award given to a freshman student who is majoring in Political Science, maintains a "C" average, is 18 years of age and is a registered voter.

THE FRANKIE STUTTS-GRAY MEMORIAL AWARD given by Laura Hearn is a cash award given to a graduating sophomore who exhibits the most courteous conduct at all times.

THE LILLIAN ROGERS-JOHNSON MEMORIAL AWARD is made on the basis of academic potential and Christian character among freshmen.

THE MABLE THOMPSON THOMAS AWARD is given to the graduating sophomore with the highest scholastic average.

THE DELTA WIRE SCHOLARSHIP is awarded annually to a Coahoma County student who has participated in the work-study program during high school or a summer work program and wishes to continue his/her education. The student must exhibit leadership abilities, possess a good work ethic, demonstrate outstanding job skills, and maintain at least a "B" average (3.0).

The student who applies for the Delta Wire Scholarship must submit a letter of application, a resume, official copy of high school transcript, and copy/proof of high school diploma. The application process also includes completing a form and being interviewed by the Scholarship Committee.

THE EDIE FURNISS LPN SCHOLARSHIP is an annual \$300.00 cash award given to a graduating Practical Nurse candidate who is over 25 years of age and who has overcome many obstacles to receive her/his degree. The Edie Furniss LPN Scholarship was established in 1993 by State Senator Delma Furniss in honor of his wife who received her LPN degree at age 31 and her RN degree at age 34.

THE FRED'S SECOND OPPORTUNITY SCHOLARSHIP is sponsored by the Mississippi Network. The Mississippi Network will provide one (1) \$1,050 scholarship per school year to be paid on a semester basis. The Student must have a "C" average their first semester to be able to qualify for the second semester scholarship. The applicant selected for the Fred's Second Opportunity Scholarship will be chosen by the Coahoma Community College District Scholarship Committee.

SPECIAL NOTE: An application for Federal Student Financial Aid (Pell Grant) and a Coahoma Community College Financial Aid Application **MUST** be processed and on file, **BEFORE** a student can be considered for any type of scholarship or financial assistance.

SECTION THREE

ACADEMIC REQUIREMENTS AND REGULATIONS



ADMISSIONS

Inquiries about admission to Coahoma Community College should be addressed to the Office of Admissions and Records. The Director of Admissions and Records receives and processes all routine applications, evaluates credentials and issues statements relative to admission to applicants. Academic, technical and vocational students may enter at the beginning of either of the two semesters or at the beginning of the two summer school terms. Application forms may be secured from the Admissions and Records Office.

GENERAL ADMISSIONS POLICIES

Coahoma Community College does not discriminate on the admission of students because of race, color, sex, national origin or disability. The institution operates under the "open door" policy. However, admission to the college does not necessarily guarantee admission to a specific program desired by a student.

Coahoma Community College admits students whose American College Test (ACT) scores are on file in the Admissions and Records Office. Students seeking admission to the academic and technical programs are required to take the ACT and request that the results be sent to the Admissions and Records Office before credit is granted. Students 21 years of age or older are not required to take the American College Test unless they are planning to enter a specific program that requires it, such as the Licensed Practical Nursing (LPN) Program. All admissions requirements must be met before a student is officially accepted by the institution.

Immunization Requirement: In cooperation with the Mississippi State Board of Health, Coahoma Community College requires certification of appropriate immunization against rubella and measles of all entering students whose birth dates are after December 13, 1956.

A student who is on academic probation at another college, if otherwise acceptable, is admitted to Coahoma Community College on probation. A student who is excluded from another college because of academic suspension may be considered for admission to Coahoma Community College on probationary status after remaining out of college for one semester.

ADMISSIONS REQUIREMENTS FOR ACADEMIC AND TECHNICAL STUDENTS

1. First time entering students seeking admission to the college should provide a transcript with proper verification from the high school attended. Students who have completed a minimum of 19 acceptable high school units but have not graduated from high school may be accepted.
2. For mature students (above 17 years of age), a satisfactory score on the high school level General Education Development Test (GED) may be accepted in lieu of certification for graduation.
3. Students should request that their American College Test (ACT) scores be mailed to the Admissions and Records Office.
4. Transfer students: A student from a college of recognized standing may be admitted to the College on the basis of an official transcript of credits from the institution previously attended. However, transfer credit will be accepted in accordance with the following policy: a student whose transcript indicates an overall quality point average

of C (2.0) or better will be allowed to transfer all courses relative to a chosen major of study. If the transcript indicates an overall average of below C, only those courses bearing grades of C or better will be accepted. All transfer students should have their transcripts evaluated in the Office of Admissions and Records prior to enrolling. Transfer students are denied admission if they are on academic suspension from the previous institution.

5. All applicants are required to submit a copy of their signed social security card.
6. All applicants are required to submit completed applications that are supplied by the institution.
7. All applicants are notified of their admission status as completed applications and other required admission data are received in the Admissions and Records Office. When all required admission materials are on file in the Admissions and Records Office, each applicant will be sent a "Notice of Acceptance Form" which must be presented when the applicant begins registration.

ADMISSIONS REQUIREMENTS FOR VOCATIONAL PROGRAMS

Students may be admitted to vocational programs at Coahoma Community College if they are interested in the trades. High school graduation or satisfactory scores on the General Education Development test are not required in certain programs. However, a transcript or record of previous education and training is required. Students who enroll in barbering and cosmetology are required to have received a high school diploma or GED. Students who enroll in the vocational program must take the TABE test prior to registering.

ADMISSIONS REQUIREMENTS FOR EVENING STUDENTS

Admissions requirements for evening students are the same as for regular day students.

ADMISSIONS REQUIREMENTS FOR VETERANS OR ELIGIBLE PERSONS

Admissions requirements for veterans or eligible persons are the same as for regular students. However, they must meet all admissions requirements and provide the Admissions and Records Office with documented evidence of all previous education and training prior to being admitted and certified to the Veteran's Administration.

Veterans who intend to utilize G. I. benefits cannot be admitted to the College under special admission status and be eligible to receive financial benefits under the G. I. Bill.

ADMISSION OF FOREIGN STUDENTS

A limited number of foreign students who meet the requirements will be accepted for admission to the college. All of the requirements must be completed two (2) months prior to beginning of classes for the semester in question in order to permit time for forms required by the Immigration and Naturalization Service of the United States Department of Justice to be completed and approved. Admission requirements for foreign students may be found at the Office of Admissions.

TYPES OF ADMISSIONS

Admissions approval is one of three types:

1. Regular indicates that a student has satisfactorily fulfilled all admission requirements.
2. Coahoma Community College has an early enrollment program for high school students. Students may enroll as early as the summer following the eleventh grade and take freshmen courses other than English Composition for college credit. Students must meet the following six requirements for early enrollment.
 - a. Have completed junior year in high school with 19 units.
 - b. Have official high school transcript on file in the Admissions Office.
 - c. Complete application for admissions.
 - d. Have official ACT scores on file.
 - e. Have adult immunization on file bearing dates of Rubella/Measles inoculation.
 - f. Attend a counseling session prior to enrollment.
3. Special Admission is designed to meet the needs of special interest groups that seek admission for specifically designed programs without concern for credit transfer.

RE-ADMISSION OF FORMER STUDENTS

A former student who was not in attendance the semester prior to the one for which he/she wishes to be enrolled is required to submit an "Application for Re-Admission." A student in attendance the semester preceding the one for which he/she wishes to be enrolled does not need to submit an application for re-admission.

A student re-admitted will return to the same academic status, unless he/she has earned additional college credits to alter his/her status. Any former student who has attended another college after leaving Coahoma Community College will be required to provide the Admissions and Records Office with an official transcript from that college.

A student returning after academic suspension will be re-admitted on academic probation, registering for 12 semester hours only.

A student who has dropped out of school for two consecutive semesters after having received financial aid each of these semesters will be required to pay all of his/her own tuition and fees for the third semester upon reinstatement as a student at the college.

HOME SCHOOLING

Students who are taught at home or through some other non-accredited entity will be required to complete the GED with passing scores along with other required items before admission can be completed.

A transfer student is defined as one who has satisfactorily completed twelve or more semester hours of college transfer credit at another regionally accredited college or university.

Students who are on academic suspension from another institution will not be eligible to enter Coahoma Community College until they are eligible to re-enter the institution from which they are suspended.

Developmental work will not be accepted as transfer work toward meeting graduation requirements.

A student who is transferring less than twelve semester hours of credit must also meet the requirements of first-time entering students as outlined in the College Catalog. If 28 or more semester hours are accepted for transfer, a student may be admitted as a sophomore.

EARLY ADMISSIONS PROGRAM

Between their junior and senior year in high school, students may earn as many as twelve semester hours college credit in summer session classes. Only students who have completed 19 high school acceptable credits are eligible to enroll. There is no obligation on the part of the student to enroll at Coahoma Community College after high school graduation. Credits earned by students enrolled in the Early Admissions Program are held until regular admission status is obtained at some college or university. Students enrolled in the Early Admissions Program are not permitted to receive any Federal or Institutional Financial Assistance. All regulations and fee schedules apply to Early Admissions Program students as apply to regular students. To be admitted to the Early Admissions Program students must have the following:

1. Overall "B" average in high school as verified by the high school principal or counselor.
2. Application for admission to Coahoma Community College.
3. Letter of recommendation from the principal or counselor at the student's high school.
4. Official American College Test (ACT) score.

GRADUATION REQUIREMENTS

Degree Programs

Coahoma Community College awards two degrees: the Associate in Arts and Associate in Applied Science. For either degree, the minimum requirement is 65 semester hours and 130 quality points (a "C" average) based upon all courses completed.

Any student who plans to transfer to one of Mississippi's eight public universities and who has not achieved the required ACT score for admission, must complete the following core requirements with at least a 2.0 average on a 4.0 scale:

- 6 semester hours of English Composition
- 3 semester hours of college algebra
- 6 semester hours of laboratory science
- 9 semester hours of humanities and fine arts

To receive the Associate in Arts degree in general education, a student must:

1. Earn a minimum of 65 semester hours which must include 6 semester hours of English Composition, 6 semester hours of literature, 3 semester hours of art or music appreciation, 6 semester hours of social science or history, 2 semester hours of physical education, 1 semester hour of orientation, 3 semester hours of oral communication and 6 semester hours of Math to include College Algebra. The remaining 3 hours of math should exclude the selection of developmental math.
2. Earn an average of two quality points for each semester hour completed.
3. Complete the last fifteen (15) semester hours at Coahoma Community College.
4. Satisfactorily meet his/her financial obligations at Coahoma Community College.

To receive the Associate in Arts or the Associate in Applied Science degree in a specific area, a student must:

1. Complete the course requirements of the appropriate curriculum outlined in the catalog.
2. Earn an average of two quality points for each semester hour completed.
3. Complete the last fifteen (15) semester hours at Coahoma Community College.
4. Satisfactorily meet his/her financial obligations at Coahoma Community College.

Exceptions:

1. A student may comply with the catalog requirements of the first two years of the specific four-year accredited institution to which he/she will transfer. However, the student must provide the Director of Admissions and Records and the appropriate instructional dean with the name of the institution within the first month of the second semester of the student's freshman year.
2. A student who is physically disabled may earn equivalent semester hours in lieu of those required in general activities if his/her claim is verified by a written statement from a physician and approved by the appropriate instructional dean.

Certificate Programs

To graduate from the College with a certification in a particular program, a student must:

1. Satisfactorily complete all courses in the chosen program as indicated in the catalog.
2. Complete the final semester as a full-time student at Coahoma Community College.
3. Satisfactorily meet his/her financial obligations at Coahoma Community College.

Exception:

A certificate is awarded those students who do not take any of the above options, but complete two years of general study at the institution.

LETTER OF APPLICATION FOR GRADUATION

Any student wishing to apply for a certificate or for one of the degrees conferred by Coahoma Community College must write a formal letter of application for a specific degree or certificate within the second week of the semester of graduation and pay graduation fees at that time. No student will be graduated and have a degree or certificate awarded until all degree or certificate requirements have been met.

A student may graduate under the requirements of the published catalog for the current session or under the graduation requirements of the published catalog for the year the student entered Coahoma Community College provided those courses are still being offered by the College. Requirements, however, may not be divided between two catalogs.

The graduation fees cover the cost of certificate/degree, cap, and gown. These fees must be paid whether or not the student participates in the formal exercises.

REGISTRATION

Registration for each semester will take place on the dates stated in the college calendar. Failure to register on the date set aside for this purpose will result in a charge of late registration fee. All students are expected to register at the beginning of the semester and remain in classes until the end of the semester.

CHANGE OF SCHEDULE

An official change in schedule may be made only with special permission from the student's advisor and the appropriate instructional dean. This includes adding and dropping courses. All changes must be made not later than the dates designated in the college calendar. The student must file a change of schedule form with the appropriate instructional dean. No student will receive credit for a course in which he/she is not enrolled. Any student who unofficially drops a course will receive a grade of "NF". A fee must be paid for each change in schedule.

Official change of schedule--A change of schedule approved by the student's advisor and the appropriate instructional dean.

Unofficial change of schedule--A change of schedule not approved by the student's advisor and the appropriate instructional dean.

DIRECTED INDEPENDENT STUDY (DIS)

Students satisfying the following condition will be permitted to earn a maximum of 12 semester hours by directed independent study, but allowed to enroll in only the DIS course per semester if he/she:

1. Possesses an overall grade point average of 2.0;
2. Enters into a contractual agreement with the instructor of the courses desired;

3. Enrolls in scheduled course, but has not dropped that course due to insufficient enrollment;
4. Shows where circumstances beyond his/her control would prevent him/her from enrolling in a course prescribed in his/her program.
5. No student entering as a first semester freshman or first-time student will be permitted to enroll in a DIS course.

A student who is desirous of pursuing a DIS course should first consult his/her Dean. Then, and only if recommended by the Dean, the student should contact the instructor so that a contract may be drawn up. This contract should spell out exactly what is expected of the student in order that the student be awarded credit for a DIS course. Courses which carry labs--i.e., biology, physical science, vocational courses, math and oral communication, etc.--will not be offered through DIS.

STUDENT LOAD

The minimum number of semester hours which classifies one as a full-time student is twelve (12). The "normal student load" is fifteen (15) to nineteen (19) hours. In order for a student to carry a load in excess of the "normal student load," the student must receive permission from the appropriate instructional dean. Students who have been placed on academic probation or who are taking remedial courses are advised to reduce the number of hours to (12), and they may not take more than fourteen (14) hours without first securing the permission of that instructional dean.

CLASSIFICATION OF STUDENTS

The classification of students at Coahoma Community College is as follows:

Freshman--a student who has fewer than 28 semester hours.

Sophomore--a student who has earned at least 28 semester hours at Coahoma Community College and attended Coahoma Community College the previous semester.

Full-time student--a student who is enrolled in 12 or more semester hours of work in a given semester.

Part-time student or special student--a student who is enrolled in fewer than 12 semester hours of work in a given semester.

Student who needs to take the TABE--a student who has not completed high school or taken and passed the GED. This student must take and pass the TABE test before he/she registers in one of the vocational programs, if he/she receives financial aid.

Cleared student-- a student who has met admissions and financial aid requirements.

Returning student-- a student who has previously attended Coahoma Community College and earned credits, stopped attending, did not attend last semester, and is now returning.

Transfer student-- a student who has earned credit at another accredited college or university and plans to enroll at Coahoma Community College. This student will be unable to enroll at Coahoma Community College if he/she has been suspended or expelled from another college or university.

SEMESTER HOURS CREDIT

Coahoma Community College operates on the semester system, having changed from the quarter system in the fall of 1976. Semester hour credit is determined by the number of hours a course meets per week. A course which gives three semester hours credit will normally meet for the three lecture/recitation hours per week or for two lecture/recitation hours and two laboratory hours per week or, for some, a combination of the above.

AUDITING COURSES

No credit or grade will be assigned for courses on an auditing basis. Once a student has enrolled in a course or courses for audit, no future credit will be allowed for enrollment in a course on this basis. Special students may be admitted to the college for audit courses on the basis of a regular application and without being required to take the ACT.

EXAMINATIONS

Examinations are given periodically during the academic year. The academic year is divided into two semesters and two summer sessions. Each semester is approximately seventeen weeks in length and each summer session is approximately five weeks in length. All students are required to take a written examination at the time designated on the schedule.

Make-up examinations are given to students who, because of unavoidable circumstances, have missed examinations during the school term. Examinations deficiencies must be removed the first semester following the semester in which the deficiency occurred. Permission for make-up examinations must be secured from the appropriate dean prior to the date for which the examination is rescheduled.

INCOMPLETE GRADES

The grade of "I" (Incomplete) indicates that the student has not completed the requirements of the course for some unavoidable reason. This grade may be changed by the instructor and credit allowed when the course requirements have been met, provided the "I" has been removed during the first semester following the semester in which the "I" was received or not later than the next semester in which the course is taught. If the student fails to complete the course within the specified time, the grade of "F" will be recorded by the Office of Admissions and Records. The student has the responsibility of making the necessary arrangements with the instructor concerned. In some cases, an Audit Fee may be charged in order to remove an "I".

GRADE SCALE/GRADE DESCRIPTIONS AND CHANGE OF GRADES

Coahoma Community College changed from the 3.0 system to the 4.0 system effective, September, 1974. College students' academic progress is evaluated according to the following grading system.

GRADE	SCALE	QUALITY POINTS
A - Excellent	92 - 100	4
B - Good	83 - 91	3
C - Average	74 - 82	2
D - Poor	65 - 73	1
F - Failure	Below 65	0
I - Incomplete		
NA - Non-Attendance		
W - Official Withdrawal		
NF - Excessive Absentees		
Z - Unassigned grade		

Grade Descriptions

I--This grade will be assigned when a student has missed classwork (including exams) which can be reasonably made up in the time specified in the college catalog.

F--This grade will be assigned when a student has attended class regularly and completed assignments but whose attendance and work are not of sufficient quality to receive a passing grade.

NF--This grade will be assigned when a student stops attending class and the unexcused absences exceed the number allowed under current policy. The instructor must assign the "NF" at the point where the absences exceed the allowable number. The date of attendance should then be reported to the Admissions and Records and Financial Aid Offices through the department chairman, and the appropriate dean. In terms of determining academic progress, the "NF" will be calculated in the total hours attempted and carry a point value of 0.

Change of Grades

A grade other than "I" (Incomplete), once reported, is subject to change only if it has been caused by a clerical error. An instructor wishing to change such a grade or change the grade of "I" to another letter must obtain a "Grade Correction Memo" from the Office of Admissions and Records and have it approved by the department chairperson and the appropriate instructional dean.

QUALITY POINTS

Quality of work will be measured by "quality point." Quality points are acquired as follows: for each semester hour completed with a grade of "A", four quality points are given; for each semester hour completed with a grade of "B" three quality points are given; for each semester hour completed with a grade of "C", two quality points are given; for each semester hour completed with a grade of "D" one quality point is given. Thus, a three hour course completed with a grade of "A" gives twelve (12) quality points, "B" nine quality points, "C" six quality points, and "D" three quality points.

To be in good standing academically, students are required to earn a 2.0 average on the 4.0 system.

Each grade reported as having been earned by the student at the end of a semester or summer term will be included in computing his/her grade point average. The student should observe that the grade "F" carries zero quality points and will be included in the computation. The grade of "I" will not be computed until after some disposition has been made concerning it. (See section on INCOMPLETE GRADE.) The grade of "W" will not affect the student's grade point average. The student should be reminded, however, that the unofficial withdrawal from any class will result in the recording of the grade of "NF".

REPEATED COURSES

On any course which is repeated, the grade recorded last will be considered when computing the student's cumulative grade point average. A student may not repeat any course in which he/she already has a grade of "C" or better. A (/) sign will be recorded over the initial grade earned upon receipt of the new grade.

HONORS

At the end of each semester, the names of honor students are published and posted. A full-time student who earns a quality point average of 4.0 will be on the president's list; those who carry a full load and earn a minimum quality point average of 3.5 will be on the dean's list; those students who carry a full load and earn a minimum quality point average of 3.0 will be given honorable mention.

Students who earn an average of 3.0 for each semester hour will graduate with honor; those who earn an average of 3.5 for each semester hour will graduate with high honor; and those who earn an average of 3.8 or more for each semester hour will graduate with highest honor. The two graduating students with the highest averages that have completed their requirements in two consecutive years carrying a full load of 15 hours or more will be valedictorian and salutatorian, respectively. A minimum quality point average of 2.0 is required for graduation from the College.

ACADEMIC PROBATION AND SUSPENSION POLICIES

Students are responsible for knowing their own standing in reference to the published academic regulations, policies and standards of the college.

Probation is a means of informing a student that his/her academic record is unsatisfactory while there is still time to remedy the situation.

Any student who fails to maintain 1.0 grade point average (GPA) during any semester of attendance at Coahoma Community College will be placed on temporary academic probation. During the following semester of attendance, the student must achieve a GPA of 1.5 or be placed on academic probation. Students on probation will be provided academic counseling.

At the end of the next semester enrolled, a student is removed from academic probation if he/she achieves a GPA of 2.0. Students failing to achieve the mandatory 2.0 will be suspended for one semester and will be required to obtain special permission from the appropriate instructional dean in order to remain in school.

A student on academic probation who attends summer school and earns an average of 2.0 in a minimum of six semester hours during any one session will be re-admitted in good standing.

After completing four semesters of work, the student must have and maintain a 2.0 GPA. Students failing to achieve and maintain this average will be suspended from the College and will be re-admitted only at the discretion of the appropriate dean.

If a student is approved for re-admission after serving one semester of academic suspension, he/she will be readmitted on academic probation. His/her load will be a maximum of (14) semester hours for the first regular semester of attendance following the suspension.

CLASS ATTENDANCE POLICIES AND PROCEDURES

Regular class attendance and punctuality are expected. All arrangements for completing missed work are to be made with the instructor. It is the STUDENT'S responsibility to initiate these arrangements.

Excessive absences may result in loss of credit for the course concerned as well as loss of grant refunds and/or financial aid eligibility.

The nature of the educational programs at Coahoma Community College is such that it is necessary for every student to attend class regularly. Instructors will keep accurate class records, and these records will become part of the student's official record.

Approved absences may be permitted in the event of personal illness, death in the immediate family, or an official school function. The student is still responsible for all work missed regardless of the reason for his/her being absent.

Instructors are expected to encourage regular class attendance by organizing classes in such a manner that students will recognize the necessity for attending classes regularly in order to meet the established objectives of the courses.

Academic and Technical Courses

When a student's unexcused absences in an academic or technical course equal three times the number of times the course meet per week, not to exceed nine absentees for three hour courses or twelve absentees for four hour courses, the student will be dropped from the course and a grade of "NF" will be recorded.

If a student has accumulated more than the total unexcused absences allowed because of justifiable causes, he/she may appeal to the Attendance Committee for an extension of allowed absences. To be considered for reinstatement, the student must appeal to the attendance committee in writing within three days from the dropped date. The request for an appeal must be made by the student to the appropriate dean. The student will be allowed to remain in class until the hearing is held and a decision has been made.

Tardies: Three tardies will count as one absence. A student is counted tardy from class if he/she is later than fifteen (15) minutes arriving to class.

Vocational Programs

When a student enrolls in any of the vocational programs, he/she accepts the responsibility for attending all classes and doing the work prescribed by the instructor. When a student's unexcused absentees in a vocational program exceed ten days, the student will be dropped from the

program and a grade of "NF" will be recorded. Once a student has been dropped by the institution, the student cannot re-enroll until the beginning of the next semester.

Should a student take more than the allowed number of unexcused absences and if there is just cause, the student may request a hearing with the attendance committee. The student must make a written request to the Dean of Vocational Technical Education. The same appeal procedure will be followed as that of academic and technical students.

Tardies: A student is counted tardy if he/she is later than fifteen (15) minutes arriving to class after any break in instruction. Tardies equaling sixty percent of a day will constitute one absence.

WITHDRAWAL PROCEDURES

Students officially withdrawing from school completely, or students who want to officially withdraw from only part of their classes, should initiate the process at the admissions office. The Admissions Office will issue the proper form and inform the student of the procedures to be followed.

1. Academic/Technical and Vocational Students

- A. Return Student I.D. to the Admissions Office
- B. Obtain withdrawal slip from Admissions Office
- C. Obtain Signature from:

1. Divisional Dean

Copies of official withdrawal will be disseminated to:

- (1) Registrar/Veteran's Coordinator
- (2) Business Office
- (3) Financial Aid Office
- (4) Student

- D. Return withdrawal slip to Admissions Office after obtaining dean's signature. Withdrawal is not official until student returns withdrawal slip to Admissions Office.

EVENING CLASSES

Evening class students are expected to attend classes on a regular basis. After two unexcused absences, the instructor will submit each student's name to the Director of Continuing Education. The director will in turn notify the student that these absences are jeopardizing his/her grade point average and continued enrollment. After the third absence, the student will be notified that he/she has been dropped from the course and the grade of "NF" will be recorded.

Should a student enrolled in evening classes take more than the allowed number of absences, he/she may request an appeal if there is just cause. The appeal must be made by the student in writing to the Director of Continuing Education. The director will present the request to the attendance committee for a decision. The student will remain in class until a decision has been made.

Tardies: A student is counted as tardy if he/she is later than thirty (30) minutes arriving to class. Three tardies shall constitute one absence.

The regular academic, technical, and vocational evening classes are an extension of the college program. They provide educational opportunities for people who are unable to attend regular day classes. The courses offered are taught by the regular faculty members or instructors with equivalent qualifications. Classes are scheduled between 6 and 10 p.m. weekdays and on Saturdays when necessary. These requirements are the same as for regular day students.

SUMMER SCHOOL

Coahoma Community College offers summer school (1) to render services to the College community; (2) to give students an opportunity to accelerate their efforts in meeting academic requirements for graduation; and (3) to give students who are deficient in academic subjects an opportunity to remove the deficiencies.

Students desiring to attend summer school will comply with the regular requirements. An applicant must make application through the Office of Admissions and Records to do summer work for academic or nonacademic credit.

The summer session for day classes is approximately eight weeks, divided into four-week terms. The "normal student class load" is six semester hours per term. The summer session for evening classes is eight continuous weeks. The normal class load is six semester hours. Detailed information concerning course offerings, admissions requirements, fees, and facilities will be available by April 1. Additional information may be obtained from the Office of Admissions and Records, Office of Continuing Education, and Office of the Academic Dean.

ACADEMIC RECORDS

Student record management is under the supervision of the Director of Admissions and Records and includes a consistent retention and disposal policy. The records are the property of the College; however, the Director of Admissions and Records will honor a students' written request that his/her official academic records not be released or information contained in his/her records not be disclosed. Unless there is written request to the contrary, the following information will be made available to parents, spouses, prospective employees, government security agencies, previous schools attended, campus organizations which require minimum scholastic averages for membership, and organizations awarding financial assistance (grants, scholarships and loans): name, date and place of birth, address, dates of attendance, major field of study, and quality point average (GPA). Transcripts are released only at the request of the student, and in compliance with the Privacy Act of 1974, or in compliance with court order.

TRANSCRIPTS

Transcripts are released only upon written and signed requests by the student. A fee of three dollars (\$3) is charged for each copy. Personal checks will not be accepted. A fax transcript will be sent for an additional fee of \$10.00 if requested by the student with a written signature and social security number. Note: faxed copies of transcripts are "working copies" only.

FAMILY EDUCATIONAL PRIVACY RIGHTS ACT

Coahoma Community College complies with all provisions of the Federal law entitled "Privacy Rights of Parents and Students." Copies of a policy statement, indicating the records affected by this law and outlining the student's rights and obligations, may be obtained from the Office of Admissions and Records.

Students are entitled to have access to school records upon request. Coahoma Community College will release directory information about any student unless he/she has notified the Office of Admissions and Records in writing that he/she does not want such information released. This written request must be filed with non-college persons or organizations or such directory information will be refused.

Directory information includes the student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, dates of attendance, the most recent educational agency attended by the student and other similar information.

Upon receipt of a subpoena or judicial order requiring the Director of Admissions and Records/Registrar to supply a student's records, the requested action will be taken.

The law, allows school officials, including teachers, to have access to a student's records.

VETERANS

Coahoma Community College is an approved institution for providing educational training for veterans, spouse or dependents of veterans. The Director of Admissions and Records serves as the Veteran Coordinator and offers assistance in handling matters pertaining to veterans at the college.

All academic, technical, and vocational programs are open to veterans or eligible persons. The accounts and permanent records of veterans and eligible persons are identifiable and available for examination by duly authorized persons, including representatives of the Veterans Administration.

Admissions Requirements

Any persons who anticipate enrolling at Coahoma Community College and receiving educational assistance from the Veterans Administration must meet all admissions requirements prior to being certified to the Veterans Administration. Documented evidence that all admissions requirements are met shall be a part of the veteran's or eligible person's permanent record. (See section on ADMISSIONS)

Previous Education and Training Records

Documented evidence of all previous education and training must be provided and filed in the student's permanent record. Proper credit will be given and submitted to the Veterans Administration. The recommendations of the American Council on Education in their handbook, **GUIDE TO THE EVALUATION OF EDUCATION EXPERIENCES IN THE ARMED SERVICES**, is used for evaluating military credit where possible.

Progress Records

A permanent record is maintained to show academic progress. This record shows a final grade in each course for each semester, a record of withdrawal from any course, and/or record of re-enrollment in any course from which there was a withdrawal.

Changing Enrollment Status

Students receiving veterans benefits may not drop any course or stop attending any class without prior approval of the Office of Veterans Affairs and without executing formal drop/withdrawal procedures as outlined in the College Catalog. Students who fail to comply with this regulation will be liable for repayment of any resulting overpayments.

Attendance

A standard class record book is maintained by each instructor and all absences are recorded to determine the last date of attendance. Attendance requirements for veterans or eligible persons are the same as for regular students. (See section on ATTENDANCE)

Reports to the Veterans Administration

Any change in status from the last certification will be reported promptly to the Veterans Administration. Reports of unsatisfactory progress, drops, withdrawals and unscheduled interruptions will be made within the month of occurrence or immediately thereafter. In case of unsatisfactory progress, the veteran or eligible person will not be certified for further enrollment prior to approval by the Veterans Administration.

RESIDENCY REQUIREMENTS

A legal resident of Mississippi is defined as a person who has lived within the state for the past six consecutive months. An out-of-district resident is defined as a person who does not live within Bolivar, Coahoma, Quitman, Tallahatchie and Tunica counties, but does live in some other county in Mississippi. An out-of-state resident is defined as a person who has not lived in the state of Mississippi for the past six consecutive months. Accordingly, application for admission to Coahoma Community College falls into one of three categories: (1) "District" which includes Bolivar, Coahoma, Quitman, Tallahatchie and Tunica counties; (2) "Non-District" which includes other Mississippi counties, and (3) "Out-of-state." The student is responsible for identifying and enrolling under the appropriate residential status.

For specific details, refer to Sections 37-103-1 to 37-103-29, Mississippi Code of 1972 Annotated.

FOLLOW-UP AND PLACEMENT

The College attempts a follow-up of the Coahoma graduates through the Office of Alumni Affairs, through conferences with the administrators of senior colleges, superintendents of education and other agencies, and through conferences with graduates and former students.

SECTION FOUR

STUDENT DEVELOPMENT SERVICES



STUDENT DEVELOPMENT SERVICES OBJECTIVES

The Student Development Services constitute the non-teaching services provided for the students. These services complement the academic offerings and aid the student toward optimal development as a "whole person." Administrative officers, the instructional faculty, and personnel staff are involved in group guidance, student activities, campus organizations, and individual counseling.

The Student Development Program Objectives are:

- a. To provide multiple non-teaching services that aid the student in developing socially, academically, and professionally as he/she participates in the programs the school provides.
- b. To develop good citizens by providing a democratic setting and an atmosphere of learning in which students may develop individually and collectively through co-curricular activities.
- c. To assist students in setting attainable goals and making the beginning step toward those goals in the transfer program and becoming "job ready" through the terminal program.
- d. To provide developmental programs, to screen students and counsel them in areas of greatest benefit to each student predicated on his/her needs and desire for assistance.

The Student Development Services are:

- a. Orientation
- b. Counseling and Guidance Services
- c. Testing Services
- d. Health Services
- e. Housing Services
- f. Food Services
- g. Student Organizations
- h. Religious Life
- i. Career Planning, Placement and Follow-Up
- j. Extra-Class Activities
- k. Student Discipline
- l. Student Government

ORIENTATION

The orientation period is designed to help the entering freshmen become adjusted to life at Coahoma Community College. The orientation period begins when the freshmen arrive on the campus. During this period the Dean of Students and a committee made up of a selected group of sophomore college students and faculty representatives assist the new students in becoming acquainted with other students, faculty members, advisors, and sites on the campus and in the community. An envelope consisting of orientation materials is given to each freshman. Entrance examinations, campus tours, talent and social night, lecture-discussion meetings, and registration are some of the activities conducted during this period.

The orientation period is conducted as a part of the regular college curriculum for one semester. College rules, regulations, and policies are reviewed along with other activities designed to help freshmen adjust to college. Student handbooks and college catalogs are distributed.

MANDATORY TESTING AND PLACEMENT PROCEDURE

Placement is mandatory for all entering first year students (including on-campus and off-campus evening students) whose declared program of study is academic or technical and who began their college studies after the spring session of 1996.

The college will utilize sub-scores of ACT or Freshman Placement Examination for placement purposes.

Any student desiring to challenge the ACT test results for placement, may have the opportunity to take a challenge test upon his/her first day of class or prior to registration.

The following scale will be used:

<u>English ACT Score</u>	<u>Place In</u>
14 or less	ENG 1103
15-20	ENG 1113
21 or above	Honors ENG
<u>Reading ACT Score</u>	<u>Place In</u>
14 or less	REA 1103
15 or above	No Reading Course Required
<u>Math ACT Score</u>	<u>Place In</u>
15 or less	MAT 1103
16-20	MAT 1313
21 or above	Honors Math

Students who take the challenge test, and scores fall below standard, are placed in developmental courses in Reading, English or Mathematics.

ACADEMIC ADVISEMENT/CAREER CENTER

The Academic Advisement/Career Center is located on the second floor of the Zee A. Barron Student Union Building. It offers a variety of services for students. These services include career development, academic advisement, personal counseling, testing, educational and career information, and health and drug information.

Counselors are available to help each individual reach his/her highest potential. Students are welcome to visit the center for assistance as needed.

Referral services are also available.

DRUG AND ALCOHOL POLICY

The 1989 Drug Free School and Communities Act Amendment requires Coahoma Community College to certify that it has adopted and implemented a program that cautions students and employees about the dangerous aspects of alcohol and drug abuse.

Coahoma prohibits the manufacture, distribution, dispensing, possession or use of alcoholic beverages and controlled substances on campus and at all school sponsored functions.

The possession or consumption of alcoholic beverages or controlled substances or the possession of alcoholic beverages, substance abuse containers, or paraphernalia (regardless of age) is prohibited.

STUDENT CONSUMER INFORMATION

In compliance with section 493A of the Higher Education Act of 1965 as amended, certain information will be made available to any student or prospective student at Coahoma Community College. This information will include a description of all financial aid programs, scholarships, application procedure, eligibility requirements, criteria for selection, a statement of rights and responsibilities of students, means of payment and any other financial aid information. Cost of attendance, curricula offerings, refund policy, facilities for the disabled and other general information pertaining to Coahoma Community College will be provided.

The financial aid office will provide this information to students requesting it or help students obtain the information.

DUE PROCESS

The following "due process procedures" are given students at Coahoma Community College who are involved in cases which may result in suspension, expulsion, or dismissal:

1. The student affected shall be notified in writing of the charges made against him/her and of the time and place where the hearing will be held. The letter of notification shall be dated at least three (3) days prior to the time designated for the student to appear before the Faculty-Student Judicial Council. In cases requiring immediate action, notification shall be at once.
2. The aforesaid letter of notification will specifically inform the student that he/she may bring witnesses to the arranged meeting to testify in his/her behalf. Said letter will further inform the student that he/she has the right to be accompanied by an advisor during any appearance he/she makes before the committee.
3. The student shall be permitted to face and question his/her accuser(s) and witnesses testifying against him/her at the hearing.
4. A record of the hearing before the Faculty-Student Judicial Council shall be made by the secretary of the council and filed with the Dean of Students.
5. After due consideration, the Faculty-Student Judicial Council shall render to the Dean of Students a written decision relative to the charges made.

6. The student affected has the right to appeal the decision of the Dean of Students and the Faculty-Student Judicial Council. A request for appeal shall be written and submitted to the Dean of Students for referral to the President no more than three days after the student has been notified to the committee's recommendations.
7. The right to appeal shall be based on:
 - a. new evidence
 - b. new witnesses
8. In cases of extreme emergencies, the Dean of Students may temporarily suspend a student for breaking a civil law or violating a college regulation.

ADMINISTRATIVE HEARING

Students admitting guilt to school infractions will be given an administrative hearing. Reprimands and other penalties may be given, including suspension.

CAMPUS SECURITY

The campus security force is responsible for the general safety, protection, and security of students, faculty, and property of the College. In this regard, it is particularly concerned with the following responsibilities:

1. The enforcement of campus traffic regulations.
2. The maintenance of sound security measures regarding the properties belonging to the College.
3. The performance of other duties regarding social conduct as stated in the student handbook.
4. The enforcement of all laws of the state, county, city, and College will fall under its jurisdiction.

The campus police officers are charged with the duties and vested with all the powers of police officers. They may eject trespassers from the College buildings and grounds and may, without warrant, arrest any person guilty of disorderly conduct, trespassing on the property of the College, or for any public offense committed in their presence. The campus police should be contacted for assistance on any questions of security, auto ownership, parking and traffic.

STUDENT HEALTH SERVICES

Student Health Services is located on the second floor of the Z. A. Barron Student Union Building. The college nurse is available five days a week, Monday through Friday, from 9:00 a.m. to 1:00 p.m. to discuss any questions or help students in regard to physical disorder or health related matters, and to provide emergency first-aid treatment. However, it is recommended that students subscribe to the Student Health Insurance program or have a private policy that provides medical and surgical benefits. The Student Health Insurance program may be purchased during registration or at any time during the semester. See the college nurse for more information.

In cases of emergency, the college nurse makes use of the local doctors or Northwest Mississippi Regional Medical Center in Clarksdale. Local ambulance service is available.

The college nurse is equipped to take students' temperature, blood pressure, pulse and respiration. If necessary, other services can be arranged through local agencies. Health information and materials are also available in the center.

ACADEMIC PROGRESS FOR RESIDENCE HALL STUDENTS

1. Students living in residence halls must enroll in the minimum number of semester hours which classify them as full-time students.
2. Any student dropping to part-time status during any semester will forfeit his/her privilege to live in the residence halls.
3. Any student who fails to maintain a cumulative 2.0 grade point average or better will not be eligible to live in the residence halls.

All residence hall students who are not in compliance with these standards at the end of the first semester will be sent a written warning of their campus housing status.

Notification of non-compliance of these regulations will be made by the Dean of Students.

Students not in compliance at the end of their second semester will lose campus housing privileges until their grade point average is raised to a minimum of cumulative 2.0.

RELIGIOUS LIFE

Coahoma Community College recognizes the importance of religious life and lends encouragement to students seeking guidance in this direction. The religious life of Coahoma may be enriched through the following channels: the Baptist Student Union, Gospel Choir and the Wesley Foundation. Local churches welcome Coahoma students and faculty, and participation in the religious activities of the local churches is encouraged by the College.

ZEE A. BARRON STUDENT UNION

The Zee A. Barron Student Union is the community of the College, for all members for the College family, students, faculty, staff, administration, alumni, and guests. It is not just a building, it is also an organization and a program. Together, they represent a well-considered plan for the community life of the College. The Union houses the cafeteria, snack bar, bookstore, counseling center, recreational area, health services, alumni affairs, college athletics, Housing Department, Dean of Students, and Student Government Association.

CLUBS AND ORGANIZATIONS

Coahoma Community College encourages college approved clubs and organizations. Clubs and organizations provide opportunities for students to develop leadership qualities necessary to be contributing members of society.

EDUCATION CLUB: This club is designed to alert the awareness of its members of the current and innovative issues in education. It further (purports) fosters experiences in leadership and group activities and acquaints the students with the opportunities and responsibilities of the teacher. Membership is opened primarily to General, Early Childhood, and Elementary Education majors, or any students who endorse the goals and objectives of the club.

ENGLISH CLUB: The English Department sponsors the English Club for the purpose of stimulating students' interest in reading and language. English majors are required to become members; however, all students are welcome to join.

CLASS ORGANIZATIONS: The students in the college are organized into class clubs. In their meetings throughout the year, they and their sponsors plan and carry out social and other class programs.

PHI BETA LAMBDA: Phi Beta Lambda, a national collegiate business organization, is an integral part of the business department. The purpose of the organization is to provide students a chance to learn, first-hand, about the business community. Organizational goals include (1) to develop leadership experience that will enable students to participate effectively in business, professional, and community life, (2) to offer an insight into and provide an opportunity for participating in the decision-making process, (3) to aid in the selection of a field of vocational specialization, (4) to engage in projects that will strengthen students' background in the area of business, (5) to develop loyalty to the school and for the democratic way of life, (6) to broaden students' understanding of business and its complexities, and (7) to promote scholarship.

SCIENCE & MATH SYMPOSIUM: This organization is composed of science, computer science and mathematics majors and other students who are interested in the objectives of the club.

The objectives of this club are:

1. To help each member develop a sense of responsibility and a more cooperative attitude through group participation.
2. To help each member learn to interpret and analyze the issue of science and mathematics.
3. To help each member learn to do critical thinking.
4. To encourage research in the sciences and mathematics and present seminars.
5. To have members meet famous/outstanding personalities in the fields of science and mathematics.

ATHLETICS: The school provides opportunities for students to participate in both interscholastic and intramural athletics. Varsity sports are provided in basketball, football, baseball, and track. Physical fitness, good sportsmanship and teamwork are stressed. Letters are awarded to players who prove themselves worthy.

THE CHOIR: This is a volunteer organization designed to give students an opportunity to participate in group singing. This organization introduces students to the best in classical and church music. Upon the permission of the director, students of any classification may join. The choir participates in state meetings and festivals, and gives concerts on and off campus.

THE BAND: The Community College band has achieved acclaim for its proficiency and is very popular. The band, which is an essential part of campus activities, participates regularly in off-campus activities.

STUDENT GOVERNMENT ASSOCIATION: The purpose of the Student Government Association is to serve as a liaison between the administration, faculty, staff and student body. It provides for student participation in school government, establishes better student-teacher relationship, affords training in citizenship, and insures a sincere respect for the aims and objectives of Coahoma Community College.

THE SOCIAL SCIENCE FORUM: The weekly forums under the sponsorship of the Social Science Department provide the opportunity for students to make use of current reading materials in discussing vital social problems.

THE BLACK LITERARY SOCIETY: This is an informal organization open to all students, especially English majors, who are interested in the works of Black authors. The society sponsors presentations which emphasize oral interpretation of Black poetry. The society also has a speech choir which takes part in the presentations.

PEMS: The Physical Education Majors Club affords the opportunity for physical education majors and other interested students to participate in many phases of physical education athletics. The club is responsible for those ordinary activities associated with the PEMS club. Members are taught to officiate and render this service to the school's intramural program. Awards are presented yearly.

VOCATIONAL INDUSTRIAL CLUBS OF AMERICA (VICA): VICA is the official student organization for those individuals enrolled in trade, industrial, technical, and training programs. As an integral part of the instructional program, the club activities that are planned, initiated, and conducted by members help the students develop social and leadership abilities as well as occupational skills. All vocational and technical students are expected to be "active" and "supportive" in club activities.

RESIDENCE HALL COUNCIL: Student Housing sponsors the Residence Hall Council for the purpose of having residents to participate in fostering a living environment which is supportive in providing maturing experiences of growth for students living in the Residence Hall.

PHI THETA KAPPA (ALPHA OMICRON PI CHAPTER): A national junior college honorary society promoting scholarship, leadership and the development of character. Eligibility for membership includes a grade-point average (GPA) of 3.50 or better, evidence of good character and membership in extra-curricula activities. In addition, students desirous of joining the society must have completed a minimum of twelve (12) semester hours at Coahoma Community College and must be enrolled for a minimum of twelve academic semester hours during the semester he/she is elected to the society. The present (changes periodically) initiation fee of \$30.00 is a one-time assessment. Students who become members are eligible for academic scholarships set up specifically for them at numerous colleges and universities throughout the United States.

SECTION FIVE

PROGRAMS OF STUDIES



DEPARTMENT OF BUSINESS

ACCOUNTING

(Leading to B. S. degree)

Major Code: ACCT

This curriculum is designed to meet the first two-year requirements for students who plan to work in private, public, or governmental accounting, auditing, or similar positions.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
HIS 1113 Western Civ.	3	HIS 1123 Western Civ.	3
BIO 1132 General Biology I	2	BOA 1113 Elementary Typewriting	3
BIO 1131 General Biology I Lab	1	SPT 1113 Oral Communication	3
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
MUS 1113 Music Apprec. or		HPR 1121 General Activities	<u>1</u>
ART 1113 Art Apprec.	3		16
HPR 1111 General Activities	1		
EDU 1321 Career Explor./Orientation	<u>1</u>		
	17		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
BAD 2413 Legal Envir. of Bus.	3	CSC 1123 Microcomputer Appli.	3
ACC 1213 Prin. of Accounting	3	ACC 1223 Prin. of Accounting	3
PHY 2242 Physical Sci. I	2	SEC 2613 Bus. Comm. I	3
PHY 2241 Physical Sci. I Lab	1	ECO 2123 Prin. of Economics	3
ECO 2113 Prin. of Economics	<u>3</u>	PSY 1513 General Psychology	<u>3</u>
	15		18

GENERAL BUSINESS

(Leading to B. S. degree)

Major Code: GBUS

This curriculum is designed for students who plan to transfer to a senior institution. It provides the first two years of study for students majoring in such fields as finance, management, marketing, and business administration.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 1113	English Comp. I	3	ENG 1123	English Comp. II	3
HIS 1113	Western Civ.	3	HIS 1123	Western Civ.	3
BIO 1132	General Biology I	2	BIO 1142	General Biology II	2
BIO 1131	General Biology I Lab	1	BIO 1141	General Biology II Lab	1
MAT 1313	College Algebra	3	BAD 2513	Prin. of Management	3
PSY 1513	General Psychology	3	ART 1113	Art Apprec. or	
HPR 1111	General Activities	1	MUS 1113	Music Apprec.	3
EDU 1321	Career Explor./Orientation	1	HPR 1121	General Activities	1
		17	BOA 1113	Elementary Typewriting	3
					19

Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 2223	American Literature or		ENG 2233	American Literature or	
ENG 2423	World Literature	3	ENG 2433	World Literature	3
BAD 2413	Legal Envir. of Bus.	3	BAD 2213	Prin. of Marketing	3
ACC 1213	Prin. of Accounting	3	ACC 1223	Prin. of Accounting	3
ECO 2113	Prin. of Economics	3	SEC 2613	Bus. Comm.	3
CSC 1123	Microcomputer Appli.	3	ECO 2123	Prin. of Economics	3
		15			15

DEPARTMENT OF ENGLISH AND FOREIGN LANGUAGE

ENGLISH

(Leading to B. S. degree)

Major Code: ENGL

The English program is designed to help students express themselves clearly, effectively, and correctly in speaking and in writing; think logically, with an appreciable degree of penetration; read critically and analytically, and develop an appreciation for literature in general. The program provides the first two years of university-parallel courses to those students who plan to earn a four year degree in English.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 1113	English Comp. I	3	ENG 1123	English Comp. II	3
MFL 1113	Elem. French I or		MFL 1123	Elem. French II or	
MFL 1213	Elem. Spanish	3	MFL 1223	Elem. Spanish	3
BIO 1132	General Biology I	2	BIO 1142	General Biology II	2
BIO 1131	General Biology I Lab	1	BIO 1141	General Biology II Lab	1

HIS 1113	Western Civilization	3	HIS 1123	Western Civilization	3
JOU 1313	Prin. of Journ.	3	PSY 1513	General Psychology	<u>3</u>
ART 1113	Art Appreciation	3			15
EDU 1321	Career Explor./Orientation	<u>1</u>			
		19			

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours	
ENG 2223	American Literature or	ENG 2233	American Literature or	
ENG 2423	World Literature	ENG 2433	World Literature	3
MFL 2113	Inter. I French or	MFL 2123	Inter. French I or	
MFL 1213	Inter. Spanish	MFL 2223	Inter. Spanish	3
MAT 1313	College Algebra	SPT 1113	Oral Communication	3
SOC 2113	Intro. to Sociology	SOC 2123	Intro. to Sociology	3
PHY 2242	Physical Sci. I	PHY 2252	Physical Sci. II	2
PHY 2241	Physical Sci. I Lab	PHY 2251	Physical Sci. II Lab	1
HPR 1111	General Activities	HPR 1121	General Activities	<u>1</u>
				16

RADIO & TELEVISION BROADCASTING

(Leading to B. S. degree)

Major Code: RTBC

The radio and television broadcasting curriculum is an interdisciplinary program designed to permit a student to specialize in course work with direct application to the broadcasting industry. Upon completion of this program, the student may continue in radio and television broadcasting at a four year institution.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours	
ENG 1113	English Comp. I	ENG 1123	English Comp. II	3
MFL 1113	Elem. French I or	MFL 1123	Elem. French I or	
MFL 1213	Elem. Spanish	MFL 1223	Elem. Spanish	3
BIO 1132	General Biology I	BIO 1142	General Biology II	2
BIO 1131	General Biology I Lab	BIO 1141	General Biology II Lab	1
HIS 1113	Western Civilization	HIS 1123	Western Civilization	3
JOU 1313	Prin. of Journ.	JOU 1323	Prin. of Journ.	3
HPR 1111	General Activities	HPR 1121	General Activities	<u>1</u>
EDU 1321	Career Explor./Orientation			16
				17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours	
ENG 2223	American Literature or	ENG 2233	American Literature or	
ENG 2423	World Literature	ENG 2433	World Literature	3
MFL 2113	Inter. I French or	MFL 2123	Inter. French I or	
MFL 2213	Inter. Spanish	MFL 2223	Inter. Spanish	3

MAT 1313 College Algebra	3	SPT 1113 Oral Communication	3
SOC 2113 Intro. to Sociology	3	MAT 1323 Trigonometry	3
PSY 1513 General Psychology	3	COM 1413 Fund. of Broadcasting	3
ART 1113 Art Appreciation	3		15
	<u>18</u>		

DEPARTMENT OF FINE ARTS

ART

(Leading to B. S. degree)

Major Code: ARTE

Some education in the arts is necessary for effective participation in today's society. The Fine Arts Department is committed to the goal of creating the aesthetic quality for all students. This curriculum is designed for students who plan to continue their study at a four-year institution in the area of art.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
HPR 1213 Per. & Com. Health	3	MAT 1313 College Algebra	3
ART 1213 Introductory Art	3	BIO 1142 General Biology II	2
BIO 1132 General Biology I	2	BIO 1141 General Biology II Lab	1
BIO 1131 General Biology I Lab	1	ART 1413 Design I	3
HPR 1111 General Activities	1	HPR 1121 General Activities	1
EDU 1321 Career Explo./Orientation	1		16
	<u>17</u>		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
PHY 2242 Physical Sci. I	2	PHY 2252 Physical Sci. II	2
PHY 2241 Physical Sci. I Lab	1	PHY 2251 Physical Sci. II Lab	1
ART 1313 Drawing I	3	ART 1323 Drawing II	3
PSY 1513 General Psychology	3	SPT 1113 Oral Communication	3
ART 2713 Art History I	3	ART 2723 Art History II	3
ART 1243 Inventive Crafts	3	ART 2513 Painting (Opt.)	3
	<u>18</u>		18

MUSIC EDUCATION

(Leading to B. S. degree)

Major Code:

This curriculum is designed for students who plan to earn at least a four year college degree at a senior institution. It provides two years of basic instruction for students who anticipate careers

as band and choral directors as well as general music supervisors. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
MAT 1313 College Algebra	3	MUS 1214 Music Theory I	4
MUA 1772, 1172, 1872, 1472 or 1572		MUA 1782, 1182, 1882, 1482 or 1582	
Voice, Brass, Woodwinds, Percussion I, or Piano	2	Voice, Brass, Woodwinds, Percussion II, or Piano	2
MUO 1111 Band I or		MUO 1111 Band I or	
MUO 1211 Choir I	1	MUO 1211 Choir I	1
BIO 1132 Gen. Biology I Lect	2	BIO 1142 Gen. Biology II Lect	2
BIO 1131 Gen. Biology I Lab	1	BIO 1141 Gen. Biology II Lab	1
EDU 1321 Career Explo./Orientation	<u>1</u>		<u>16</u>
	16		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
PSY 1513 General Psychology	3	SPT 1113 Oral Communication	3
MUS 1224 Music Theory II	4	MUS 2214 Music Theory III	4
MUS 2313 Music History I	3	MUS 2323 Music History II	3
HPR 1111 General Activities	1	HPR 1121 General Activities	1
MUO 2221 Band III or		MUO 2121 Band IV or	
MUO 2211 Choir III	1	MUO 2221 Choir IV	1
MUA 2772, 2172, 2872, 2472 or 2572		MUA 2782, 2182, 2882, 2482 or 2582	
Voice, Brass, Woodwinds, Percussion III or Piano	2	Voice, Brass, Woodwinds, Percussion IV or Piano	2
	<u>17</u>		<u>17</u>

DEPARTMENT OF HEALTH, PHYSICAL EDUCATION AND RECREATION

ATHLETIC ADMINISTRATION & COACHING

(Leading to B. S. degree)

Major Code: HAAC

The Department of Health Physical Education, and Recreation has as its primary role to prepare prospective health educators, physical educators, recreation leaders, athletic administrators, and coaches, who plan to continue their education beyond the two-year college level. This department offers this specification to prepare athletic directors and coaches. Sixty-six hours are needed for graduation.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
PSY 1513 General Psychology	3	MAT 1313 College Algebra	3
HPR 1313 Intro. to HPR	3	HPR 1223 Per. & Comm. Health	3
HPR 1511 Cond. & Wt. Train.	1	BIO 2523 Hum. Anat. & Phy.	3
BIO 2513 Hum. Anat. & Phy.	3	BIO 2521 Hum. Anat. & Phy Lab	1
BIO 2511 Hum. Anat. & Phy Lab	1	HPR 1121 General Activities	<u>1</u>
EDU 1321 Career Explo./Orientation	1		17
HPR 1111 General Activities	<u>1</u>		
	19		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
ART 1113 Art Appreciation or		SPT 1113 Oral Communication	3
MUS 1113 Music Appreciation	3	SOC 2123 Intro. to Sociology	3
SOC 2113 Intro. to Sociology	3	PHY 2242 Physical Science	2
PSC 1113 American Gov't.	3	PHY 2241 Physical Science Lab	1
HPR 1121 General Activities	<u>1</u>	HPR 1713 Sports Appreciation	3
	13	HPR 2121 General Activities	<u>1</u>
			16

HEALTH, PHYSICAL EDUCATION, AND RECREATION

(Leading to B. S. degree)

Major Code: HPED

The Department of Health Physical Education has as its primary role to prepare prospective health educators, physical educators, recreation leaders, coaches, and recreational leaders who plan to continue their education beyond the two-year college level. Further, this department contributes to the general education of all students through its health classes and physical education activity classes. The teaching faculty consists of dedicated members who believe that being physically educated is an important part of one's total education.

Besides providing specialization in this area, the Health, Physical Education and Recreation Department provides the institution with athletic teams which have throughout the years been recognized for their superb performances. To become a member of these teams, auditions are required and scholarships are available.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
BIO 1132 General Biology I	2	BIO 1142 General Biology I	2
BIO 1131 General Biology I Lab	1	BIO 1141 General Biology I Lab	1
HPR 1313 Intro. to HPR	3	PSY 1513 General Psychology	3

HPR 1213	Per. & Com. Health	3	HPR 1223	Per. & Com. Health	3
HIS 1113	Western Civilization	3	HIS 1123	Western Civilization	3
HPR 1111	General Activities	1	MAT 1313	College Algebra	3
EDU 1321	Career Explor./Orientation	<u>1</u>	HPR 1121	General Activities	<u>1</u>
		17			19

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223	American Literature or	ENG 2233	American Literature or
ENG 2423	World Literature	ENG 2433	World Literature
PHY 2242	Physical Sci.	PHY 2252	Physical Sci.
PHY 2241	Physical Sci. Lab	PHY 2251	Physical Sci. Lab
SOC 2113	Intro. to Sociology		*Elective
HPR 2213	First Aid	MUS 1113	Music Appreciation or
HPR 2111	General Activities	ART 1113	Art Appreciation
	<u>1</u>	HPR 2413	Ind. Team Sports
	13	HPR 2121	General Activities
			<u>1</u>
			16

RECREATION

(Leading to B. S. degree)

Major Code: HPED

The Department of Health Physical Education has as its primary role to prepare prospective health educators, physical educators, recreation leaders, athletic coaches, and recreational leaders who plan to continue their education beyond the two-year college level.

Recreation has assumed an important place in modern life because of the ever-increasing amount of leisure time of the average individual which will be greatly increased in years to come. This department offers this specification to prepare recreational directors. Sixty-seven hours are needed for graduation.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Comp. I	ENG 1123	English Comp. II
BIO 1132	General Biology I	BIO 1142	General Biology II
BIO 1131	General Biology I Lab	BIO 1141	General Biology II Lab
HPR 1713	Sports Appreciation	ART 1113	Art Appreciation or
HPR 1213	Per. & Com. Health	MUS 1113	Music Appreciation
HIS 1113	Western Civilization	HIS 1123	Western Civilization
HPR 1111	General Activities	MAT 1313	College Algebra
EDU 1321	Career Explor./Orientation	HPR 1121	General Activities
	<u>1</u>		<u>1</u>
	17		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
PHY 2242 Physical Sci.	2	HPR 2213 First Aid	3
PHY 2241 Physical Sci. Lab	1	SPT 1113 Oral Communication	3
PSY 1513 General Psychology	3	HPR 2323 Rec. Leadership	3
HPR 1313 Intro. to HPR	3	MUS 1113 Music Appreciation or	
HPR 2413 Ind. & Team Sport Offi.	<u>3</u>	EPY 2513 Child Psychology	3
	15	HPR 2121 General Activities	<u>1</u>
			16

DEPARTMENT OF SCIENCE, MATHEMATICS, AND COMPUTER SCIENCE

BIOLOGY

(Leading to B. S. degree)

Major Code: BIOL

The Biology program offered at Coahoma Community College is a two-year program that meets the requirements for transfer to four-year institutions.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 Gen. Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 Gen. Chemistry II Lab	1
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
HPR 1111 General Activities	1	HPR 1121 General Activities	<u>1</u>
EDU 1321 Career Explor./Orientation	<u>1</u>		15
	16		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
CHE 2423 Organic Chem. I	3	CHE 2433 Organic Chem. II	3
CHE 2421 Organic Chem. I Lab	1	CHE 2431 Organic Chem. II Lab	1
BIO 1313 Gen. Botany	3	BIO 1323 Gen. Botany	3
BIO 1311 Gen. Botany Lab	1	BIO 1321 Gen. Botany Lab	1
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
Elective	<u>3</u>	Music Appreciation or	
	17	Art Appreciation	<u>3</u>
			17

CHEMISTRY
(Leading to B. S. degree)
Major Code: CHEM

The Chemistry program offered at Coahoma Community College is a two-year program that meets the requirements for transfer to four-year institutions.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 Gen. Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 Gen. Chemistry II Lab	1
MAT 1313 College Algebra	3	SPT 1113 Oral Communication	3
BIO 1132 Gen. Biology I	2	BIO 1142 Gen. Biology II	2
BIO 1131 Gen. Biology I Lab	1	BIO 1141 Gen. Biology II Lab	1
HPR 1111 General Activities	1	MAT 1323 Trigonometry	3
EDU 1321 Career Explor./Orientation	<u>1</u>	HPR 1121 General Activities	<u>1</u>
	15		17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
CHE 2423 Organic Chem. I	3	CHE 2433 Organic Chem. II	3
CHE 2421 Organic Chem. I Lab	1	CHE 2431 Organic Chem. II Lab	1
PHY 2413 Gen. Physics I	3	PHY 2423 Gen. Physics II	3
PHY 2411 Gen. Physics I Lab	1	PHY 2421 Gen. Physics II Lab	1
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
MAT 1814 Calculus I	4	MAT 1824 Calculus II	<u>4</u>
Elective	<u>3</u>		15
	18		

COMPUTER SCIENCE
(Leading to B.S. degree)
Major Code: CSCI

The Computer Science program offered at Coahoma Community College is a two-year program that meets the requirements for transfer to four-year universities.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
EDU 1321 Career Explor./Orientation	1	ART 1113 Art Appreciation or	
CSC 1613 Computer Prog. I	3	MUS 1113 Music Appreciation	3
MAT 1313 College Algebra	3	CSC 2623 Computer Prog. II	3
HPR 1111 General Activities	1	HPR 1121 General Activities	1
BOT 1013 Keyboarding	<u>3</u>	MAT 1323 Trigonometry	<u>3</u>
	17		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
PHY 2413 Gen. Physics I	3	PHY 2423 Gen. Physics II	3
PHY 2411 Gen. Physics I Lab	1	PHY 2421 Gen. Physics II Lab	1
CSC 2133 Comp. Programming "C"	3	CSC 2713 Intro. to File Processing	3
MAT 1814 Calculus I	4	CSC 2543 Adv. Comp. Prog.	3
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
CSC 2413 COBOL Prog.	<u>3</u>	SPT 1113 Oral Communication	<u>3</u>
	17		16

HEALTH INFORMATION MANAGEMENT

(Leading to B.S. degree)

Major Code: MEDR

The Health Information Management program offered at Coahoma Community College is a two-year program that meets the requirements for transfer to The Mississippi Medical Center or other professional schools. A medical records personnel is responsible for assuring that complete medical records are developed and preserved for patients treated in a facility. Employment opportunities include hospitals, clinics, rehabilitation centers, health departments, other agencies, and schools. The student should be aware that entrance to this program in Jackson or to programs in other states is highly competitive, and high academic grade point averages should be maintained.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
ACC 1213 Accounting I	3	ACC 1223 Accounting II	3
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
MAT 1313 College Algebra	3	BAD 2513 Prin. of Management	3
CSC 1113 Intro. to Comp. Conc.	3	HPR 1121 General Activities	1
HPR 1111 General Activities	1	Elective	<u>3</u>
EDU 1321 Career Explor./Orientation	<u>1</u>		17
	18		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 2513 Human Anat. & Phy.	3	BIO 2523 Human Anat. & Phy.	3
BIO 2511 Human Anat. & Phy Lab	1	BIO 2521 Human Anat. & Phy. Lab	1
MFL 1213 Elementary Spanish	3	MFL 1223 Elementary Spanish II	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
ART 1113 Art Appreciation or		SPT 1113 Oral Communication	<u>3</u>
MUS 1113 Music Appreciation	<u>3</u>		16
	16		

MATHEMATICS

(Leading to B.S. degree)
Major Code: MATH

The Mathematics program offered at Coahoma Community College is designed to prepare the student for advanced study in the area of Mathematics at four-year institutions.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 Gen. Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 Gen. Chemistry II Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
HPR 1111 General Activities	1	HPR 1121 General Activities	1
EDU 1321 Career Explor./Orientation	<u>1</u>	Music Appreciation	<u>3</u>
	15		17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
CSC 1613 Comp. Prog. I	3	CSC 2623 Comp. Prog. II	3
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2411 General Physics II Lab	1
BIO 1132 General Biology I	2	MAT 1824 Calculus II	4
BIO 1131 General Biology I Lab	1	Elective	<u>3</u>
MAT 1814 Calculus I	<u>4</u>		17
	17		

MATHEMATICS EDUCATION

(Leading to B.S. degree)

Major Code: MATE

The Mathematics Education program offered at Coahoma Community College is designed to prepare the student for advanced study at a four-year institution and to become a mathematics teacher.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
HPR 1111 General Activities	1	MUS 1113 Music Appreciation	3
EDU 1321 Career Explor./Orientation	<u>1</u>	HPR 1121 General Activities	<u>1</u>
	15		17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
BIO 1132 General Biology I	2	BIO 1142 General Biology II	2
BIO 1131 General Biology I Lab	1	BIO 1141 General Biology II Lab	1
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2421 General Physics II Lab	1
PSY 1513 General Psychology	3	MAT 1824 Calculus II	4
MAT 1814 Calculus I	<u>4</u>	Elective	<u>3</u>
	17		17

PRE-MEDICAL TECHNOLOGY

(Leading to B.S. degree)

Major Code: PMET

The Medical Technology program offered at Coahoma Community College is a two-year program that meets the requirements for transfer to The Mississippi Medical Center or other professional schools. A medical technologist performs chemical, microscopic, microbiological, hematological, serological and isotope tests in the diagnosis and treatment of diseases. Employment opportunities include hospitals labs, clinics, physicians' offices and insurance companies. The student should be aware that entrance to this program in Jackson or to programs in other states is highly competitive, and high academic grade point averages should be maintained.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
HPR 1111 General Activities	1	HPR 1121 General Activities	<u>1</u>
EDU 1321 Career Explor./Orientation	<u>1</u>		15
	16		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
CHE 2423 Organic Chem. I	3	CHE 2433 Organic Chem. II	3
CHE 2421 Organic Chem. I Lab	1	CHE 2431 Organic Chem. II Lab	1
ART 1113 Art Appreciation	3	PSY 1513 General Psychology	3
BIO 2923 Microbiology	3	CSC 1613 Computer Prog. I	3
BIO 2921 Microbiology Lab	1	PHY 2423 General Physics II	3
PHY 2413 General Physics I	3	PHY 2421 General Physics II Lab	<u>1</u>
PHY 2411 General Physics I Lab	<u>1</u>		17
	18		

PRE-DENTAL HYGIENE

(Leading to B.S. degree)

Major Code: PDHY

The Pre-Dental Hygiene program offered at Coahoma Community College is a two-year program that meets the requirements for transfer to The Mississippi Medical Center or other professional schools. A dental hygienist assists the dentist in providing dental health care to patients. Employment opportunities include dental offices, public schools, clinics and hospitals. The student should be aware that entrance to this program in Jackson or to programs in other states is highly competitive, and high academic grade point average should be maintained.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1

EDU 1321 Career Explor./Orientation.	1	MUS 1113 Music Appreciation or	
		ART 1113 Art Appreciation	<u>3</u>
	<u>15</u>		17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 2513 Human Anat. & Phy.	3	BIO 2523 Human Anat. & Phy.	3
BIO 2511 Human Anat. & Phy Lab	1	BIO 2521 Human Anat. & Phy. Lab	1
CHE 2423 Organic Chem. I	3	CHE 2433 Organic Chem. II	3
CHE 2421 Organic Chem. I Lab	1	CHE 2431 Organic Chem. II Lab	1
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2421 General Physics II Lab	1
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	<u>3</u>
PSY 1513 General Psychology	<u>3</u>		15
	18		

PRE-MEDICAL (Leading to B.S. degree) Major Code: PMED

The Pre-Medical program offered at Coahoma Community College is a two-year program that meets the requirements for transfer to any four-year institution. Students should apply to the medical school they plan to attend during their third year in college. The Medical College Admission Test (MCAT) should be taken during the junior year. The student must maintain a high quality of academic work at all time.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
HPR 1111 General Activities	1	HPR 1121 General Activities	<u>1</u>
EDU 1321 Career Explo./Orientation	<u>1</u>		15
	16		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2411 General Physics II Lab	1
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
SPT 1113 Oral Communication	3	CHE 2433 Organic Chem. II	3
CHE 2423 Organic Chem. I	3	CHE 2431 Organic Chem. II Lab	3

CHE 2421 Organic Chem. I Lab

 $\frac{1}{17}$ MUS 1113 Music Appreciation or
ART 1113 Art Appreciation $\frac{3}{17}$

PRE-NURSING
(Leading to B.S. degree)
Major Code: PNUR

The Pre-Nursing program offered at Coahoma Community College is a two-year program which meets the admission requirements for transfer to The Mississippi Medical Center School of Nursing, four-year institutions or other nursing schools.

A registered nurse provides health services which assist individuals in maintaining healthy living and recovering from illnesses. Employment opportunities include hospitals, private duty, public health departments, schools, physicians' offices and nursing homes. The student should be aware that entrance to this program is highly competitive, and high quality academic work must be maintained. The student must have an ACT score of 20 or above.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
MAT 1313 College Algebra	3	CHE 1223 General Chemistry II	3
CHE 1213 Gen. Chemistry I	3	CHE 1221 General Chemistry II Lab	1
CHE 1211 Gen. Chemistry I Lab	1	HEC 1253 Nutrition & Diet Therapy	3
HPR 1111 General Activities	1	PSY 1513 General Psychology	3
EDU 1321 Career Explor./Orientation	<u>1</u>	HPR 1121 General Activities	<u>1</u>
	16		18

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 2513 Human Anat. & Phy.	3	BIO 2513 Human Anat. & Phy.	3
BIO 2511 Human Anat. & Phy. Lab	1	BIO 2511 Human Anat. & Phy. Lab	1
HPR 1213 Per. & Com. Health	3	HIS 1123 Western Civilization	3
BIO 2923 Microbiology	3	SOC 2143 Marriage and Family	3
BIO 2921 Microbiology Lab	1	ART 1113 Art Appreciation or	
ENG 2423 World Literature or		MUS 1113 Music Appreciation	3
ENG 2223 American Literature	3	SPT 1113 Oral Communication	<u>3</u>
HIS 1113 Western Civilization	<u>3</u>		16
	17		

PRE-OPTOMETRY
(Leading to B.S. degree)
Major Code: POPT

The Pre-Optometry program offered at Coahoma Community College is designed to meet the requirements for transfer to any school of Optometry or four-year institutions. The student must maintain a high quality of academic work.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
ART 1113 Art Appreciation	3	HPR 1121 General Activities	<u>1</u>
HPR 1111 General Activities	1		15
EDU 1321 Career Explor./Orientation	<u>1</u>		
	19		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 2513 Human Anat. & Phy.	3	BIO 2523 Human Anat. & Phy.	3
BIO 2511 Human Anat. & Phy Lab	1	BIO 2521 Human Anat. & Phy. Lab	1
CHE 2423 Organic Chem. I	3	CHE 2433 Organic Chem. II	3
CHE 2421 Organic Chem. I Lab	1	CHE 2431 Organic Chem. II Lab	1
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2421 General Physics II Lab	1
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	<u>3</u>
Elective	<u>3</u>		15
	18		

PRE-OCCUPATIONAL THERAPY
(Leading to B.S. degree)
Major Code: POCT

The Pre-Occupational Therapy program offered at Coahoma Community College is designed to meet the requirements for transfer to any school of Occupational Therapy or four-year institutions. The student must maintain a high quality of academic work.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
HPR 1111 General Activities	1	HPR 1121 General Activities	<u>1</u>
EDU 1321 Career Expl./Orientation	<u>1</u>		15
	16		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 2513 Human Anat. & Phy.	3	BIO 2523 Human Anat. & Phy.	3
BIO 2511 Human Anat. & Phy Lab	1	BIO 2521 Human Anat. & Phy. Lab	1
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2421 General Physics II Lab	1
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
SPT 1113 Oral Communication	3	ART 1113 Art Appreciation or	
SOC 2113 Intro. to Sociology	<u>3</u>	MUS 1113 Music Appreciation	3
	17	SOC 2143 Marriage & Family	<u>3</u>
			17

PRE-PHARMACY (Leading to B.S. degree) Major Code: PPHA

The Pre-Pharmacy program offered at Coahoma Community College is designed to meet the requirements for the first two-years for transfer to any School of Pharmacy or four-year institution. A pharmacist is responsible for dispensing medications ordered by physicians, dentists, or other authorized prescribers. Employment opportunities include pharmacies, hospitals, clinics, industry, education and research.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
ACC 1213 Prin. of Accounting	3	HPR 1121 General Activities	<u>1</u>
HPR 1111 General Activities	1		15
EDU 1321 Career Expl./Orientation	<u>1</u>		
	19		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
CHE 2423 Organic Chem. I	3	CHE 2433 Organic Chem. II	3
CHE 2421 Organic Chem. I Lab	1	CHE 2431 Organic Chem. II Lab	1
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2421 General Physics II Lab	1
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
SOC 2113 Intro. to Sociology	3	SPT 1113 Oral Communication	3
MAT 1814 Calculus I	<u>4</u>		<u>14</u>
	18		

PRE-PHYSICAL THERAPY

(Leading to B.S. degree)

Major Code: PPHT

The Pre-Physical Therapy program offered at Coahoma Community College is a two-year program that meets the requirements for transfer to The Mississippi Medical Center or other medical schools. A physical therapist is a health care professional who evaluates, plans and treats patients of all ages for neurological, musculo-skeletal and cardiopulmonary problems resulting from illness and accidents. Employment opportunities include hospitals, rehabilitation centers, nursing homes, home health agencies, public schools and sports. The student should be aware that entrance to this program in Jackson or programs in other states is highly competitive, and high quality academic work must be maintained.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
HPR 1111 General Activities	1	HPR 1121 General Activities	1
EDU 1321 Career Explor./Orientation	1	HIS 1123 Western Civilization	3
HIS 1113 Western Civilization	<u>3</u>		<u>18</u>
	19		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 2513 Human Anat. & Phy.	3	BIO 2523 Human Anat. & Phy.	3
BIO 2511 Human Anat. & Phy Lab	1	BIO 2521 Human Anat. & Phy. Lab	1
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2421 General Physics II Lab	1

ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
SPT 1113 Oral Communication	<u>3</u>	ART 1113 Art Appreciation or	
	14	MUS 1113 Music Appreciation	<u>3</u>
			14

PRE-VETERINARY SCIENCE

(Leading to B.S. degree)

Major Code: PVET

The Pre-Veterinary Science program offered at Coahoma Community College is designed to meet the requirements for the first two-years for transfer to any school of veterinary science. A veterinarian diagnoses and treats diseases and injuries in animal patients and prevents and controls the spread of animal diseases. Employment opportunities include private practice, public health departments, research, pharmaceutical and academic institutions.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
MFL 1213 Elementary Spanish I	3	HPR 1121 General Activities	1
HPR 1111 General Activities	1	MFL 1223 Elementary Spanish II	<u>3</u>
EDU 1321 Career Explor./Orientation	<u>1</u>		18
	19		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2421 General Physics II Lab	1
CHE 2423 Organic Chem. I	3	CHE 2433 Organic Chem. II	3
CHE 2421 Organic Chem. I Lab	1	CHE 2431 Organic Chem. II Lab	1
BIO 1313 Gen. Botany	3	BIO 1323 Gen. Botany	3
BIO 1311 Gen. Botany Lab	1	BIO 1321 Gen. Botany Lab	1
HIS 1113 Western Civilization	<u>3</u>	HIS 1123 Western Civilization	<u>3</u>
	15		15

SCIENCE EDUCATION

(Leading to B.S. degree)

Major Code: SCIE

The Science Education program offered at Coahoma Community College is designed to prepare the student for study at a four-year institution who may not opt to become a teacher of science or do research.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
CHE 1213 Gen. Chemistry I	3	CHE 1223 General Chemistry II	3
CHE 1211 Gen. Chemistry I Lab	1	CHE 1221 General Chemistry II Lab	1
MAT 1313 College Algebra	3	MAT 1323 Trigonometry	3
BIO 2413 General Zoology	3	BIO 2423 General Zoology	3
BIO 2411 General Zoology Lab	1	BIO 2421 General Zoology Lab	1
HPR 1111 General Activities	1	HPR 1121 General Activities	1
EDU 1321 Orientation	<u>1</u>		<u>15</u>
	16		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature or		ENG 2433 World Literature or	
ENG 2223 American Literature	3	ENG 2233 American Literature	3
PHY 2413 General Physics I	3	PHY 2423 General Physics II	3
PHY 2411 General Physics I Lab	1	PHY 2421 General Physics II Lab	1
BIO 1313 Gen. Botany	3	BIO 1323 Gen. Botany	3
BIO 1311 Gen. Botany Lab	1	BIO 1321 Gen. Botany Lab	1
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
ART 1113 Art Appreciation	<u>3</u>	PSY 1513 General Psychology	<u>3</u>
	17		17

DEPARTMENT OF SOCIAL SCIENCE, EDUCATION AND PSYCHOLOGY

EARLY CHILDHOOD EDUCATION

(Leading to B.S. degree)

Major Code: ECED

This curriculum is designed to provide two years of basic education and special skills for persons interested in working with pre-school learners. It provides for those persons who desire immediate employment in a day care center, kindergarten, or headstart or those who wish to transfer.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
MAT 1313 College Algebra	3	Math Elective	3
BIO 1132 General Biology I	2	SPT 1113 Oral Communication	3
BIO 1131 General Biology I Lab	1	PSY 1513 General Psychology	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3

HPR 1213 Per. & Comm. Health	3	HPR 1121 General Activities	<u>1</u>
HPR 1111 General Activities	1		16
EDU 1321 Career Expl./Orientation	<u>1</u>		
	17		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
MUS 2513 Music for Children	3	ART 1913 Art for Elem. Teachers	3
CSC 1113 Intro. to Comp. Con.	3	HPR 2213 First Aid	3
EPY 2513 Child Psychology	3	ART 1113 Art Appreciation	3
SOC 2113 Intro. to Sociology	3	Social Science Elective	<u>3</u>
PHY 2242 Physical Science I	2		15
PHY 2241 Physical Sci. I Lab	<u>1</u>		
	18		

ELEMENTARY EDUCATION

(Leading to B.S. degree)

Major Code: EEDU

This curriculum is designed for students who plan to teach in elementary schools after having earned at least a four year college degree and obtained a teacher's certificate.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
BIO 1132 General Biology I	2	BIO 1132 General Biology II	2
BIO 1131 General Biology I Lab	1	BIO 1131 General Biology II Lab	1
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
PSY 1513 General Psychology	3	HPR 1223 Per. & Comm. Health	3
MAT 1313 College Algebra	3	EDU 1613 Foundation in Education	3
EDU 1321 Career Expl./Orientation	1	HPR 1121 General Activities	<u>1</u>
HPR 1111 General Activities	<u>1</u>		16
	17		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
ART 1113 Art Appreciation or		ART 1913 Art for Elem. Teachers	3
MUS 1113 Music Appreciation	3	SPT 1113 Oral Communication	3

EPY 2513	Child Psychology	3		Social Science Elective	3
SOC 2113	Intro. to Sociology	3	MUS 2513	Music for Children	<u>3</u>
PHY 2242	Physical Science I	2			15
PHY 2241	Physical Sci. I Lab	1			
CSC 1113	Intro. to Comp. Con.	<u>3</u>			
		18			

GENERAL EDUCATION

(Leading to B.S. degree)

Major Code: GEDU

This curriculum is suggested for students who have not chosen a major field of study but may or may not transfer to a four-year institution.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
MAT 1313 College Algebra	3	Math Elective	3
BIO 1132 General Biology I	2	BIO 1132 General Biology II	2
BIO 1131 General Biology I Lab	1	BIO 1131 General Biology II Lab	1
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
PSY 1513 General Psychology	3	Elective	3
HPR 1111 General Activities	1	HPR 1121 General Activities	<u>1</u>
EDU 1321 Career Expl./ Orientation	<u>1</u>		16
	17		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
ART 1113 Art Appreciation	3	MUS 1113 Music Appreciation	3
HPR 1213 Per. & Com. Health	3	SPT 1113 Oral Communication	3
SOC 2113 Intro. to Sociology	3	CSC 1613 Computer Prog. I	3
PHY 2242 Physical Science I	2	Elective	<u>3</u>
PHY 2241 Physical Sci. I Lab	1		15
CSC 1113 Intro. to Comp. Concepts	<u>3</u>		
	18		

CRIMINAL JUSTICE

(Leading to B.S. degree)

Major Code: CRJ

The study of criminal justice can take a person into many careers. Some who go into the field may specialize in social policing. Those who choose social service may want to become a probation officer, a correctional officer, or a parole and after-care worker. Those interested in law enforcement and policing may want to consider policing, state and county law enforcement, or federal law enforcement. Still others may wish to consider teaching and research.

The suggested schedule of classes fits the basic requirements for the Bachelor of Arts degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
CRJ 1313 Intro. to Crim. Justice	3	CRJ 1398 Criminology	3
PSC 1113 Amer. Government	3	BIO 1142 General Biology II	2
BIO 1132 General Biology I	2	BIO 1141 General Biology II Lab	1
BIO 1131 General Biology I Lab	1	HPR 1121 General Activities	1
HPR 1111 General Activities	1	MFL 1223 Elem. Spanish	3
MFL 1213 Elem. Spanish	3	ART 1113 Art Appreciation or	
EDU 1321 Career Explor./Orientation	<u>1</u>	MUS 1113 Music Appreciation	<u>3</u>
	17		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
HIS 1113 Western Civilization	3	HIS 1123 Western Civilization	3
CRJ 2313 Police Operation	3	CRJ 2323 Criminal Law	3
MAT 1313 College Algebra	3	CRJ 2513 Law Enf. & The Juvenile	<u>3</u>
SOC 2113 Intro. to Sociology	<u>3</u>		12
	15		

PRE-LAW

(Leading to B.S. degree)
Major Code: PLAW

The pre-law curriculum is designed to provide those basic courses which will satisfy the lower-level course requirement of the four-year colleges and universities. Students who are interested in becoming lawyers, judges, and other legal professionals may want to consider this curriculum.

The suggested schedule of classes fits the basic requirements for the Bachelor of Arts degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
MAT 1313 College Algebra	3	PSY 1513 General Psychology	3
HIS 1113 Western Civilization	3	BIO 1142 General Biology II	2
BIO 1132 General Biology I	2	BIO 1141 General Biology II Lab	1
BIO 1131 General Biology I Lab	1	HPR 1121 General Activities	1
HPR 1111 General Activities	1	MFL 1223 Elem. Spanish	3
MFL 1213 Elem. Spanish	3	HIS 1123 Western Civilization	<u>3</u>
EDU 1321 Career Explor./Orientation	<u>1</u>		16
	17		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
PSC 1113 Amer. Government	3	PSC 1123 Amer. State & Local Gov't.	3
SOC 2113 Intro. to Sociology	3	SOC 2123 Intro. to Sociology	3
MFL 2213 Inter. Spanish	3	MFL 2223 Inter. Spanish	3
HPR 2111 General Activities	1	ART 1113 Art Appreciation or	
HIS 1613 Survey of Afro. History	3	MUS 1113 Music Appreciation	3
	16	HPR 2121 General Activities	1
			16

SOCIAL SCIENCE (Leading to B.S. degree) Major Code: SOCS

The social science curriculum is designed to satisfy the first two years requirement of a variety of specialized careers within the broad area of the social sciences. One considering this curriculum may wish to become a sociologist, an economist, a politician, an anthropologist, or a social scientist per se.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
MAT 1313 College Algebra	3	MFL 1223 Elem. Spanish	3
HIS 1113 Western Civilization	3	BIO 1142 General Biology II	2
BIO 1132 General Biology I	2	BIO 1141 General Biology II Lab	1
BIO 1131 General Biology I Lab	1	HPR 1121 General Activities	1
HPR 1111 General Activities	1	HIS 1123 Western Civilization	3
MFL 1213 Elem. Spanish	3	ART 1113 Art Appreciation or	
EDU 1321 Career Explor./Orientation	1	MUS 1113 Music Appreciation	3
	17		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
HIS 1613 Surv. of Afro. Hist.	3	SOC 2143 Marriage & Family	3
SOC 2113 Intro. to Sociology	3	SOC 2123 Intro. to Sociology	3
MFL 2213 Inter. Spanish	3	MFL 2223 Inter. Spanish	3
PHY 2242 Physical Sci. I	2	PHY 2252 Physical Sci. II	2
PHY 2241 Physical Sci. I Lab	1	PHY 2251 Physical Sci. II Lab	1
HPR 2111 General Activities	1	HPR 2121 General Activities	1
	16		16

SOCIAL SCIENCE EDUCATION

(Leading to B.S. degree)

Major Code: SOCE

The social science education curriculum is designed for those students who anticipate history as a major. These persons may want to consider history as a major to become teachers, research historians, specialists in international relations, directors of museums or keepers of archives.

The suggested schedule of classes fits the basic requirements for the Bachelor of Science degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. II	3
HIS 1113 Western Civilization	3	MAT 1313 College Algebra	3
BIO 1132 General Biology I	2	BIO 1142 General Biology II	2
BIO 1131 General Biology I Lab	1	BIO 1141 General Biology II Lab	1
HIS 1613 Surv. of Afro. Hist.	3	HPR 1121 General Activities	1
PSY 1513 General Psychology	3	HIS 1123 Western Civilization	3
HPR 1111 General Activities	1	ART 1113 Art Appreciation or	
EDU 1321 Career Explo./Orientation	<u>1</u>	MUS 1113 Music Appreciation	<u>3</u>
	17		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223 American Literature or		ENG 2233 American Literature or	
ENG 2423 World Literature	3	ENG 2433 World Literature	3
PHY 2242 Physical Sci. I	2	PHY 2252 Physical Sci. II	2
PHY 2241 Physical Sci. I Lab	1	PHY 2251 Physical Sci. II Lab	1
SOC 2113 Intro. to Sociology	3	SOC 2123 Intro. to Sociology	3
Soc. Sci. Electives	6	Soc. Sci. Electives	6
HPR 2111 General Activities	<u>1</u>	HPR 2121 General Activities	<u>1</u>
	16		16

SOCIAL WORK

(Leading to B.S. degree)

Major Code: SOCW

The social work curriculum is primarily for those who will continue at the four-year college or university level in sociology and are interested in working in the area of human services.

The suggested schedule of classes fits the basic requirements for the Bachelor of Arts degree at senior institutions. Satisfactory completion of this curriculum entitles the student to receive the Associate in Arts degree from Coahoma Community College.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	ENG 1123 English Comp. I	3
HIS 1113 Western Civilization	3	MAT 1313 College Algebra	3

BIO 1132	General Biology I	2	BIO 1142	General Biology II	2
BIO 1131	General Biology I Lab	1	BIO 1141	General Biology II Lab	1
MFL 1213	Elem. Spanish	3	HPR 1121	General Activities	1
HIS 1613	Surv. Afro. History	3	HIS 1123	Western Civilization	3
HPR 1111	General Activities	1	MFL 1223	Elem. Spanish	3
EDU 1321	Career Explo./Orientation	<u>1</u>			<u>16</u>
		17			

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2223	American Literature or	ENG 2233	American Literature or
ENG 2423	World Literature	ENG 2433	World Literature
MFL 2213	Inter. Spanish	MFL 2223	Inter. Spanish II
SOC 2113	Intro. to Sociology	SOC 2123	Intro. to Sociology
ART 1113	Art Appreciation or	PSY 1513	General Psychology
MUS 1113	Music Appreciation	SOC 2143	Marriage & Family
HPR 2111	General Activities	HPR 2121	General Activities
PSC 1113	American Gov't.		
	<u>3</u>		<u>1</u>
	16		16

SPECIAL PROGRAM
UPWARD BOUND

The Upward Bound Program is designed to generate in program participants the skills and motivation necessary to complete a program of secondary education and to enter and succeed in a program of post-secondary education.

Upward Bound helps participants from families with incomes under \$24,000 (where neither parent graduated from college) prepare for higher education. Participants receive instruction in literature, composition, mathematics through pre-calculus, foreign language, laboratory science and basic skills on Saturdays and during the summer.

VOCATIONAL-TECHNICAL EDUCATION DIVISION

TECHNICAL PROGRAMS

BUSINESS AND OFFICE SYSTEMS TECHNOLOGY CURRICULUM

(Leading to B.S. degree)

Major Code: TOST

Office Systems Technology is a two-year degree program. This program is designed to prepare students for a variety of entry-level office positions. The Associate of Applied Science degree is awarded upon the successful completion of the Office Systems Technology Curriculum. Successful completion of the first year of this program entitles a student to receive an Office Assistant Certificate.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Comp. I	3	BOT 1113 Document Form. & Prod.	3
BOT 1013 Keyboarding or		BOT 1413 Records Management	3
BOT 1102 Keyboarding Speed Build.	3/2	BOT 1133 Microcomputer Applications	3
BOT 1313 Applied Business Math	3	ACC 1213 Prin. of Accounting	3
BOT 1713 Mechanics of Communication	3	BOT 2813 Business Communication	3
BOT 2142 Operating Systems	2		<u>15</u>
BOT 1213 Professional Development	3		
EDU 1321 Career Explo./Orientation	1		
	17/18		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BOT 2413 Computerized Accounting	3	SPT 1113 Oral Communication	3
BOT 1123 Word Processing Applications	3	BOT 2713 Advanced Micro. Appli.	3
BOT 1813 Electronic Spreadsheet	3	BOT 2723 Administrative Office Proc.	3
BOT 2323 Database Management	3	BOT 2133 Desktop Publishing	3
MAT 1313 College Algebra	3	Soc/Behav. Sci. Elective	3
BOT 1513 Machine Transcription	3	Hum/Fine Arts Elective	3
	<u>18</u>		<u>18</u>

CHILD CARE TECHNOLOGY CURRICULUM

(Leading to B.S. degree)

Major Code:

Child Care Development Technology is a two-year Associate of Applied Science program. The curriculum is designed to prepare students to gain employment in occupations in child care and guidance at entry, assistant and management levels.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
CDT 1114 Child Care Profession	4	CDT 1224 Child Growth & Dev.	4
CDT 1313 Art for Preschool Child.	3	CDT 1514 Child Nutrition & Health Care	4
CDT 1214 Infant and Toddler Dev.	4	CDT 1333 Language Arts for Pres. Child.	3

CDT 1323 Mus/Mov. Preschool Child.	3	ENG 1123 English Comp. II	3
ENG 1113 English Comp. I	<u>3</u>	Fine Arts/Hum. Elective	<u>3</u>
	17		17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
CDT 2233 Guiding Social and Emotional Behavior	3	CDT 2925 Technical Practicum II	5
CDT 2613 Methods and Materials	3	CDT 2713 Social Studies, Math, & Sci. for Preschool Children	3
CDT 2915 Technical Practicum I	5	CDT 2813 Admin. of Preschool Prog.	3
CDT 2413 Atypical Child Development	3	SPT 1113 Oral Communication	3
Math/Natural Sci. Elective	<u>3</u>	Social/Behav. Sci. Elective	<u>3</u>
	17		17

COLLISION REPAIR TECHNOLOGY

(Leading to A.A.S. degree from CCC)

Major Code: VAB

Collision Repair Technology is a two-year degree program. Classroom and laboratory experiences are designed to prepare students to enter the field of collision repair technology. Students are provided theory and practical experiences in the areas of body repair, frame straightening, glasswork, painting, refinishing and shop management.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ABT 1113 Restraint System & Inter. Trim	3	ABT 1323 Refinishing II	3
ABT 1123 Bolted Units, Assem. & Elec Sys	3	ABT 1133 Glass & Rel Hard. Instal. Scal.	3
ABT 1213 Automotive Body Welding	3	ABT 1414 Sheet Metal Repair	4
ABT 1313 Refinishing I	3	ABT 1423 Body Panels/Upp Stru Rep I	3
ENG 1113 English Comp.	<u>3</u>	MAT 1313 College Algebra	<u>3</u>
	15		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ABT 2333 Refinishing III	3	ABT 2613 Fiberglass & Plastic Repair	3
ABT 2434 Body Panels/Upp Stru Rep II	4	ABT 2713 Collision Analysis & Esti.	3
ABT 2513 Frame & Underbody Repair	3	ABT 2913 Special Prob Coll. Rep Tech.	3
ABT 2524 Frame/Underbody Stru Rep. II	4	ABT 2923 Work-Based Learn Coll Rep	3
Social Behav. Elective	<u>3</u>	Fine Arts Elective	3
	17	SPT 1113 Oral Communication	<u>3</u>
			18

HOTEL AND RESTAURANT MANAGEMENT CURRICULUM

(Leading to A.A.S. degree from CCC)

Major Code:

The Hotel and Restaurant Management concentration provides specialized occupational instruction in all phases of hotel and restaurant management to prepare students for careers as manager/supervisors in the hospitality and tourism industry. Completion of the two-year program leads to an Associate of Applied Science degree. A student may receive a certificate by

successfully completing all vocational-technical courses listed in the Hotel and Restaurant Management concentration.

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
HRT 1113	Hospitality & Tourism Ind.	3	HRT 1413	Rooms Division Manage.	3
ENG 1113	English Comp. I	3	HRT 1224	Restaurant & Catering Oper.	4
HRT 1114	Cullinary Principles I	4		Elective**	3
HRT 1213	Sanitation & Safety	3		Social/Behav. Sci. Elective	3
BOT 1313	Applied Business Math	<u>3</u>	CPT 1113	Fund. of Microcomp. Appli.	<u>3</u>
		16			16

Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
MAT 1313	College Algebra	3	HRT 291(1-6)	Work-Based Learn. in Hotel & Restaurant Manage	6
	Humanities/Fine Arts Elective	3		Elective**	3
HRT 2613	Hospitality Supervision	3	HRT 2233	Food and Beverage Control	3
HRT 2713	Marketing Hospitality Serv. Elective**	<u>3</u>	SPT 1113	Oral Communications	3
		15		Elective**	<u>3</u>
					18

INDUSTRIAL MAINTENANCE TECHNOLOGY

(Leading to A.A.S. Degree from CCC)

Major Code: IMM

The Industrial Maintenance Mechanic curriculum is designed to prepare students for entry-level employment as multi-skilled maintenance mechanics. Industrial maintenance mechanics are responsible for assembling, installing, and maintaining/repairing machinery used in the manufacturing process. Students receive basic instruction in a wide variety of areas including machinery installation, maintenance, and troubleshooting/repair; principles of hydraulics and pneumatics, basic welding and cutting operations; basic machining operations; fundamentals of piping and pipefitting, and fundamentals of industrial electricity.

The Industrial Maintenance Mechanic curriculum is designed to be taught as either a one-year vocational certificate program or as a two-year technical (Associate of Applied Science) degree program.

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
IMM 1112	Industrial Safety	2	IMM 1314	Prin. of Hydr/Pne Equip.	4
IMM 1122	Indust. Main. Math/Mea.	2	IMM 1414	Pump and Valve Operations	4
IMM 1142	Indust. Main. Blue. Read.	2	IMM 1514	Equip. Install/Alignment	4
IMM 1214	Indust. Hand Tools/Mech.	4	ENG 1113	English Comp. I	<u>3</u>
IMM 1224	Power Tools Appl.	4			15
MAT 1313	College Algebra	<u>3</u>			
		17			

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
IMM 2524 Equip. Main. Trou./Rep	4	IMM 2615 Prin. of Pip/Hydo Test.	5
IMM 2714 Main. Weld/Metals	4	*Technical Electives	6
SPT 1113 Oral Comm.	3	Social/Behav. Sci. Elective	3
IMM 2814 Ind. Elect. Main. Mech.	<u>4</u>	Humanities/Fine Arts Elect.	<u>3</u>
	15		17

RESIDENTIAL CARPENTRY

(Leading to A.A.S. from CCC)

Major Code: VCA

Carpentry is a two-year associate of applied science program designed to provide students with the skills and knowledge needed to enter the field of residential carpentry. Students are provided with theory and practical experiences in the areas of foundation layout and construction, framing, roofing, interior and exterior finishing, cabinet making, and cost estimation.

The Associate of Applied Science (AAS) degree in Residential Carpentry may be awarded to a student who successfully completes the two years or 64 semester credit hours of required courses. Included in the requirements are 15 semester credit hours of academic courses.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
CAT 1116 Foundations I	6	CAT 1125 Roofing	3
CAT 1216 Framing I	6	CAT 1225 Framing II	5
CAT 1133 Advanced Blueprint Reading	3	CAT 1513 Exterior Finishing	3
MAT 1313 College Algebra	<u>3</u>	CAT 1316 Int. Fin. & Cab. Making	<u>6</u>
	18		17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
DDT 1113 Fund. of Drafting	3	CAT 2113 Prin. Mul-Fam. & Light Comm	3
DDT 1213 Construction Materials	3	Social/Behavioral Elective	3
ENG 1113 English Comp. I	3	DDT 2243 Cost Estimating	3
SPT 1113 Oral Comm	3	CAT 2926 Work-Based Learning	<u>6</u>
Humanities/Fine Arts Elective	<u>3</u>		15
	15		

VEHICLE & MOBILE MECHANICS TECHNOLOGY

(Leading to A.A.S. Degree from CCC)

Major Code: VMT

Postsecondary Vehicular Mechanics Technology is an instructional program that prepares individuals to engage in the servicing and maintenance of all types of motorized vehicles. Instruction includes the diagnosis of malfunctions and repair of the basic engine, gasoline and diesel fuel systems, electrical, cooling, brake systems, and drive train and suspension systems. Instruction is also provided in the adjustment and repair of individual components such as transmissions, fuel systems and wheel alignments.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
VMT 1113 Fund. of Equip. Mech.	3	VMT 1715 Engine Repair	5
VMT 1123 Elect. Systems	3	VMT 1514 Basic Fuel Systems	4
VMT 1213 Brakes	3	VMT 1414 Basic Engine Performance	4
VMT 1315 Power Trains/Transaxles	5	MAT 1313 College Algebra	<u>3</u>
ENG 1113 English Comp. I	<u>3</u>		<u>16</u>
	17		

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
VMT 2525 Computer Controlled Emissions	5	VMT 2614 Heating and Air Conditioning	4
VMT 2334 Steering/Suspension Systems	4	VMT 2343 Wheel Allignment	3
SPT 1113 Oral Communication	3	VMT 2926 Work-Based Learning	6
Humanities/Fine Arts Elective	<u>3</u>	Social/Behav. Science Elective	<u>3</u>
	15		16

VOCATIONAL PROGRAMS

BARBER/STYLIST

(Leading to Certificate from CCC)

Major Code: VBA

This postsecondary instructional program prepares individuals to cut, shampoo, and style hair. Special attention is given to hygiene, safety, skin and scalp diseases, and equipment sterilization. Included is the study of sales, business management, law, and paying passenger relationships. Instruction of qualified students for the State Barber Board certification examination is stressed.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BAV 1118 Basic Pract. in Barbering	8	BAV 1318 Fund. Pract. in Barbering II	8
BAV 1218 Fund. Pract. in Barbering I	<u>8</u>	BAV 1418 Inter. Pract. in Barbering I	<u>8</u>
	16		16

Summer Term

BAV 1516 Intermediate Pract. in Barb. II	6
Technical Electives	<u>6</u>
	12

COSMETOLOGY

(Leading to Certificate from CCC)

Major Code: VCO

This instructional program in cosmetology prepares individuals to care for hair, nails, and skin with emphasis on hygiene, sanitation, customer relations, and salon management. Satisfactory completion of the courses qualifies students for the Mississippi State Board of Cosmetology certification examination.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
COV 1117 Fund. of Cosmetology	7	COV 1225 Cosmetology Theory II	5
COV 1213 Cosmetology Theory I	3	COV 1512 Manicure and Pedicure	2
COV 1311 Scalp & Hair Treatment	1	COV 1333 Permanent Waves	3
COV 1321 Hair Shaping	1	COV 1343 Hair Coloring & Lightening	3
COV 1322 Hair Styling	2	COV 1352 Chemical Hair Relaxing	<u>2</u>
COV 1412 Artistry of Artificial Hair	<u>2</u>		15
	16		

Summer Term

COV 1236 Cosmetology Theory III	6
COV 1612 Facials and Makeup	2
COV 1362 Thermal Techniques	2
COV 1712 Salon Management	<u>2</u>
	12

COLLISION REPAIR TECHNOLOGY

(Two-Year Certificate Program)

Major Code: VAB

Collision Repair Technology is a two-year degree program. Classroom and laboratory experiences are designed to prepare students to enter the field of collision repair technology. Students are provided theory and practical experiences in the areas of body repair, frame straightening, glasswork, painting, refinishing and shop management.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ABT 1113 Restraint System & Inter. Trim	3	ABT 1323 Refinishing II	3
ABT 1123 Bolted Units, Assem. & Elec Sys	3	ABT 1133 Glass & Rel Hard. Instal. Scal.	3
ABT 1213 Automotive Body Welding	3	ABT 1414 Sheet Metal Repair	4
ABT 1313 Refinishing I	3	ABT 1423 Body Panels/Upp Stru Rep I	3
ENG 1113 English Comp. I	3	MAT 1313 College Algebra	3
	<u>15</u>		<u>16</u>

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ABT 2333 Refinishing III	3	ABT 2613 Fiberglass & Plastic Repair	3
ABT 2434 Body Panels/Upp Stru Rep II	4	ABT 2713 Collision Analysis & Esti.	3
ABT 2513 Frame & Underbody Repair	3	ABT 2913 Special Prob Coll. Rep Tech.	3
ABT 2524 Frame/Underbody Stru Rep. II	4	ABT 2923 Work-Based Learn Coll Rep	3
Social Behav. Elective	3	Fine Arts Elective	3
	<u>17</u>	SPT 1113 Oral Communication	3
			<u>18</u>

PRACTICAL NURSING

(Leading to Certificate from CCC)

Major Code: PNV

Practical Nursing is a twelve-month certificate program. The Practical Nursing program prepares students to assist in providing general nursing care under the direction of a registered nurse, physician, or dentist.

Graduates of the Practical Nursing program will be awarded the Certificate of Practical Nursing and may apply for licensure to the Mississippi Board of Nursing and will be eligible to take the National Council Licensure Examination (NCLEX)-P.

In addition to regular college admission requirements, the minimum admission criteria for practical nursing programs are as follows:

- Students must have an ACT composite score of 12 or above if taken before October 1989, or 16 or above if taken in October 1989 or after; or
- Students must have a TABE score or 12 required math and reading level; or
- Student must have completed the following courses in the last five years and have received a "C" or above: Growth and Development, EPY 2533; Anatomy and Physiology I and II, Biology 2514/2524; and Nutrition, HEC 1253.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
PNV 1113 Basic Nutrition	3	PNV 1615 Medical/Surg. Nursing I	5
PNV 1213 Body Structure & Func.	3	PNV 1624 Medical/Surg. Lab/Clinical I	4
PNV 1312 Growth & Development	2	PNV 1633 Medical Surgical Nursing II	3
PNV 1425 Fundamentals of Nursing	5	PNV 1644 Medical Surgical Lab/Clin. II	4
PNV 1434 Fundamentals of Nur. Lab	4	PNV 1513 Pharmacology	<u>3</u>
PNV 1412 Geriatric Nursing	<u>2</u>		19
	19		

Summer Term

PNV 1717 Maternal Child Nursing	7
PNV 1813 Psychiatric Concepts	3
PNV 1912 Nursing Transition	<u>2</u>
	12

RESIDENTIAL CARPENTRY TECHNOLOGY

(One-Year Certificate Program)

Major Code: VCA

Residential Carpentry Technology is an instructional program designed to prepare students for entry level into the residential carpentry trade. The residential carpentry program offers learning experiences in blueprint reading, estimating, building, installing, and repairing structural units.

One Year Certificate

Fall Semester	Semester Hours	Spring Semester	Semester Hours
CAT 1116 Foundations	6	CAT 1225 Framing II	5
CAT 1216 Framing I	5	CAT 1125 Roofing	3
CAT 1133 Advanced Blueprint Reading	<u>3</u>	CAT 1513 Exterior Finishing	3
	15	CAT 1316 Int. Fin. & Cab. Making	<u>6</u>
			17

RESIDENTIAL CARPENTRY

(Two-Year Certificate Program)

Major Code: VCA

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
CAT 1116 Foundations I	6	CAT 1125 Roofing	5
CAT 1216 Framing I	6	CAT 1225 Framing II	3
CAT 1133 Advanced Blueprint Reading	<u>7</u>	CAT 1513 Exterior Finishing	3
	15	CAT 1316 Int. Fin. & Cab. Making	<u>6</u>
			17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
DDT 1113 Fund. of Drafting	3	CAT 2113 Prin. Mul-Fam. & Light Comm	3
DDT 1213 Construction Materials	3	DDT 2233 Cost Estimating	3
Vocational-Technical Elect.	<u>6</u>	CAT 2926 Work-Based Learning	<u>6</u>
	12		12

WELDER/WELDING TECHNOLOGY

(Leading to Certificate from CCC)

Major Code: VWLD

Welder/Welding Technology is a one year certificate program. The Welder/Welding Technology Curriculum is designed to prepare students for entry level employment in the field of welding. Students are provided theoretical and practical experiences in the area of Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), Pipe Welding, Plasma Arc Welding, Air Carbon Arc Cutting (AAC), Oxyacetylene Welding (OAW) and Brazing, Gas Metal Arc Aluminum Welding (GMAAW), Gas Tungsten Arc Welding and Blueprint Reading.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
WLV 1117 Shld. Metal Arc Welding	7	WLV 1162 Gas Metal Arc Alum.Welding	2
WLV 1124 Gas Metal Arc Welding	4	WLV 1222 Air Carbon Arc Cutting	2
WLV 1242 Oxyace. Welding & Cutting	2	WLV 1136 Gas Tungsten Arc Welding	6
WLV 1212 Plasma Arc Cutting	2	WLV 1143 Flux Cored Arc Welding	3
EDU 1321 Career Explo. Orientation	<u>1</u>	WLV 1155 Pipe Welding	5
	16	WLV 1913 Special Problem	<u>3</u>
			21

SPECIAL VOCATIONAL PROGRAMS/ACTIVITIES

Vocational Related Studies

The Vocational Individualized Development System (VIDS) is designed to aid students in vocational programs who are deficient in basic academic skills to the extent that they might have difficulty succeeding in their chosen vocational program.

Student Support Services

Student Support Services will be provided for students who qualify through federal guidelines as stated in the Carl Perkins Vocational Education and Applied Technology Education Act of 1990, as amended. The qualifications may include individuals with disabilities, educationally and economically disadvantaged persons (including foster children), individuals with limited English proficiency, individuals participating in programs designed to eliminate sex bias, and individuals in correctional institutions.

JOB TRAINING PARTNERSHIP ACT (JTPA)

JTPA programs at Coahoma Community College are federally funded training programs that prepare participants for entry level positions in various occupations. This program is also available to help students who are now high school graduates to obtain their GED. Program eligibility must be determined by the Mississippi Employment Security Commission.

SINGLE PARENT/DISPLACED HOMEMAKERS PROGRAM

The community college district, the area which the Single Parent/Displaced Homemakers Program serves, is classified as both depressed and economically disadvantaged; therefore, a majority of the participants are classified as educationally and economically disadvantaged, single parents/heads of households, unemployed or underemployed.

It is the philosophy of this program to take persons in adverse circumstances and provide them with various services and programs in order for them to become productive citizens of their communities.

TECH PREP PROGRAM

Tech Prep is preparation for success in pay, job satisfaction and advancement. Tech Prep programs combine the last two years of high school with the first two years of college. Students earn a two-year associate degree or a certificate. When students graduate, they have top job prospects. They also have the option of continuing their college education.

COMPLETION OF VOCATIONAL PROGRAMS

Vocational programs at Coahoma Community College vary in the amount of time required or recommended for normal completion. A certificate of completion will be awarded each eligible person who completes a program as prescribed. A certificate of completion in specific areas may be issued to a student who completes component parts of a program which is less than the total program.

SKILL/TECH CENTER

The primary function of the Coahoma Community College Skill/Tech Center is to meet the training needs of business and industry by creating a pool of qualified applicants with basic employable skills and providing retraining resources for currently employed workers to upgrade their skills. Skill/Tech Center initiatives represent a unique partnership between Coahoma Community College and business and industry throughout Northwest Mississippi.

The Skill/Tech Center is designed to provide individuals and companies with all types of training and education, job analysis, long range planning, total quality management programs, technology transfer, management analysis, economic development, career counseling and literacy skills. The goal is to give Northwest Mississippi companies a clear advantage in creating productive companies...learning corporations that will be continually on the leading edge of their markets; and to help Mississippi achieve a world-class workforce that will exceed the needs of high performance organizations which are so necessary in today's and tomorrow's global markets.

SECTION SIX

COURSE DESCRIPTIONS



COURSE DESCRIPTIONS ACADEMIC

ACC 1213--PRINCIPLES OF ACCOUNTING--A study of the elementary accounting principles as applied to various forms of business organizations and an introduction to specialized fields of accounting. Three hours; 3 credits.

ACC 1223--PRINCIPLES OF ACCOUNTING--A continuation of ACC/TAC 1213. Includes a practice set. Prerequisite: ACC/TAC 1213. Three hours lecture, 1 hour lab; 3 credits.

ART 1113--ART APPRECIATION--A simple approach to the understanding of the plastic arts (drawing, architecture, sculpture, painting, graphics minor art, and industrial arts) on a conceptual basis. Three hours; 3 credits.

ART 1213--INTRODUCTORY ART--A studio course designed to familiarize the student with the the fundamental elements of drawing and painting and to develop in the student a visually creative vocabulary. A study of the work of prominent artists will augment the student's own creative work in several different media and approaches. Four hours; 3 credits.

ART 1243--INCENTIVE CRAFTS--A survey of art-craft ideas and production methods. Emphasis on creative invention. Six hours; 3 credits.

ART 1313--DRAWING I--A study of basic principles of construction of visual forms. Emphasis on line, perspective, and shading. Use of black and white--media, pencil, charcoal. Required of art majors. Six hours; 3 credits.

ART 1323--DRAWING II--An introduction to color dynamics and precision drawing as used in creative expression. Emphasis on composition. Required of art majors. Prerequisite ART 1313. Six hours; 3 credits.

ART 1413--DESIGN I--Emphasis on principles and materials in visual design. Introduction to theory and terms. Use of color theory and elementary lettering. Required of art majors. Prerequisite: ART 1313. Six hours; 3 credits.

ART 1913--ART FOR ELEMENTARY TEACHERS--A course designed for the needs of the elementary education student. Essentials of public school art; study of development of the children's art; experiences with major forms of two-dimensional art problems; experiences with a variety of media. Four hours; 3 credits.

ART 2513--PAINTING I --A study of techniques used in painting water colors, oils, pastel or other media, in still life and landscape pictures. Six hours; 3 credits.

ART 2713--ART HISTORY I--A survey course of historical background of art forms from prehistoric to renaissance. Emphasis placed on painting, architecture, and sculpture as related to history. Three hours; 3 credits.

ART 2723--ART HISTORY II--A study of art of the renaissance to the Twentieth Century. Special emphasis on modern expressions in fields of art. Three hours; 3 credits.

ATE 2263--SCIENCE AND TECHNOLOGY--A course designed to introduce concepts and technology to Mississippi community/junior college students. A survey of modern science and technology applications with specific emphasis on problem solving and career opportunities. Three hours; 1 hr. lecture, 4 hr. lab per week.

BAD 2213--PRINCIPLES OF MARKETING--A study of principles and problems of marketing goods and methods of distribution from producer or manufacturer to consumer. Types,

functions, practices of wholesalers and retailers in the American marketing system and efficient marketing techniques in the development and expansion of markets are included. Three hours; 3 credits.

BAD 2413 -- LEGAL ENVIRONMENT--A course designed to acquaint the student with the fundamental principles of law as they relate to the basic legal problems of business transactions in our economy. Special attention is given to an introduction to law; law of contracts; agencies and employment; negotiable instruments and commercial papers. Three hours; 3 credits.

BAD 2513--PRINCIPLES OF MANAGEMENT--A study of basic management principles as applied to the functions of planning, organizing, directing, controlling, and coordinating with effective communications in business enterprise. Three hours; 3 credits.

BIO 1131--GENERAL BIOLOGY I LAB--A lab course which must be taken concurrently in phase with BIO 1132 lecture. Selected experiments to illustrate the principles taught in BIO 1132. Two hours; 1 credit.

BIO 1132--GENERAL BIOLOGY I--A lecture course in basic biological principles including chemical and cellular basis of life, anatomy and physiology, reproduction, genetics, organismal complexity, classification, biosocial problems and ecology. Two hours, 2 credits.

BIO 1141--GENERAL BIOLOGY II LAB--A lab course which must be taken concurrently in phase with BIO 1142 lecture. Selected experiments to illustrate the principles taught in BIO 1142. Prerequisite: BIO 1131. Two hours; 1 credit.

BIO 1142--GENERAL BIOLOGY--II A lecture course in basic biological principles listed but not covered in BIO 1132. Prerequisite: BIO 1132. Two hours; 2 credits.

BIO 1311--GENERAL BOTANY I LAB--A lab course which must be taken concurrently in phase with BIO 1313 lecture. Selected experiments to illustrate the principles taught in BIO 1313. Two hours; 1 credit.

BIO 1313--GENERAL BOTANY I--A lecture course dealing with application of biological principles to the study of plants including classification, anatomy and physiology, and function. Three hours; 3 credits.

BIO 1321--GENERAL BOTANY II LAB--A lab course which must be taken concurrently in phase with BIO 1323 lecture. Selected experiments to illustrate the principles taught in BIO 1323. Prerequisite: BIO 1311. Two hours; 1 credit.

BIO 1323--GENERAL BOTANY II--A lecture course of principles listed but not cover in BIO 1313. Prerequisite: BIO 1313. Three hours; 3 credits.

BIO 2411--GENERAL ZOOLOGY I LAB--A lab course which must be taken concurrently in phase with BIO 2413 lecture. Selected experiments with extensive use of the microscope to illustrate the principles taught in BIO 2413. Two hours; 1 credit.

BIO 2413--GENERAL ZOOLOGY I--A lecture course dealing with the application of biological principles of the study of animals including classifications, structure and function. Emphasis is on invertebrates. Three hours; 3 credits.

BIO 2421--GENERAL ZOOLOGY II LAB--A lab course which must be taken concurrently in phase with BIO 2423 lecture. Selected experiments which require dissection to illustrate the principles taught in BIO 2423. Prerequisite: BIO 2411. Two hours; 1 credit.

BIO 2423--GENERAL ZOOLOGY II--A continuation of BIO 2413 with emphasis on vertebrates. Three hours; 3 credits.

BIO 2511--HUMAN ANATOMY AND PHYSIOLOGY LAB--A lab course which must be taken concurrently in phase with BIO 2513 lecture. Selected experiments to illustrate the principles taught in BIO 2513. Two hours; 1 credit.

BIO 2513--HUMAN ANATOMY AND PHYSIOLOGY--A lecture course dealing with the physiology of the human body as an integrated whole with more detail studies of the skeletal, muscular, and nervous systems. (General Chemistry recommended) Prerequisites: BIO 2413 and 2423. Three hours; 3 credits.

BIO 2521--HUMAN ANATOMY AND PHYSIOLOGY II LAB--A lab course which must be taken concurrently in phase with BIO 2523 lecture. Selected experiments to illustrate the principles taught in BIO 2523. Prerequisite: BIO 2511. Two hours; 1 credit.

BIO 2523--HUMAN ANATOMY AND PHYSIOLOGY II--A continuation of BIO 2513 in which the circulatory, respiratory, digestive, urinary, reproductive, and endocrine systems are studied. Prerequisite: BIO 2513. Three hours; 3 credits.

BIO 2921--MICROBIOLOGY LAB--A lab course which must be taken concurrently in phase with BIO 2923 lecture. Laboratory is devoted to basic techniques of microbial study such as identification, control, morphology, physiology, life cycles, and cultural techniques in Microbiology 2923. Three hours; 1 credit.

BIO 2923--MICROBIOLOGY--A lecture course providing a survey of the microbes (microscopic organisms) with emphasis and detailed study being placed on those affecting other forms of life, especially man. Three hours; 3 credits.

BOA 1113--ELEMENTARY TYPEWRITING--Instruction in the mechanism and care of the typewriter; its operation; keyboard drills to gain speed and accuracy; introduction to letter forms. Students with a year of high school typewriting cannot receive credit for this course. (3 sch)

CHE 1211--GENERAL CHEMISTRY LAB--A lab course which must be taken concurrently in phase with CHE 1213 lecture. Selected experiments to illustrate the principles taught in lecture. Three hours; 1 credit.

CHE 1213--GENERAL CHEMISTRY I--A study of atomic and molecular structure, periodicity and atomic properties, stoichiometry, the mole concept, types of solutions, energy-enthalpy. Three hours; 3 credits.

CHE 1221--GENERAL CHEMISTRY II LAB--A lab course which must be taken concurrently in phase with CHE 1223 lecture. A continuance of CHE 1211. Prerequisite: CHE 1211. Three hours; 1 credit.

CHE 1223--GENERAL CHEMISTRY II--A study of gases, kinetics, equilibria, thermodynamics, electrochemistry, nuclear chemistry, coordination and compounds. Prerequisite: CHE 1213. Three hours; 3 credits.

CHE 2421--ORGANIC CHEMISTRY I LAB--A laboratory course desired for the beginning student in organic chemistry. Acquaints students with important manipulations and procedures and the preparation and study of organic compounds. Three hours; 1 credit.

CHE 2423--ORGANIC CHEMISTRY--A study of the basic principles of carbon chemistry, bonding structure, and behavior; aliphatic compounds; identification and preparation of compounds. Three hours; 3 credits.

CHE 2431--ORGANIC CHEMISTRY II LAB--A continuation of CHE 2421. Prerequisite: CHE 2421 Three hours; 1 credit.

CHE 2433--ORGANIC CHEMISTRY II--A continuation of CHE 2423. A study of aromatic and complex compounds. Prerequisite: CHE 2423. Three hours; 3 credits.

COM 1413--FUNDAMENTALS OF BROADCASTING--A course designed to acquaint the student with the basic techniques of audio and television broadcasting with practice before a microphone and camera. Three hours; 3 credits.

CRJ 1313--INTRODUCTION TO CRIMINAL JUSTICE--A study of history development, and philosophy of law enforcement in a democratic society, introduction to agencies involved in the administration of criminal justice and career orientation. Three hours; 3 credits.

CRJ 1383--CRIMINOLOGY I--A study of the nature and significance of criminal behavior. Theories, statistics, trends and programs concerning criminal behaviors. Three hours; 3 credits.

CRJ 2313--POLICE OPERATIONS--A study of the operation and administration of enforcement agencies with particular emphasis on the functions of the patrol division. Three hours; 3 credits.

CRJ 2323--CRIMINAL LAW EVIDENCE--A study of criminal evidence for law enforcement office furnishing a practical insight into the rules of evidence; kinds of degrees; and consideration governing the admissibility of evidence in court. Three hours; 3 credits.

CRJ 2333--CRIMINAL INVESTIGATION--A study of fundamentals, search and recording, collection and preservation of evidence, for finger printing, photography, sources of information, interviews and interrogation. Follow-up. Three hours; 3 credits.

CRJ 2343--CRIMINAL INVESTIGATION II--A course designed to teach the use of scientific techniques in investigation; investigate problems in major crimes; arrests, apprehensions, and raids; finger printing; rules of evidence and testifying in courts. Three hours; 3 credits.

CRJ 2513--LAW ENFORCEMENT AND THE JUVENILE--A study of the role of police in juvenile delinquency and control/organizations, functions, and jurisdiction of juvenile agencies. Processing, detention, and disposition of cases. Statutes and court procedures applied to juveniles. Three hours; 3 credits.

CSC 1113--INTRODUCTION TO COMPUTER CONCEPTS--An introduction to the basic concepts, terminology, and structure of computers; introduction to program logic and BASIC programming; introduction to the use of an integrated application software package which includes word processing, spreadsheet and database. It is not designed for computer science, or engineering students. Three hours; 3 credits.

CSC 1123--MICROCOMPUTER APPLICATIONS--A course designed to teach the use of a major application package(s) as used in microcomputers in business, education, and other environments. - e.g. Lotus 1-2-3, Microsoft Word, Appleworks, Base III, etc. Two hours lecture, two hours lab; 3 credits.

CSC 1213--BASIC COMPUTER PROGRAMMING I--The writing of programs using that BASIC computer language. Three hours; 3 credits.

CSC 1613--COMPUTER PROGRAMMING I--An introduction to problem-solving methods and algorithm development; designing, debugging, and documentation in a high level programming language with a variety of applications. Three hours; 3 credits.

CSC 2133--"C" PROGRAMMING--Introduction to problem solving methods and algorithm development; designing, debugging, and documentation in C/C++ language with a variety of applications. Prerequisite or corequisite: MAT 1313. Three hours; 3 credits.

CSC 2413--COBOL PROGRAMMING--A study of the structures, data bases, and operating systems. Applications place particular emphasis on business systems and operations. Three hours; 3 credits.

CSC 2623--COMPUTER PROGRAMMING II--Continued program development; algorithm analysis; string processing; recursion; internal search/sort methods; simple data structures; debugging and testing of large programs. Prerequisite: CSC 1613. Three hours; 3 credits.

CSC 2713--INTRODUCTION TO FILE PROCESSING--An introduction to concepts and characteristics of storage device; file processing techniques; data structure; elementary data base concepts. Prerequisite: CSC 1613 or CSC 1313 or CSC 2413. Three hours; 3 credits.

ECO 2113--PRINCIPLES OF ECONOMICS--An introduction to economic principles. Emphasis is on demand and supply under competition, monopoly, and monopolistic competition. Three hours; 3 credits.

ECO 2123--PRINCIPLES OF ECONOMICS--A study of nations income, monetary-fiscal policies, investment, growth, consumption, money. Three hours; 3 credits.

EDU 1321--CAREER EXPLORATION/ORIENTATION--A course designed to help new students adjust to college life. It will teach them good study skills along with giving them the history of Coahoma Community College and CCCs rules, regulations and policies. The course will also assist students in determining career goals. It will help prepare the students for the job market by providing assessment tools; exploring available careers; and evaluating employability skills. One hour; 1 credits.

EDU 1613--FOUNDATION IN EDUCATION--A Survey of the history and philosophies of American education with special emphasis on current issues and problems in education. Three hours; 3 credits.

ENG 1103--DEVELOPMENTAL ENGLISH I--A course which stresses basic communication skills--writing of paragraphs, outlines, summaries and essays. General review of mechanics, and reading of ideas included. Three hours; 3 credits.

ENG 1113--ENGLISH COMPOSITION I--A study of grammar and composition, with emphasis on the sentence, and the paragraph. Readings, frequent themes. Three hours; 3 credits.

ENG 1123--ENGLISH COMPOSITION II--A continuation of ENG 1113 with emphasis on the whole composition. Readings, themes, and research paper required. Prerequisite: ENG 1113. Three hours; 3 credits.

ENG 1203--DEVELOPMENTAL ENGLISH II--A continuation of ENG 1103. Prerequisite: ENG 1103. Three hours; 3 credits.

ENG 2223--AMERICAN LITERATURE--A survey of major American writers from the colonial era to the end of the nineteenth century. Three hours; 3 credits.

ENG 2233--AMERICAN LITERATURE--A survey of major American writers from 1900 to the present. Three hours; 3 credits.

ENG 2423--WORLD LITERATURE--A survey of selected writings of the Orient, Greece, Rome, and Medieval Europe. Three hours; 3 credits.

ENG 2433--WORLD LITERATURE--A continuation of ENG 2423. Selected European writings from the Renaissance to the present. Three hours; 3 credits.

ENG 2701--LITERATURE FOR CHILDREN--A course designed to acquaint students in Early Childhood Education with children's literature. Reading and telling stories to children are emphasized. Films of children's stories are observed and evaluated. Three hours; 3 credits.

EPY 2513--CHILD PSYCHOLOGY (HUMAN GROWTH & DEVELOPMENT I)--A course which deals with the various aspects of human growth and development. Problems studied include physical, mental, social and emotional development from infancy through preadolescence. Special attention is given to the implementations for education. Three hours; 3 credits.

EPY 2523--ADOLESCENT PSYCHOLOGY (HUMAN GROWTH & DEVELOPMENT II)--A study of the individual during adolescent years. Three hours; 3 credits.

EPY 2533--HUMAN GROWTH & DEVELOPMENT--A study of the growth and development of the human organism from conception through old age to death. Topics include changes in abilities, interest, social and emotional adjustments of each maturity level, and implications of growth and development to health professionals and others who work with people. Three hours; 3 credits.

HEC 1253--NUTRITION--This course is a study of nutrients required for normal growth and applied to the selection of food for ingestion, metabolic process of digestion, assimilation and absorption. Three hours; 3 credits.

HIS 1113--WESTERN CIVILIZATION--A general study of European history from ancient times to 1600 A.D. Three hours; 3 credits.

HIS 1123--WESTERN CIVILIZATION--A general study of European civilization since 1600 A.D. Three hours; 3 credits.

HIS 1613--SURVEY OF AFRO-AMERICAN HISTORY--A survey of Afro-American history from the study of one or more African civilizations to the present day. Attention will be given to the activities of other minority groups. Three hours; 3 credits.

HIS 2213--AMERICAN (U.S.) HISTORY--A survey of the U.S. history from the period of discovery and exploration through Reconstruction. Three hours; 3 credits.

HIS 2223--AMERICAN (U.S.) HISTORY--A survey of the U.S. history from Reconstruction to the present. Three hours; 3 credits.

HPR 1111--GENERAL ACTIVITIES--A course designed to give students a modern concept of physical education and recreation by developing body skills. It includes individual and team sports, rhythms and recreational activities and is divided into units that coincide with the regular nine weeks school term according to the season, each unit complete within itself. Two hours; 1 credits.

HPR 1121--GENERAL ACTIVITIES--A continuation of HPR 1111. Prerequisite: HPR 1111. Two hours; 1 credit.

HPR 1131--VARSITY SPORTS--A course designed to give students a modern concept of the fundamentals of basketball. The course is open to all students but it is especially designed for prospective basketball players. Two hours; 1 credit.

HPR 1141--VARSITY SPORTS--A course designed to give students a modern concept of the fundamentals of football. The course is open to all students but it is especially designed for prospective football players. Two hours; 1 credit.

HPR 1213--PERSONAL & COMMUNITY HEALTH--Applications of principles and practices of healthful living to the individual and the community; major health problems and mutual responsibilities of home, school and health agencies. Three hours; 3 credits.

HPR 1223--PERSONAL & COMMUNITY HEALTH--A continuation of HPR 1213. Prerequisite: HPR 1213. Three hours; 3 credits.

HPR 1313--INTRODUCTION HEALTH, PHYSICAL EDUCATION AND RECREATION--An introduction to the objectives, literature, and organizations of the profession. Analysis of successful teaching with discussion of the responsibilities and opportunity of professional personnel. Orientation of students to opportunities in the field. Three hours; 3 credits.

HPR 1551--CONDITIONING AND WEIGHT TRAINING--Lecture and practices in weight training. Two hours; 1 credit.

HPR 1713--SPORTS APPRECIATION--A course designed to develop spectator awareness and appreciation of the major sports in our society. Material will include a brief history of sports, rules, equipment, and etiquette associated with sports. Three hours; 3 credits.

HPR 2111--GENERAL ACTIVITIES--A second year continuation of HPR 1121. Prerequisite: HPR 1121. Two hours; 1 credit.

HPR 2121--GENERAL ACTIVITIES--A continuation of HPR 2111. Prerequisite: HPR 2111. Two hours; 1 credit.

HPR 2131--VARSITY SPORTS--A continuation of HPR 1131. Prerequisite: HPR 1131. Two hours; 1 credit.

HPR 2141--VARSITY SPORTS--Participation in (name sport) varsity sport. Continuation of HPR 1141. Designed for Sophomore football athletes. 1 credit.

HPR 2213--FIRST AID--Instruction and practice in methods prescribed in the American Red Cross standard and advanced course. (Does not transfer to some schools as a physical education course.) Three hours; 3 credits.

HPR 2323--RECREATIONAL LEADERSHIP--Planning and leadership techniques for conducting community recreation centers, playgrounds, parks and school recreation programs. Three hours; 3 credits.

HPR 2413--INDIVIDUAL & TEAM SPORTS OFFICIATING--Instruction in rules, interpretations, officiating techniques, and tournament organizations for individual and team sports for men and women. Open primarily to physical education majors. Three hours; 3 credits.

HPR 2423--FOOTBALL THEORY--Theoretical study of football from an offensive and defensive standpoint including the fundamentals of blocking, passing, tackling, charging, punting, sportsmanship, rules and team play. Three hours; 3 credits.

HUM 1913--LEADERSHIP DEVELOPMENT--An interactive course which introduces the students to various leadership topics. Students are introduced to classical readings and are required to keep a journal of everyday activities relating to the leadership topics discussed. Three hours; 3 credits.

JOU 1111--COLLEGE PUBLICATIONS--A laboratory course designed to give practical experience in working with college newspaper and yearbook production. News, features, and editorial writing, make-up and layout, editing, advertising and photography will be emphasized according to student need. 1 credit.

JOU 1121--COLLEGE PUBLICATIONS--A continuation of JOU 1111. 1 credit.

JOU 1313--PRINCIPLES OF JOURNALISM--An introduction to journalism, news reporting, construction of news story, sources, construction of features and speciality news writing. Three hours; 3 credits.

JOU 1323--PRINCIPLES OF JOURNALISM--The preparation of advertising copy and layouts of newspaper, magazines, agencies, retail advertising, and advertising in broadcast mediums of radio and television. Emphasis on research and survey methods of demographics, types of layouts, copy writing and proofreading. Prerequisite: JOU 1313. Three hours; 3 credits.

MAT 1103--DEVELOPMENTAL MATH--A course designed for the student who is lacking in fundamental arithmetic skills. This course includes fractions, decimals, percentages, and verbal problems. Three hours; 3 credits.

MAT 1233--INTERMEDIATE ALGEBRA--A course designed for students whose preparation in algebra is inadequate for regular college algebra. Materials covered include algebraic factoring, fractions, problem solving, exponents, radicals, and quadratics. Prerequisite: one year high school algebra. Three hours; 3 credits.

MAT 1313--COLLEGE ALGEBRA--A course which includes equations, inequalities, functions and graphs, circles, polynomial and rational functions, and systems of equations and inequalities. Prerequisite: At least two units of high school algebra or MAT 1233. Three hours; 3 credits.

MAT 1323--TRIGONOMETRY--A study of trigonometric functions of the composite angle; fundamental relations, trigonometric equations; logarithms; radian measure; solution of right and oblique triangles, inverse trigonometric functions; and vectors. Prerequisite MAT 1313 or equivalent. Three hours; 3 credits.

MAT 1814--CALCULUS I--A study of basic theorems of analytic geometry; conics; functions; limits, continuity, and derivative; differentiation of algebraic functions; application of the derivative; the differential; indefinite integral; the definite integral. Prerequisites: MAT 1313 and MAT 1323, or permission of instructor. Four hours; 3 credits.

MAT 1824--CALCULUS II--A course which includes applications of the definite integral; exponential and logarithmic functions; trigonometric functions; hyperbolic function; techniques of integration; indeterminate forms; improper integrals; Taylor's Formula. Four hours; 3 credits.

MFL 1113--ELEMENTARY FRENCH I--A course designed to develop basic language skills; speaking, reading, writing. Phonetic symbols are used to aid correct pronunciation, but the principal aid is to be found in the language laboratory. Three hours; 3 credits.

MFL 1123--ELEMENTARY FRENCH II--A continuation of MFL 1113. Special drill on verb forms and uses, as well as idiomatic vocabulary, by means of oral and written exercises. Three hours; 3 credits.

MFL 1213--ELEMENTARY SPANISH I--A course designed to develop basic language skills: reading, writing, and speaking. Drills on grammar through written and oral exercises are used in class work. Three hours; 3 credits.

MFL 1223--ELEMENTARY SPANISH II--A continuation of MFL 1213. Special attention is given to irregular verbs and the subjunctive mood. Prerequisite: MFL 1213. Three hours; 3 credits.

MFL 2113--INTERMEDIATE FRENCH I--A review of French grammar and continued development of basic language skills. Reading materials are used with the literacy and culture value. Three hours; 3 credits.

MFL 2123--INTERMEDIATE FRENCH II--A course designed to enhance literacy and cultural appreciation of the language and the country by the reading of the book which pictures life in a typical French village, with class conversation concerning the contents of this book. Prerequisite: MFL 2113. Three hours; 3 credits.

MFL 2213--INTERMEDIATE SPANISH I--A verb and grammar review and a further development of language skills. Reading materials used have literary and cultural value. Recording equipment is available for student's use. Prerequisite: MFL 1223. Three hours; 3 credits.

MFL 2223--INTERMEDIATE SPANISH II--A continuation of MFL 2213. Special attention is given to rapid reading. Recording equipment permits the student to record and listen to his own and other students' use of the language. Prerequisite: MFL 2213. Three hours; 3 credits.

MUA 1772--VOICE FOR MUSIC EDUCATION MAJORS I--(Prerequisite: audition and concurrent enrollment in choir) Open to non-music majors with consent of the instructor. This course of study includes an introduction to the fundamental principles of singing with special emphasis on breathing, phonation, registration, diction, articulation and interpretation. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 1782--VOICE FOR MUSIC EDUCATION MAJORS II--(Prerequisite: MUA 1772, audition and concurrent enrollment in choir). A continuation of MUS 1772. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 2772--VOICE FOR MUSIC EDUCATION MAJORS III--(Prerequisite: MUA 1782, audition and concurrent enrollment in choir). A continuation of MUS 1782. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 2782--VOICE FOR MUSIC EDUCATION MAJORS IV--(Prerequisite: MUA 2772, audition and concurrent enrollment in choir). A continuation of MUS 2772. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 1172--BRASS FOR MUSIC EDUCATION MAJORS I--(Prerequisite: audition consent of instructor and enrollment in band each semester). Available to majors and non-majors. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 1182--BRASS FOR MUSIC EDUCATION MAJORS II--(Prerequisite: audition consent of instructor and enrollment in band each semester). A continuation of MUA 1172. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 2172--BRASS FOR MUSIC EDUCATION MAJORS III--(Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1182. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 2182--BRASS FOR MUSIC EDUCATION MAJORS IV--(Prerequisite: audition and concurrent enrollment in band each semester). A continuation of MUA 2172. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 1472--PERCUSSION FOR MUSIC EDUCATION MAJORS I--(Prerequisite: audition, consent of instructor and enrollment in band each semester). Available to majors and non-majors who meet the instructor's requirements. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 1482--PERCUSSION FOR MUSIC EDUCATION MAJORS II--(Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1472. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 2472--PERCUSSION FOR MUSIC EDUCATION MAJORS III--(Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1482. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 2482--PERCUSSION FOR MUSIC EDUCATION MAJORS IV--(Prerequisite: audition and enrollment in band each semester). A continuation of MUA 2472. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 1872--WOODWIND FOR MUSIC EDUCATION MAJORS I--(Prerequisite: audition, consent of instructor and enrollment in band each semester). Available to majors and non-majors who meet the instructor's requirements. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 1882--WOODWIND FOR MUSIC EDUCATION MAJORS II--(Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1872. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 2872--WOODWIND FOR MUSIC EDUCATION MAJORS III--(Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1882. Two half hour lessons per week, two hours practice daily; 2 credits.

MUA 2882--WOODWIND FOR MUSIC EDUCATION MAJORS IV--(Prerequisite: audition and enrollment in band each semester). A continuation of MUA 2872. Two half hour lessons per week, two hours practice daily; 2 credits.

MUO 1111--BAND I--(Prerequisite: consent of instructor) Fundamentals of the marching and concert band. Organized to serve the institution at games, concerts, and other public and special functions. One hour daily; 1 credit.

MUO 1121--BAND II-- A continuation of MUO 1111. One hour daily; 1 credit.

MUO 1211--CHOIR I--Membership with consent of instructor. The performing group of the vocal department makes numerous appearances during the year both on the campus and throughout the state. One hour daily; 1 credit.

MUO 1221--CHOIR II-- A continuation of MUO 1211. One hour daily; 1 credit.

MUO 2111--BAND III-- A continuation of MUO 1121. One hour daily; 1 credit.

MUO 2121--BAND IV-- A continuation of MUO 2111. One hour daily; 1 credit.

MUO 2211--CHOIR III-- A continuation of MUO 1221. One hour daily; 1 credit.

MUO 2221--CHOIR IV-- A continuation of MUO 2211. One hour daily; 1 credit.

MUS 1113--MUSIC APPRECIATION--Listening course designed to give the students, through aural perception, understanding and appreciation of music as a moving force in western culture. Three hours; 3 credits.

MUS 1133--FUNDAMENTALS OF MUSIC--(Open to non-music majors as an elective) Provides the student with a basic knowledge of notations, scales, keys, rhythm, intervals, triads and their inversions. Three hours; 3 credits.

MUS 1214--MUSIC THEORY I--Recognition of part writing, diatonic intervals, major and minor triads, rhythmic and melodic patterns. Correlated keyboard harmony and dictation. Sight singing in all clefs. Concurrent enrollment in piano and band or choir is required. Three hours; 2 hours lab; 4 credits.

MUS 1224--MUSIC THEORY II-- A continuation of MUS 1214. Three hours lecture, 2 hours lab; 4 credits.

MUS 2214--MUSIC THEORY III--A continuation of MUS 1224. Three hours lecture, 2 hours lab; 4 credits.

MUS 2313--MUSIC HISTORY I--Music of primitive nations, rise and developments of liturgy; the Polyphonic Age; the rise of opera and oratorio; the periods of Bach and Handel, Haydn, and Mozart; advent of Beethoven; American musical development. Three hours; 3 credits.

MUS 2323--MUSIC HISTORY II--A continuation of MUS 2313. Three hours; 3 credits.

MUS 2413--MUSIC LITERATURE--A listening course to give the student a better understanding of music through the ages. It offers the non-music major as well as the music major an opportunity to explore music as an art. Three hours; 3 credits.

MUS 2513--MUSIC FOR CHILDREN--A study of the fundamentals of music, sight-reading, terminology, methods, principles and materials for teaching of music in elementary school. Three hours; 3 credits.

PHY 2241--PHYSICAL SCIENCE I LAB--Must be taken concurrently in phase with the lecture PHY 2242. Selected experiments to illustrate the principles taught in lecture. Two hours; 1 credit.

PHY 2242--PHYSICAL SCIENCE I--A lecture course designed for the non-technical student. A survey of laws of physics and astronomy. Two hours; 2 credits.

PHY 2251--PHYSICAL SCIENCE II LAB--Must be taken concurrently in phase with the lecture PHY 2252. Selected experiments to illustrate the principles taught in lecture. Prerequisite: PHY 2241. Two hours; 1 credit.

PHY 2252--PHYSICAL SCIENCE II--A survey of chemistry, meteorology, and geology. Prerequisite: PHY 2242. Two hours; 2 credits.

PHY 2411--GENERAL PHYSICS I LAB--Must be taken concurrently in phase with the lecture PHY 2413. Selected experiments to illustrate the principles taught in lecture. Two hours; 1 credit.

PHY 2413--GENERAL PHYSICS I--A lecture course that deals with laws of mechanics and heat. Prerequisites: MAT 1313 and MAT 1323. Two hours; 3 credits.

PHY 2421--GENERAL PHYSICS II LAB --Must be taken concurrently in phase with the lecture PHY 2423. Selected experiments to illustrate the principles taught in lecture. Prerequisite: PHY 2411. Two hours; 1 credit.

PHY 2423--GENERAL PHYSICS II--A lecture course that deals with laws of electricity, magnetism, light, and modern physics. Prerequisite: PHY 2413. Three hours; 3 credits.

PSC 1113--AMERICAN NATIONAL GOVERNMENT--A survey of the organizations and political structure of the basic operation of American government. Three hours; 3 credits.

PSC 1123--AMERICAN STATE AND LOCAL GOVERNMENT--A study of the relationship between state and federal government; and between states and their subdivisions; organizations, function, and operation of executive, legislative, and judiciary; elections and suffrage generally, Mississippi particularly. Three hours; 3 credits.

PSY 1513--GENERAL PSYCHOLOGY--An introduction to the scientific study of human behavior. Includes history and methods of psychology; growth and development; principles of learning; sensation and perception; thinking; statistics; personality; and intelligence. Three hours; 3 credits.

REA 1103--DEVELOPMENTAL READING--A laboratory course designed to offer special reading instruction to students deficient in reading skills. Three hours; 3 credits.

REA 1203--DEVELOPMENTAL READING--A continuation of REA 1103. Three hours; 3 credit.

SEC 2613--BUSINESS COMMUNICATIONS--A course designed to offer study and practice in writing different types of business letters and reports, with emphasis on correct spelling, grammar, punctuation, and clarity of communication. Three hours; 3 credits.

SOC 2113--INTRODUCTION TO SOCIOLOGY--A study of human relationships. Students will receive a synopsis of the whole field of sociology; including the social world, and the integration of these processes in relationship to the individual and group, and the institution. Three hours; 3 credits.

SOC 2123--INTRODUCTION TO SOCIOLOGY--A continuation of SOC 2113. Three hours; 3 credits.

SOC 2143--MARRIAGE AND FAMILY--A study of the family as a cultural unit, the institution of marriage, the problems of parenthood and of social-economic adjustments to society. Three hours; 3 credits.

SPT 1113--ORAL COMMUNICATION (PRINCIPLES OF SPEECH)--A study of correct and effective English; correct pronunciation and enunciation; breath control; study and practice in making speeches for all occasions; major emphasis on organization of material and practice in speaking before a group. Three hours; 3 credits.

SPT 1213--FUNDAMENTALS OF THEATRE--A basic course in the theatre arts. An introduction to the cultural, historical, and social aspects of the drama; investigation of essential elements of play production. Three hours; 3 credits.

SPT 2223--INTRODUCTION TO DRAMATIC ARTS--A study of stagecraft, lighting, make-up, acting, and production techniques. Studies are required to participate in assigned plays. Three hours; 3 credits.

COURSE DESCRIPTIONS VOCATIONAL/TECHNICAL

ABT 1113--RESTRAINT SYSTEM & INTERIOR TRIM--A course designed to provide skills & practice in vehicle restraint & system & interior trim. Included are procedures for serving restraint system, passive restraint system, headliner, and carpets, and procedures for operation of an air bag restraint system.

ABT 1123--BOLTED UNITS, ASSEMBLES, AND ELECTRICAL SYSTEM--A course which provide instruction in practice in the removal and replacement of bolted parts, sub-units, and assemblies. Methods of disassembly and reassembly, part adjustment, alignment, and electrical system service and repair are included in this course.

ABT 1213--AUTOMOTIVE BODY WELDING AND CUTTING--A course designed to provide specialized skills and practice in automotive body welding and cutting. Includes instruction in the use of the Gas Metal Arc Welding (GMAW) equipment and plasma arc cutter (PAC) is repairing the high strength steels used in unibody construction.

ABT 1313--REFINISHING I--A course designed to provide skills and practices in vehicle, preparation, cleaning, sanding, metal treatment, and masking. Included is determining imperfections in paint jobs.

ABT 1324--REFINISHING II--A continuation of Refinishing I. Included are types of refinishing materials and their specific application procedures. Included are ways to prevent painting problems, solving problems that occur, basic blending for color matching, and bascoat/clear coat applications.

ABT 1133--GLASS & RELATED HARDWARE INSTALLATION AND SEALING--A course in the removal & replacement of stationary and movable glass. Included are alignment of movable glass and the repair alignment of glass mounting hardware. Also included are the sealing & adjustment needed to eliminate water leaks & wind noise.

ABT 1414--SHEET METAL REPAIR--A course designed to provide instruction and practice in the repair of the sheet metal components of the vehicle body. Includes practice in selecting and applying various method and tools of the trade used in removing dents and other damage condition from sheet metal panels. Also included are contracting and installing simple metal patch panel, and making basic repairs.

ABT 1423--BODY PANEL & UPPER STRUCTURAL REPAIR I--A course in the repair and replacement of major body panel and upper body structural components. Instruction will include the use of power of equipment, basic anchoring and pulling, non-adjustable panel alignment, and attachment (welded or bonded).

ABT 2333--REFINISHING III--A continuation of Refinish II with emphasis on advanced techniques; including pinstriping, decals, lettering, color sanding, buffing, polishing, and detailing.

ABT 2434--BODY PANEL & UPPER STRUCTURAL REPAIR II--A continuation of Body Panel & Structural Repair I. Emphasis will continue to be placed on major panel replacement. Instruction will include rolled over vehicle repair, structural alignment and roofed panel replacement, and the replacement of sectioning of upper structural member.

ABT 2513--FRAME AND UNDERBODY STRUCTURAL REPAIR I--An introduction to frame repair. Instruction includes analyzing frame, structural, suspension, and steering damage, and setting up alignment equipment.

ABT 2524--FRAME AND UNDERBODY STRUCTURAL REPAIR II--A continuation of instruction from Frame & Underbody Structural Repair I. Emphasis is placed on unibody vehicle construction. Included are welding in unibody repair and repairing/replacing/sectioning components.

ABT 2613--FIBERGLASS & PLASTIC REPAIR--A course designed to provide theory and practice in the repair of fiberglass, plastic, and sheet molded compounds.

ABT 2713--COLLISION ANALYSIS & ESTIMATION--A course designed to cover the complete inspection and analysis of damaged vehicles. It is designed to enable the student to determine the conditions and severity of the damage, the repair or replacement of parts, the estimated repair time, and correct use of reference manuals.

ABT 2911--SPECIAL PROBLEM IN COLLISION REPAIR TECHNOLOGY--A course designed to provide students with an opportunity to utilize skills and knowledge gained in other Collision Repair Technology courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project.

ABT 2921--WORKED-BASED LEARNING IN COLLISION REPAIR TECHNOLOGY--This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours.

BAV 1118--BASIC PRACTICES IN BARBERING--A course which includes an orientation to barbering, history of barbering, safety instruction, and practical experience in handling tools and hair cutting.

BAV 1218--ELEMENTARY PRACTICES IN BARBERING I--A course in the elementary practices of blow drying, perm rolling, and perm processing. Practices are performed independently with supervision.

BAV 1318--ELEMENTARY PRACTICES IN BARBERING II--A course which includes practices in sanitation, hygiene and good grooming, hair analysis, and styling chemically processed hair. Practices are performed independently with supervision.

BAV 1418--INTERMEDIATE PRACTICES IN BARBERING I--A course which includes practices in colors and bleach, and the treatment of damaged hair. Practices are performed independently with supervision.

BAV 1516--INTERMEDIATE PRACTICES IN BARBERING II--A course which includes a study of the structure and function of the skin, common skin disorders, and scalp and hair disorders. Practices are included in giving a facial massage, rendering a plain facial, and barbering services previously introduced.

BAV 1616--ADVANCED PRACTICES IN BARBERING--A course which includes the study of business management and business law applicable to barber shop management. Practices included are the basic first air procedures and trimming a mustache and beard, and barbering services previously introduced.

BAV 292(1-6)--WORK-BASED LEARNING FOR BARBER/STYLIST--A course designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour 45 industrial contact hours. (1-6 sch: 3-18 hr. externship)

BOT 1013--KEYBOARDING--A course which provides instruction in the mechanism and care of the typewriter; its operation; keyboard drills to gain speed and accuracy. Students with a year of high school typewriting cannot receive credit for this course. (3 sch)

BOT 1102--KEYBOARD SPEED BUILDING--A course which develops speed and accuracy on the keyboard. (2 sch: 1 hr. lecture, 2 hr. lab) Prerequisites: Ability to key straight copy material at a minimum of 35 g/wpm.

BOT 1113--DOCUMENT FORMATTING AND PRODUCTION--A course which continues the development of keyboarding speed and accuracy. Emphasis is on formatting and production of mailable letters, forms, reports, and tabulations from rough drafts and straight copy. (3 sch: 1 hr. lecture, 4 hr. lab) Prerequisite: Essential Skills for Postsecondary Business and Office and Related Technology Programs

BOT 1123--WORD PROCESSING APPLICATIONS--A course which focuses on production of complex documents using advanced word processing functions. Production with accuracy is stressed and practice is given through a variety of documents for skill building. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisites: Microcomputer Applications (BOT 1133) and Document Formatting and Production (BOT 1113); or permission of instructor.

BOT 1133--MICROCOMPUTER APPLICATIONS--This course will introduce an operating system and word processing, spreadsheet, and database management software applications. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisite: Ability to key straight copy material at a minimum of 40 g/wpm.

BOT 1213--PROFESSIONAL DEVELOPMENT--A course designed to develop an awareness of interpersonal skills essential for job success. Topics include positive self-image, professional image, work ethics, time and stress management, human relations skills. (3 sch: 3 hr. lecture)

BOT 1313--APPLIED BUSINESS MATHEMATICS--A course designed to develop competency in mathematics for business use. Fundamental principles and operations in mathematics are applied to real-life situations such as earning, saving, investing, home ownership, transportation, taxes and operating business enterprises such as retailing and manufacturing. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisites: Essential Skills for Postsecondary Business and Office and Related Technology Programs

BOT 1413--RECORDS MANAGEMENT--A course which focuses on the systems approach to managing recorded information in any form. Emphasis is placed on the three categories into which records generally fall--paper, image, and digital--and the treatment of these categories in proper management, storage, and retrieval. Decision-making, judgment, and other management skills will be applied to case studies case. Basic application of filing classification skills will also be taught. (3 sch: 2 hr. lecture, 2 hr. lab)

BOT 1513--MACHINE TRANSCRIPTION--A course designed to teach the student to transcribe a wide variety of business communications from machine dictation and to introduce the student to products, services, and terminology encountered in various types of business organizations. The coordination of typewriting and transcribing skills in the production of business communication will be emphasized. A review of the language arts skills of punctuation, spelling, editing, proofreading, and vocabulary is stressed. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisites: Essential Skills for Postsecondary Business and Office and Related Technology Programs.

BOT 1713--MECHANICS OF COMMUNICATION--A course designed to develop the basic English competencies necessary for success in the business world. A study of the parts of speech, sentence structure, sentence types, capitalization, punctuation, and spelling is emphasized. (3 sch: 3 hr. lecture)

BOT 1813--ELECTRONIC SPREADSHEET--A course which focuses on advanced applications of the electronic spreadsheet as an aid to management decision making. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisites: Applied Business Math (BOT 1313) and Microcomputer Applications (BOT 1133)

BOT 2133--DESKTOP PUBLISHING--A course which presents graphic design techniques, principles of page layout and design, and electronic publishing terminology and applications to create a variety of documents such as flyers, brochures, newsletters, and business cards using industry standard desktop publishing software, graphics, and effective design conventions. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisite: Word Processing Applications (BOT 1123)

BOT 2142--OPERATING SYSTEMS--A course to provide training in using the computer to work with disk operating systems and a multi-tasking environment. (2 sch: 1 hr. lecture, 2 hr. lab)

BOT 2323--DATABASE MANAGEMENT--A course which applies database concepts for designing and manipulating data files and formatting output as complex documents and reports. (3 sch: 2 hr. Lecture, 2 hr. lab) Prerequisite: Microcomputer Applications (BOT 1133)

BOT 2413--COMPUTERIZED ACCOUNTING--A course which applies basic accounting principles using a computerized accounting system. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisite: Business Accounting (BOT 1433) or Principles of Accounting (ACC 1213)

BOT 2713--ADVANCED MICROCOMPUTER APPLICATIONS--Instruction which includes using DOS and applications software with integrated activities including word processing, database, spreadsheet, graphics and telecommunications. Students will use the computer to complete many activities and projects of a realistic business nature. Sources of software, guidelines for evaluation software, software manuals, and software license agreements will be covered. (4 sch: 2 hr. lecture, 4 hr. lab) Prerequisites: Essential Skills for Postsecondary Business and Office and Related Technology Programs and Word Processing Applications.

BOT 2723--ADMINISTRATIVE OFFICE PROCEDURES--A course to provide comprehensive coverage and integration of business skills and issues, develop critical-thinking and problem-solving skills, and establish a foundation in business procedures. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisites: Ability to key straight copy material at a minimum of 40 gwpm; and Microcomputer Applications (BOT 1133)

BOT 2813--BUSINESS COMMUNICATIONS--The study of office related communications with emphasis on principles of writing business correspondence and reports, and analyzing and summarizing information in a logical arrangement of written presentation. (3 sch: 3 hr. lecture) Prerequisite: Mechanics of Communication (BOT 1713)

CAV 100(3-6)--INTRODUCTION TO RESIDENTIAL CARPENTRY--A study of the baseline competencies and suggested objectives from the high school Building Trades curriculum which directly relate to the community college Residential Carpentry program. The courses are designed for students entering the community college who have had no previous training or documented experience in the field. (3-6 semester hours based upon existing skills for each student. May be divided into 2 courses for a maximum total of 6 hours of institutional credit.)

CAV 1013--INTRODUCTION TO RESIDENTIAL CARPENTRY I--A study of the baseline competencies and suggested objectives from the high school Building Trades curriculum which directly relate to the community college Residential Carpentry program. The courses are designed for students entering the community college who have had no previous training or documented experience in the field. (3-6 semester hours based upon existing skills for each student. May be divided into 2 courses for a maximum total of 6 hours of institutional credit.)

CAV 1023--INTRODUCTION TO RESIDENTIAL CARPENTRY II--A study of the baseline competencies and suggested objectives from the high school Building Trades curriculum which directly relate to the community college Residential Carpentry program. The courses are designed for students entering the community college who have had no previous training or documented experience in the field. (3-6 semester hours based upon existing skills for each student. May be divided into 2 courses for a maximum total of 6 hours of institutional credit.)

CAV 1116--FOUNDATIONS--A course which includes site selection, site preparation, site layout, building forms, and construction of foundations. (6 sch; 2 hr. lecture, 8 hr. lab)

CAV 1125--FOUNDATIONS II--A course designed to provide students with skills and knowledge in layout and construction of the various types of foundations used in the building construction industry. Instruction and practice is provided in the selection and calculation of materials, use of transits, and concrete finishing.

CAV 1133--ADVANCED BLUEPRINT READING--This course includes the elements of residential plans and how to prepare a bill of materials from a set of plans. (3 sch; 2 hr. lecture, 2 hr. lab)

CAV 1216--FRAMING I--This course is designed to give the student experience in floor and wall framing. (6 sch; 2 hr. lecture, 8 hr. lab)

CAV 1225--FRAMING II--This course will apply the techniques of cutting and assembly of framing materials based on predetermined specifications. Prerequisite: Framing I (CAT 1216). (5 sch; 1 hr. lecture, 8 hr. lab)

CAV 1316--INTERIOR FINISHING AND CABINET MAKING--This course includes experience in all types of interior ceiling, wall covering, trim work, and floor covering including cabinet construction. (6 sch; 2 hr. lecture, 8 hr. lab)

CAV 1413--ROOFING--A study of types of roofs, roofing materials and their application. Basic roofing techniques, including material selection, roof styles, cost estimation, and installation procedures. (3 sch; 1 hr. lecture, 4 hr. lab)

CAV 1513--EXTERIOR FINISHING--A study of types of trims (moldings, cornices, and door and window trims). Also included are wall covering techniques, styles, installation, and finishing. (3 sch; 1 hr. lecture, 4 hr. lab)

CAV 1515--EXTERIOR FINISHING--A course designed to provide students with skills knowledge selection, preparation, and installation exterior finishing materials. Instruction and practice is provide in the installation of moldings, cornices, door and windows trims, and wall covering techniques.

CAV 2113--PRINCIPLES OF MULTI-FAMILY AND LIGHT COMMERCIAL CONSTRUCTION--A course including the fundamentals of multi-family and light commercial construction. Emphasis will be placed on the application of local codes and standards. (3 sch; 2 hr. lecture, 2 hr. lab)

CAV 2133--ADVANCED CABINET MAKING--A course which includes principles of building and installation of cabinets, drawers, and shelves. Prerequisite: Interior Finishing and Cabinet Making (CAT 1316). (3 sch; 2 hr. lecture, 2 hr. lab)

CAV 2313--ADVANCED INTERIOR FINISHING--A course which stresses procedures for advanced ceiling and wall interior finishing and for stair calculation and construction. Prerequisite: Interior Finishing and Cabinet Making (CAT 1316). (3 sch; 2 hr. lecture, 2 hr. lab)

CAV 291(1-3)--SPECIAL PROBLEM IN RESIDENTIAL CARPENTRY TECHNOLOGY--A course to provide students with an opportunity to utilize skills and knowledge gained in other Residential Carpentry Technology courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project. (1-3 sch: 2-6 hr. lab)

CAV 292(1-6)--WORK-BASED LEARNING IN RESIDENTIAL CARPENTRY TECHNOLOGY--A cooperative program between industry and education designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. Prerequisite: Sophomore standing in Residential Carpentry Technology. (1-6 sch; 3-18 hr. externship)

CDT 1114--CHILD CARE PROFESSION--A course designed to provide activities in types of child care, and observing and recording child behavior. Room arrangements, software, play, and safety are evaluated. (4 sch: 3 hr. lecture, 2 hr. lab)

CDT 1214--INFANT AND TODDLER DEVELOPMENT--A course designed to provide knowledge concerning the care of infants and toddlers in group care. Practice is given in infant and toddler care giving in group care through classroom laboratory or collaborative centers. (4 sch: 3 hr. lecture, 2 hr. lab)

CDT 1221--PHYSICAL MOTOR DEVELOPMENT FOR THE PRESCHOOL CHILD--This course provides students with instruction on how to identify and utilize the patterns and stages of motor development of preschool children.

CDT 1224--CHILD GROWTH AND DEVELOPMENT--This course places emphasis on the cognitive, physical, emotional, and social developmental characteristics of children ages three through five. Concentration is placed on all children including the exceptional child. (4 sch: 3 hr. lecture, 2 hr. lab) Prerequisites: Infant and Toddler Development (CDT 1214)

CDT 1313--ART FOR PRESCHOOL CHILDREN--This course places emphasis on planning and developing art experiences beneficial to the preschool child. Lab activities with the children are implemented during Technical Practicum I and II. (3 sch: 3 hr. lecture)

CDT 1323--MUSIC/MOVEMENT FOR PRESCHOOL CHILDREN--A course designed to teach the development of the preschool child in the areas of listening, singing, and movement. Planning musical/movement experiences for the preschool child. Lab activities with the children are implemented during Technical Practicum I and II. (3 sch: 3 hr. lecture)

CDT 1333--LANGUAGE ARTS FOR PRESCHOOL CHILDREN--A course which emphasizes planning, developing, and presenting language arts activities for preschool children. Lab activities with the children are implemented during Technical Practicum I and II. (3 sch. 3 hr. lecture)

CDT 1413--MUSIC FOR PRESCHOOL CHILDREN--A course designed to provide students with instruction in the planning, development and presentation of musical activities for preschool children.

CDT 1514--CHILD NUTRITION AND HEALTH CARE--A study of nutrition and health care for preschool children. Planning and implementing health, safety, and nutritional experiences are an important part of the course. Lab activities with the children are implemented during Technical Practicum I and II. (4 sch: 4 hr. lecture)

CDT 2233--GUIDING SOCIAL AND EMOTIONAL BEHAVIOR--A course designed to help students identify and practicing effective techniques in guiding preschool children's behavior. Lab activities with the children are implemented during Technical Practicum I and II. (3 sch: 3 hr. lecture)

CDT 2413--ATYPICAL CHILD DEVELOPMENT--A course which provides information concerning growth and development, intervention strategies, and working with families having atypical child. (3 sch: 2 hr. lecture, 2 hr. lab) Prerequisites: Infant/Toddler (CDT 1214) and Child Growth and Development (CDT 1224)

CDT 2613--METHOD AND MATERIALS--A study of the appropriate methods and materials to be used in a preschool learning environment.

CDT 2713--SOCIAL STUDIES, MATH AND SCIENCE FOR PRESCHOOL CHILDREN--A course designed to assist students in planning developmentally appropriate activities in social studies, math, and science for the preschool child. Lab activities with the children are implemented during Technical Practicum I and II. (3 sch: 3 hr. lecture)

CDT 2813--ADMINISTRATION OF PRESCHOOL PROGRAMS--A study of concepts in the administration of quality preschool programs. (3 sch: 3 hr. lecture) Prerequisites: Three semesters of core courses.

CDT 2915--TECHNICAL PRACTICUM I--A course which allows advanced child care students to implement knowledge and experience in preparing and implementing positive experiences for children [birth - 5 years old]. Completion of the competencies provides opportunities for students to implement experiences planned in the corequisites and ensures a balance of all curriculum areas. Not all competencies will be achieved at the end of this course due to the variance that exists in the child care settings used for student experiences. Other competencies will be achieved and documented by the end of the two-year program of study. (5 sch: 10 hr., lab) Corequisites: Art for Preschool Children (CDT 1313), Child Nutrition and Health Care (CDT 1514), Language Arts for Preschool Children (CDT 1333), and Music Movement for Preschool Children (CDT 1323)

CDT 2925--TECHNICAL PRACTICUM II--A course which allows advanced child care students an opportunity to implement knowledge and experience in preparing and implementing positive experience for children [birth -5 years of age].

COV 1117--FUNDAMENTALS OF COSMETOLOGY--A course which provides students with laboratory experiences in the basic manipulative skills involved in cosmetology practices and safety precautions associated with each. In accordance with State Cosmetology Board Regulation, laboratory experiences are provided on mannequins or classmates; students are not allowed to work on patrons paying for services until this course is completed.

COV 1213--COSMETOLOGY THEORY I--A course which provides students with basic theory of cosmetology; topics covered include sterilization and sanitation, safety, hygiene and good grooming, professional ethics, sales. Emphasis is placed on the theory of bacteriology, hair treatment, hair shaping, hair styling, and finger waves.

COV 1225--COSMETOLOGY THEORY II--A study of theory in the areas of anatomy, and physiology, dermatology, trichology, onychology, and chemistry. Care and styling of wigs, manicure and pedicure, permanent waving, hair coloring and lightening, and safety practices are also covered.

COV 1236--COSMETOLOGY THEORY III--A course which provides students with advanced theory in facials and make-up, thermal techniques, safety precautions, state cosmetology laws, rules and regulations, and basic salon management and operation theory.

COV 1311--SCALP AND HAIR TREATMENT--A course which provides students with laboratory experiences in the practical application of shampoo, including preparation, procedures, completion, safety rules, brushing, selection and use of shampoo products; and practical application of treatment for different types of hair and scalps.

COV 1323--HAIR SHAPING AND STYLING--A course which provides students with laboratory experiences in the art of hair shaping with scissors and razors. Emphasis is placed on the identification and use of implements for sectioning and thinning hair, styling and finger waves. Course also provides instruction and practice in production selection and preparation, and techniques used in setting, combing, brushing, and artistically styling hair.

COV 1333--PERMANENT WAVES--A course which provides students with theory and practical application in permanent waving. Instruction and practice are provided in application principles, processes, and requirements, and product and supply selection.

COV 1343--HAIR COLORING AND LIGHTENING--A course which provides students with practical and application and instruction in hair classification, permanent hair color, hair lightening, retouch, highlighting, and shampoo tinting.

COV 1352--CHEMICAL HAIR RELAXING--This course provides students with instruction and practical application experiences in chemical hair relaxing techniques, basic steps and processes, product selection, and safety precautions.

COV 1362 --THERMAL TECHNIQUES--A course designed to provide students with practical laboratory experiences in thermal hair styling. Instruction on purpose, procedures, product selection, and safety precautions is emphasized.

COV 1412--CARE AND STYLING OF WIGS--A course designed to provide students with theory and laboratory experiences in the care and styling of wigs and hairpieces. Instruction in reasons for using wigs, determining wig quality, types of wigs, taking wig measurements, and ordering wigs is emphasized.

COV 1512--MANICURE AND PEDICURE--A course designed to provide students with theory and practical application in manicuring and pedicuring. Instruction provided include nail structure, adjoining structure, nail growth and disorders, nail irregularities and diseases, massage and sanitary care, and safety considerations.

COV 1612--FACIALS AND MAKE-UP--A course designed to provide students with practical laboratory experiences in the selection and application of facial and skin treatments, and cosmetic and corrective make-up.

COV 1712--BEAUTY SALON MANAGEMENT--A course designed to provide students with theory and practice in opening, operating, and managing a beauty salon in accordance with state regulations.

DDT 1114--FUNDAMENTALS OF DRAFTING--A course designed to give drafting majors the background needed for all other drafting courses. (4 sch; 2 hr. lecture, 4 hr. lab)

DDT 1213--CONSTRUCTION MATERIALS--A course designed to familiarize the student with the physical properties of the materials generally used in the erection of a structure, with a brief description of their manufacture. (3 sch; 2 hr. lecture, 2 hr. lab)

DDT 2243--COST ESTIMATING--A course designed to provide students with theory and applications in the study of basic machine design, movement of forces, stress of materials and forces acting on bodies, beams, columns, and connections.

HRT 1113--HOSPITALITY AND TOURISM INDUSTRY--This course is an introduction to the hospitality and tourism industry. Discussions and industry observations to discover the opportunities, trends, problems, and organizations in the field. (3 sch; 3 hr. lecture)

HRT 1213--SANITATION AND SAFETY--This course covers the basic principles of microbiology, sanitation, and safety for a food service operation. This course studies the environmental control application through the prevention of food-borne illnesses, cleaning materials and procedures, general safety regulations, food processing methods, first aid, and fire prevention. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 1224--RESTAURANT AND CATERING OPERATIONS--Provides a basis for understanding the various challenges and responsibilities involved in managing a food and beverage operation. (4 sch: 2 hr. lecture, 4 hr. lab)

HRT 1413--ROOMS DIVISION MANAGEMENT--This course presents a systematic approach to rooms division management in the hospitality industry. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 1511--HOSPITALITY SEMINAR--This course develops leadership and management skills necessary for success in hospitality and tourism management. The course addresses computer based management systems. (1 sch: 2 hr. lab; 4 sch: 2 hr. lecture, 4 hr. lab)

HRT 1813--THE PROFESSIONAL TOUR GUIDE--This course will explore all activities associated with organizing booking, and conducting escorted tours. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 1823--THE TRAVEL AGENCY--A detailed exploration of travel agency operation to include physical structure, staffing needs, client needs, legal implication, interaction with travel and lodging, and accreditation. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 1833--TRAVEL AND TOURISM GEOGRAPHY--Students will learn the location, currency, port of entry, and form of governments in various countries around the world. Exercises involve itinerary planning, knowledge of time zones, and familiarity with the countries' natural, cultural and entertainment attractions. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 2323--HOSPITALITY FACILITIES MANAGEMENT AND DESIGN--Provides hospitality managers and students with information they will need to know to design and manage the physical plant of a hotel or restaurant and work effectively with the engineering and maintenance department. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 2423--SECURITY MANAGEMENT--This course explains the issues surrounding the need for individualized discussions internal security for food service and lodging operations. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 2613--HOSPITALITY SUPERVISION--This course will provide students with supervisory skills in leadership styles, communication skills, motivational techniques, employee training techniques, and evaluation methods. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 2623--HOSPITALITY HUMAN RESOURCE MANAGEMENT--This course presents the principles of human resources management with an emphasis placed on the study of human behavior and human relations in the hospitality industry. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 2713--MARKETING HOSPITALITY SERVICES--This course is designed to provide students with a solid background in hospitality sales, advertising, and marketing. The main focus is on practical sales techniques for selling to targeted markets and developing strategic marketing plans for hospitality and tourism operations. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 2723--HOSPITALITY SALES AND MARKETING--This course is designed to provide students with a solid background in advertising, sales, and promotional techniques. (3 sch: 2 hr. lecture, 2 hr. lab)

HRT 2233--FOOD AND BEVERAGE CONTROL--This course covers the principles and procedures involved in an effective food and beverage control system, including standards

determination, the operating budget, cost-volume-profit analysis, income and cost control, menu pricing, labor cost control, and computer applications. (3 sch; 2 hr. lecture, 2 hr. lab)

HRT 2843--SEMINAR IN TRAVEL AND TOURISM--This course will afford to students the opportunity to apply their knowledge of the travel tourism industry in a practical application environment. (3 sch; 2 hr. lecture, 2 hr. lab)

HRT 2853--CONVENTION AND MEETING PLANNING--This course will provide the planning, and promotion, and management of meetings, conventions, and exposition planning. (3 sch; 2 hr. lecture, 2 hr. lab)

HRT 291(1-6)--WORK-BASED LEARNING IN HOTEL AND RESTAURANT MANAGEMENT--This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. (1-6 sch; 3-18 hr. externship)

IMM 1112--INDUSTRIAL MAINTENANCE SAFETY--A course designed to acquaint entering students with shop and industry safety practices and precautions. Includes instruction in general safety practices, personal safety, electrical safety practices, and power equipment safety. (2 sch; 1 hr. lecture, 2 hr. lab) (May be taught as IMM 1111 (30 hr. lab) in open entry-open exit vocational programs.)

IMM 1122--INDUSTRIAL MATH AND MEASUREMENT--A course designed to apply basic mathematical and measurement procedures as related to industrial maintenance mechanics and technicians. Includes instruction in the use of fractions and decimal numbers, basic geometric and trigonometric functions, and use of measurement tools. (2 sch; 1 hr. lecture, 2 hr. lab) (May be taught as IMM 1122 (60 hr. lab) in open entry-open exit vocational programs.)

IMM 1142--INDUSTRIAL BLUEPRINT READING--A course to acquaint students with blueprints, schematics, and plans used in industrial maintenance. Includes instruction in basic nomenclature, different views, and symbols and notations. (2 sch; 1 hr. lecture, 2 hr. lab) (May be taught as IMM 1142 (60 hr. lab) in open entry-open exit vocational programs.)

IMM 1214--INDUSTRIAL HAND TOOLS AND MECHANICAL COMPONENTS--A course to provide students with skills and knowledge associated with the safe and proper use of hand tools and mechanical components commonly used by industrial maintenance mechanics and technicians. Includes instruction in the selection, use, and care of common hand tools and in the identification and maintenance of mechanical components such as belts and pulleys, chains and sprockets, a nod bearings and seals used to transmit mechanical power. (4 sch; 1 hr. lecture, 6 hr. lab) (May be taught as IMM 1213 (90 hr. lab) in open entry-open exit vocational programs.)

IMM 1224--POWER TOOL APPLICATIONS--A course to provide the student with skills and knowledge associated with the safe and proper use of various hand and stationary power tools. Includes instruction in the use of hand power tools, bench grinders, threading machines, cutoff-saws, drill presses, engine lathes, and milling machines. (4 sch; 1 hr. lecture, 6 hr. lab) (May be taught as IMM 1224 (120 hr. lab) in open entry-open exit vocational programs.)

IMM 1415--PUMP AND VALVE OPERATIONS--A course to provide students with skills and knowledge associated with pumps and valves used in industrial piping systems. Includes instruction on the different types of pumps and valves used in industry and their disassembly, inspection, and repair/replacement. (5 sch; 2 hr. lecture, 6 hr. lab) (May be taught as IMM 1414 (120 hr. lab) in open entry-open exit vocational programs.)

IMM 1515--EQUIPMENT INSTALLATION AND ALIGNMENT--A course to provide students with skills and knowledge associated with the installation and alignment of various pieces of equipment used in an industrial setting. Includes instruction in preinstallation checks, assembly,

location and layout of equipment, preparation of foundations and anchoring procedures, rigging and hoisting, and alignment and initial set-up of equipment. (2 hr.. lecture, 6 hr.. lab) (May be taught as IMM 1514 (120 hr.. lab) in open entry-open exit vocational programs.)

IMM 2524--EQUIPMENT MAINTENANCE, TROUBLESHOOTING, AND REPAIR--A course to provide students with skills and knowledge associated with maintenance and repair of mechanical equipment. Includes instruction in basic maintenance and troubleshooting techniques, use of technical manuals and test equipment, and inspection/evaluation/repair of equipment. (4 sch; 1 hr. lecture, 6 hr.. lab) (May be taught as IMM 2524 (90 hr.. lab) in open entry-open exit vocational programs.)

IMM--1314 PRINCIPLES OF HYDRAULICS AND PNEUMATICS--A course to provide skills and knowledge associated with the use of hydraulic and pneumatic power components used in industry. Includes instruction in basic principles of hydraulics and pneumatics, and the inspection, maintenance, and repair of hydraulic and pneumatic systems. (4 sch; 1 hr. lecture, 6 hr.. lab) (May be taught as IMM 1313 (90 hr.. lab) in open entry-open exit vocational programs.)

IMM 2714--MAINTENANCE WELDING AND METALS--A course to provide students with skills and knowledge associated with metals and metal welding processes. Includes instruction in different metals and their properties, and in basic SMAW welding and oxy-fuel cutting and brazing. (1 hr. lecture, 6 hr.. lab) (May be taught as IMM 2714 (120 hr.. lab) in open entry-open exit vocational programs.)

IMM 2615--PRINCIPLES OF PIPING AND HYDROTESTING--A course to provide students with skills and knowledge associated with piping, pipe-fitting, and hydrotesting of piping systems. Includes instruction on basic principles of piping and pipe fitting, basic pipe fitting procedures, and basic hydrotesting of pipe systems. (5 sch; 2 hr.. lecture, 6 hr.. lab) (May be taught as IMM 2615 (150 hr.. lab) in open entry-open exit vocational programs.)

IMM 2814--ELECTRICITY FOR INDUSTRIAL MAINTENANCE MECHANICS--A course to provide students with fundamental skills and knowledge associated with electrical systems in a industrial setting. Includes instruction in terminology and basic principles of electricity, use of test equipment, safety practices for working around and with electricity, and basic electrical procedures. (4 sch; 1 hr. lecture, 6 hr.. lab) (May be taught as IMM 2813 (90 hr.. lab) in open entry-open exit vocational programs.)

IMM 291(1-6)--WORK-BASED LEARNING FOR INDUSTRIAL MAINTENANCE MECHANICS--A course designed to provide the student with on-site work experience in an industrial setting. Students are supervised by industry personnel and complete a formal training program under the observation of community college instructors and coordinators. (1-6 sch; 45 contact hours per sch internship)

IMM 291(1-3)--SPECIAL PROJECT FOR INDUSTRIAL MAINTENANCE MECHANICS--A course designed to provide the student with practical applications of skills and knowledge gained in other Industrial Maintenance Mechanics courses. The instructor works closely with the student to insure that selection of a special project enhances the student's learning experiences. (1-3 sch; 45 contact hours per sch internship)

PNV 1113--BASIC NUTRITION--A course which consists of a study of nutrition for all individuals. Digestion, metabolism, and diet therapy are introduced. (3 sch; 3 hr. lecture)

PNV 1213--BODY STRUCTURE AND FUNCTION--A study of body structure and function essential to safe and effective nursing care. Each system of the body is covered with applications to nursing. (3 sch; 2 hr. lecture, 2 hr. lab)

PNV 1412--GERIATRIC NURSING--A course which uses the nursing process to teach the care of the geriatric patient. Clinical experience in long term facility is a component of this course. (2 sch; 1 hr. lecture, 3 hr. Clinical)

PNV 1425--FUNDAMENTALS OF NURSING--A course designed to provide the student with knowledge and skill necessary to care for the individual. Study includes beginning use of the nursing process; cause and prevention of illness, patient, family, and community health care provisions; and resource agencies available. The course also includes personal health care, basic math, medical terms, medical and apothecary system. Included is preparation to assist the patient in meeting basic living needs. (5 sch; 5 hr. lecture)

PNV 1434--FUNDAMENTALS OF NURSING LAB--A course designed to provide demonstrations, supervision, and practice for the student to master fundamental nursing skills. (4 sch; 8 hr. lab)

PNV 1513--PHARMACOLOGY--A course designed to provide the student with appropriate basic theoretical and clinical information related to drugs, including: classifications, sources, dosages, and measurements, regulatory requirements and basic principles of drug administration. (3 sch; 2 hr. lecture, 2 hr. lab)

PNV 1615--MEDICAL/SURGICAL NURSING I--A course which introduces nursing theory for selected medical-surgical disorders. Emphasis is placed on developing and demonstrating an understanding of the role of the practical nurse functioning as an effective team member. (5 sch; 5 hr. lecture)

PNV 1624--MEDICAL/SURGICAL LAB AND CLINICAL I--A course which includes supervised laboratory and clinical experiences for application of medical surgical theory and the development of skill and the use of nursing process. (4 sch; 2 hr. lab, 9 hr. Clinical)

PNV 1633--MEDICAL/SURGICAL NURSING II--A course in which the student utilizes the nursing process to assist in meeting daily needs of patients with selected medical-surgical problems. The course introduces nursing theory for selected medical-surgical disorders and nursing skills are introduced. Emphasis is placed on developing and demonstrating an understanding of the role of the practical nurse functioning as an effective team member. (3 sch; 3 hr. lecture)

PNV 1644--MEDICAL/SURGICAL LAB AND CLINICAL II--A course which includes supervised clinical experience for application of medical surgical theory. Develop skill in the nursing process by applying principles and knowledge gained in preceding courses. (4 sch; 2 hr. lab, 9 hr. Clinical)

PNV 1717--MATERNAL-CHILD NURSING--A course which uses the nursing process to teach care for the expectant mother from conception to delivery, including newborn, child, and the family unit during normal and complicated conditions. Clinical experience includes perinatal labor and delivery, postpartum, newborn, and pediatrics. (7 sch; 4 hr. lecture, 9 hr. Clinical)

PNV 1813--PSYCHIATRIC CONCEPTS--A course which provides and introduction to mental health concepts. Emphasis is placed on normal as well as abnormal behavior in application of principles of effective therapeutic communication. Clinical experience will provide for application of previously learned theory. (3 sch; 2 hr. lecture, 3 hr. Clinical)

PNV 1912--NURSING TRANSITION--A course designed to offer further development in decision making skills and promotes an interest in continued professional development. Legal aspects of nursing and employment opportunities and responsibilities as well as preparation for the State Board Exam will be included. (2 sch; 1 hr. lecture, 3 hr. Clinical)

VMT 1113--FUNDAMENTALS OF EQUIPMENT MECHANICS--A course to review and update student skills and knowledge related to safety procedures; tools and equipment usage; handling, storing, and disposing of hazardous materials; operating principles of diesel engines; and selection of fuels, oils, other lubricants, and coolants. (3 sch; 1 hr. lecture, 4 hr. lab)

VMT 1123--ELECTRICAL SYSTEMS--A course designed to provide advanced skills and knowledge related to all components of the vehicle electrical system including lights, instruments, and charging components. (3 sch; 1 hr. lecture, 4 hr. lab)

VMT 1213--BRAKES--A course designed to provide advanced skills and knowledge related to the repair and maintenance of brake systems on automobiles. It includes instruction and practice in diagnosis of braking systems problems and the repair of brake systems. (3 sch; 2 hr. lecture, 2 hr. lab)

VMT 1315--POWER TRAINS/TRANSAXLES--A course designed to provide advanced skills and knowledge related to the maintenance and repair of manual transmissions, transaxles, and drive train components. It includes instruction in the diagnosis of drive train problems, and the repair and maintenance of transmissions, transaxles, clutches, CV joints, differentials, and other components. (5 sch; 2 hr. lecture, 6 hr. lab)

VMT 1514--BASIC FUEL SYSTEMS--A course designed to provide advanced skills and knowledge related to the repair, maintenance, and adjustment of conventional carburetion systems and emission control. It includes instruction in the diagnosis and repair/adjustment of carburetors and conventional emission control systems. (3 sch; 2 hr. lecture, 4 hr. lab)

VMT 1414--BASIC ENGINE PERFORMANCE--A course designed to provide advanced skills and knowledge related to the maintenance and adjustment of gasoline engines for optimum performance. It includes instruction and practice in the diagnosis and correction of problems associated with poor performance. (4 sch; 2 hr. lecture, 4 hr. lab)

VMT 1715--ENGINE REPAIR--A course designed to provide advanced skills and knowledge related to the repair and rebuilding of automotive-type engines. It includes instruction and practice in the diagnosis and repair of engine components including valve trains, blocks, pistons and connecting rods, crankshafts, and oil pumps. (5 sch; 2 hr. lecture, 6 hr. lab)

VMT 2334--STEERING AND SUSPENSION SYSTEMS--A course designed to provide advanced skills and knowledge related to the inspection and repair of steering and suspension systems on automobiles. It includes instruction and practice in the diagnosis of steering system problems and the repair/replacement of steering systems components. (4 sch; 2 hr. lecture, 4 hr. lab)

VMT 2343--WHEEL ALIGNMENT--A course designed to provide technical skills and knowledge related to the alignment of both front and rear wheel on automobiles. It includes instruction and practice in the inspection, detection, and correction of wheel alignment problems. (3 sch; 1 hr. lecture, 4 hr. lab)

VMT 2525--COMPUTER CONTROLLED EMISSION SYSTEMS--A course designed to provide technical skills and knowledge related to the inspection and repair/adjustment of automobile carburetors and emission systems. It includes instruction and practice in the diagnosis and correction of problems associated with computerized carburetors, emission control systems, and spark timing controls found on newer model fuel systems. (5 sch; 2 hr. lecture, 6 hr. lab)

VMT 2614--HEATING AND AIR CONDITIONING--A course designed to provide advanced skills and knowledge associated with the maintenance and repair of automotive heating and air conditioning systems. It includes instruction and practice in the diagnosis and repair of heating and air conditioning system components, and control systems. (4 sch; 2 hr. lecture, 4 hr. lab)

VMT 2916--SPECIAL PROBLEM VEHICLE & MOBILE EQUIPMENT & mobile equipment --A course to provide students with practical application of skills and knowledge gained in other vehicle & mobile equipment courses. The instructor works closely with the student to insure that the selection of a project will enhance the student learning experience. (6 sch;)

WLV 1117--SHIELDED METAL ARC WELDING (SMAW)--A course designed to teach students welding techniques using electrodes. (7 scheduled clock hrs-sch; 1 lecture, 12 hr. lab)

WLV 1124--GAS METAL ARC WELDING (GMAW)--A course designed to give students experience in various welding applications with the GMAW welder including short circuiting and pulsed transfer. (4 scheduled clock hrs-sch; 1 lecture, 6 hr. lab)

WLV 1136--GAS TUNGSTEN ARC WELDING--A course designed to give the student experience in various welding applications with the GTAW welder. (6 scheduled clock hrs-sch; 1 lecture, 10 hr. lab)

WLV 1143--FLUX CORED ARC WELDING--A course designed to give the student experience in FCAW. (3 scheduled clock hrs-sch; 1 lecture, 4 hr. lab)

WLV 1155--PIPE WELDING--A course designed to give the student experience in pipe welding procedures. (5 scheduled clock hrs-sch; 1 lecture, 8 hr. lab)

WLV 1162--GAS METAL ARC ALUMINUM WELDING--A course designed to give the student experience in gas metal aluminum welding. (2 scheduled clock hrs-sch; 1 lecture, 2 hr. lab)

WLV 1212--PLASMA ARC CUTTING--A course designed to give the student experience in plasma arc cutting. (2 scheduled clock hrs-sch; 1 lecture, 2 hr. lab)

WLV 1222--AIR CARBON ARC CUTTING AND GOUGING--A course designed to give students experience in air carbon cutting and gouging. (2 scheduled clock hrs-sch; 1 lecture, 2 hr. lab)

WLV 1242--OXYFUEL GAS CUTTING PRINCIPLES AND PRACTICES--A course designed to give the student experience in oxyfuel cutting principles and practices. (2 scheduled clock hrs-sch; 1 lecture, 2 hr. lab)

WLV 191(1-3)--SPECIAL PROBLEM IN WELDING AND CUTTING--A course designed to provide the student with practical applications of skills and knowledge gained in other welding and cutting courses. The instructor works closely with the student to insure that the selection of a project will enhance the student learning experience. (1-3 scheduled clock hrs-sch; 2- 6 hr. lab)

SECTION SEVEN

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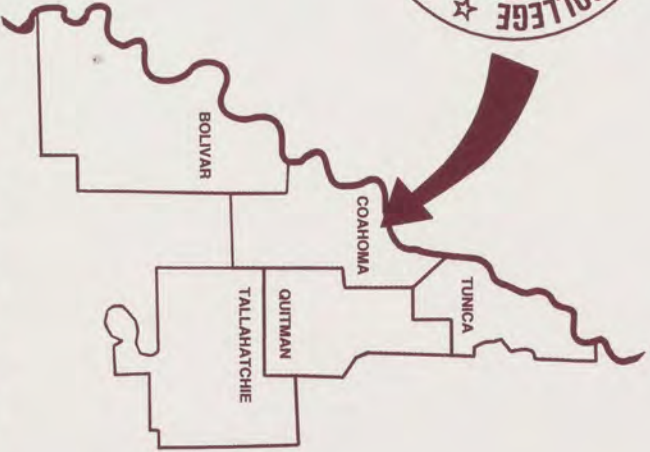
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