



2011-2012

COLLEGE CATALOG

Mississippi Gulf Coast Community College



Mississippi Gulf Coast Community College

Central Office

PO Box 609 • Perkinston, MS 39573
Telephone: (601) 928-5211 • Fax: (601) 928-6386
TTD: (601) 928-8907

Community Campus (Established 1996)

10298 Express Drive • Gulfport, MS 39503
Telephone: (228) 897-4360 • Fax: (228) 897-4375

Jackson County Campus (Established 1965)

2300 Highway 90
PO Box 100 • Gautier, MS 39553
Telephone: (228) 497-9602 • Fax: (228) 497-9604
TTD: (228) 497-7879

Jefferson Davis Campus (Established 1965)

Switzer and DeBuys Road
2226 Switzer Road • Gulfport, MS 39507
Telephone: (228) 896-3355 • Fax: (228) 896-2520
TTD: (228) 897-3780

Perkinston Campus (College division established 1925)

Highway 49 South
PO Box 548 • Perkinston, MS 39573
Telephone: (601) 928-5211 • Fax: (601) 928-6345
TTD: (601) 928-6333

George County Center (Established 1972)

11203 Old Highway 63 South
PO Box 77 • Lucedale, MS 39452
Telephone: (601) 947-4201 • Fax: (601) 947-4899

Advanced Manufacturing and Technology Center (Established 1964–Relocated 1991)

Bernard Bayou Industrial District/Intraplex 10
10298 Express Drive • Gulfport, MS 39503
Telephone: (228) 897-4360 • Fax: (228) 897-4375

West Harrison County Center (Established 1985)

Long Beach Industrial Park • Espy and B Street
21500 B Street • Long Beach, MS 39560
Telephone: (228) 868-6057 • Fax: (228) 868-6060

Keesler Center (Established 1973)

PO Box 5008 • Biloxi, MS 39534
Telephone: (228) 432-7198

Naval Construction Battalion Center (Established 2000)

Bldg 60
1800 Dong Xoai Avenue • Gulfport, MS 39501
Telephone: (228) 865-0675

Harrison, Stone, Jackson, and George Counties Cooperating

"In compliance with Title VI of the Civil Rights Act of 1964, Title IX, Education Amendments of 1972 of the Higher Education Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and other applicable Federal and State Acts, the Board of Trustees of the Mississippi Gulf Coast Community College hereby adopts a policy assuring that no one shall, on the grounds of race, religion, color, national origin, sex, age or qualified disability be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity of the College. The Mississippi Gulf Coast Community College is an Equal Opportunity Employer and welcomes students and employees without regard to race, religion, color, national origin, sex, age or qualified disability."

Compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, Title II of the Age Discrimination Act and Title IX of the Education Amendments of 1972 is coordinated by Dr. Billy Stewart, Vice-President for Administration and Finance, Perkinston Campus, P. O. Box 609, Perkinston, Mississippi 39573, telephone number 601-928-5211, email address billy.stewart@mgccc.edu.

Mississippi Gulf Coast Community College

Foreword

This publication is intended to be a helpful source of information about the opportunities for educational advancement offered by Mississippi Gulf Coast Community College. The college offers the first two years of university parallel programs covering a broad scope of courses, plus more than 46 technical and career programs.

This bulletin covers general academic requirements and procedures, student activities, curricula, and course descriptions. Also included are descriptions of the physical facilities on Jackson County Campus at Gautier, Jefferson Davis Campus at Gulfport-Biloxi, both non-resident, and Perkinston Campus at Perkinston, which has residence hall facilities for men and women. Information is also included on the George County Center, Mississippi Gulf Coast Advanced Manufacturing and Technology Center, West Harrison County Center, Keesler Air Force Base Center, and the Navy Base Center.

Information is organized into six parts as outlined in the table of contents, each furnishing information to students and/or their parents, spouse, or guardian. Specific topics may be located by consulting the index. A better understanding of the institution, its philosophy, offerings and advantages will be gained by reading this bulletin in its entirety.

Accreditation

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

The Commission on Colleges may be contacted only if there is evidence that Mississippi Gulf Coast Community College is significantly non-compliant with a requirement or standard. Accreditation standards are located at <http://www.sacscoc.org/principles.asp>.

The following programs hold specialized professional accreditation:

ASSOCIATE DEGREE NURSING – Board of Trustees of State Institutions of Higher Learning, State of Mississippi. National League for Nursing Accrediting Commission, Inc. (NLNAC), 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326, Telephone number 404-975-5000.

AUTO COLLISION REPAIR TECHNOLOGY – National Institute for Automotive Service Excellence/National Automotive Technicians Education Foundations (ASE/NATEF), 101 Blue Seal Drive, Suite 101, Leesburg, Virginia 20175, Telephone number 703-669-6650.

AUTOMOTIVE TECHNOLOGY – National Institute for Automotive Service Excellence/National Automotive Technicians Education Foundations (ASE/NATEF), 101 Blue Seal Drive, Suite 101, Leesburg, Virginia 20175, Telephone number 703-669-6650.

EMT-PARAMEDIC – (CAAHEP) Commission of Allied Health Programs and (JRC-EMS) Joint Review Committee on Emergency Medical Services, 35 East Wacker Drive, Suite 1970, Chicago, IL 60601-2208.

FUNERAL SERVICE TECHNOLOGY – American Board of Funeral Service Education (ABFSE), 3414 Ashland Avenue, Suite G, St. Joseph, MO 64506, Telephone number 816-233-3747. Website www.abfse.org

MEDICAL LABORATORY TECHNOLOGY (NAACLS) – National Accrediting Agency for Clinical Laboratory Sciences, 5600 N River Road, Suite 720, Rosemont, IL 60018-5119, Telephone number 773-714-8880.

PRACTICAL NURSING – Mississippi State Board for Community and Junior Colleges, State of Mississippi. National League for Nursing Accrediting Commission (NLNAC), 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326, Telephone number 404-975-5000.

RADIOLOGIC TECHNOLOGY – The Joint Review Committee on Education in Radiological Technology, 20 North Wacker Drive, Suite 2850, Chicago, IL 60606-3182, Telephone number 312-704-5300.

RESPIRATORY CARE TECHNOLOGY – (CoARC) Committee on Accreditation for Respiratory Care Programs, 1248 Harwood Road, Bedford, TX 76021-4244, Telephone number 817-283-2835.

SURGICAL TECHNOLOGY (CAAHEP) – Commission on Accreditation of Allied Health Education Programs, 1361 Park Street, Clearwater, FL 33756, Telephone number 727-210-2350.

The following technical programs are accredited by The Association of Technology, Management, and Applied Engineering (ATMAE): Computer Networking Technology, Computer Programming Technology, Computer Servicing Technology, Construction Management Technology, Database Administration Technology, Drafting and Design Technology, Electronics Technology, Golf/Recreational Turf Management Technology, Graphic Design Technology, Network Security Technology, Telecommunications Technology, Process Operations Technology – Petrochemical Refining, and Web Development Technology. The Association of Technology, Management, and Applied Engineering (ATMAE), 3300 Washtenaw Avenue, Suite 220, Ann Arbor, Michigan 48104-4200, Telephone number 734-677-0720.

Compliance Policy

Mississippi Gulf Coast Community College is an Equal Opportunity Employer and complies with all applicable laws regarding equal opportunities in all its activities, programs, and employment. It does not discriminate on the basis of race, color, religion, creed, national origin, gender, age, or qualified disability. The College complies with non-discriminatory regulations under Title VI and Title IX. All inquiries concerning discrimination should be directed to:

Central Office: Glen Moore, Tyrone Jackson (alternate).

Jackson County Campus: Yolanda Mayberry, Bobby Ghosal (alternate).

Perkinston Campus: Sheree Bond, Michelle Sekul (alternate).

Jefferson Davis Campus: Stacy Carmichael, Larry Miller (alternate).

Keesler Center: Tammy Uchello, Patricia Holloway (alternate).

George County Center: Suzan Bounds, Will Overstreet (alternate).

West Harrison County Center: Shekira Fortenberry, Janice Poole (alternate).

Advanced Manufacturing and Technology Center: Tracy Wilson, Becky Layton (alt)

Navy Base: Alrie Poillion, Patricia Holloway (alternate)

Drug-Free Workplace Policy

In compliance with the Drug-Free Workplace Act of 1988, as revised by the Drug-Free Schools and Communities Act of 1989, Public Law 101-226, Mississippi Gulf Coast Community College is required to notify employees and students that the unlawful manufacturing, distribution, dispensing, possession, or use of a controlled substance or alcohol is prohibited in the college environment.

The college has adopted and implemented an educational, assistance, and referral program for students and employees.

Rehabilitation Act and Americans with Disabilities Act (ADA)

Mississippi Gulf Coast Community College complies with Section 504 of the Rehabilitation Act of 1973 as amended and the Americans with Disabilities Act. Information regarding disabilities, voluntarily given or inadvertently received, will not adversely affect any admission decision.

If you require special services because of a disability, notify the ADA Coordinator at Central Office, Dr. Billy Stewart, or the Dean of Student Services/Administrative Dean at the campus/center on which you expect to enroll. This voluntary self-identification allows Mississippi Gulf Coast Community College to prepare appropriate support services to facilitate your learning.

Student Right-To-Know and Campus Security Act

In compliance with the Student Right-to-Know and Campus Security Act, Public Law 101-542, November 8, 1990, as amended 1993, Mississippi Gulf Coast Community College provides statistical data on its graduates and the Campus Security Report. For further information, contact the Dean of Student Services on each campus.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act and its subsequent revisions deal with educational records of students. The purpose of the law is to define who may or may not have access to student records. The law allows students and parents of dependent students, as defined by the IRS, access to the individual student's educational records.

MGCCC will release directory information on students to any interested member of the public unless the student requests that it be withheld. Requests by the student to withhold directory information must be made to the campus Dean of Student Services. Directory information is defined as follows: (1) the student's name; (2) address; (3) telephone number; (4) date and place of birth; (5) major; (6) participation in officially recognized activities and sports; (7) weight and height of athletic team members; (8) dates of attendance; (9) degrees and awards received; (10) previous educational institutions attended, and (11) other similar information.

Except as provided by law, data released to sources outside the college will be in aggregate form and no personally identifiable information will be made available.

Further information concerning provisions of the Act may be obtained from the campus Dean of Student Services or the Administrative Dean of College Centers. Additional information can be found in Statement No. 714 of the Policies and Procedures Manual located at: http://www.mgccc.edu/Documents/MGCCC_PP.pdf.

Information contained in this publication is subject to change without prior notice. Information contained herein shall not constitute a binding agreement on the part of Mississippi Gulf Coast Community College.

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College Calendar 2011-12

FALL SEMESTER, 2011

August 12	Friday	New Personnel Orientation
August 15	Monday	District Fall Convocation (Jackson County Campus)
August 16	Tuesday	Campus Faculty Workshops
		Drop Date for students not making 1st payment of total fees
August 17-18	Wednesday-Thursday	Registration
August 17	Wednesday	Residence halls open at 10:00 a.m.
August 19	Friday	Classes begin
August 22	Monday	MSVCC (online) classes begin
August 25	Thursday	End of late registration for full-term, first term and online classes; last day to officially withdraw without a grade; last day to change schedule.
September 1	Thursday	Spring 2012 Surgical Technology Admissions deadline
September 5	Monday	Labor Day Holiday (classes that meet on Monday nights only will make up on Friday, Sept 16).
September 30	Friday	2nd payment of total fees due in the Business Office
October 10-11	Monday-Tuesday	Columbus Day Holidays (all offices closed)
October 13-14	Thursday-Friday	Final exams for first term classes
October 14	Friday	Midterm grades due for full term courses
October 17	Monday	2nd Term classes begin
October 28	Friday	3rd and final payment of total fees due in the Business Office
November 1	Tuesday	Degree/Diploma application deadline
		Spring 2012 Nursing Admissions deadline
November 7	Monday	Pre-Registration begins for Spring 2012
November 18	Friday	Residence halls close at 3:00 p.m.
November 21-25	Monday-Friday	Thanksgiving Holidays
November 27	Sunday	Residence halls re-open at 3:00 p.m.
December 2	Friday	MSVCC (online) courses end
December 12-16	Monday-Friday	Final Examinations for full-term courses and second-term courses
December 15	Thursday	Residence halls close at 3:00 p.m.
December 16	Friday	Begin Christmas Holidays after exams. Offices close at 2:00 p.m.

Term	Last day to withdraw with a "W" grade	Last day for 100% refund	Last day for 90% refund
Full Term	October 21	August 18	September 2
1st 8 week term	September 16	August 18	August 26
2nd 8 week term	November 18	October 14	October 24
MSVCC (online)	November 4	August 19	September 6

* The refund deadline and last day to receive a "W" for short term, weekend and online classes vary.
Please contact the Admissions Office for questions regarding those dates.

College Calendar 2011-12

SPRING SEMESTER, 2012

January 2	Monday	New Year Holiday
January 3	Tuesday	All administrative & faculty offices open
January 4	Wednesday	Drop Date for students not making 1st payment of total fees
January 5	Thursday	Registration; Residence halls open at 10:00 a.m.
January 6	Friday	Classes begin
January 12	Thursday	End of late registration for full-term, first term and online classes; last day to officially withdraw without a grade; last day to change schedule.
January 16	Monday	Martin Luther King, Jr. Holiday. MSVCC (online) classes begin.
February 9	Thursday	Summer 2012 Radiologic Technology Admissions deadline
February 20-21	Monday-Tuesday	Mardi Gras Holidays (Monday night only classes will make up on Friday, February 24 and Tuesday night only classes will make up on Friday, March 2)
February 23-24	Thursday-Friday	Final Exams for first term classes
February 27	Monday	2nd Term classes begin
February 29	Wednesday	2nd payment of total fees due in the Business Office
March 2	Friday	Midterm grades due for full term courses
March 9	Friday	Residence halls close at 3:00 p.m.
March 12-16	Monday-Friday	Spring Holidays
March 18	Sunday	Residence halls re-open at 3:00 p.m.
March 30	Friday	3rd and final payment of total fees due in the Business Office
April 2	Monday	Degree/Diploma application deadline
April 6	Friday	Good Friday Holiday
April 9	Monday	Pre-Registration begins for Summer/Fall 2012
April 27	Friday	Online courses end
April 30 - May 4	Monday-Friday	Final Examinations for full-term courses and second-term courses.
May 1	Tuesday	Fall 2012 Surgical Technology Admissions deadline
May 10	Thursday	Graduation - Coast Coliseum
May 15	Tuesday	Summer 2012 Transition to ADN/RN Admissions deadline

Term	Last day to withdraw with a "W" grade	Last day for 100% refund	Last day for 90% refund
Full Term	March 16	January 5	January 20
1st 8 week term	February 3	January 5	January 13
2nd 8 week term	April 6	February 24	March 5
MSVCC (online)	March 30	January 13	January 30

** The refund deadline and last day to receive a "W" for short term, weekend and online classes vary. Please contact the Admissions Office for questions regarding those dates.*

SUMMER SEMESTERS, 2012

June 1	Friday	Fall 2012 EMT-Paramedic Admissions deadline
June 7	Thursday	Fall 2012 Medical Laboratory Technology Admissions deadline
June 29	Friday	Fall 2012 Respiratory Care Technology Admissions deadline
July 2	Monday	Fall 2012 Nursing Admissions deadline
		Degree/Diploma application deadline

Five-Week Summer Term • Day Class Schedule • First Session

May 24	Thursday	Registration
May 28	Monday	Memorial Day Holiday
May 29	Tuesday	Classes begin
June 27-28	Wednesday-Thursday	Final examinations; first session ends

Five-Week Summer Term • Day Class Schedule • Second Session

June 28	Thursday	Registration
July 2	Monday	Classes begin
July 4	Wednesday	Independence Day Holiday
August 2-3	Thursday-Friday	Final examinations; second session ends

College Calendar 2011-12

(Summer Semester, 2012 continued)

Ten-Week Summer Term • Class Schedule

May 24	Thursday	Registration
May 28	Monday	Memorial Day Holiday (Monday night classes will make up on Friday, June 15)
May 29	Tuesday	Classes begin
July 4	Wednesday	Independence Day Holiday
July 30 - August 3	Monday-Thursday	Final examinations will be given during the last class meeting

Term	Last day to withdraw with a "W" grade	Last day for 100% refund	Last day for 90% refund
Full Term	July 6	May 24	May 31
1st session	June 15	May 24	May 29
2nd session	July 20	June 28	July 3

* The refund deadline and last day to receive a "W" for short term, weekend and online classes vary. Please contact the Admissions Office for questions regarding those dates.

KEESLER CENTER OF THE JEFFERSON DAVIS CAMPUS, 2011-2012

FALL TERM: August 22, 2011 - November 4, 2011

August 1	Monday	Begin Registration
August 18	Thursday	End Registration
August 22	Monday	Classes Begin
September 5	Monday	Labor Day Holiday
October 31 - November 4	Monday-Thursday	Final Examinations

WINTER TERM: November 14, 2011 - February 17, 2012

October 24	Monday	Begin Registration
November 10	Thursday	End Registration
November 14	Monday	Classes Begin
November 23-25	Wednesday-Friday	Thanksgiving Holidays
December 16	Friday	Winter Holidays Begin
January 4	Wednesday	Classes Resume
February 13-16	Monday-Thursday	Final Examinations

SPRING TERM: February 27, 2012 - May 11, 2012

February 6	Monday	Begin Registration
February 23	Thursday	End Registration
February 27	Monday	Classes Begin
April 6	Friday	Good Friday Holiday
May 7-10	Monday-Thursday	Final Examinations

SUMMER TERM: May 21, 2012 - August 3, 2012

April 30	Monday	Begin Registration
May 17	Thursday	End Registration
May 21	Monday	Classes Begin
May 28	Monday	Memorial Day Holiday
July 4	Wednesday	Independence Day Holiday
July 30 - August 2	Monday-Thursday	Final Examinations

*This calendar is subject to change. Please contact the Keesler Center to receive current registration information.

Semester Testing Schedule

FALL SEMESTER, 2011 • All Campuses

Date	Exam Time	Class Time	
Saturday, December 10	8:00 a.m.-10:00 a.m.	Saturday morning classes	
Monday, December 12	8:00 a.m.-10:00 a.m.	8:00 a.m.-8:53 a.m.	MWF
	10:00 a.m.-12:00 p.m.	10:00 a.m.-10:53 a.m.	MWF
	1:00 p.m.-3:00 p.m.	11:00 a.m.-11:53 a.m.	MWF
	3:00 p.m.-5:00 p.m.	3:00 p.m.-3:53 p.m.	MWF
Tuesday, December 13	8:00 a.m.-10:00 a.m.	8:00 a.m.-9:20 a.m.	TT
	10:00 a.m.-12:00 p.m.	9:30 a.m.-10:50 a.m.	TT
	1:00 p.m.-3:00 p.m.	2:00 p.m.-2:53 p.m.	MWF
	3:00 p.m.-5:00 p.m.	2:30 p.m.-3:50 p.m.	TT
	4:00 p.m.-6:00 p.m.	4:00 p.m.-5:20 p.m.	TT
Wednesday, December 14	8:00 a.m.-10:00 a.m.	9:00 a.m.-9:53 a.m.	MWF
	10:00 a.m.-12:00 p.m.	12:00 p.m.-12:53 p.m.	MWF
	1:00 p.m.-3:00 p.m.	1:00 p.m.-1:53 p.m.	MWF
	4:00 p.m.-6:00 p.m.	4:00 p.m.-5:20 p.m.	MW
Thursday, December 15	8:00 a.m.-10:00 a.m.	11:00 a.m.-12:20 p.m.	TT
	10:00 a.m.-12:00 p.m.	1:00 p.m.-2:20 p.m.	TT
		1:30 p.m.-2:50 p.m.	TT
	3:00 p.m.-5:00 p.m.	3:00 p.m.-4:20 p.m.	TT
Friday, December 16	4:30 p.m.-6:30 p.m.	5:00 p.m.-6:20 p.m.	TT
	8:00 a.m.-10:00 a.m.	Other classes	

*Evening class exams will be the last meeting of the semester during exam week.
Exams in all flexibly scheduled courses will be given during the last class meeting.*

SPRING SEMESTER, 2012 • All Campuses

Date	Exam Time	Class Time	
Saturday, April 28	8:00 a.m.-10:00 a.m.	Saturday morning classes	
Monday, April 30	8:00 a.m.-10:00 a.m.	8:00 a.m.-8:53 a.m.	MWF
	10:00 a.m.-12:00 p.m.	10:00 a.m.-10:53 a.m.	MWF
	1:00 p.m.-3:00 p.m.	11:00 a.m.-11:53 a.m.	MWF
	3:00 p.m.-5:00 p.m.	3:00 p.m.-3:53 p.m.	MWF
Tuesday, May 1	8:00 a.m.-10:00 a.m.	8:00 a.m.-9:20 a.m.	TT
	10:00 a.m.-12:00 p.m.	9:30 a.m.-10:50 a.m.	TT
	1:00 p.m.-3:00 p.m.	2:00 p.m.-2:53 p.m.	MWF
	3:00 p.m.-5:00 p.m.	2:30 p.m.-3:50 p.m.	TT
	4:00 p.m.-6:00 p.m.	4:00 p.m.-5:20 p.m.	TT
Wednesday, May 2	8:00 a.m.-10:00 a.m.	9:00 a.m.-9:53 a.m.	MWF
	10:00 a.m.-12:00 p.m.	12:00 p.m.-12:53 p.m.	MWF
	1:00 p.m.-3:00 p.m.	1:00 p.m.-1:53 p.m.	MWF
	4:00 p.m.-6:00 p.m.	4:00 p.m.-5:20 p.m.	MW
Thursday, May 3	8:00 a.m.-10:00 a.m.	11:00 a.m.-12:20 p.m.	TT
	10:00 a.m.-12:00 p.m.	1:00 p.m.-2:20 p.m.	TT
		1:30 p.m.-2:50 p.m.	TT
	3:00 p.m.-5:00 p.m.	3:00 p.m.-4:20 p.m.	TT
Friday, May 4	4:30 p.m.-6:30 p.m.	5:00 p.m.-6:20 p.m.	TT
	8:00 a.m.-10:00 a.m.	Other classes	

*Evening class exams will be the last meeting of the semester during exam week.
Exams in all flexibly scheduled courses will be given during the last class meeting.*

Mississippi Gulf Coast Community College

BOARDS OF SUPERVISORS

Harrison County

Windy Swetman, III	Beat 1	Biloxi
Kim Savant	Beat 2	Gulfport
Marlin Ladner	Beat 3	Pass Christian
William Martin	Beat 4	Gulfport
Connie Rockco	Beat 5	Biloxi
John McAdams	Chancery Clerk	Gulfport

Stone County

Clark Byrd	Beat 1	Wiggins
Daniel Harris	Beat 2	Wiggins
Lance Pearson	Beat 3	Perkinston
Wendell Patton	Beat 4	Perkinston
Dale Bond	Beat 5	Perkinston
Gerald Bond	Chancery Clerk	Perkinston

Jackson County

Manly Barton	Beat 1	Moss Point
Melton Harris	Beat 2	Moss Point
Mike Mangum	Beat 3	Pascagoula
Tommy Brodnax	Beat 4	Vancleave
John L. McKay	Beat 5	Ocean Springs
Terry Miller	Chancery Clerk	Pascagoula

George County

Fred Croom	Beat 1	Lucedale
Kelly Wright	Beat 2	Lucedale
Sue Cochran	Beat 3	Lucedale
Larry Havard	Beat 4	Lucedale
Henry Cochran	Beat 5	Lucedale
Cammie Byrd	Chancery Clerk	Lucedale

BOARD OF TRUSTEES

Harrison County

<i>Name</i>	<i>Term Expires</i>	<i>Address</i>
Millie Page	June 2013	Biloxi
Susan D. Hunt	December 2012	Biloxi
Jimmy Estes	June 2011	Gulfport
Robert Watters	December 2011	Gulfport
Bobby Spayde	December 2014	Long Beach
Michael Andrews	June 2015	Biloxi
David Ford	December 2011	Biloxi
Mikel Gusa	December 2011	Gulfport

Stone County

L.D. Stringfellow	December 2012	Wiggins
Thomas E. Hall	December 2011	Wiggins
Clyde Strickland	December 2014	Perkinston

Jackson County

Mary Ann Goff	December 2012	Hurley
Geraldine Barnes	December 2013	Pascagoula
Jim Epting	December 2014	Moss Point
Patricia Descher	December 2011	Ocean Springs
Delores Sumrall	December 2015	Ocean Springs
Moreno Jones	June 2012	Ocean Springs
Donald Massengale, Jr.	June 2014	Pascagoula
Harry Roberts, Jr.	June 2014	Ocean Springs
*Jay Fletcher	June 2014	Pascagoula

George County

James Whittington	December 2013	Lucedale
Wilbur G. Ward	December 2012	Lucedale
Wilburn Bolen	December 2014	Lucedale

*Appointed by MGCCC Board of Trustees

Mississippi Gulf Coast Community College

MISSION

Mississippi Gulf Coast Community College responds to the educational needs of our community, which is defined as the district of George, Harrison, Jackson and Stone counties, by providing an outstanding learning environment supported by excellent instruction and services. We achieve this by creating an atmosphere that fosters lifelong learning, responsible citizenship and progressive leadership in a dynamic setting.

We make a positive difference in people's lives every day.

VISION

We envision Mississippi Gulf Coast Community College as a world-class educational institution committed to student learning. Using appropriate technologies and showcase facilities we will deliver flexible, market-responsive programs of the highest quality. Our vision will be realized through outstanding employees and successful students who adhere to high standards of excellence while working in partnership with our community.

VALUES

Access: To provide opportunities for participation in world-class programs and services.

Collaboration: To unify our efforts to achieve our mission by forging internal and external partnerships and alliances.

Compassion: To exhibit concern for others.

Diversity: To provide an atmosphere that fosters respect and supports cultural and societal differences.

Excellence: To set and meet the highest standards.

Integrity: To exemplify honesty, trustworthiness and good character as we engage in all programs, services, and partnerships.

Leadership: To develop and demonstrate leadership skills for our students and our communities.

Learning: To improve the quality of life by providing knowledge and skills.

Responsibility: To ensure stewardship of our resources and accountability to our communities.

Service: To instill a commitment in employees and students to helping others.

Unity: To operate as one college in purpose, plans, priorities, and processes.

Vision: To anticipate, welcome, and meet future challenges.



Mississippi Gulf Coast Community College



On September 5, 1911, the Harrison County School Board established the Harrison County Agricultural High School, an action that marked the beginning of the present Mississippi Gulf Coast Community College. As an inducement to locate the school at the little town of Perkinston, a number of prominent citizens donated 566 acres of land and 626 dollars. Their efforts were successful and, with one building, Huff Hall, the institution began operation on September 17, 1912.

On June 5, 1916, Stone County was formed from the northern part of Harrison County, and the school continued under the dual support of both counties.

Realizing that a new educational concept, the junior college, was ideally suited to the needs of Mississippi, the legislature in 1924 enabled the counties to cooperate with the state in offering education beyond the high school level to all who could profit from it and in their home community. One of the first junior colleges to be organized was founded in conjunction with the Harrison-Stone Agricultural High School. Jackson County added its support to the coming institution in the summer of 1925 and the new institution opened on September 14, 1925, as the Harrison-Stone-Jackson Agricultural High School and Junior College offering the first year of Junior College work. Sophomore classes were added in the 1926-27 session and the first class of one student finished on May 20, 1927. On July 15, 1942, George County added its support to the institution, which then took the official name of Perkinston Junior College.

The institution served the needs of its community endeavoring to fulfill its purpose:

“To develop the cultural, intellectual, and character resources of the people of this area, point the way to an economic livelihood based on natural resources, and promote responsible citizenship.”

In May 1962, 50 years after its organization, the Agricultural High School division was discontinued and local high schools provided for the youth of the community. On May 10, 1962, The Governor of the State of Mississippi signed into law House Bill 597 which created the Mississippi Gulf Coast Junior College District. This bill wiped out county lines as far as the college was concerned. The District became a single unit in which each taxpayer shared equally to support junior college education for the area. The District was founded in order to bring higher education to the people so that they could train and/or retrain to meet the needs of business and industry; to enable young people to live at home, hold jobs, and go to school, to bring cultural as well as academic enrichment to people of all ages.

In September 1965, Mississippi Gulf Coast Junior College became a tri-campus institution when two new campuses were opened on the Gulf Coast - Jefferson Davis Campus in Handsboro and Jackson County Campus in Gautier. In 1965, the Seabee Base Manpower Training Center (founded the previous year) became a branch of the new Jefferson Davis Campus. After its removal to the Industrial Seaway in 1968 this branch took the name Harrison County Occupational Training Center. In 1972, George County Occupational Training Center (renamed George County Center in 2001) opened in Lucedale as a branch of Perkinston Campus. In 1973, Keesler Center opened at Keesler Air Force Base as a branch of Jefferson Davis Campus. In 1985, West Harrison County Occupational Training Center (renamed West Harrison County Center in 2001) opened in Long Beach as

Mississippi Gulf Coast Community College

a branch of Jefferson Davis Campus.

To clearly reflect the comprehensive nature of the college, the name was changed on October 1, 1987, to Mississippi Gulf Coast Community College.

In spring 1991, the College relocated the Harrison County Occupational Training Center to Intraplex 10 with the opening of the Mississippi Gulf Coast Applied Technology and Development Center. In spring 2007, the centers name was changed to the Mississippi Gulf Coast Advanced Manufacturing and Technology Center. Established as a partnership among Mississippi Gulf Coast Community College, Mississippi Power Company, and Harrison County Development Commission, the center was founded to serve as a training facility in support of economic development activities on the Mississippi Gulf Coast. In 1996, a campus without walls concept, was introduced resulting in a fourth campus called Community Campus.

In August 2000, the Naval Construction Battalion Center at the Navy Base in Gulfport was established as part of Mississippi Gulf Coast Community College. Classes began in January 2001, providing even more services to meet the diverse needs of Gulf Coast residents, both military and civilian. The Gulf Coast office at the base is in the Moreell Building, which is just inside the Broad Avenue entrance in Gulfport.

CHIEF EXECUTIVE OFFICERS

At its establishment, the chief executive of the Mississippi Gulf Coast Community College was designated as the Superintendent.

In 1941, Albert Louis May became the first executive official designated as President.

The following individuals have served as the chief executive officers of this institution:

James Andrew Huff (1912-1917)
Claude Bennett. (1917-1920)
John Jefferson Dawsey (1920-1921)
Thomas Ira Cook (1921-1922)
J.H. Forbis (1922-1924)
Jefferson Lee Denson. (1924-1929)
Cooper J. Darby (1929-1941)
Albert Louis May. (1941-1953)
Julius John Hayden, Jr. (1953-1985)
Barry Lee Mellinger (1986-1998)
Willis H. Lott. (1998-2011)
Mary Graham (2011-present)

THE MULTIPLE-CAMPUS COLLEGE

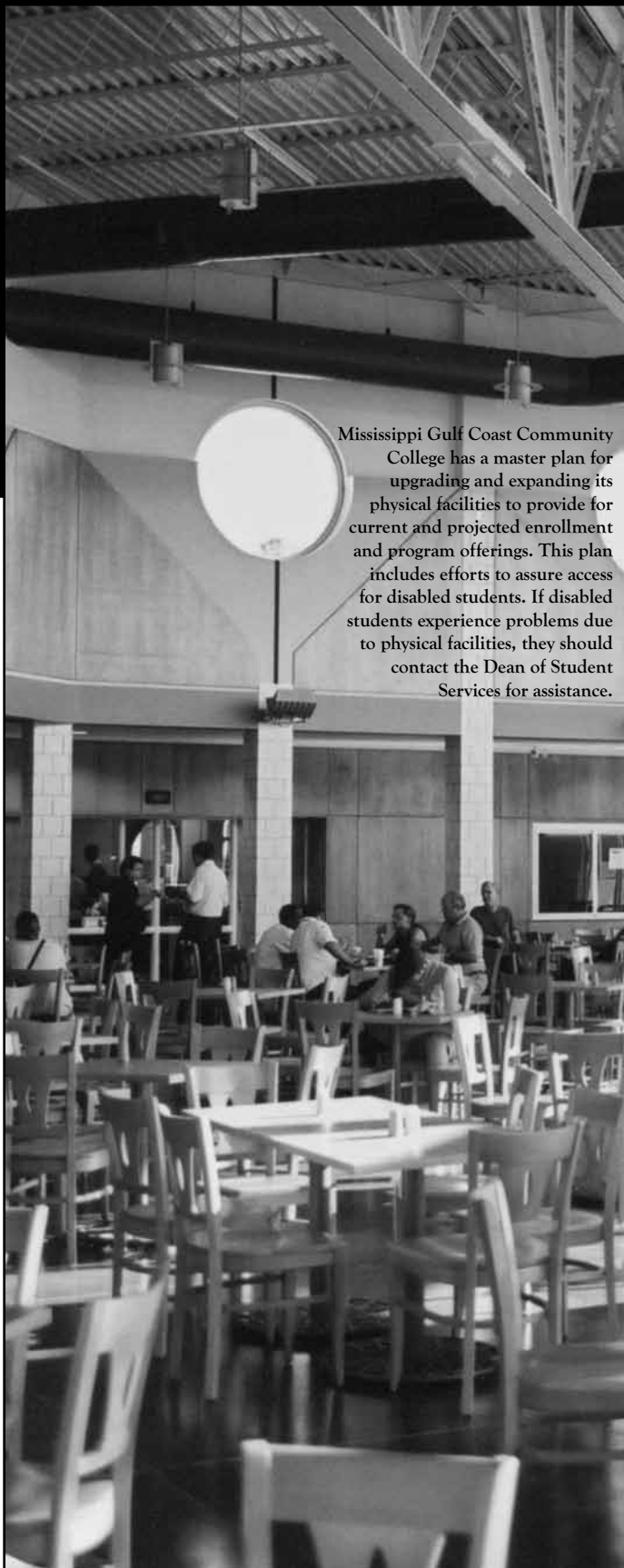
The emphasis in the organization and operation of the Mississippi Gulf Coast Community College is that it is a single institutional entity with three traditional campus locations, four centers and a non-traditional campus without walls. The relationships of personnel on each of the four campuses to college administrative staff are the same personnel administrative relationships, which would be found on a single campus. The same general policies, philosophies of operations, purposes and objectives, as well as the same procedural methods, apply to all

campuses equally, and exceptions can be made only when based on purely local factors.

The relationships of personnel on each of the three traditional campuses should always be close cooperation, articulation, and coordination among the campuses of the college. Individual differences that arise from differing student body characteristics, geographic locations, or purely local factors are respected, and their effects on procedure or policies are recognized as long as local decisions do not alter college administrative policies.

With the exception of certain courses and specialized areas, the three traditional campuses offer essentially the same basic instructional program. Course numbers and descriptions in the catalog, course outlines, textbooks, and supplementary materials apply to all campuses. Close departmental coordination among campuses helps insure all students optimum uniformity of instructional quality.

Mississippi Gulf Coast Community College



Mississippi Gulf Coast Community College has a master plan for upgrading and expanding its physical facilities to provide for current and projected enrollment and program offerings. This plan includes efforts to assure access for disabled students. If disabled students experience problems due to physical facilities, they should contact the Dean of Student Services for assistance.

JACKSON COUNTY CAMPUS

The campus is located five miles west of Pascagoula adjacent to a major four-lane highway, U.S. 90 at Gautier. A direct access road to Interstate Hwy. 10, 3.5 miles north of the campus, makes it easily accessible to the whole Coastal area. Good state and county roads connect with the traffic artery.

Warner Peterson Administration Building: Constructed in 2002 and houses the office of the Vice President, Deans of Instruction, Student Services and Business Services, Assistant Dean of Instruction, Financial Services and Business Services along with two classrooms and a lecture hall.

Science: Originally built in 1964 and fully renovated in 2000, this single-story, circular building, is two hundred forty feet in diameter. It houses science lecture halls and laboratories.

Marketing Management & Human Services: Built in 1965 and renovated in 1974 & 1978, this building accommodates the literacy program, human services, and the marketing management program. Receiving and the central power plant that furnishes heat, air-conditioning, and water facilities for the campus complex are housed in this building.

Drafting/Design Technology & Public Safety: Constructed in 1965, this two-story circular building is home to the drafting and design technology department. Public Safety is housed in this building.

Career & Technical Education: Built in 1968, this building houses various career-technical education offices, electronics, welding, electrical technology, telecommunications technology, and other career and technical programs and classrooms.

Curtis L. Davis Health/Physical/Aquatic Education: Constructed in 1972, this building houses the health and physical education department along with a multi-purpose stage facilities. An Olympic-size, enclosed heated swimming pool is adjacent to the building.

Fine Arts: Featuring music, art and drama, this building is home to the Fine Arts Department and was constructed in 1993. A 472-seat auditorium with a fully equipped stage for all types of theatrical productions and an art gallery are also part of this building.

Machine Tool: A career-technical education building erected in 1976 to support the machine shop program.

Allied Health Programs: Constructed in 1992, this building provides instructors offices, classrooms, and laboratories for the associate degree nursing, practical nursing, medical laboratory technology, radiologic technology, and respiratory care technology programs.

Child Development Technology: This child-care facility was built in 1989 and is used for learning experiences for the Child Development Technology program students, consisting of two rooms for the care of children 2-4 years old, an infant care room, and kitchen and office facilities.

Student Center: Built in 1994, this building houses the cafeteria, bookstore, private dining room, and a conference room. There is also a patio area for outside dining.

Learning Resource Center: Originally built in 1974, the library is on the second floor. In 1990, the first level was enclosed to provide a Learning Resource Center and on-line testing lab along with classrooms. A third addition was built in 1996 on the second level for additional classroom space.

Math and Computer Science: Built in 1995, this building houses mathematics, developmental studies classrooms, instructor offices, computer science labs, and media services.

Admissions, Counseling & Career Center: Built in 1997, this

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building houses Admissions and Records, CTE Support Services, Counseling, Literacy, Recruitment, Continuing Education, and Veterans Services.

Business & Office Technology: Built in 1991, this building houses the Business and Office Technology program and Academic Business.

Maintenance building: Completed in 2009 and houses the maintenance, grounds and housekeeping departments.

Estuarine Education Center: The Center opened in January 2008 and serves as an outdoor laboratory to students in Outdoor Recreation classes and biological, environmental, and marine sciences. Facilities in the 33-acre center include the Outdoor Recreation Leadership building, the Natural Resources and Environmental Studies building, and a ropes/challenge course. The center serves both students and community organizations.

JEFFERSON DAVIS CAMPUS

This campus is comprised of 120 acres of land located one and three-quarter miles north of U.S. Highway 90, midway between Gulfport and Biloxi. The award-winning architectural design of the building complex features 21 structures laid out to include several landscaped courts. Covered walks not only provide sheltered passage but also form a visual tie for the complex and carry utilities throughout the complex, including air-conditioning.

Business: Houses fifteen faculty offices, six lecture rooms, a paralegal law library, and eleven computer labs.

Computer Center: Houses the Computer Center, which services all campuses and centers.

Music: Actually three buildings, the smaller building contains the Music Department with studio offices, practice rooms, rehearsal hall, work room, storage room, and art drawing/painting studio.

Fine Arts: The large building contains a pottery and sculpture lab, large multi-purpose room, six general classrooms, theatre with seating for 451 persons, two complete dressing rooms, costume workshop, scene shop, art gallery, and 7 offices.

Arena Theater: The east wing houses a 200-seat arena theatre and 2 offices. Also includes a scene shop and two large dressing rooms.

Science Annex: Houses six offices for instructors, two lecture rooms, and a science computer lab.

Science: Houses eleven offices for instructors, four large lecture rooms, physics laboratory, inorganic chemistry laboratory, organic chemistry laboratory, general biology laboratory, zoology laboratory, vivarium and greenhouse, a specialized biology laboratory, and two anatomy and physiology labs. Each laboratory adjoins spacious storerooms and preparation rooms.

Learning Lab: The Learning Lab is a comprehensive, yet comfortable, academic tutoring facility open to all students that provides one-on-one instruction, small group instruction, and technology-enhanced instruction in English, mathematics and science. Additionally, Internet accessible computers and listening/viewing stations for VHS tapes and DVDs are available.

Academic Classroom: The building houses eleven general classrooms of varying size. Classrooms in this building are used interchangeably for the general education courses.

Library: The library is a pleasant, comfortable, well-lit facility that contains a large reference and general collection. Immediate linking is provided from any campus or remote site to the more than 100,000 books and videos housed in the three campus libraries by the Sirsi system, our automated library catalog. Advanced electronic capabilities through MELO, MAGNOLIA, and our college resources enable our library to provide up-to-date Internet access for online and campus student research.

Media Services: Media Services provides faculty and students with audiovisual technology, equipment, materials, and support for classroom and academic projects.

Administration: This building houses a large commons area for student lounging, Cyber Café general circulation area, computer training lab, and evening coordinator. Administrative offices include offices for the Vice President, Deans of Business Services and Instruction, in addition to a conference room, lounge area and lobby area. The administration building also houses the Life Long Learning Institute.

Physical Plant: Contains a large equipment room which houses the boilers, cold generating equipment and water-heating equipment providing air conditioning, heating and hot water for the entire campus. This building also contains a central control room for monitoring the operation of the central plant and the operation of air conditioning in all buildings on the campus.

Physical Education: Contains two classrooms, four offices, storage and supply rooms, four student dressing rooms, a fitness center, restrooms, a gymnasium playing area which could be used for a full basketball court and/or used for two smaller cross courts, and a stage area which doubles as a physical activities area. An Olympic size heated swimming pool adjoins this building.

Career/Technical Complex – Refrigeration & Air Conditioning: Contains four large laboratories, and classrooms, faculty offices, storage and supply rooms.

Career/Technical Complex – Industrial Electricity and Air Conditioning: Contains two large laboratories, one for industrial electricity and one for air conditioning/refrigeration. There are planning rooms, instructor offices, storage and supply rooms.

Career/Technical Complex – Construction and Carpentry: Contains two large laboratories and classrooms. In addition, it contains the GED, Adult Basic Skills and English as a Second Language Program.

Career/Technical Complex – Career and Technical Administration: This building houses the office of the assistant dean of career and technical programs. In addition, it contains a large conference room, general classrooms, storage facilities, four other offices, the Interpreter Training classroom and lab, the Marketing Management classroom, and Career-Technical computer lab.

Career/Technical Complex – Hospitality and Tourism Management: Contains banquet rooms, kitchen, classroom and complete motel guest room for instruction. This building also contains five offices, two restrooms, mechanical and electrical equipment rooms and miscellaneous storage rooms.

Career and Technical Annex: Houses six faculty offices, four classrooms, two Electronic Technology labs, one Fashion Merchandising Technology lab, and six Computer Information Systems Technology classrooms/labs.

Early Childhood Education Building: This building is designed to house the Early Childhood Education Technology Program, serving as a laboratory for the students enrolled in the Early Childhood Education Technology Program. The facility will house a pre-school consisting of an infant room, two year old room, three year old room and a four year old room where students will gain practical learning experiences in working with pre-school children.

Eula W. Switzer Nursing/Allied Health: Nursing houses the Associate Degree Nursing program. The building has four large classrooms, one large skills laboratory, one large storage room, one small skills laboratory, seventeen faculty offices, conference room, workroom, secretary's office, an administrative office and two restrooms. Allied Health located to east of the Nursing building, houses the Practical Nursing, and the EMT/Paramedic programs.

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The building has 4 large classrooms, 3 large skill laboratories, 7 faculty offices, and amphitheater style classroom, secretary's office and workroom, student lounge, storage areas in each skill laboratory.

Educational Development/Drafting: Houses eight offices, three drafting labs, four classrooms, a storage area, two student and two faculty restrooms, and four labs for developmental classes.

Maintenance – One story metal and brick combination building located in the back of the campus. It houses maintenance, shipping and receiving, grounds department, housekeeping and superintendent and assistant superintendent of maintenance and grounds.

Student Services: Multi-story building located on the southwest corner of the campus facing Switzer Road. First floor houses the Student Services Department, including the Admissions-Records office, Financial Aid office, Counseling and Career Center, Assessment Lab, and Continuing Education. Also, the Workforce Development area, and Co-Operative Education. All campus Adult Basic Skills programs are also found on the second floor including the manager's office, instructor offices and accompanying laboratory.

Math and Computer Science: Houses ten faculty offices, seven lecture rooms, four computer labs, and a workroom.

Cafeteria: Includes large student dining area, two large banquet rooms, faculty dining room, and a full service kitchen and grill area with large serving area.

MISSISSIPPI GULF COAST ADVANCED MANUFACTURING & TECHNOLOGY CENTER

The Mississippi Gulf Coast Advanced Manufacturing and Technology Center, formerly the Applied Technology and Development Center, is located in Intraplex 10 of the Bayou Bernard Industrial District. The Center was established as a joint partnership between the Mississippi Gulf Coast Community College, Mississippi Power Company, and the Harrison County Development Commission.

The purpose of the Mississippi Gulf Coast Advanced Manufacturing and Technology Center (AMTC) is to (a) provide advanced manufacturing, industrial, technical, and professional skills training, (b) serve as the headquarters for employee training for Mississippi Power Company, (c) serve as a model for cooperation between education and business for the State of Mississippi, (d) assist and support economic development activities on the Mississippi Gulf Coast and (e) provide administrative services for the Community Campus.

KEESLER CENTER

The Center is located in Room 221 of the Sablich Building on Keesler Air Force Base (AFB). This center was established in 1973 to serve the active military and their dependents, retired military and their dependents, civilian workers on Keesler AFB, and other civilians in the community on a space available basis. The Center offers some noon-hour and afternoon courses, but mostly evening courses in an accelerated term format (please see specific dates in the calendar section of the catalog). All academic courses and general education courses lead to a Mississippi Gulf Coast Community College Associate of Arts degree, Associate of Applied Science degree, or the Community College of the Air Force (CCAF) Associate degree.

NAVAL CONSTRUCTION BATTALION CENTER

The Naval Construction Battalion Center is conveniently located in the Moreell Building just inside the Broad Avenue entrance to the Navy Base, which is only a mile from Hwy. 90 in Gulfport.

In August 2000, the center was established as part of Mississippi Gulf Coast Community College. Classes began in January 2001, providing even more services to meet the diverse needs of Gulf Coast residents, both military and civilian.

We welcome non-military personnel, civil service and dependents of the military, and civilians in the community. Students enrolled in classes who do not have access to the Navy Base only need to provide a valid driver's license, proof of insurance and vehicle registration at Broad Avenue, Pass Road or Commission Road gates.

You can apply, register and pick up your books all in the same office. Taking classes at the Naval Construction Battalion Center lets you work toward an Associate of Arts degree. Fall and spring classes meet two nights during the week, and summer classes meet one night a week. Short-term classes are also available during the weekend.

We offer "one-stop" service at our office, as well as counseling and advisement services. You may also receive assistance to attend another Gulf Coast campus or center.

WEST HARRISON COUNTY CENTER

The West Harrison County Center is located in the Industrial Park in Long Beach at the corner of Espy Avenue and B Street. The Center offers post-secondary career programs as well as academic classes.

The post-secondary offerings encompass programs of instruction in the following occupations: Food Production and Management, Medical Billing & Coding, General Drafting, Electrical, Automotive, Collision Repair, Landscape Management, and Surgical Technology.

PERKINSTON CAMPUS

Perkinston Campus is located on U.S. Highway 49 at Perkinston, thirty miles north of the Mississippi Gulf Coast in the heart of the long-leaf pine region of Mississippi. Excellent highways make it readily accessible to all parts of the supporting area. Its proximity to a number of larger towns and cities makes it possible for students to sample a wealth of off-campus, cultural opportunities.

The college owns 642 acres of land at Perkinston, 30 acres of which make up the main campus, with the remainder devoted to pasture and tree farming. The campus buildings are conveniently located, and the grounds are beautifully landscaped.

A.L. May Memorial Stadium, constructed in 1948 and renovated in 2000, has a seating capacity of 5,000 and includes the George Sekul Field House, a press box, dressing room, storage area for equipment and is completely fenced. In 2008, 160 chair-back seats were added and a football playing field of synthetic turf and new track were installed in 2009.

Alumni House (formerly president's residence) has been renovated by the MGCCC Alumni Association and Foundation for Alumni and Foundation functions.

Andrews Hall is a two-story brick residence hall constructed for women students in 1979. This residence hall will accommodate 198 and was refurbished in 2008.

The Barry L. Mellinger Student Center was constructed in 1982 with additions made in 1993 and 2006. This building houses the bookstore, wellness center, student housing office and a student grill

Mississippi Gulf Coast Community College

as well as many other student activities.

The Baseball/Softball Complex was constructed in 2009 and provides dressing rooms, locker room areas, coaches' offices, equipment storage and indoor batting cages for the baseball and softball athletic teams.

The Colmer Building was constructed in 1950.

Darby Hall is a two-story, brick structure built in 1957. Some of the college administrative offices are housed in this building.

Dees Hall is a split-level, multi-storied building completed in 1968 and renovated in 2000. It houses a media center, library, campus administrative and faculty offices, conference rooms, seminar room, classrooms and teaching auditoriums.

Denson Hall is a two-story classroom building located on the quadrangle. It was built in 1971 and houses the developmental studies and the Associate Degree Nursing departments.

George Hall is a two-story brick residence hall constructed for men students in 2007 and will accommodate 80.

Golf Turf Building is the Horticulture and Golf/Recreational Turf Management Technologies Lab and classroom.

Gregory War Memorial Chapel was completed in 1947 and provides a place for all types of religious functions. It was completely remodeled in 2001.

Harrison Hall is a two-story residence hall constructed in 1938 and was completely renovated and air conditioned in 1974.

Hayden Hall, constructed in 1987, is a two-story structure made up of one main lobby, spacious courtyards, and 100 rooms, which will accommodate 200. Each room opens into a courtyard area. The hall was refurbished in 2008.

Heidelberg Hall, constructed in 1959, houses the cafeteria and Archives. The main floor of this building houses the cafeteria and private dining rooms. An addition was made including a new kitchen and serving area along with renovations to the old dining area and kitchen in 1997-98.

Hinton Hall is a fireproof structure built in 1959 and was completely remodeled and refurbished in 1983-84. An addition was completed in 2007. It houses all areas for the teaching of science, including a modern computer technology and mathematic department and the academic business department.

Huff Hall is a two-story brick residence hall constructed in 1911, which houses the Learning Resources Laboratory on the bottom floor and the literacy program and open computer lab on the top floor.

Jackson Hall is a two-story brick building constructed in 1915 and houses some of the college administrative offices. It was completely remodeled and refurbished in 2001.

J. E. Bryan Hall is a two-story residence hall opened in the Fall of 2005. The building has 25 two room suites that share bathroom facilities. Each room will accommodate two students with a total capacity of 100.

Malone Hall, constructed in 1972, is a fine arts center with the music and drama departments. There is a theatre, which seats 463 persons. Renovations to the building in 1998 includes a black box theatre.

The Maintenance/Transportation/Technology Services Center was constructed in 2008 and houses the college transportation services, Perk Campus maintenance services, and the college construction management and technology services.

Megehee Building, originally occupied in the spring of 1962 as Home Economics Facility, houses the Child Development Technology program.

Moran Hall is a two-story brick residence hall constructed 1970.

This residence hall will house 84 and was refurbished in 2008.

New Women's Residence Hall is a two-story brick residence hall constructed in 2007. The residence hall will house 80.

Owen Hall is a two-story brick residence hall constructed in 1970. This building will house 88 students and was refurbished in 2008.

The Sam P. Jones, Jr. Band Hall was constructed in 1998 and is used by the Band of Gold and music classes.

Stone Hall, originally constructed in 1915 as a residence hall for male students, was renovated in 1996 to house the Educational Services Center.

The Surplus Property and Printing Building was constructed in 1994.

The Swimming Pool, constructed in 1953, is seventy-five feet in length and provides dressing facilities for women and men.

Weeks Hall, constructed in 1974, houses some of the career-technical programs for the Perkinston Campus. An addition was made in 1997-98 to house the Funeral Services Technology program. Additional renovations have been done to student restrooms and to add classroom space.

The Weathers/Wentzell Center, constructed in 1957 and refurbished in 2006 and 2008, houses the main gymnasium with a seating capacity of 1,500, as well as dressing rooms.

The Visual Arts Center was constructed in 2009. It houses the art department and includes classrooms, offices, kiln room, darkroom, and data room.

GEORGE COUNTY CENTER

The George County Center, located in Lucedale on Hwy. 63 South was constructed in 1972. The Center offers both post-secondary and secondary career programs. Continuing education, special interest, and limited academic courses are provided as evening and short-term offerings.

In 2009, the George County Center opened their Academic Building which includes a lecture hall, computer lab and academic classrooms.

Post-secondary programs include Apprentice Electric Lineman, Commercial Truck Driving, Office Systems Technology, Accounting Technology, Practical Nursing, Cosmetology, and Surgical Technology. High School students are bused to and from the Center for instruction in Welding, Culinary and Related Foods Technology, and Allied Health.

Admissions

We keep our admissions process simple, so there's no big hassle when you fill out your applications. You can even apply online!

At Gulf Coast, we have students of all ages and all backgrounds, so no matter who you are, you'll feel right at home. Our diverse student body and variety of programs means we have what you need, when you need it.



Admissions

Mississippi Gulf Coast Community College ascribes to an “open admissions” policy consistent with all appertaining laws. The College embraces the philosophy that students be provided the opportunities for learning experiences, e.g. developmental courses, counseling, tutorial assistance, etc., that will help individual students to succeed in achieving their educational goals. Mississippi Gulf Coast Community College utilizes relevant diagnostic instruments to determine the strengths and needs of students in order to assist in the selection of the most appropriate program options to help assure student success.

Under the “Open Door” policy, all applicants who have fulfilled admission requirements will be considered for acceptance by the campus admissions committee. Requirements for admission are not restrictive but vary with the curriculum.

Admission to the college does not necessarily imply immediate admission to a particular program of study. Students should review the particular pages of the Catalog, which describe the program of their choice to determine whether they must meet additional requirements.

Residency for the purposes of calculating tuition and fees is not necessarily determined by the address listed on the student’s application. Other factors determine if a student is classified as in-state or out-of-state for calculating tuition and fees. Mississippi laws govern residency and fees of students attending or applying for admission to educational institutions. For more information, please see excerpts from the Mississippi statutory law, Mississippi code, Title 37, Chapter 103 outlined in the “Special Admissions” section.

Requests for application forms should be addressed to the Director of Admissions of the campus where the student plans to attend. The admission application can also be electronically submitted on the College’s website at www.mgccc.edu.

The following procedures must be completed before admission to the college is granted.

ACADEMIC AND TECHNICAL PROGRAMS

First-Time College Students

1. Submit a completed application for admission.
2. Have official transcripts of all high school work or GED score report mailed to the Director of Admissions. Facsimile (FAX) copies are not acceptable as official copies.
 - a. An applicant must be a high school graduate or the recipient of the General Education Development (GED) Test Certificate.
 - b. Applicants who received a Certificate of Attendance or Certificate of Completion through a high school Individualized Education Program must pass the GED Test to enroll in academic or technical programs.
3. Students entering Mississippi Gulf Coast Community College for the first time are required to participate in an orientation program and provide the Director of Admissions an official copy of their ACT results or take the appropriate portions of the COMPASS Test Battery.
 - a. All students who display an overall weakness in high school grades or low scores on the ACT, COMPASS, or other

college-administered placement exams will be required to enroll in developmental courses.

- b. Applicants who test for placement in all developmental courses may enroll in a maximum of 12 semester hours.
4. Applicants are not officially accepted until all admission requirements are met by providing proper documentation. Documentation must be provided before enrollment or by the Friday of the 4th week of class. Students failing to do so may be denied continued enrollment.

Transfer Students

1. Submit a completed application for admission.
2. Have an official transcript from each institution attended mailed directly to the Director of Admissions. Student copies and/or facsimile (FAX) copies are not acceptable as official copies.
3. Applicants who have attended non-regionally accredited institutions may request credit by following the guidelines listed under “Credit by Non-Traditional Means.”
4. Provide ACT scores or take the math and/or English sections of the COMPASS Test Battery before enrolling in college math and/or English classes for the first time.
5. Attend an appropriate orientation session as scheduled (not mandatory).
6. Applicants are not officially accepted until all admission requirements are met by providing proper documentation. Documentation must be provided before enrollment or the Friday of the 4th week of class. Students failing to do so may be denied continued enrollment.
7. All out of state/out of country/non-resident students should refer to the “Special Admissions” section for definitions and conditions that determine whether a student is a resident or non-resident student.

Transfer credit earned from institutions that hold accreditation from one of the regional accrediting commissions in the United States will be considered for acceptance. Once admitted, transfer students will be under the same college probation, suspension, and re-admission policy as native students.

Applicability of transfer work depends on the coincidence of transfer credit meeting requirements of MGCCC’s degree programs or a particular program of study. Transfer work will be evaluated based on this factor. Evaluation of transfer work will be completed by Student Services personnel during the first semester of enrollment.

Admissions

Non-Degree Students

Non-degree seeking students are students who plan to attend Mississippi Gulf Coast Community College on a limited basis and are not pursuing an associate type degree or diploma. Students are limited to 15 semester hours earned at Mississippi Gulf Coast Community College as non-degree seeking. To enroll after 15 credit hours are earned, students must meet all regular admission requirements. Students entering as non-degree seeking are not eligible for financial aid. Students wishing to use veteran's benefits must contact the campus VA office for any additional requirements.

1. Submit a completed application for admission.
2. Have an official transcript from the last college, university, or high school attended, mailed directly to the Director of Admissions.

Career Programs

1. Submit a completed application for admission.
2. Have official transcripts of all high school work or GED score report mailed to the Director of Admissions.
3. Applicants who received a Certificate of Attendance or Certificate of Completion through a high school Individualized Education Program must pass the "ability to benefit" test (COMPASS) or the GED Test to enroll in a career program. (Note: Commercial Truck Driving students are exempt from this requirement.)
4. Applicants to career healthcare programs must be high school graduates or have earned the GED diploma. High school transcripts or GED scores reports must be provided. Other entrance tests are required, and students are selected by a healthcare admissions committee; refer to the "Programs of Study" section for more information about admissions requirements for these programs.
5. An applicant less than 18 years of age should be a high school graduate. An exception may be made when recommended by the secondary school last attended by the applicant and with the permission of the applicant's parent or guardian.
6. An applicant may be required to take a career aptitude test to determine admission to a specific career program.
7. Applicants are not officially accepted until all admission requirements are met by providing proper documentation. Documentation must be provided before enrollment or by the Friday of the 4th week of class. Students failing to do so may be denied continued enrollment.

STUDENTS WITH DISABILITIES

Mississippi Gulf Coast Community College is in compliance with Section 504 of the Rehabilitation Act of 1973 as amended and the Americans with Disabilities Act of 1990. Prospective students who require special and reasonable accommodation(s) because of physical or mental impairment must make their needs known prior to enrollment at Mississippi Gulf Coast Community College. Prospective students must follow these guidelines in requesting special and reasonable accommodation(s):

1. Contact the CTE Support Services Coordinator, Campus Dean of Student Services, or the Central Office ADA Coordinator prior to the beginning of classes.
2. Complete the "Request for Accommodation Form," available from the CTE Support Services Coordinator.
3. In cases of physical disabilities, current medical diagnosis and needed remediation must be documented by the prospective student's physician.
4. In cases other than physical disabilities, prospective students must provide documentation verifying the diagnosed condition and needed remediation. Psychological Reports or Individualized Educational Program Reports should be current, completed within 3 (three) years. Students who plan to transfer to a university may be required by the university to submit more current documentation.

Admissions

Dual-Enrollment High School Students

MGCCC encourages qualified high school students to apply for admission under the college's dual-enrollment program. Through dual enrollment, academically talented students are able to enroll at MGCCC while still attending high school classes. This program is primarily designed for high school seniors. However, students below the senior level may be considered on an individual basis. Students must meet the following provisions:

1. Complete the college application for admission.
2. Submit a letter of recommendation from their high school counselor or principal stating that the student has completed either 14 units of college preparatory coursework with a 3.0 or better grade point average on a 4.0 grading scale, or has achieved a minimum composite score of 30 on the ACT test. *If meeting the ACT test requirement, official scores must be submitted to the Director of Admissions.*
3. Provide official high school transcript indicating grades through the last semester of attendance.

The above requirements should be completed well in advance of the intended semester of enrollment. A discussion with a college counselor concerning course selections must be completed before registration takes place. Credit earned through the dual-enrollment program will be awarded once a student has completed high school graduation requirements and final official transcripts have been received.

Early Admissions

Highly qualified high school students have the option to be considered for early admission to the college. To be considered for early admission, applicants must:

1. Complete the college application for admission.
2. Submit a letter of recommendation from their high school principal stating that the student has completed 14 units of college preparatory coursework with a 3.0 or better grade point average on a 4.0 grading scale and outlining why early college admission is in the best interest of the student.
3. Provide official high school transcript indicating grades through the last semester of attendance.
4. Submit official ACT results indicating a composite score of 26 or higher.

Out-of-State Students

A limited number of out-of-state students who meet the standard admission requirements will be accepted for admission to Mississippi Gulf Coast Community College. The student should schedule an appointment with a counselor to have transfer coursework evaluated (if applicable). All out of state/out of country/non-resident students should refer to the following section for definitions and conditions that determine whether a student is a resident or non resident student.

Determining Residency for Tuition Purposes

The definitions and conditions stated herein are excerpts taken from Mississippi statutory law, Mississippi code, Title 37, Chapter 103, sections 1 to 29 which govern residency and fees of students attending or applying for admission to educational institutions. Request for a review of residency classification should be submitted to the campus Director of Admissions and Records.

1. **Legal Residence of an Adult:** The residence of an adult is the domicile, i.e., the place where the person physically resides with the intention of remaining or returning to if temporarily absent. MCA 37-103-13.
2. **Legal Residence for Persons under 21:** The residence of a person under 21 years of age is that of the father, mother or general guardian duly appointed by a proper court in MS. However, if custody has been granted to one parent, then the person's residency is that of the custodial parent. If both parents are deceased, residency is that of the last surviving parent unless the person under 21 lives with a general guardian, as appointed by a MS Court. MCA 37-103-7 eff. July 1, 2005. If both parents move out of Mississippi, a minor is immediately classified as a nonresident. MCA 37-103-11.
3. **When Residency Is Established:** A student may not be admitted as a resident unless required documentation showing proof of established residency in Mississippi is provided prior to admission. MCA 37-103-3. Students who enroll as a nonresident must stop attending either a fall or spring semester to establish residency before reapplying for admission as a MS resident. A person entering the state to enter an educational institution is considered a nonresident and remains a nonresident even if adopted by a Mississippi resident or registers to vote or owns land. MCA 37-103-5. See exception in MCA 37-103-25(2) which provides that if a nonresident (1) was born in Mississippi but relocated outside Mississippi as a minor in their father or mother's care, (2) is a veteran of the Armed Forces, and (3) is domiciled in Mississippi no later than six months after separation from service for the purpose of enrolling in a CC/IHL, then such person shall pay resident tuition and fees.
4. **Special Rule for Married Persons:** A married person may claim the residency of their spouse or independent status under MCA 37-103-15. MCA 37-103-13.
5. **Special Rule for Children of Faculty and Staff:** Children of parents who are members of the faculty or staff of a CC/IHL may be considered a resident for the purpose of attending that institution. MCA 37-103-9.
6. **Special MPACT Rule:** An MPACT beneficiary is considered a resident. MCA 37-155-5(d) (iii); MS AG Op., Patterson (Oct. 11, 1996).
7. **Special Military Provisions:**
 - a. **Active Duty in Mississippi and Mississippi National Guard.** Members of the Armed Forces on extended active duty in Mississippi and members of the Mississippi National Guard may be classified as residents. Resident status of those not residents of Mississippi per MCA 37-103-13 shall terminate upon reassignment for duty in the continental U.S. outside Mississippi. MCA 37-103-17. See MCA 37-103-21 for proof requirements.
 - b. **Status of Spouse and Children of Military Personnel on Extended Active Duty.** Resident status of a spouse or child of a member of the Armed Forces on extended active duty

Admissions

shall be that of the military spouse or parent during the time that the spouse or parent is stationed in Mississippi. Resident status continues if the military spouse or parent is reassigned from Mississippi to an overseas area (except training assignments en route from Mississippi). Resident status of a minor child terminates upon reassignment of the military parent for duty in the continental U.S. outside Mississippi. However, children who attain residency under this section and who begin and complete their senior year in high school in Mississippi and who enroll full-time in a CC/IHL for the fall after their graduation from high school maintain status as long as they remain enrolled in good standing (summer school is not required). MCA 37-103-19(1).

- c. Spouse or Child of a Member of the Armed Forces Who Dies or Is Killed. A spouse or child of a member of the Armed Forces who dies or is killed is entitled to pay resident tuition if the spouse or child becomes a resident of Mississippi within 180 days of the date of death. MCA 37-103-19(2).
 - d. Spouse or Child of a Member of the Armed Forces Stationed Outside Mississippi. If a spouse or child of a member of the Armed Forces stationed outside Mississippi establishes residency in Mississippi and registers with a CC/IHL, the CC/IHL will permit the spouse or child to pay resident fees and tuition regardless of the length of time that the spouse or child has resided in Mississippi. MCA 37-103-19(3).
 - e. Effect of Continuous Enrollment. If a member of the Armed Forces or their spouse or child is entitled to pay resident tuition and fees under another provision of this section while enrolled in an associate type degree or diploma program, they may continue to pay resident tuition and fees in subsequent terms while continuously enrolled in the same associate type degree or diploma program. (Student may withdraw or not enroll for one semester with medical documentation without losing status and no summer term is required. In addition, student's status remains unchanged even if they are no longer a member of the Armed Forces or the child or spouse of a member of the Armed Forces). MCA 37-103-19(4).
8. Aliens. Section 37-103-23 states that all aliens are classified as nonresidents. However, this section was declared unconstitutional in *Jagmadan v Giles*, 379 F. Supp. 1178 (N.D. Miss. 1974), affirmed in part on other grounds 538 F.2d 1166 (5th Cir. 1976). No statutory provision addressing aliens and residency for tuition purposes is currently in effect. Accordingly, aliens should be treated in the same manner as other persons attempting to prove resident status for the purpose of determining tuition and fees charged by CC/IHL's.
- a. Immigrants Distinguished from Nonimmigrants. Under the Immigration and Nationality Act, aliens are classified as (1) "immigrants", i.e., persons seeking to be permanent residents, and (2) "nonimmigrants", i.e. persons seeking admission to the U.S. for a limited time, usually for a limited purpose.
 - b. Immigrants, Permanent Residents or "Green Card" Holders. Generally speaking, most persons having immigrant or permanent resident status ("green card" holders) have the ability to establish a domicile in Mississippi and to qualify as Mississippi residents.
 - c. Nonimmigrant Visa Holders. Most persons holding

nonimmigrant visas, including F-1 student visas, will not be able to demonstrate the requirements for a Mississippi domicile because their visas are temporary in nature and U.S. approval of their visas may have required a determination that the persons intended to return to their country of origin after the purpose of their visas is concluded. This being the case, the person's domicile would remain in their country of origin. In addition, Section 37-103-5 provides that a person entering Mississippi to attend an educational institution is and remains a nonresident for tuition purposes. See 3 above.

9. Miscellaneous Provisions. Any student willfully presenting false evidence of residency is deemed guilty of a misdemeanor. MCA 37-103-27. Law is not to be construed as requiring the admission of nonresidents. MCA 37-103-29.

* Three (3) of the following documents showing the Mississippi address must be provided prior to enrollment if the student wishes to prove Mississippi residency:

Driver's License
Emancipation Documents
Employment Documents
Court Appointed Guardianship Documents
Homestead Exemption
Income Tax Return
Lease Agreement
Military Orders
Mortgage Documents
Utility Bill
Vehicle Registration
Voter Registration Card
Other approved documentation

International Students

Mississippi Gulf Coast Community College reserves the right to determine the number of international students admitted. International students must meet all of the following admissions requirements at least six weeks prior to enrollment (November 1 for the spring semester or July 1 for the fall semester):

1. Complete a Mississippi Gulf Coast Community College application for admission.
2. Provide proof of immunization against measles, mumps, and Rubella. In addition, the State of Mississippi requires all new foreign applicants to be screened for tuberculosis by the local office of the Mississippi Department of Public Health. Tuberculosis screening must take place in the United States.
3. If English is not the native language of the applicant one of the following is required:
 - a. Test of English as a Foreign Language (TOEFL) score of at least 525 on the paper based, 69 on Internet Based (iBT), and 195 on the computer based test.
 - b. A grade of "C" or better in English Composition I and English Composition II transferred from a regionally accredited university or college within the United States (It is recommended that the applicant take the Test of Written English portion of the TOEFL.)
 - c. Proven proficiency in English following completion of an English as a Second Language (ESL), English Language Institute, or Intensive English Language Program provided through a U.S. college or university designed for non-

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native born students. A letter of recommendation from the program director indicating the student has achieved "proficiency satisfactory to enroll in and successfully complete college work and is able to converse and communicate intelligibly and effectively" must accompany certification of completion.

4. Complete, official scholastic records translated into English (if these are being submitted from a high school, a graduation or completion date must be listed on the transcript) and evaluated by an approved credentialing agency*. Applicants who have not received a degree equivalent to a U.S. high school diploma may submit a passing General Education Development (GED) test score. Transcripts from colleges or universities outside of the United States must be submitted to an approved evaluation service* for evaluation and translation. If the student would like to have credit applied towards a degree from MGCCC, the evaluation service must provide course comparisons for the appropriate courses. Results should be mailed directly to the Office of Admissions at the appropriate campus. This process will take four to six weeks and the college must receive the evaluation prior to the six-week admissions deadline.
5. Official transcripts from regionally accredited colleges or universities (if applicable). Applicants who have completed 12 or more semester hours of college level from regionally accredited colleges or universities are required to submit only their United States transcripts.
6. Provide a copy of the applicant's passport with an effective date through the first six months of enrollment.
7. Provide a notarized Affidavit of Support from a bank indicating available American funds sufficient for tuition, transportation, and room and board for at least the first year of the student's enrollment (\$12,000.00).
8. To secure housing, complete the online Housing Application and pay the \$50 application fee. Residence hall rooms are available on the Perkinson campus on a first come first serve basis. Please note that residence halls are closed during college scheduled breaks and holidays. Students will not be allowed to remain in campus housing during these times and must make their own housing arrangements for scheduled breaks and holidays.
9. Prior to registration, applicants may be required to schedule a personal interview with the Admissions Director and selected instructors to determine the student's ability to perform in the chosen field of study.
10. Participate in an orientation session prior to registration.

Following completion of admission requirements, the Admissions Office will mail the applicant the form I-20.

*The evaluation service is at the expense of the student. Transfer credit from a foreign institution will be considered for acceptance if a course-by-course evaluation is obtained from an agency that is a member of the National Association of Credential Evaluation Services (NACES). NACES identifies foreign colleges/universities meeting the highest standards for accreditation in their countries. Agency information may be obtained at www.naces.org.

Sevis Fee Notice

Effective September 1, 2004, all international students applying for F-1 status are required to pay the SEVIS I-901 fee at www.fmjfee.com. New students and exchange visitors with a Form I-20 or Form DS-2019 issued on or after September 1, 2004 are subject to the fee. Continuing students and exchange visitors are not required to pay the fee except under certain circumstances. For complete information on payment of the fee go to www.fmjfee.com, www.ice.gov or call 1-212-620-3418.

Senior Citizens

Persons above the age of 65 may be admitted on the first day of classes on a space-available basis to any course offered by the College without tuition; however, all fees must be paid by the student (registration, book service, and technology fees). This does not include private or semi-private lessons. Those 62-64 are admitted under the same conditions if retired. Regular admissions requirements must be met prior to registration.

Denial of Admission

Admission to the College may be denied should the campus admissions committee become aware of information that would lead the committee to believe an applicant's admission would not be in the best interest of the student or the college community. Denial of admission to the College may result from any of the following:

- a. Conviction of a felony.
- b. Involvement in use, sale, or distribution of illegal drugs and/or narcotics.
- c. Military discharge under conditions other than honorable.
- d. Involvement in campus disorders at other institutions.
- e. Disciplinary dismissal from other institutions.
- f. Falsifying any information on records required for admission.
- g. A minor living outside the home of his/her legal parent or guardian without the parent or guardian providing the college with advance written permission.
- h. Any information relative to the applicant's character, conduct, and/or institutional relationships that would be inconsistent with the philosophy, objectives, and attitudes of the constituency of the college community.
- i. Any student applying for admission for a subsequent enrollment period will be denied admission for failure to remove financial indebtedness or other unfulfilled obligations to the college resulting from a previous enrollment.
- j. Any other reason or information considered to be of such nature that it would be detrimental to the academic society.

Financial Information

Gulf Coast is one of the best values in education anywhere! That's because we offer world-class instruction and quality in every aspect of college life, yet we keep tuition affordable.

We believe that **expenses** shouldn't keep you from meeting your educational goals. That's why we offer scholarships and other financial-aid options to make going to Gulf Coast affordable and convenient.



Financial Information

Tuition and fees are the same at the three college campuses and the comprehensive centers. At Perkinston (the residence hall campus) residence hall students also pay the costs of room rent and meals.

Expenses will vary according to the legal residence of the parents or guardian of the applying student. For the purpose of determining expenses, students should refer to the section Summary of Expenses listed below. Prospective students should remember that there are a number of nominal miscellaneous fees (listed in the Catalog) that may be charged and that a book service fee is charged.

Some fees are refundable and others are not. The college refund policy is explained following the section titled Miscellaneous Fees.

Summary of Per Semester Expenses - Full-time students

BASIC CHARGES

Tuition (12-18 credit hours)*	\$1,150.00
Registration Fee	50.00
Book Service (per book)**	30.00
Technology Fee	36.00
<i>(\$3 per semester hour not to exceed \$36)</i>	

ROOM & BOARD:

Five-Day Meal Plan	\$1,785
Seven-Day Meal Plan*	\$1,905

*limited to select individuals requiring to live on campus

*Note: Students enrolled in more than 18 credit hours in a semester will be charged a per-credit hour fee of \$115 per credit hour for all credit hours above 18 in addition to full-time tuition.

**Note: Some courses require students to purchase their textbooks and/or other instructional materials rather than rent them. Students may contact the campus bookstore prior to registration to determine required purchases.

Full-time out-of-state residents and international students must pay an additional fee of \$923.00 each semester at the time of registration that is non-refundable. International students will be assessed a one-time application fee of \$100.00. In addition, international students will be charged a \$50 administrative fee each semester. Part-time, out-of-state resident students pay \$192.00 per semester hour. International students are not permitted to be part-time students during the fall or spring semesters. Students may refer to "Determining Residency for Tuition Purposes" under the Admissions section of the Catalog.

Full-time students pay a matriculation fee of \$1,150 each semester except during summer session(s). The cost of courses during the summer is \$115 per semester hour. Exceptions: Healthcare and other career students who are required by the curriculum to continue during the summer will pay the regular matriculation fee charged during the fall and spring semesters.

If a full-time student reduces his or her workload to less than twelve (12) hours of classes during the refund period, the student becomes subject to the part-time student tuition.

A residence hall student who becomes a part-time student must move out of the residence hall and continue his/her studies as a commuter student unless his/her remaining in the residence hall is approved by the Vice President.

The MGCCC Board of Trustees reserves the right to adjust any and all fees as it deems necessary.

Summary of Per Semester Expenses - Part-time students

Tuition Fee (per semester hour)	\$115.00
Registration Fee	50.00
Book Service (per book)*.	30.00
Technology Fee (per semester hour)	3.00

*Note: Some courses require students to purchase their textbooks and/or other instructional materials rather than rent them. Students may contact the campus bookstore prior to registration to determine required purchases.

The MGCCC Board of Trustees reserves the right to adjust any and all fees as it deems necessary.

Student Deferred Fees Payment Schedule

A minimum amount of the total fees as specified by the Business Services office for the Fall and Spring semesters are due at registration. The balance of the fees will be paid during the semester. The payment dates for each Fall semester will be as follows (or the last working day prior to these dates): 1st payment: Registration; 2nd payment: September 30; and 3rd payment: October 30. The payment dates for each Spring semester will be as follows (or the last working day prior to these dates): 1st payment: Registration; 2nd payment: February 28; and 3rd payment: March 30. Payment for all classes taken during each Summer term will be due in full at the time of registration. Fees in the Fall and Spring semesters may not be deferred beyond the 3rd payment date. A \$40 fee will be assessed to each student's account by the Business Office after the third payment becomes delinquent and the student's account will be placed on HOLD. In addition, after the third payment becomes delinquent, the college will take the necessary actions to insure that the student does not continue in class until the student receives a clearance from the campus or center Business Office.

A student who maintains an account balance with the college will not be allowed to register for any future semester until his/her account balance is satisfied.

Summary of Per Semester Expenses Non-credit Continuing Education Courses

All students enrolled in non-credit continuing education courses pay a registration fee due at the time of registration. In addition, tuition and laboratory fees may be assessed for each course based upon the actual instructional cost for the course.

The MGCCC Board of Trustees reserves the right to adjust any and all fees as it deems necessary.

Explanation of Fees

Tuition – entitles a student to the following:

1. To attend MGCCC Athletic events without charge.
2. To attend lyceum programs.
3. To receive private music lessons and use instruments and practice facilities required in his/her curriculum.
4. To participate in other student activities supported by these fees.

Room and Board – All residence hall students are required to purchase a meal ticket. Students may choose to follow either a 5-day or a 7-day meal plan. 5-Day Meal Plan: Students with a meal ticket

Financial Information

General Expenses

electing this plan will be served meals from Monday breakfast through Friday lunch. Students on the 5-day meal plan may utilize the cafeteria services on Friday night, Saturday, and Sunday but must pay on a per meal basis. 7-Day Meal Plan: Students electing this plan are entitled to meals from Monday through Sunday. Residence hall fees are non-refundable.

Registration – helps defray costs of increased security personnel and motor vehicle registration permits. All credit students pay a \$50 fee to cover cost of processing registration. This fee is non-refundable.

Book Service – Students will pay a book service fee of \$30.00 for each book on Book Service. Workbooks and dated material that cannot be reissued must be purchased separately by students. NOTE: Students enrolled in courses that are included in the Book Service program will be charged the Book Service fee whether or not they choose to use the textbook provided by the college.

Book Service Late Fee – Students who return Book Service texts late must pay a late fee of \$5.00 per book. If Book Service texts are returned after late registration of the following semester, the \$5.00 late fee will be waived and the student will be required to pay the replacement cost for a new text. Students who do not return books on time or who owe money to the college bookstore for any reason will have an administrative HOLD placed on all records.

Technology Fee – helps defray the cost of replacing and upgrading on-campus technology equipment and services. \$3.00 per credit hour to a maximum of \$36.00. This fee is non-refundable.

Online Course Fee – Students will be assessed an additional fee of \$10 per credit hour for online courses. This fee is non-refundable.

Out-of-State – helps pay instructional, administrative, and other operational expenses of the college.

Deferred Fee Payment Delinquent Charge – A \$40 fee will be assessed to each student's account each semester after the third payment becomes delinquent and the student's account will be placed on HOLD. For additional information on delinquent deferred fee payments, please see page 23.

Miscellaneous Fees

Art Lab Fees – Students enrolled in 3-D Design and Ceramics I, II, III will be required to pay a \$50 non-refundable per course lab fee.

Science Lab Fees – Students enrolled in a lab based science course (BIO, CHEM, PHY) will be required to pay a \$25 non-refundable per course lab fee.

Medical Malpractice Insurance – All students who enroll in a healthcare program, continuation education, and/or courses that require clinical experiences must enroll in a medical malpractice insurance plan. A group plan is available through the College. The fee is non-refundable and payable at the time of registration.

Returned Check – A \$40.00 fee will be charged by the college for each check returned due to insufficient funds or stop payment.

Transcripts of Credit – Official transcript of credits is furnished without charge. A \$3 fee is charged for a transcript to be faxed.

Housing Application Fee – A \$50 non-refundable fee must accompany the online housing application. This fee does not apply toward the room cost.

Residence Hall (Damage) – Damage to rooms will be assessed on a case by case basis. \$20 will be deducted for each lost room key.

Student ID Replacement Fee – Students are required to keep their college ID's throughout their attendance at MGCCC. There will be a \$10.00 replacement fee for any students requiring additional ID cards.

Substance Test Fee – A \$60.00 non-refundable substance test fee will be assessed to students in Nursing courses and Allied Health Programs.

Paralegal Lab Fee – A non-refundable fee of \$40.00.

Computer Competency Exam – A non-refundable fee of \$25 per test.

GED Testing Fee – A non-refundable fee of \$40 per test and \$12 per retest.

ATI – Students enrolled in the Nursing program are required to participate in the Assessment Technologies Institute (ATI) Comprehensive Assessment & Review Program (CARP). Fees for this service are assessed and paid at registration. The total ATI CARP fees are \$110.00 per student/semester. ATI reserves the right to adjust fees for the CARP program annually. More information will be provided by course instructors at the beginning of each semester.

EPA-HVAC Certification – Students enrolled in ACT 2433 and CRM 1615 will be required to pay a non-refundable \$35 certification testing fee.

Career-Technical Course Fees – Fees for enrollment in Career-Technical courses will be assessed according to Course of Instruction fee rate.

Level I Courses	\$4/credit hour
Level II Courses	\$9/credit hour
Level III Courses	\$13/credit hour
Level IV Courses	\$18/credit hour
Level V Courses	\$22/credit hour

Fees will be non-refundable.

Refund Policy

To be eligible for a refund for tuition and refundable fees, a student must officially withdraw within the refund period and request a refund upon completion of the withdrawal procedure. Calculation of the amount of refund will be based on the last date of attendance and the following provisions:

1. Out-of-state fees are non-refundable fees unless a student officially withdraws prior to the first day classes meet in an enrollment period.
2. Adjustments to accounts will be calculated based on total refundable semester charges – not percentage of partial payment.

Tuition and Book Service fees are refundable as follows:

- 100% of refundable fees if official withdrawal and request for refund is received prior to the first day of the term.
- 90% of refundable fees through the second week of classes for full-term (Fall and Spring) classes. Students may contact the campus Business Office to verify the last date of withdrawal to obtain a 90% refund.
- 90% of refundable fees through the first week of classes for Keesler Center, Naval Construction Battalion Center, and other short-term (Fall and Spring) classes. Students may contact the center or campus Business Office to verify the last date of withdrawal to obtain a 90% refund.
- 0% refund thereafter.

Financial Information

Exceptions to the above are as follows:

- Meal costs on the Perkinson Campus are refundable up to the unused balance of cost if applied for during the first three months of the semester.
- Title IV Federal Student Aid – All aid for students who are receiving Title IV Federal Aid are refunded to the appropriate source on a pro-rata basis upon the student's total withdrawal during the first 60% of the enrollment period.
- Non-Credit Refund Policy – Registrants for Continuing Education classes (including seminars, workshops, and skills classes) will be entitled to a 100% refund, provided written notification is received by the appropriate Continuing Education Specialist one week prior to the start of the class. If the class is canceled, a full refund will be given. A registrant may designate a substitute person to attend if notification is received at least 24 hours prior to beginning of the class/program. The College reserves the right to substitute instructors, change class schedules, and cancel programs due to insufficient enrollment or unforeseen circumstances. Any exceptions to this policy must be submitted in writing to the Vice President of Community Campus or designee for approval. Travel to Learn programs are not eligible for refunds unless college cancels activities/trips.
- Student Medical Withdrawal – MGCCC has adopted a statement addressing the required procedures to accommodate credit students with an unforeseen medical problem. These procedures address the refund of tuition for currently enrolled students who must withdraw from classes due to a medical emergency. Copies of these procedures and required forms can be obtained at the campus Admissions Office.
- Residence hall fees are non-refundable.

In all cases, unpaid charges will be deducted during the calculation of refunds.

A number of financial assistance options are available for students from federal, state and local sources. These options include grants, scholarships, loans, and work-study opportunities. Financial Aid Offices at each MGCCC campus can provide further information about the options.

Grant Programs

Federal Pell Grant: Federal grant awarded to first-time undergraduate students with financial need. The Free Application for Federal Student Aid (FAFSA) is used to determine eligibility. The FAFSA can be completed on the internet at www.fafsa.gov

Federal Supplemental Educational Opportunity Grant (FSEOG): Federal grant awarded to first-time undergraduate students with exceptional financial need. Eligibility is based on financial need, amount of other aid and the availability of funds. Students who complete financial aid files by June 1 will receive priority consideration for this program.

Leveraging Educational Assistance Partnership (LEAP): Grant awarded to students who receive Federal Pell Grants, are Mississippi residents and are enrolled full-time. Eligibility is based on financial need, amount of other aid and the availability of funds. Students who complete financial aid files by June 1 will receive priority consideration for this program.

Academic Competitiveness Grant (ACG): Federal grant awarded to Pell Grant recipients who are full-time students, U.S. citizens, and

who have successfully completed a rigorous high-school program.

Mississippi Tuition Assistance Grant (MTAG): Grant offered by the state of Mississippi through the Mississippi Office of Student Financial Aid for students who are residents of Mississippi with a 2.5 high school GPA and ACT score of 15 or above. Students may apply after January 1 each year at www.mississippi.edu/riseupms/.

Mississippi Eminent Scholars Grant (MESG): Grant offered by the state of Mississippi through the Mississippi Office of Student Financial Aid for students who are residents of Mississippi with a 3.5 high school GPA and ACT score of 29 or above, or semifinalist/finalist of the National Merit Scholarship or National Achievement Scholarship competition. Students may apply after January 1 each year at www.mississippi.edu/riseupms/.

Institutional Scholarships

The college is committed to assisting students with financial resources based on academic and participatory performance. In order for students to be eligible for any Institutional Scholarship, they must complete the Free Application for Federal Student Aid (FAFSA) annually and eligibility for federal aid confirmed. Institutional Scholarships at the College are comprised of three major categories: Merit Scholarships, Performance and Service-Based Scholarships, and Athletic Scholarships.

Merit Scholarships

Academic Scholarships: The college provides academic scholarship opportunities for full-time, "first-time to enter college" freshmen students with qualifying ACT scores. Students must apply for admission, meet the requirements as listed below, and send the "Request for Academic Scholarship" to the campus of their choice. Please note that hours taken as a dually enrolled high school student do not affect scholarship eligibility.

Presidential Scholarship: ACT Score 28 and above or Valedictorian/Salutatorian of High School graduating class.

Full Tuition, book service and room/board (Residence halls are only available at the Perkinson Campus).

To be eligible, a student must be a legal resident of Mississippi and enrolled in a minimum of 15 semester hours. This scholarship is renewable up to four consecutive semesters, not including summer.

To remain eligible, students must maintain a 3.5 or higher cumulative grade point average as a full-time student. Students who drop below the 3.5 will be placed on scholarship probation for one probationary semester to allow the student to regain the 3.5 cumulative GPA. If the student does not bring the cumulative GPA up to 3.5 or above the next semester, the student will no longer receive the scholarship. Priority deadline is April 1.

Deans Scholarship: ACT Score 25-27 Full Tuition

To be eligible, a student must be a legal resident of Mississippi and enrolled in a minimum of 15 semester hours. This scholarship is renewable up to four consecutive semesters, not including summer.

To remain eligible, students must maintain a 3.0 or higher cumulative grade point average as a full-time student. Students who drop below the 3.0 will be placed on scholarship probation for one probationary semester to allow the student to regain the 3.0 cumulative GPA. If the student does not bring the cumulative GPA up to 3.0 or above the next semester, the student will no longer receive the scholarship. Priority deadline is April 1.

Financial Information

Financial Aid

Incentive Scholarship: ACT Score 21-24 Half Tuition

To be eligible, a student must be a legal resident of Mississippi and enrolled in a minimum of 15 semester hours. This scholarship is renewable up to four consecutive semesters, not including summer.

To remain eligible, students must maintain a 2.5 or higher cumulative grade point average as a full-time student. Students who drop below the 2.5 will be placed on scholarship probation for one probationary semester to allow the student to regain the 2.5 cumulative GPA. If the student does not bring the cumulative GPA up to 2.5 or above the next semester, the student will no longer receive the scholarship. Priority deadline is April 1.

Honors Scholarships: Full-tuition scholarship awarded to eligible participants in the Honors College. Interested students should contact the program sponsor at the campus they plan to attend. Priority deadline is April 1. To be eligible for an Honors Scholarship, a student must be enrolled in a minimum of 15 semester hours. Information regarding entrance and continued eligibility for the Honors College and Honors Scholarship can be found in the College Catalog.

Career-Technical Scholarships: Full-tuition scholarship awarded to Mississippi residents that are full-time, “first-time to enter college” freshmen career/technical students who have a high-school diploma and have completed a two-year secondary career/technical/vocational program with an overall high school average of B or above.

A half-tuition career/technical scholarship is also available for students with a “C” average in academic courses and an “A” average in career/technical courses.

The eligibility requirements to continue to receive this scholarship are that a student must maintain a cumulative grade point average of 3.0 or higher and to successfully complete a minimum of 15 semester hours each fall and spring semester. The Career-Technical Scholarship is renewable for the length of the program as prescribed in the college catalog and is applicable to all career technical programs which award a diploma, Associate of Applied Science degree, or Associate of Applied Science in Occupational Education degree.

Career and Technical Student Organization Competition Scholarship: Full-tuition scholarship awarded to Mississippi residents that are full-time, “first-time to enter college” freshmen career/technical students who have a high-school diploma, have completed a two-year secondary career/technical/vocational program and have either placed first in a state competition or first, second or third in a national competition sponsored by an MDE recognized vocational student organization.

The eligibility requirements to continue to receive this scholarship are that a student must maintain a cumulative grade point average of 3.0 or higher and to successfully complete a minimum of 15 semester hours each fall and spring semester. The Career and Technical Student Organization Competition Scholarship is renewable for the length of the program as prescribed in the college catalog and is applicable to all career technical programs which award a diploma, Associate of Applied Science degree, or Associate of Applied Science in Occupational Education degree.

MDE nationally recognized vocational student organizations are:
 Distributive Education Clubs of America (DECA)
 Family, Career and Community Leaders of America (FCCLA)
 Future Farmers of America (FFA)
 Future Business Leaders of America (FBLA)

Health Occupations Students of America (HOSA)
 SkillsUSA
 Technology Student Association (TSA)

GED Scholarships: Students who earn a GED score of 577 or higher are awarded a half-time scholarship for one semester covering a maximum of six semester hours. This scholarship covers tuition.

Students who earn a GED score of 450 to 576 are eligible to take one free class for one semester covering a maximum of three semester hours. This scholarship covers tuition.

In order to qualify for these awards, students must have taken the GED test within the past three years, be over the age of 18, and their attendance at MGCCC must be their first-time college attendance.

MS Jr. Miss, Miss MS America and MS Miss Hospitality Scholarships: A full-tuition scholarship awarded to full-time, “first-time to enter college” freshmen student (hours taken as a dually enrolled high school student do not affect scholarship eligibility). To be eligible, a student must be a Mississippi Jr. Miss preliminary winner and/or a Miss Mississippi America preliminary winner and/or a Mississippi Miss Hospitality preliminary winner and enrolled in a minimum of 15 semester hours.

This scholarship is renewable up to four consecutive semesters, not including summer. To remain eligible, students must maintain a 3.0 or higher cumulative grade point average as a full-time student. Students who drop below the 3.0 will be placed on scholarship probation for one probationary semester to allow the student to regain the 3.0 cumulative GPA. If the student does not bring the cumulative GPA up to 3.0 or above the next semester, the student will no longer receive the scholarship. Priority deadline is April 1.

Performance and Service-Based Scholarships

These scholarships are awarded on a student’s individual abilities. Interested students should contact the appropriate departments regarding tryouts. These scholarships include such performance and/or service groups as managers, band, cheerleaders, choir, drama, Mississippi Sound, Perkettes, Reflections, and Resident Assistants.

To be eligible for Performance and Service-Based Scholarships, a student must be enrolled in a minimum of 15 semester hours. This scholarship is limited to six total semesters. To remain eligible, students must maintain a 2.5 or higher cumulative grade point average as a full-time student. Students who drop below the 2.5 will be placed on scholarship probation for one probationary semester to allow the student to regain the 2.5 cumulative GPA. If the student does not bring the cumulative GPA up to 2.5 or above the next semester, the student will no longer receive the scholarship. Priority deadline is April 1.

Athletic Scholarships

These scholarships are awarded based on a student’s individual abilities. Athletic Scholarships require students to comply with all MACJC and NJCAA policies. The awarding of athletic scholarships will be in accordance with the MACJC Handbook as approved by the community and junior college presidents.

*Please note that residence hall students on the Perkinston campus are required to take a minimum of 12-seated hours on campus. Students living in residence halls are allowed to take on-line classes for any additional hours above the 12-seated hour requirement.

Financial Information

Procedures for the Application of Institutional Scholarships

- A. A maximum of two Institutional Scholarships may be applied to a student's account each semester. In the case of multiple Institutional Scholarships, a student should choose the two scholarships which benefit him/her the most.
- B. Institutional Scholarships are applied only after all applicable grant funds have been credited to the student's account. For more information on the application of payments to a student's account, please refer to Statement No. 709.2.
- C. The value of Institutional Scholarship(s) are eligible for a total cash refund not to exceed \$900 per semester regardless of the number of Institutional Scholarships or amount of Institutional Scholarship funds applied to a student's account. Refunds of Institutional Scholarships will only be awarded if the student's account balance reflects zero after all payments are applied. Any balance remaining in an Institutional Scholarship(s) will be returned to the College.
- D. The amount of funds received from an Institutional Scholarship(s) is limited to tuition and/or book service for commuter students and tuition, book service, and/or room/board for residential students. Fees including, but not limited to, registration fees, technology fees, on-line class fees, Career-Technical program fees, excessive credit hour fees (any credit hours above 18 semester hours), etc., will not be included in the amount of Institutional Scholarship funds awarded. Any fees applied to the account of a student who qualifies for a cash refund of Institutional Scholarships will be deducted from the student's cash refund prior to receiving the cash refund.

Foundation and Alumni Scholarships

Scholarships made available through gifts from individuals, corporations and organizations. They are awarded to students based on merit and/or need, based on the eligibility criteria established by the donor. Applications are available from any MGCCC Financial Aid Office or a high school guidance office. The priority deadline to apply for alumni/foundation scholarships is April 1 of each year. In order for students to be eligible for any Foundation and Alumni Scholarships, they must complete the Free Application for Federal Student Aid (FAFSA) annually and eligibility for federal aid confirmed. For a current listing of scholarships, go to http://www.mgccc.edu/future_students/financial_aid/scholarships.php.

Employee Fee Waiver

Full-time employees/retirees, their spouse, and dependents who are children of full-time employees/retirees are awarded a full-tuition waiver. In cases of children being married or over 21 years of age, it will be necessary for the employee to certify in writing to the Vice President of Administration and/or the Vice President on the campus affected that he or she is contributing at least fifty percent to the support of the child. Recipients of the employee fee waiver are expected to maintain "satisfactory academic progress" as outlined in the financial aid section of the MGCCC catalog. These funds are non-refundable to students.

Senior Citizens Tuition Waiver

Persons above the age of 65 may be admitted on the first day of classes on a space-available basis to any course offered by the College

without tuition; however, all fees must be paid by the student (registration, book service, and technology fees, etc.) This does not include private or semi-private music lessons. Those 62-64 are admitted under the same conditions if retired. Regular admission requirements must be met prior to registration.

College Employment Programs

Work-Study Program: Part-time on-campus employment is available to eligible students. Students must complete the FAFSA to determine eligibility and the college financial aid application. Eligibility is based on financial need, other aid awarded and availability of funds. Students are employed part-time and are paid monthly. Students who complete financial aid files by June 1 will be given priority consideration.

Cooperative Education: A program which provides students with the opportunity to apply their educational learning experience to the practical world of work. Students alternate periods of college with periods of work in business, industry, social services, and private agencies. These periods of work are an integral part of the student's education and are arranged with employers by MGCCC.

Two approaches are available for cooperative education. The alternating plan provides for a semester of full-time (12 hours or more) study followed by a semester of full-time employment (40-hour work week) until completion of school. The parallel plan enables the student to attend classes for a part of the day and work for a part of the day.

For more information, contact the coordinator of cooperative education at the Jackson County, Jefferson Davis or Perkinston Campus.

Loan Programs

Federal William D. Ford Loan Programs are low interest loans that students and parents of dependent students may obtain from the U.S. Department of Education. They include the Federal Subsidized Direct Loan, Federal Unsubsidized Direct Loan and the Federal PLUS Direct Loan. Students must complete the Free Application for Federal Student Aid (FAFSA), loan counseling and separate application forms with the college before a loan can be certified.

How to Apply for Financial Aid

1. Complete the MGCCC application for admission.
2. Complete the Free Application for Federal Student Aid (FAFSA) after January 1 for the upcoming school year. Students must submit an electronic application at www.fafsa.gov. MGCCC school codes are 002417 (Perkinston Campus), 002418 (Jackson County Campus), 002419 (Jefferson Davis Campus).
3. Complete the MGCCC financial aid application and FAFSA by June 1 to receive priority consideration for Federal Work-Study (FWS), Federal Supplemental Education Opportunity Grant (FSEOG) and Leveraging Educational Assistance Program (LEAP).
4. Complete the Alumni/Foundation Scholarship application by April 1 for priority consideration for scholarship assistance.
5. Respond to any requests from the Federal Processor and/or campus financial aid office for additional information.
6. Reapply for financial aid each school year.
7. Schedule an appointment with the campus financial aid director, as needed, for additional information and assistance.

Financial Information

Total financial aid awards for a student may not exceed the cost of attendance or the student's financial need, as determined by the FAFSA.

Title IV Financial Aid

Satisfactory Academic Progress (SAP)

Mississippi Gulf Coast Community College is required by federal regulations to establish minimum standards of satisfactory academic progress (SAP) to determine a student's eligibility for federal financial aid programs including:

- Federal Pell Grant
- Federal Supplement Education Opportunity Grant (FSEOG)
- Leveraging Educational Assistance Partnership (LEAP)
- Academic Competitiveness Grant (ACG)
- Federal Work Study
- Federal Direct Loan Program

Students must meet these minimum satisfactory academic progress standards in order to initially receive and to maintain eligibility for Title IV funds. These satisfactory academic progress standards apply to all students, including transfer students and students who did not previously receive financial aid.

To make satisfactory academic progress, a student must:

1. pass a minimum percentage of all courses attempted;
2. maintain a minimum cumulative grade point average (GPA); and
3. complete a degree or diploma program within a maximum time frame

Qualitative Standard

(Hours Earned and Grade Point Average)

Satisfactory academic progress will be measured according to the chart below:

Cumulative Semester Hours Attempted*	Cumulative Grade Point Average	Min. % of Sem. Hours Passed
1-6	1.00	50%
7-18	1.50	50%
19-30	1.75	67%
31-41	1.90	67%
42 and above	2.00	67%

*Academic history is reviewed for all students applying for financial aid, regardless of whether financial aid has been previously received. Hours attempted include all coursework on the transcript, including transfer credit and grades of I, IP, W, WP, WF, and forgiven courses.

Quantitative Standard

(Maximum Time Frame for Eligibility)

Students must complete an associate type degree or diploma program within a certain time frame. Federal regulations allow a maximum time frame of 150% of the number of credits needed to complete the associate type degree or diploma program. This time frame is effective for all students, even those, that have not previously received financial aid. The 150% rule applies to all classes attempted by the student, including vocational, developmental and transfer

hours. Once a student earns an associate degree from MGCCC, they are not eligible to participate in financial aid program without appeal.

Example: A student working toward an A.A. degree needs 64 hours to graduate. Once that student completes 96 hours (64 hours x 1.5), he/she is no longer eligible for financial aid.

Satisfactory Academic Progress (SAP)

Review and Notification

SAP standards will be checked at the end of each term when grades are posted to the transcript. Students who fail to meet satisfactory academic progress standards will be notified by the financial aid office by mail and/or posting of the status to "Financial Aid/My Overall Status" in MGCCC Web Services.

Financial Aid Probation/Warning is a status assigned the first time a student fails to meet satisfactory academic progress standards. A student placed on probation at the end of a term will be eligible for financial aid the following term of enrollment. He/she must complete the necessary coursework and/or earn the quality points necessary to meet these required Federal SAP standards for both required Cumulative GPA and Minimum Percentage of Hours Passed as shown above.

Financial Aid Suspension will result under the following conditions:

- Student on probation fails to meet satisfactory academic progress requirements
- Student withdraws from, drops out, or fails all classes during warning/probation periods.
- Student reaches 150% maximum time frame

Financial Aid Appeals

Any student who has been suspended from receiving financial aid may appeal in writing to the Director of Financial Aid for reinstatement of eligibility. Because students receive an automatic warning period, only appeals detailing mitigating circumstances beyond the students control will be considered. In the appeal, the student must describe and document any mitigating circumstances ("serious" illness, personal injury, death of an immediate family member or other circumstances beyond your control) that affected academic performance or length of enrollment.

The Director of Financial Aid will review the appeal and respond in writing within thirty working days. The response may reinstate the student to full eligibility, deny eligibility, or may grant probationary eligibility. Because students receive an automatic term of probation, reinstatement or additional terms of probation are not generally approved. Students whose appeals are denied by the Director of Financial Aid may appeal in writing to the campus Dean of Student Services. The campus Dean of Student Services, in conjunction with other two campus Deans of Student Services will render a decision.

Student Services

Our **Student Services** staff embodies the college's mission: to make a positive difference in people's lives every day.

We're dedicated to giving you the highest quality customer service, and we're here to help you when you need it, so don't hesitate to come to us with a problem or suggestion.

That's what we're here for.



Student Services

Student Services is an administrative, service-oriented unit within MGCCC. Student Services provides many facilitating and developmental activities and programs for students. Eight of the most important functions are outlined below:

1. Advisement:

MGCCC conducts a comprehensive advisement system to aid students in selecting an educational major, exploring educational goals, selecting courses and scheduling classes. An important aspect of an effective advisement system is close association between students and the faculty advisor. Periodic scheduled contacts are held during each semester to facilitate the system. Students are advised to check the campus calendar for dates and times of scheduled meetings.

2. Orientation and Placement Assessment:

All entering first time freshmen are required to attend a scheduled orientation program prior to the beginning of the semester. Orientation is a process of welcoming students to the college. Explanations of policies, procedures and programs take place at this time. Since entering freshmen may differ in their academic preparation, the college makes every effort to determine the appropriate level of beginning instruction for each student. The college currently uses the American College Test Assessment (ACT's) or COMPASS. After assessment in the areas of English, mathematics and reading, students are placed in courses appropriate with their ability levels and academic background.

3. Counseling:

Counseling and guidance services are provided to students through the Student Services Department. Emphasis is placed on providing information concerning educational and career opportunities, personal and social development, orientation to college life and decision making skills. Evaluation of credit, both Mississippi Gulf Coast Community College and transfer, is available upon request by the student.

4. Veterans Educational Services:

Each campus Veterans Affairs Office assists former service personnel and dependents that are eligible for benefits. All students receiving V.A. educational benefits are required to report changes in course load, withdrawal and absences, or interruption in attendance to the office of Veterans Affairs to minimize personal liability resulting from over payments of V.A. benefits.

5. Assessment Centers:

Campus assessment centers provide a variety of proctored testing services. Some of the services provided by the assessment centers will include proctored testing for on-line courses, Nurse Entrance Exam (NET) testing for students seeking entrance to the Associate Degree Nursing program, Test of Essential Skills (TEAS) for students seeking entrance to the Practical Nursing program, Credit for College Level Examination Program (CLEP)

allowing students to achieve college credits by examinations and COMPASS testing used to evaluate competency levels of potential students in specific academic areas. Other services are also available. Students anticipating testing should contact the assessment centers on the appropriate campus in advance to schedule a test.

6. Financial Aid:

A number of financial assistance options are available for students from federal, state and local sources. Refer to the "Expenses" section of this catalog for information about available financial aid opportunities, application procedures and requirements.

7. Career Development Center:

The Career Development Center, located on the Jefferson Davis Campus, provides career counseling and assessment to assist students in selecting a college major or career goal based on their interests, skills, values, and personality traits. In addition to individual counseling, numerous print and internet resources are available to help the student in this decision making process.

8. Child Care Services.

The college operates child care development facilities to provide low-cost child care services to full-time students. Facilities are operated at the Jackson County, Jefferson Davis, and Perkinson Campuses. The centers are in full-compliance with the standards and regulations provided through the Mississippi Department of Health, and all staff have degree qualifications as Early Childhood Professionals. Applications are available in the Early Childhood Education Office.

CONDUCT AND DISCIPLINE

Mississippi Gulf Coast Community College requires standards of behavior which it considers essential to fulfillment of the College's mission. The Code of Student Conduct defines expected behaviors and clearly addresses student conduct for which disciplinary sanctions may be imposed by the College. The Code of Student Conduct is published in the College's Policies and Procedures Manual Statement No. 717, which is located on the college website at: http://www.mgccc.edu/Documents/MGCCC_PP.pdf. Student conduct and discipline is also published in the student handbook, which is located at: http://www.mgccc.edu/current_students/student_handbooks.php.

Student Services

Right of Appeal

A student has the right to appeal disciplinary action taken against him or her by the conduct committee, and the student must appeal the decision within five days of the conduct committee's decision. The criteria for the Right of Appeal is stated in Policies and Procedures Statement No. 717, which is located on the college website at: http://www.mgccc.edu/Documents/MGCCC_PP.pdf. Students may also see the student handbook for specific directions for appealing the decision of a conduct committee.

VETERANS ADMINISTRATION INFORMATION

Admission requirements must be met before the student is certified to the Veterans Administration. Admissions documents will become part of the permanent record of the applicant granted admission.

Maintenance of Records

Permanent records pertaining to the enrollment of VA benefits recipients will be maintained in an identifiable fashion. The permanent records are under the administrative supervision of the campus Director of Admissions and maintained by the Records Clerk for each campus and its centers. All financial records are maintained by the Dean of Business Services. Certification of eligible students is the responsibility of the campus or center VA certifying official.

Residency Information for Military and Dependents

Special provisions regarding in-state residency are provided for military members and their dependents. (See MGCCC Catalog - Residency) To be considered for in-state tuition status, proper documentation must be provided (current military orders, DD214, etc).

Previous Education and Training Period

Each permanent record will show previous education and training. Enrollment certificates submitted to the Veterans Administration will reflect proper credit for previous education and training. An evaluation will be made by proper officials of the college of a student's previous educational experiences. A prospective student should make known to college admissions personnel that his or her past record includes creditable courses. Certifying officials should be alert to the possibility that an eligible student might already have taken exactly the same work for which he or she is seeking admission and certification to the Veterans Administration; therefore, a dual responsibility exists on the part of the student to present documentary evidence of acceptable educational experiences and on the part of the educational institution to insure that training in precisely the same subject matter is not repeated and counted toward an eligible person's credit load.

Standards of Progress for Students Receiving VA Benefits

(Refer to the Scholastic Probation, Suspension and Readmission Policy)

Attendance Records for Students Receiving VA Benefits

It is important to the student, the college, and the Veterans Administration that eligible persons closely adhere to attendance policies contained in official college publications. If the student exceeds the number of allowed absences, notification will be made by the instructor or instructors on the enrollment system (EASY), and proper notice will be given to the Veterans Administration that the student is carrying a reduced load. However, the student has an equal responsibility to make the certifying official aware of changes in courses or course load immediately after or prior to the change. The last day of pursuit will be determined by any of the following methods: (a) attendance records; (b) last activity date reflected in the instructor's record; (c) last papers submitted; (d) last examination completed; (e) a student's reasonable statement of last date of attendance.

Reports to the Veterans Administration

Any change in the 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.

SERVICEMEMBER'S OPPORTUNITY COLLEGE

As a result of meeting criteria developed by the Department of Defense and the American Association of Community and Junior Colleges, the Mississippi Gulf Coast Community College is recognized as a Servicemember's Opportunity College and pledges itself to a continuous institutional effort toward helping active duty servicemembers in obtaining their educational goals and to seek new approaches that will better meet the educational needs of servicemembers.

Further information about these programs may be obtained from admissions offices on each of the campuses.

Student Services

Each campus offers its student body extracurricular activities designed to supplement and enrich academic pursuits. Full-time faculty or administrative staff serve as advisors to campus organizations and activities. Advisors are required to attend all meetings and activities of the club/organization and will ensure that all students in the club/organization follow the college student conduct code.

Athletics

The Intercollegiate Athletic Program at Mississippi Gulf Coast Community College is consistent with the college mission by contributing to the educational development of individual athletes. Through training and competition, students gain discipline and opportunities for social, moral, and personal development.

Mississippi Gulf Coast Community College is fortunate in having a highly successful athletic program which was already in existence on the Perkinston Campus when the two new campuses were created. The Bulldogs, as the college athletic teams are known, compete in the Mississippi Community College Athletic Conference in football, basketball, baseball, soccer, softball, golf and tennis. These competitive teams have won local, state, and national championships in recent years with many students being named as All-American.

Students who participate in intercollegiate athletics must comply with the existing rules and regulations of the Mississippi Community and Junior College Athletic Association and the National Community and Junior College Athletic Association. Therefore, all athletes must fulfill college admissions requirements and remain in good academic standing in order to participate in intercollegiate athletics.

Intramural athletic contests are held on each campus. These events provide exercise and fun while building teamwork and character.

Career and Technical Support Services

The Career-Technical Department at Mississippi Gulf Coast Community College believes that all students deserve a chance to be successful in their fields of study.

A Career-Technical Support Team at each campus or center can help you succeed in the career or technical field of your choice. These dedicated personnel assist students in successfully mastering a career or technical program.

The Support Teams are dedicated to serving the needs of all students: students with disabilities; students entering non-traditional fields; students who are single parents or displaced homemakers; students who are economically disadvantaged; and students who have difficulty with the English language.

Clubs and Organizations

A variety of clubs and organizations are available at Mississippi Gulf Coast Community College, including:

MGCCC Reflections. The college sponsored recruitment and hospitality team composed of students from each campus.

Members are selected after application based on communication skills, past extra curricula activities, character and grade point average. Half-tuition scholarships are awarded to Reflection members.

Phi Theta Kappa. A national community/junior college honorary fraternity stressing scholarship and leadership.

Phi Beta Lambda. A national association for business students with chapters on each campus.

Future Educators of America. FEA is an organization for students planning to enter the field of education. Students are introduced to the nature and functions of the state (MAE) and national (NAE) organizations.

The following organizations and clubs are active on one or more campuses:

Ad Club (Perkinston Campus) is a college chapter of the national organization known as the AAF (American Advertising Federation). To be eligible for membership, an individual must currently be registered in at least one class such as Marketing, Advertising, or Advertising Design.

Alpha Beta Gamma (ABG). An International Business Honor Society established in 1970 to recognize and encourage scholarship among two-year college students in business curricula. To achieve this goal, ABG provides leadership opportunities, forums for the exchange of ideas and the stimulation of interest in continuing academic excellence. ABG is a member of the Association of College Honor Societies and an affiliate member of both the American Association of Community Colleges and the Association of Canadian Community Colleges.

Delta Epsilon Chi. The purpose of this club is to develop leadership in the field of marketing and distribution.

Delta Club (for science and mathematics students). Promotes interest in such technical fields as engineering.

Dramatics Clubs. The purposes of this club are to give an insight into the makeup and origin of the stage and to cultivate an appreciation of drama as a whole.

Health Occupations Students of America (HOSA). (for health occupations students). Organization promotes occupational training, teamwork, self-discipline, leadership, and compassion for others. These clubs are active at most campuses and centers of the college.

National Technical Honor Society (NTHS). A national organization for career and technical students designed to recognize scholarship and develop leadership among those students.

SkillsUSA. This association for career, technical, and health occupations students develops the student's social and leadership abilities, as well as his/her skill area. Members are active in community and campus activities, and may participate in annual skills Olympics at the state and national levels.

Student Nurses Organization. This association aids in the preparation of student nurses for the assumption of professional responsibilities. It serves as a channel of communication between the student nurses and the graduate professional nurses organizations.

Student Services

Student Humanitarians for Advancement and Change.

SHAC is a group of motivated students who believe in changing the world a little at a time. Students practice teamwork and leadership skills in putting together various projects that include but not limited to local charitable causes.

Other clubs include American Welding Society, Art Club, Connections, Country Club, Court Reporting, Criminal Justice, Delta Psi Omega, Horticulture Club, Hotel/Motel/Restaurant, Human Services Club, JC Computing Association, JC Intramural Sports Club, JC Singers, Life Christian Support Group, Medical Laboratory Technology Club, Minority Leadership Society, Music Club, Paralegal, PE Club, Perk Players, Rotoract, Scholar's Bowl and Students on Service.

There are also student religious organizations such as Baptist Student Union, Canterbury Club (Episcopalian), Newman Club (Catholic), Westminster Fellowship (Presbyterian), Wesley Foundation (Methodist). The purpose of these organizations is to enrich the spiritual life of the student, afford an opportunity for discussion and to be a channel of service to others.

English as A Second Language (ESL) Classes

These classes are non-credit classes for the individual for whom English is not the primary language. Contact the campus adult basic skills managers for class placement.

GED Classes and Testing

GED preparatory classes are available at the campuses as well as at most college centers. College adult basic skills managers may schedule assessment testing to determine the student's potential for passing the GED test. The GED exam is given monthly at most college sites and may include weekend and evening testing.

Gulf Coast Youth Leadership Program

Recognizing the need to develop and support leadership of the youth of the Gulf Coast . . . the decision-makers of tomorrow. Mississippi Gulf Coast Community College, in conjunction with the local public and private high schools and industry sponsors, offers Gulf Coast Youth Leadership program for the MGCCC district.

The Youth Leadership Program has been designed from the basic principles of the adult leadership programs operating in the coastal counties and at the state level. Developed as an ongoing program, Youth Leadership incorporates a value-based program of personal development, choices and responsibilities, with a sense of community, achieving results and accountability.

The Gulf Coast Youth Leadership Program's purpose is to develop high school students into leaders who are informed, motivated, and committed to working toward an improved quality of life. The goal of the program is to identify and help develop youth with leadership skills and an in-depth knowledge of the Gulf Coast community.

The Mississippi Gulf Coast Community College District Workforce Council recognized the importance of developing future leaders and included the expansion of the youth leadership program

in the Workforce Educational Services Strategic Plan. Industry/business leaders play a major role in the youth leadership program through presentations to the youth, conducting field trips to company/plant sites, and mentoring the individual youths as well as serving as Gulf Coast Youth Leadership sponsors.

Hall of Fame

Each year a number of students equal to one percent of the full-time enrollment on each campus are selected by the faculty for recognition in the Yearbook Hall of Fame. These students must have a 2.0 or higher average and possess qualities of leadership, citizenship and personality.

Lifelong Learning Institute

Mississippi Gulf Coast Community College provides an educational opportunity designed to meet the needs of America's maturing population through the MGCCC Lifelong Learning Institute (LLI). Mature adults who care about lifelong learning, who are self-motivated, and who wish to continue their experiences with other like-minded individuals are what the LLI is about.

The Institute is a membership driven program. Committees made up of LLI members decide the who, what, when, where decisions that affect the courses, activities and travel plans of each LLI chapter. Benefits for members include, monthly lecture series, annual health screenings, special rates at the wellness/fitness centers and a comprehensive travel program.

Men and women who are 50 years or older may join the Lifelong Learning Institute. Members are from a wide range of experiences and backgrounds. They share one essential attribute: a belief in lifelong learning.

Fine Arts

MGCCC's Marching Band of Gold, Perketta Dance Team, and Salsa Band are located on the Perkinston campus. All three campuses offer choral groups, small ensemble vocal groups, drama productions, piano and student art shows.

Publications

Student Newspapers. The Mississippi Sound on the Jefferson Davis Campus is published by students. The Bulldog Barks on the Perkinston Campus is published by students.

College Yearbook. Material is compiled and edited by students under a faculty advisor for a college-wide yearbook.

Student Centers

There are popular locations on each campus where students gather in their leisure time for socializing and relaxation.

The residential campus at Perkinston has other recreational facilities including a modern student center where pool, ping-pong, card games and TV are available. Tennis courts are available at JD and JC campuses. Swimming pools are located on all campuses.

Student Services

Student Councils

Students have the opportunity to take an active part in the student council on each campus. Made up of elected representatives from each class of the college, these democratic bodies, through executive and advisory functions, are the voices of the students in helping to determine the success of the college.

The student council plans wholesome recreational and social activities for the students, encourages student discussion of campus concerns, presents helpful recommendations to the faculty and administration and generally acts in an advisory capacity to the students.

The student council on each campus also exercises general supervision over other campus organizations and must approve the formation of any new group on campus.

The College Student Council Association

The College Student Council Association represents, by the democratic process, the student bodies of Mississippi Gulf Coast Community College with its three campuses. In addition, the college student council coordinates the college student activities; adds unity to the student body of the three campuses; and serves as a mainspring for student activities, which will add to the wholesome and total development of each participant and the college organization.

The membership of the College Student Council Association is composed of six representatives of each campus. Each member is guaranteed all rights of membership and shall be subject to all procedures in accordance with the constitution. (The six representatives will be the four executive officers, the freshman class president and the sophomore class president.) The campus council president has the power to appoint representatives, if one of these officers cannot attend meetings.

Residence Life (Perkinston Campus)

Living accommodations are provided on the Perkinston Campus. Each residence hall has its own distinctive features, along with certain standard conveniences. Each residence hall has coin-operated laundry facilities, live-in professional staff, and student resident assistants. Air conditioned rooms are designed for double or triple occupancy and are provided with closet or wardrobe space, twin beds, desks, chairs, mattresses, telephone jacks, cable access, and internet access. Students must provide bed linens, pillows, towels and other small personal items such as a small wastebasket, study lamp, television, stereo, telephone, and other decorative items. Students are required to purchase a 5 day meal plan. Students should not keep valuables in their rooms. The resident will be requested to release and hold harmless the College from any liability for theft of any personal property from resident's room.

For additional information, contact the Housing Office, P.O. Box 548, Perkinston, MS 39573, phone number (601) 928-6220. To reserve a room, students must be pre-registered for 12 or more hours and submit an **Application for Student Housing**. To remain

eligible for housing, timely fee payment and full-time status are required. Room charges are non-refundable.

The Mississippi Gulf Coast Community College Alumni Association

This organization serves as a link between the college and its alumni, faculty and friends. It proposes to relate the college program to the community and to make the college aware of the needs of the people in the four-county area served by Mississippi Gulf Coast Community College.

Membership and Organization: Former students, faculty, staff and friends are eligible for membership in the Association. Annual dues are \$10.00 per person. Life membership is \$50.00 single and \$75.00 couple.

The Hall of Fame Awards were established in 1970 to honor former students who have brought fame and honor to the college through their achievements. A faculty member is chosen from each campus as Instructor of the Year and is honored at the Spring Reception.

Student organizations and individuals are encouraged to make nominations for the Instructor of the Year. The Association presents each graduate with a complimentary two-year membership.

The Mississippi Gulf Coast Community College Foundation

The Mississippi Gulf Coast Community College Foundation, Inc., was established and chartered in 1974 to administer an endowment fund for the extension of educational service within the college district. It is governed by a twelve member Board of Directors who serve voluntarily. Officers elected from the Board are President, Vice President and Secretary-Treasurer. The President of the college, being an ex officio member of the Board, serves as Executive Secretary of the Board.

Membership may be obtained through a minimum investment of \$250, payable over a five-year-period. For more information, write to MGCCC Foundation, Inc., P.O. Box 99, Perkinston, MS 39573.

Who's Who

A number of sophomores not to exceed two percent of the full-time enrollment on each campus will be chosen from nominees for the Hall of Fame for inclusion in Who's Who Among Students in American Junior Colleges.

Instructional Program

Confidence is what you make of it. Same goes with college. Whether you're on the academic route and planning on transferring to a university or looking to land a great job after a year or two at Gulf Coast, Gulf Coast will upgrade your chances at success, no matter your life plan.

Our academic, career and technical programs are on the forefront of technology, on target with class schedules and on the top-100 list of America's community colleges.

Look at it this way: Confidence isn't high-tech stuff... it's simply knowing you can do it.



Instructional Program

Academic Load

A normal class load is 16 semester hours. A full-time student is required to enroll in at least 12 semester hours of credit. A student maintaining fewer than 12 semester hours is considered part-time. A student may not take more than 19 hours without permission from the Campus Vice President, unless the student's curriculum indicates otherwise.

When a full-time student drops below 12 semester hours, the student automatically becomes a part-time student. If this occurs, a part-time student tuition fee is charged in lieu of full-time tuition.

A residence hall student who drops to part-time status must move out of college housing and continue his/her studies as a commuter student unless the Dean of Student Services and Campus Vice President approve the student to remain in college housing.

Grades

At mid-term and again at the end of the semester, the instructor reports the academic standing of each student in each course. Mid-term grades and final grades are available to students online at www.mgcc.edu in Web Services. Mid-term grades allow students to evaluate their progress; however, unlike final semester grades, they are not official and do not appear on the transcript.

Grades are based upon proficiency attained by the student demonstrated primarily by the quality of work done in the classroom. Letter grades used and their meaning are as follows:

- A** Represents superior or outstanding achievement in prescribed work
- B** Above-average achievement in prescribed work
- C** Average level of achievement
- D** Below-average achievement
This is the lowest passing grade.
- F** Failure to pass prescribed work
- I** Incomplete
The prescribed work was not finished by the end of the semester. If the work is completed within the following semester (summer term does not count), the "I" may be changed to A, B, C, or D. If the work is not completed within that semester, the "I" will be changed to "F."
- IP** In Progress
At the end of the grading period, the student is progressing but has not completed the course during that grading period. This grade is utilized for a limited number of Developmental Studies competency-based courses. If the student does not reenroll in the "IP" course, the "IP" will change to an "F" at the end of the next semester (summer term does not count).

- AU** Audit
Awarded at the end of a course when the student has properly registered as an auditing student (see Auditing a Course).
- W** Withdrawal
Student officially withdrew before the end of the official withdrawal period or withdrew due to extenuating circumstances with the approval of the dean of instruction.
- WP** Withdrawal Passing
Student dropped by the instructor for noncompliance with the college's attendance policy. Work completed at a passing grade level.
- WF** Withdrawal Failing
Student dropped by the instructor for noncompliance with the college's attendance policy. Work completed at a failing grade level.
- P** Pass
Awarded to students enrolled in a pass/fail class or who have successfully completed a challenge exam.

Grade Changes Due to Error

Corrections of semester grades due to error should be requested within six weeks after the end of the semester in which the error was made.

Quality Points and Grade Point Average (GPA)

A student must average a minimum of two quality points for each semester hour of work attempted to qualify for graduation. Points are computed on grades as follows:

- A** 4 quality points per semester hour
- B** 3 quality points per semester hour
- C** 2 quality points per semester hour
- D** 1 quality point per semester hour
- F** 0 quality point per semester hour

Grades of I, IP, AU, W, WP, WF, and P do not incur quality points. If a student does not earn sufficient quality points in a course or fails the course, the student can repeat the course to improve the grade and quality points. The best grade earned in the same course is used to compute GPA. A transfer student's quality points will be computed on the grades of earned semester hours.

Grade point averages are determined by totaling the quality points earned in all courses and dividing the sum by the total semester hours attempted.

Example: A student earns a grade of A in English Composition I (3 semester hours) and a grade of B in General Biology I (4 semester hours).

$$\begin{aligned}
 &3 \text{ semester hours} \times 4 \text{ quality points} = \\
 &12 \text{ quality points for English Composition I.} \\
 &4 \text{ semester hours} \times 3 \text{ quality points} = \\
 &12 \text{ quality points for General Biology I.} \\
 &24 \text{ total quality points} / 7 \text{ semester hours attempted} = \\
 &3.43 \text{ GPA}
 \end{aligned}$$

Instructional Program

President's and Vice President's Lists

Scholarship is the chief goal of serious college students. The Board of Trustees, administration and faculty attempt to stimulate and recognize exemplary scholastic achievement each semester.

President's List: Students will be recognized on the President's List by earning twelve or more semester hours with a 4.0 (all A's) grade point average.

Vice President's List: Students will be recognized on the Vice President's List by earning twelve or more semester hours with a 3.30 to 3.99 grade point average with no grade less than a "C."

Scholastic Forgiveness of Grades

Mississippi Gulf Coast Community College is committed to assisting students in the achievement of their educational goals through its open-door admissions policy. Some students are not academically prepared for college-level work or encounter problems that result in failure to achieve satisfactory grades. These students often make the decision to drop out or "stop out" until they are ready to continue their education. To alleviate the difficulties associated with low grade point averages, many institutions allow students to eliminate the computation of grades on previous work for purposes of graduation. This practice, commonly referred to as scholastic forgiveness, is not endorsed by all institutions.

Any student readmitted to MGCCC may petition for scholastic forgiveness of grades as outlined in the following procedure.

Scholastic forgiveness of grades does not change the policies and regulations that govern financial aid and veterans benefits eligibility.

Procedure for Scholastic Forgiveness

1. The student must complete the Petition for Scholastic Forgiveness of Grades, which may be obtained from the campus Director of Admissions.
2. The Petition for Scholastic Forgiveness must be made prior to the end of the second semester of readmittance following 24 consecutive months of non-enrollment at any post secondary institution.
3. The student will be counseled as to the conditions outlined in this statement and on the Petition. The student should be advised that all college credits earned previous to a semester designated by the student will be eliminated from the computation of the student's grade point average and eliminated from all academic regulations such as probation, suspension, and honors. These eliminated credits may never be used toward graduation at Mississippi Gulf Coast Community College.
4. The student's transcript will reflect the complete scholastic record but will contain the notation at the appropriate point that all previous grades have been forgiven.
5. Scholastic Forgiveness of grades can be declared only once and cannot be revoked once granted.
6. The completed Petition for Scholastic Forgiveness of Grades with appropriate signatures must be submitted to the Director of Admissions and filed in the student's permanent record.

Absentee Policy

Students are allowed one hour of absence per semester hour for lecture courses. Two hours of absences are allowed per semester hour for laboratory courses. Three hours of absences are allowed per semester hour for clinical/internship courses. If course objectives require a combination of lecture, lab or clinical/internship time, then the absences will be apportioned according to the limitations stated.

Excessive tardies will not be tolerated and will count as absences. An instructor may drop a student after the student misses more than the number of absences per semester hour that the course carries. Excused absences are permitted at the discretion of the instructor and are not counted as absences. Official absences are excused by the college and are not counted as absences. Instructors will be notified of such official absences by the college. In extenuating circumstances, students who are dropped after exceeding allowable absences may petition for reinstatement to the Dean of Instruction who advises the student of the proper procedure.

Practical Nursing students will be allowed a maximum of eight (8) days absence during this one-year program to comply with state mandated curriculum guidelines. A student may be absent only three (3) days during the Fall and Spring semesters and two (2) days during the Summer semester. Tardy/late absences will be accumulated as outlined in the current Practical Nursing Student Handbook. A student will be dropped from the program for excessive absences but may submit a written petition for readmission with supporting documentation to the Assistant Dean of Career/Technical Instruction and Appeals Committee within one week of being dropped from the PNV course.

For absentee policies pertaining to Cosmetology and Career and Technical Healthcare programs, see the Cosmetology and Health Occupations Handbook.

Withdrawal Procedures

The withdrawal period for full-term classes concludes on the Friday of the 10th week of the semester. For specific withdrawal dates and refunding periods for all classes, please refer to the college calendar. Additional information on the withdrawal process is also described in the student handbook, which is located at: http://www.mgccc.edu/current_students/student_handbooks.php.

Instructional Program

Scholastic Probation

Scholastic probation is conditional permission to continue in college when standards of scholastic progress are not met. If a student fails to achieve minimum requirements during any term, he/she will be placed on scholastic probation.

Minimum Scholastic Standards of Progress*

<i>Cumulative Semester Hours Attempted</i>	<i>Cumulative Grade Point Average (GPA)</i>
1–6	1.0
7–18	1.5
19–30	1.75
31–41	1.9
42 and above	2.0

*All programs of study require a minimum 2.0 GPA for graduation even if the program is less than 42 credit hours.

Transfer Students

Transfer students, once admitted, will be under the same scholastic probation, suspension, and re-admission policy as other students. Credit from regionally accredited postsecondary institutions will be added to the MGCCC transcript and articulated courses will be included in the overall GPA.

Financial Aid

Financial Aid Satisfactory Academic Progress differs from the Scholastic Standards of Progress. Students must meet the minimum scholastic standards of progress to receive financial aid. For example, the grade of “W” will count in hours attempted for financial aid purposes, but not in the cumulative grade point average. Students receiving financial aid should request a copy of these standards from the campus Director of Financial Aid or review “Financial Aid Satisfactory Academic Progress” in the “Expenses” section of this publication.

Healthcare Programs

Certain healthcare programs require students to meet “program standards of progression” in order to continue in the program. Students not meeting these standards may continue to enroll at MGCCC in other programs as long as they maintain minimum MGCCC standards of progress.

Returning to Good Standing

In order for a student to return to Good Standing after being placed on Scholastic Probation, the student must achieve a 2.0 term GPA the following term to be removed from probation (i.e. if the probation results from fall grades, the student must achieve a 2.0 GPA in the spring semester).

Scholastic Suspension

Students who fail to meet the 2.0 GPA at the end of their probationary semester will be suspended from the College. The student is prohibited from enrolling in classes for one semester following suspension and any pre-registered classes will be removed from the system. Upon returning, the student will be placed on probation for two semesters and must achieve a 2.0 term GPA the first semester and a cumulative 2.0 GPA the second semester to continue enrollment.

Readmission

Any student suspended for scholastic reasons for the first time qualifies for re-admission on conditional status by remaining out of the College for at least one (1) full term (summer term included).

A student may petition, in writing, the Campus Admissions Committee for immediate re-admission on conditional status in the case of mitigating circumstances. Petitions will be decided on an individual basis. See the Dean of Student Services or Director of Admissions on the appropriate campus for more information.

After second and subsequent suspensions, the student will be eligible to apply for conditional readmission only after remaining out of the College for at least two (2) full terms. No immediate re-admission will be considered except in extraordinary circumstances. Some nursing and healthcare programs have specific readmission procedures.

Auditing a Course

Students registering for audit purposes will be charged regular tuition fees. When official grades are not desired, audit privileges are available to students for the purpose of review and/or special interest. Please refer to the Student Handbook at the campus where you are registered or plan to register for more detailed information on the audit process or it can be found on the MGCCC college website at http://www.mgccc.edu/current_students/student_handbooks.php.

Academic Awards

Awards for high academic achievement may be given each year at the discretion of the faculty. These are usually awarded to a full-time sophomore who has the highest academic achievement in the area the student has designated as his or her major.

Instructional Program

Credit by Non-Traditional Means

The total of credit by non-traditional means may not exceed 38 semester hours. MGCCC will award no credit by non-traditional means for courses or programs not offered within the current curriculum of the college.

I. Credit for College Level Examination Program (CLEP)

The College-Level Examination Program (CLEP) enables colleges to evaluate achievement and award credit. A wide range of college-level examinations is offered by CLEP to anyone who wishes to participate. The CLEP exam can only be taken once every six months. Scores on the tests are reported to the student and the appropriate college, employer, or individual:

- A. Credit for the CLEP Examinations will be awarded if the scores meet or exceed the minimum ACE recommended scores standard. Students taking CLEP tests before July 1st 2001 should refer to the college catalog for the year the test was taken for scoring requirements.
- B. All courses listed in the Mississippi Gulf Coast Community College Catalog are eligible for credit if CLEP has an established examination in that subject. Mississippi Gulf Coast Community College is an approved limited CLEP testing site. See the campus Assessment Center proctor to schedule a CLEP examination.
- C. To receive credit through CLEP a person must enroll in MGCCC to take additional semester hour credit courses.
- D. The appropriate course numbers and semester hour credit awarded through the use of CLEP will be placed on the student's transcript under the heading "credit awarded by CLEP." No grade will be assigned.
- E. Students must consult university of their choice for specific transferability of CLEP credit.
- F. Credit for the CLEP Subject Examinations will be awarded in the following courses: (Students in healthcare programs should consult department chairperson about acceptable credit.)

CLEP Subject Area	MGCCC Equivalent	Sem. Hrs.	Score Required
<i>Business:</i>			
Information Systems and Computer Applications	CSC 1113	350
Principles of Accounting	ACC 1213	650
Business Law and The Legal Environment of Business	BAD 2413	350
Principles of Marketing	MMT 1113	350
Principles of Management	MMT 2213	350
<i>Education:</i>			
Human Growth and Development	EPY 2533	350
<i>English:</i>			
American Literature	ENG 2223, 2233	650
English Composition	ENG 1113, 1123	650
English Literature	ENG 2323, 2333	650

<i>Humanities*:</i>		650
<i>Modern Languages: (Level 2 scoring 4 semesters awarded)</i>			
College French Levels 1 & 2	MFL 1113, 1123	650
	MFL 2113, 2123	1262
College Spanish Levels 1 & 2	MFL 1213, 1223	650
	MFL 2213, 2223	1263
<i>Mathematics:</i>			
College Math*	MAT 1213, 1233	650
Calculus	MAT 1613	350
College Algebra	MAT 1313	350
Trigonometry	MAT 1323	350
<i>Sciences:</i>			
Biology	BIO 1134, 1144	850
General Chemistry	CHE 1214	450
Natural Sciences*		650
<i>Social Sciences:</i>			
American Government	PSC 1113	350
U.S. History I	HIS 2213	350
U.S. History II	HIS 2223	350
General Psychology	PSY 1513	350
Principles of Macroeconomics	ECO 2113	350
Principles of Microeconomics	ECO 2123	350
Introductory Sociology	SOC 2113	350
Western Civilization I	HIS 1113	350
Western Civilization II	HIS 1123	350
<i>Social Sciences and History*:</i>		650

*CLEP General Examinations

II. Tech Prep Articulation Credit

Any student from the Mississippi Gulf Coast Community College Tech Prep Consortium of participating secondary schools wishing to receive advanced articulated credit must be in good standing at the former institution. The applicant shall be responsible for procuring the proper documentation. Granting of credit for previous training will be done after completion of the first semester of enrollment at MGCCC.

The following stipulations will be upheld:

- A. The applicant must meet all admission requirements as stated in the Mississippi Gulf Coast Community College Catalog.
- B. To be eligible for Local Articulation credit, a student must complete the articulated Secondary Vocational Program and receive at least a grade of 85 in the secondary program of study. Students must contact the MGCCC counseling center to begin this process.
- C. To be eligible for Statewide Articulation credit, a student must complete the articulated Secondary Vocational Program and score an 80 percentile or higher on the Mississippi Career Planning and Assessment System (MS CPAS) in their secondary program of study.
- D. To be awarded Statewide Articulation credit a student must successfully complete 12 non-developmental career/technical or academic credit hours in the corresponding articulated postsecondary Career-Technical program of study.

Instructional Program

- E. To be awarded Local and Statewide Articulation credit a student must be a first-time enrollee at Mississippi Gulf Coast Community College.
- F. Verification of secondary grades will be by official transcript.
- G. All Tech Prep Articulation credit will be exempt from Mississippi Gulf Coast Community College fees.
- H. Credit awarded for Tech Prep Articulation courses will be identified on the transcript as "Tech Prep Articulated Credit." A letter grade will not be assigned and the semester hours will not be factored in the students' grade point average. Tech Prep Articulation credit may be used to meet Mississippi Gulf Coast Community College graduation requirements. Students must consult the university of their choice for specific transferability of "Tech Prep Articulation Credit."

III. Advanced Placement

Students entering Mississippi Gulf Coast Community College will be allowed credit on the Advanced Placement Examination administered by the College Entrance Examination Board and sponsored by participating high schools.

For an Advanced Placement score of 4 or 5, 6 or 8 semester hours will be awarded if offered by the college in the subject area. For scores of 3, 3 or 4 semester hours will be awarded if offered in the subject areas.

IV. Credit by Departmental Examination

- A. Credit may be obtained in courses on the basis of departmental examination only for courses other than those for which the CLEP credit is available. Exceptions must be approved by the Department, Dean of Instruction and the Vice President.
- B. Permission to take a departmental challenge examination must have the approval of all members of the department who teach the course and the appropriate Dean of Instruction. Students covered under the college adopted career and technical articulation agreement with high schools will not be charged a tuition fee. Cost for these examinations will be at the rate of \$25 per semester hour. No other tuition will be charged for the course. For courses with labs, a performance test may also be required at the discretion of the department concerned.

V. Credit For Life Experience Program

The credit for life experience process begins with the student meeting with the department chair in the area that the credit will be requested at the campus he/she is attending.

A. Prior Learning Portfolio

A prior learning portfolio is a written record presented by the student requesting college credit for learning outside the classroom. Credit is given only for college-level learning. Portfolios will require the following elements:

1. Identification and definition of specific prior learning for which college credit is being requested.

2. An essay or narrative explaining how this prior learning relates to the student's desired degree program, from what experiences it was gained and how it fits into his overall education and career plans.
3. Documentation that the student has actually acquired the learning he is claiming. This documentation must address each of the course objectives/learning outcomes as defined on the course syllabus for the course that the student is requesting credit for life experience.
4. A credit request listing exactly how much credit the student expects in each subject area.

B. Portfolio Review

1. The portfolio review will be done by the department chairs college-wide. In addition, the designated campus instructor that is teaching the course where credit is being determined will also be a member of the portfolio review committee.
2. The deadline dates for the student to apply for a portfolio review will be August 1 (review to be done prior to the beginning of fall semester), November 1 (review to be done prior to the spring semester), and April 1 (review to be done prior to the summer semester).
3. To be eligible for portfolio review, a student must be admitted and registered or a continuing MGCCC student.

C. Additional Requirements

1. If a CLEP exam is available in the subject area for which the student is requesting credit, the student must take the CLEP exam in order to earn any college credit. The portfolio method is not an option.
2. The maximum number of credits that a student can earn through the portfolio method is credit for three specific MGCCC courses with a maximum of 15 credit hours.
3. On the MGCCC transcript, the credit awarded will be designated as Credit for Life Experience/Portfolio.
4. The student receiving college credit for life experience must sign a statement indicating knowledge that this credit is applicable at MGCCC but may not be recognized by other institutions of higher learning.
5. The student will be charged a non-refundable fee of \$25 per credit hour for a portfolio review.

VI. Defense Activity for Non-Traditional Educational Support (DANTES)

Courses on the college level taken through DANTES are acceptable for credit as awarded provided the minimum recommended acceptable score is attained. Courses that are not specifically applicable to a particular program may be counted as elective credit.

The DANTES Subject Standardized Testing Program is an extensive series of examinations in college subjects that are comparable to the final or end-of-course examination in undergraduate courses. ACE recommends three college credits for each examination with four college credits awarded for some

Instructional Program

science courses. The DSSTs recommends three college credits for each examination. The DSSTs are:

Business

- Business, Introduction to
- Computing, Introduction to
- Financial Accounting, Principles of
- Organizational Behavior
- Personal Finance
- Human Resource Management
- Supervision, Principles of

Humanities

- Art of the Western World
- Ethics in America
- Introduction to World Religions
- Public Speaking, Principles of
- Technical Writing

Mathematics

- Business Mathematics
- College Algebra, Fundamentals
- Statistics, Principles of

Science

- Astronomy
- Physical Geology
- Physical Science I, Principles of

Social Sciences

- Anthropology, General
- Contemporary Western Europe
- Human/Cultural Geography
- Lifespan Developmental Psychology

Technical

- Criminal Justice
- Law Enforcement, Introduction to

VII. Credit for Military Service Experience and Training

Upon presentation of an official transcript of military experience (Community College of the Air Force - CCAF, Army American Council on Education Transcript System - AARTS, Sailor/Marine American Council on Education Registry Transcript - SMART, Coast Guard Institute), a student may have credit awarded as recommended for the lower division category or the career/technical category. In instances where a transcript is not available, students may submit copies of forms DD214 or DD295.

Students with a minimum of six months but less than one year of active military duty will receive 2 semester hours of physical education credit for basic training. Students with one year or more of active military duty will receive 4 semester hours of physical education credit. Students who present a Certificate of Basic Eligibility, Form 2384, will receive two semester hours credit in physical education.

Credit for Service Schools will be awarded in accord with the recommendations of the American Council on Education in the Guide to the Evaluation of Educational Experiences in the Armed Forces. This credit will be awarded as recommended for the lower-division category or the career/technical category as determined by the evaluating officer.

VIII. Credit in certain law enforcement courses

Credit may be allowed for completion of specific courses, programs, academies and workshops following departmental recommendation and approval by the Dean of Instruction and the Vice President. Specific credit recommendations are:

Basic Law Enforcement Course for Sheriffs or Basic Law Enforcement Course for Police:

Introduction to Law Enforcement	CRJ 1313	3
Police Operations	CRJ 2313	3
Physical Education	HPR.	2
Total Semester Hours		8

IX. Credit for Approved Apprenticeship Programs

MGCCC, in partnership with sponsoring companies, coordinates specific apprenticeship programs designed to meet the training needs of apprentices as outlined by the Bureau of Apprenticeship Training of the U.S. Department of Labor. Participants in these programs are employed by a sponsoring company and must meet all apprenticeship entry requirements specified by the Bureau of Apprentice Standards. Apprenticeship programs vary in length from 4,000 to 8,000 clock hours, including work experience training and classroom instruction. Classroom instruction includes related studies needed to perform on-the-job skills. Apprenticeship instructors monitor work experience training and insure rotations are maintained. Upon satisfactory completion of the apprenticeship, the participant is classified as a journeyman with the sponsoring company.

A person who has satisfactorily completed an approved apprenticeship program may receive 36 semester hours of credit toward the Associate of Applied Science in Occupational Education (AASOE) degree. Other requirements for the ASSOE degree are outlined under "Graduation information."

Instructional Program

Cooperative Education Program

Cooperative Education is an educational process designed to integrate classroom study with planned and supervised on-the-job experience outside of the formal classroom environment. The student alternates periods of college with work periods, working in business, industry, social services and private agencies. These work periods are an integral part of the students' education and are arranged with the employers by Mississippi Gulf Coast Community College. Mississippi Gulf Coast Community College exercises supervision and control over the students' activities at the establishment to insure a comprehensive training experience.

Two approaches are available for Cooperative Education: the alternating plan and the parallel plan. The alternating plan provides for a semester of full-time (12 hours or more) study followed by a semester of full-time employment (40 hours per week) until completion of school. The parallel plan enables the student to attend classes for a part of the day and work for a part of the day. Under the parallel plan, students must work a minimum of 15 hours a week.

Students must complete a minimum of one semester, maintaining a grade point average of 2.0 or better to qualify for this program. The course credit earned for the Cooperative Education work experience can be used toward graduation from Mississippi Gulf Coast Community College.

The program is coordinated through the respective campus Assistant Dean of Career-Technical Education.

Community Campus Continuing Education

At MGCCC, continuing education is a delivery system for individual participation in lifelong learning offerings for self-enrichment, occupational or professional development, and/or keeping abreast of the changing world. Continuing education courses, whether taken for supplementary or preparatory reasons, are offered to the community as needs are realized. Continuing education courses are offered throughout the district through a consistent procedure to include: short term, non-credit classes, industry specific training courses, travel to learn, workshops and seminars, and non-credit basic skills classes. To enhance and market regular programs, the delivery of non-credit programs may be provided at all department levels in the college and online.

Mobile Training Unit

"Training for a World of Opportunity" is conducted using the college's 34-foot motor coach fully equipped for instructional purposes. The mobile training unit is geared for computer applications training, basic skills instruction, occupational assessment, and recruitment activities where employers can identify areas in which employees need improvement and training. This self-contained unit can provide training anywhere at any time to meet the needs of the community regardless of location and power source. This unit has provided industry up-to-date software training, on-site without a disruption of business or hardware/space constraints. Computer stations with dual monitors, LCD projector, VCR, and television are included in the equipment.

Developmental Studies

Before admission to any curriculum, entering freshmen must submit ACT scores or take basic skills tests in reading, writing and mathematics. If there is evidence of academic deficiency in any of these areas, students will be required to take developmental studies courses. Developmental studies classes utilize classroom and computerized instruction designed to prepare students for other college courses. The courses offered in Developmental Studies are not designed for transfer credit (these courses include MAT 0113, MAT 0123, MAT 1233, REA 0113, and ENG 0113). Developmental courses are not considered in calculating GPA and semester hours to meet graduation requirements.

eLearning

Mississippi Gulf Coast Community College offers credit and non-credit courses through the Mississippi Virtual Community College (MSVCC) Consortium. Delivered by qualified and well-trained faculty members, eLearning courses address the same student learning outcomes and are considered the same credit as the "on-site" equivalent courses. eLearning courses may be used as credit to fulfill graduation requirements of Mississippi Gulf Coast Community College. For more information, visit the eLearning website at: <http://www.mgccc.edu/elearning/>.

Honors College

In order to provide services to meet the educational needs of the community as a whole, Mississippi Gulf Coast Community College established the Honors Program in 1987. The Honors College offers special courses and activities, along with full-tuition scholarships, to academically talented students. Students who wish to participate in the program must complete an application, attend an interview with the Honors College Director, and meet any two of the appropriate criteria. The Honors College only considers college-level coursework; therefore, developmental courses are excluded from all requirements.

Criteria for entering freshmen:

1. A minimum ACT Composite score of at least 25 (required for full-tuition scholarship),
2. The top 10 percent of their high school class in a college preparatory program, or
3. Recommendations from two instructors/faculty members

Criteria for students entering with previous college work:

1. A minimum ACT Composite score of 25,
2. A cumulative GPA of at least 3.5 with no grade lower than C on a minimum of 15 hours (required for full-tuition scholarship), or
3. Recommendations from two instructors/faculty members

Instructional Program

In order to remain in the program, honors scholars must maintain a cumulative GPA of at least 3.2 with no grade lower than a C and must take seven hours of honors credit each semester to include the honors forum. Students who drop below the required cumulative GPA of 3.2 but not below a cumulative GPA of 3.0 will be placed on probation for one semester to allow the student to regain the 3.2 cumulative GPA. The student will remain in the program and retain the scholarship while on probation. Only one probationary semester is allowed during the four-semester program.

All courses designated Honors must include the general course objectives and additional research that results in written assignments (8 to 10 pages) and an oral presentation or equivalent activity appropriate to the study of the course. Projects are subject to the approval of the Dean of Instruction, Department Chair, and Honors College Director. Participation in honors courses are by Honors College Director permission only. Honors courses are designated with an H on the transcript.

The following courses within the general education core are designated as Honors courses:

English

ENG 1113H	Honors English Composition I
ENG 1123H	Honors English Composition II

Social Science

ECO 2113H	Honors Macroeconomics
ECO 2123H	Honors Microeconomics
PSC 1113H	Honors American Government
PSY 1513H	Honors Psychology
SOC 2113H	Honors Sociology

Mathematics

MAT 1313H	Honors College Algebra
MAT 1613H	Honors Calculus I
MAT 1623H	Honors Calculus II
MAT 2613H	Honors Calculus III
MAT 2623H	Honors Calculus IV

Science

BIO 1134H	Honors General Biology I
BIO 1144H	Honors General Biology II
BIO 2514H	Honors Anatomy and Physiology I
BIO 2524H	Honors Anatomy and Physiology II
BIO 2924H	Honors Microbiology
CHE 1214H	Honors General Chemistry I
CHE 1224H	Honors General Chemistry II
CHE 2425H	Honors Organic Chemistry I
CHE 2435H	Honors Organic Chemistry II
PHY 2514H	Honors General Physics I-A
PHY 2524H	Honors General Physics II-A

Humanities

ENG 2213H	Honors American Literature I
ENG 2223H	Honors American Literature II
ENG 2323H	Honors British Literature I
ENG 2333H	Honors British Literature II
ENG 2423H	Honors World Literature I

ENG 2433H	Honors World Literature II
HIS 1163H	Honors World Civilization I
HIS 1173H	Honors World Civilization II
HIS 2213H	Honors American History I
HIS 2223H	Honors American History II
PHI 2113H	Honors Introduction to Philosophy

Public Speaking

SPT 1113H	Honors Public Speaking
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Learning Resources Centers

The Learning Resources Center encompasses the Library, Media Services, and Learning Lab at Mississippi Gulf Coast Community College. Our goal is to provide learning resources which support and enhance all educational programs at Mississippi Gulf Coast Community College.

Library: The purpose of the libraries at Mississippi Gulf Coast Community College is to provide instructional support services that reinforce the curriculum of the college. We accomplish this by providing a well-trained staff, excellent resources, and accessible facilities. We both encourage and assist students to use the resources of our library to meet their personal needs and educational goals.

Media Services: The purpose of the Media Services Department at Mississippi Gulf Coast Community College is to foster the educational endeavors of the faculty, staff, and students. We accomplish this by providing high-quality audiovisual equipment and a wide variety of current media materials for curriculum support of classroom instruction.

Learning Labs: The purpose of the Learning Labs at Mississippi Gulf Coast Community College is to support and advance teaching and learning by helping students develop the skills necessary to be successful learners through the creation of a supportive learning environment that fosters intellectual growth.

GRADUATION INFORMATION

Selection of Catalog for Graduation

Students must meet graduation requirements for each associate type degree or diploma as outlined in the current catalog or a catalog not more than six years old at the time of the anticipated graduation. Selection of the catalog must be approved by the Dean of Student Services. The catalog selected must contain the program of study for the year during which the student earned credit.

Instructional Program

Graduate College-Level Competencies

Mississippi Gulf Coast Community College identifies five college-level competencies within the general education core curriculum for all Associate of Arts, Associate of Applied Science and Associate of Applied Science in Occupational Education degree graduates. Graduates of Mississippi Gulf Coast Community College will be considered proficient in the following competencies:

- effective written communication
- mathematical problem solving
- effective oral communication
- critical thinking
- application of technology

General Graduation Requirements

General graduation requirements apply to all plans of graduation. These requirements include earning a minimum of 64 hours with a quality point average of at least 2.0 for all course work attempted (excluding developmental courses), including two semester hours of physical education. (Under certain conditions, other work may be substituted for physical education, provided a substitution-of-course form is completed and approved by appropriate college officials.) When a course is repeated, the higher grade is used in computing quality point average at Mississippi Gulf Coast Community College.

Transfer students must earn a minimum of 25 percent of the required semester credit hours at Mississippi Gulf Coast Community College to be eligible to receive a degree from the college.

All associate type degree programs include a core of general education courses (15-16 semester hours) that is outlined in the three degree programs. The core includes at least one course from each of the following areas: English, Humanities/Fine Arts, Natural Sciences/Mathematics, Public Speaking, and Social/Behavioral Sciences.

Students planning to receive an associate type degree or diploma must complete a formal application available in the Records Office or Counseling/Career Center of each Campus or Center. Candidates for fall, spring or summer graduation should consult Student Services for application deadlines. Students are strongly encouraged to work closely with faculty advisors and Student Services counselors so that appropriate courses are taken to meet graduation requirements. Ultimate responsibility, however, does rest with the individual student.

Computer Competency

All students who receive Associate degrees from Mississippi Gulf Coast Community College must demonstrate computer competency by one of the following:

- Successful completion of required computer courses in a degree program that meet the application of technology college-level competencies;
- Successful completion of 3 credit hour computer elective course;
Computer elective courses approved to meet the computer competency requirement will include all of the following skills which are identified in the application of technology college-level competency.

1. File Management - Students will be able to save files, make folders and manage files for their educational area.
 2. Using E-mail - Students will be able to receive and send messages and documents.
 3. Using the Internet to find information and resources - Students will be able to efficiently use search engines to locate information from a variety of Internet resources.
 4. Using a Word Processor - Students will be able to manipulate text and format a variety of documents.
 5. Using Spreadsheets - Students will be able to create spreadsheets to record information, including skills such as using formulas and creating graphs.
 6. Software Application - Students will be able to use basic software applications.
- Computer course credit by a departmental examination, CLEP or other non-traditional credit as defined in the section of the catalog "Credit by Non-Traditional Means."

Upon successful completion of any of these MGCCC courses, a student will have met the computer competency requirement for graduation:

- BAD 2533 Microcomputers and Business Management
- BOT 1133 Microcomputer Applications
- BOT 1143 Word Processing
- BOT 2833 Integrated Computer Applications
- CAT 1213 Fundamentals of Graphic Computers
- CPT 1323 Survey of Microcomputer Applications
- CSC 1123 Microcomputer Applications
- CSC 1213 BASIC Programming
- CSC 1223 BASIC Programming II
- CSC 1613 Computer Programming I with Java
- CSC 2134 Programming I with C/C++
- CSC 2144 Programming II with C/C++
- CSC 2323 FORTRAN Programming and Applications
- CSC 2413 COBOL Programming
- CSC 2623 Computer Programming II with Java
- DDT 1313 Principles of CAD
- IST 1113 Fundamentals of Information Technology

If the student does not meet the computer competency requirement through any of the above methods, he/she must successfully complete the Mississippi Gulf Coast Community College computer competency exam, which is administered by the campus Assessment Centers. When a student fails to pass the computer competency exam on their first two attempts, s/he cannot attempt the exam again for 6 months.

Honors and Special Honors Distinction

Graduation candidates who meet graduation requirements earning a grade point average between 3.30 and 3.69 will graduate with Honors. Candidates who meet graduation requirements and earn a GPA of 3.70 or higher will graduate with Special Honors. GPA will not be rounded to determine honors and special honors.

Instructional Program

Specific Graduation Requirements

I. Associate of Arts (AA)

The Associate of Arts degree is awarded for the successful completion of courses designed as the first two years of a four-year college/university curriculum leading to a baccalaureate degree. This degree encompasses programs listed under "University Parallel Programs" in this catalog.

- A. This degree requires the completion of 64 semester hours with an overall grade point average of 2.0 or above.
- B. The 64 hours must include the following:
 - English, 6 semester hours (*English Composition I and II*)
 - Social Science, 6 semester hours (*government, geography, economics, psychology, sociology, marriage and family, anthropology, human growth and development*)
 - Math, 3 semester hours (*MAT 1313 or higher math – MAT 1723 does not count*)
 - Science, 8 semester hours (*any science with a laboratory*)
 - Physical Education, 2 semester hours
 - Humanities, 6 semester hours (*any literature, history, foreign language, philosophy*)
 - Fine Arts, 3 semester hours (*any appreciation course*)
 - Public Speaking, 3 semester hours
- Total, 37 semester hours.**
- C. Computer competency must be demonstrated as defined above.
- D. Additional 27 hours cannot include career or developmental classes.

II. Associate of Applied Science (AAS)

The Associate of Applied Science degree is designed to meet the educational needs of students who are seeking preparation for employment in occupational fields not requiring a baccalaureate degree. This degree encompasses programs listed under "Technical Programs" in this catalog.

- A. Students must earn an overall 2.0 grade point average in their program requirements to earn an A.A.S. and have a cumulative G.P.A. of 2.0 to graduate.
- B. Each program must have a minimum of 64 hours including the general core requirements as follows:
 - English, 3 semester hours (*English Composition I*)
 - Social Science, 3 semester hours (*government, geography, economics, psychology, sociology, marriage and family, anthropology, human growth and development*)
 - Math/Natural Science, 3 semester hours Math (*MAT 1313 or higher*) or 4 hours of Natural Science with laboratory
 - Public Speaking, 3 semester hours
 - Humanities/Fine Arts, 3 semester hours (*any literature, history, foreign language, philosophy, or appreciation course*)
- C. Computer competency must be demonstrated as defined above.
- D. Students must complete a minimum of 12 semester hours of required content-specific program coursework at Mississippi Gulf Coast Community College to be eligible for the AAS degree.
- E. Career or Developmental classes are not used toward graduation.

III. Associate of Applied Science Degree in Occupational Education (AASOE)

The Associate of Applied Science degree in Occupational Education is designed for students who earn a diploma or 36 semester hours in a career program listed under "Career Programs" in this catalog and elect to pursue a two-year associate degree.

- A. This degree requires the completion of a minimum of 64 semester hours with an overall grade point average of 2.0 or above.
- B. The 64 hours must include the following:
 - 36 hours of career courses, completion of a diploma program; and,
 - 28 hours of technical or academic courses to include the following courses/electives:
 - English, 3 semester hours (*English Composition I*)
 - Social Science, 3 semester hours (*government, geography, economics, psychology, sociology, marriage and family, anthropology human growth and development*)
 - Math/Natural Science, 3 semester hours Math (*MAT 1313 or higher*) or 4 hours of Natural Science with laboratory
 - Humanities/Fine Arts, 3 semester hours (*any literature, history, foreign language, philosophy, or appreciation course*)
 - Public Speaking, 3 semester hours
 - Elective courses, Must complete 12-13 hours in addition to the courses listed above (*must be technical or academic courses*). Consult advisor for additional courses.
- C. Computer competency must be demonstrated as defined above.
- D. Developmental classes are not used toward graduation.

Diplomas

Diplomas for specific programs are awarded to students who successfully complete requirements with a quality point average of at least 2.0 in a career program (see career section).

MS-CPAS

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Articulation Agreements

Articulation agreements are in place with all Mississippi public universities through the Board of Trustees of Institutions of Higher Learning (IHL), as well as with Tulane University, University of Phoenix, University of South Alabama, and William Carey University. For more information on a specific articulation agreement, please contact a counselor or advisor at any MGCCC campus or center.

Two-Plus-Two

The University of Southern Mississippi Gulf Coast, in cooperation with Mississippi Gulf Coast Community College, has designed bachelor's degrees in which the lower-division work is taken through Mississippi Gulf Coast Community College and upper-division work is completed at USM Gulf Coast. This concept has been formalized in the Two-Plus-Two agreement between the participating institutions. One of the many advantages of the Two-Plus-Two concept is that it assures a smooth transition for students who transfer from Mississippi Gulf Coast Community College to USM-Gulf Coast. Other state universities list on their websites the specific community college credits that will apply to various majors.

Instructional Program

Articulation Agreements

Mississippi Universities IHL Articulation Agreement

Accounting/Accountancy
Administration of Justice/
Criminal Justice/
Correctional Services

Advertising

Aerospace Engineering

African American Studies

Agribusiness

Agribusiness Management

Agricultural Economics/ Food

and Resource Economics

Agricultural Engineering

Technology and Business

Agricultural Information Science

Agricultural Pest Management

Agricultural Science

Agronomy

Allied Health

Animal Sciences

Anthropology

Applied Science

Architectural Engineering

Technology

Architecture

Art/Fine Arts

Art Education

Art History

Athletic Training/Sports

Medicine

Audiology and Speech

Pathology/Communicative

Disorders/Speech

Pathology/ Speech Pathology and

Audiology

Aviation Management

Banking and Finance

Administration/Business and

Industry/ Economics/

Finance/General

Business/Insurance/Insurance

and Real Estate/Insurance

and Risk Management/

Management/ Management

of Construction and Land/

Managerial Finance/

Marketing/ Real Estate/

Real Estate and Mortgage

Financing

Biochemistry BA

Biochemistry BS

Biological Engineering

Biology/Biological Science(s)/

Marine Biology

Biology Education/Business

Technology Education/

English

Education/Mathematics

Education/Science

Education/

Secondary Education/Social

Science Education

Health Sciences

Business Administration

Business And Industry

Business Information Systems

and Quantitative Analysis

Business Technology Education

Chemical Engineering

Chemistry BA

Chemistry BS

Child and Family Studies/Family

Studies

Child Care and Family

Education

Child Development

Civil Engineering

Classics

Clinical Laboratory Sciences

Communication(S)/Speech

Communication

Communications

Community Health Sciences

Computer Engineering

Computer Engineering

Technology

Computer Information Systems/

Management Information

Systems

Computer Science

Construction Engineering

Technology

Criminal Justice

Culinary Arts

Cytotechnology

Dance

Dental Hygiene

Early Childhood Education

Economics

Education of the Deaf BA

Education of the Deaf BS

Educational Psychology

Educational Technology/

Technology Teacher

Education/ Technical and

Occupational Education

Electrical Engineering/

Telecommunications

Engineering

Electronics Engineering

Technology

Elementary Education/Early

Childhood Education

Engineering

English

English Education

Environmental Health

Environmental Science

Exercise Science

Family and Consumer

Science(s)/Human Sciences

Fashion Merchandising

Fashion Merchandising and

Apparel Studies

Finance

Flight Operations

Food Science, Nutrition, and

Health Promotion

Foreign Languages/Modern

Foreign Languages

Foreign Languages Education

Forensics/Forensic Chemistry

Forest Products

Forestry

French

General Liberal Arts/Liberal

Arts

General Science

General Studies/

Interdisciplinary Studies

Geography

Geological Engineering

Geology

Geoscience

German

Health Care Administration

Health Information

Management

Health, Physical Education,

and Recreation/Human

Performance/Physical

Education

Health Science

History BA

History BS, BSGS

Horticulture

Hospitality Service Management

Hotel, Restaurant, and Tourism

Management/Tourism

Human Performance

Industrial Engineering

Applied Technology and

Technology Management/

Industrial Engineering

Technology/Manufacturing

Technology/Robotics and

Automation Technology

Information Technology

Insurance

Interior Design

International Business

International Studies

Journalism

Kinesiology

Kinesiology/Sport Management

Landscape Architecture

Landscape Contracting

Liberal Arts

Library and Information Science

Linguistics

Management

Management Information

Systems

Marine Biology

Marketing

Marketing Communication

Mass Communications

Mathematics BA

Mathematics BS

Mathematics Education

Mechanical Engineering

Medical Technology

Microbiology BA

Microbiology BS

Music/Music Education/

Performance

Music Therapy

Nursing

Nutrition and Dietetics

Occupational Therapy

Office Administration

Paralegal Studies BA

Paralegal Studies BPS, BS

Park and Recreation

Management

Pharmaceutical Sciences

Philosophy

Physical Education

Physical Sciences

Physics BA

Physics BS

Political Science

Polymer Science

Instructional Program

Poultry Science
 Psychology BA
 Psychology BS
 Public Administration/Public Policy Studies
 Radio, Television, and Film
 Real Estate
 Recreation
 Religion
 Secondary Education
 Science Education
 Social Sciences BA
 Social Science(s) BS
 Social Science Education
 Social Work
 Sociology/Sociology and Social Work
 Software Engineering
 Southern Studies
 Spanish
 Special Education
 Speech
 Speech Communication
 Speech Communication and Theatre Arts
 Speech Pathology
 Sport Management
 Sports Medicine
 Technology
 Theatre
 Tourism
 Trade and Technical Studies
 Urban Studies
 Wildlife and Fisheries Science

Other Articulation Agreements

University of South Alabama

Anthropology
 Biology
 Biomedical Sciences
 Business
 Cardiorespiratory Sciences
 Chemical Engineering
 Chemistry
 Civil Engineering
 Clinical Laboratory Sciences
 Collaborative Teaching
 Communication (Interpersonal)
 Communication (Journalism)
 Communication (Organizational)
 Communication (Public Relations/Advertising)
 Communication (Radio/TV)

Communication (Technology)
 Computer Engineering
 Computer Science
 Criminal Justice
 Dramatic Arts (BA & BFA)
 Early Childhood Special Ed
 Electrical Engineering
 Elementary/Early Childhood Ed
 English
 French
 Geography
 Geology
 German
 Health Education
 History
 Information Science
 Information Technology
 International Studies
 Leisure Studies
 Math/Statistics
 Mechanical Engineering
 Meteorology
 Music (BA)
 Nursing
 Occupational Therapy
 Physical Education
 Physical Therapy
 Physics
 Political Science
 Psychology
 Radiologic Sciences
 Russian
 Secondary Education Core
 Sociology
 Spanish
 Speech and Hearing Sciences
 Studio Art (BFA)

Tulane University

Business of Arts
 Casino Resort Studies

Mississippi University for Women (V3)

Business Administration
 Culinary Arts
 Entrepreneurship
 Human Resources Management
 Management Information Systems

William Carey University

Psychology
 Nursing
 Art
 Elementary Education
 Business

2+2 Programs University of Southern Mississippi

College of Business
 Accounting
 Business Administration
 Management – Business Administration emphasis
 Management – Human Resource emphasis
 Tourism Management

College of Education and Psychology
 Child and Family Studies – Child Development
 Child and Family Studies – Child Development
 Licensure
 Elementary Education
 Psychology
 Social Work
 Special Education

College of Health
 Community Health Sciences – Health Promotion
 Nursing
 RN-BSN Nursing

College of Arts and Letters
 American Studies
 English and English Licensure
 History and History Licensure – in Social Studies
 Paralegal Studies
 Political Science
 Radio, Television and Film
 Major - Film Emphasis

College of Science and Technology
 Administration of Justice
 Biological Sciences – Licensure
 Biological Sciences – Environmental Biology
 Biological Sciences – Marine Biology
 Computer Science – Applied
 Construction Engineering
 Technology
 Geography
 Geography – Geographic Information Technology
 Industrial Engineering
 Technology
 Mathematics and Mathematics – Licensure
 Marine Science

2+2 Programs Mississippi State University

Surveying/Geomatics

Instructional Program



PROGRAMS OF STUDY

Mississippi Gulf Coast Community College is a comprehensive community college offering the following programs of study:

1. University parallel programs that may be transferred for full credit to senior institutions toward satisfaction of requirements for a Bachelor's degree.
2. Occupational programs in business, professional, career and technical areas to prepare persons for employment or advancement within respective fields.
3. Enrichment and/or technical courses given on a non-credit basis to enable an adult student to become more effective in use of leisure time or to increase occupational efficiency.

After reviewing the section of suggested studies, students should discuss their choices with a counselor/advisor who will assist in scheduling courses. Final responsibility for this rests with the student.

Numbering of Courses/Student Classification

Courses are identified by name and number. Those numbered from 1001 to 1999 are considered freshman courses and those from 2001 to 2999, sophomore courses. The courses offered in Developmental Studies are not designed for transfer credit (these courses include MAT 0113, MAT 0123, MAT 1233, REA 0113, and ENG 0113). Developmental courses are not considered in calculating GPA and semester hours to meet graduation requirements. A student who has earned less than 24 semester hours is designated a freshman; one who has earned 24 semester hours or more and 48 quality points is considered a sophomore. As a general rule, a student should choose courses in accordance with his/her class designation.

Instructional Program

UNIVERSITY PARALLEL PROGRAMS

The University Parallel Programs are designed to meet the needs of students who expect to transfer to a four-year college or university after graduating from Mississippi Gulf Coast Community College. Students enrolling in the University Parallel Programs should consult the college catalog and any applicable articulation agreements for the four-year college or university they plan to attend for assistance in planning the courses to be taken at Mississippi Gulf Coast Community College.

University parallel programs lead to the MGCCC Associate of Arts degree.

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Pre-Medical	64
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Instructional Program

CAREER AND TECHNICAL EDUCATION PROGRAMS

Career and Technical Education Programs are designed to meet the educational needs of students who are seeking preparation for employment in occupational fields not requiring the four-year college/university baccalaureate degree. Technical programs require a minimum of four semesters for completion and lead to the Associate of Applied Science degree. Career programs vary in length from eight weeks to one-year and lead to MGCCC diplomas. Students completing some Career programs may elect to pursue the Associate of Applied Science in Occupational Education degree.

Technical Programs

	<i>Location **</i>	<i>Page No.</i>
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Computer Programming Technology	JD	117
Computer Servicing Technology	PK	118
Construction Management Technology	JD	85
Criminal Justice	JD	111
Database Administration Technology	JC	119
Drafting and Design Technology	JC, JD	91
Early Childhood Education Technology	JC, JD, PK	112
Electronics Technology	JC	92
Emergency Medical Technician- Paramedic	JD	97
Funeral Services Technology	PK	98
Golf/Recreational Turf Management Technology	PK	83
Graphic Design Technology	PK	123
Hotel and Restaurant Management	JD	109
Human Services	JC	113
Instrumentation Electronics Technology	JC	93
Interpreter Training Technology	JD	114
Landscape Management Technology	PK	84
Logistics Technology	JC	94
Bus.&Marketing Management Technology	JC, JD	122
Medical Laboratory Technology	JC	101
Medical Office Technology Medical Billing and Coding Option	JD	88
Medical Transcription Option	JD	89
Network Security Technology	JD	120
Nursing	JC, JD, PK	76
Office Systems Technology	GC, JC, JD, PK	90
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Career Programs

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Food Production and Management Technology	WH	131
General Drafting Technology	WH	132
Heating, Air Conditioning, and Refrigeration	JD	133
Landscape Management Technology	WH	134
Precision Manufacturing/Machining Tech.	JC	135
Medical Billing and Coding Technology	WH	136
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Office Systems Technology	GC	137
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Cooperative Education Programs

(May be taken by students in University Parallel or Career and Technical Education Programs)

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**Locations:

AMTC	Advanced Manufacturing & Technology Center
GC	George County Center
JC	Jackson County Campus
JD	Jefferson Davis Campus
PK	Perkinston Campus
WH	West Harrison County Center

University Parallel Programs

At Mississippi Gulf Coast Community College, the difference isn't just in our eight locations serving the ever-changing needs of today's students. It's also in the instructors at those locations.

They're experts in their fields, delivering information like a broadband connection – quickly and efficiently. And they're ready to make a positive difference in your life.

Add that to the fact that we're one of the top-100 community colleges in the nation, and you're looking at a college that gives you what you need, when you need it.



University Parallel Programs

University Parallel Programs are designed as the first two years of four-year college/university curricula leading to a baccalaureate degree. Students who plan to transfer to a specific four-year institution are expected to obtain a catalog or bulletin from that college or university. MGCCC can then parallel freshman and sophomore courses required in the lower division of that institution according to various majors. Students undecided about which senior institution they will attend should consult either the B.A. or the B.S. Preparatory Curriculum listed below.

Any student who was not eligible for regular admission to a public Mississippi university must attain a 2.0 grade point average in the following courses at MGCCC to be eligible to transfer: English Composition I & II, College Algebra or above, two Sciences with laboratory, Humanities – 6 semester hours, and Fine Arts – 3 semester hours.

B.A. Preparatory Curriculum 1000

This curriculum is designed for the student who plans to complete requirements for the Bachelor of Arts degree but is undecided about a particular university or may be undecided on a future career. The student in this group should consult with his or her faculty advisor to plan a course of study to meet special curriculum needs. Foreign languages should be taken two semesters in sequence in order to obtain full credit.

		Semester Hours	
		1 Sem.	2 Sem.
Freshman Year			
ENG 1113, 1123	English Composition I & II	3	3
MFL 1113, 1123 or 1213, 1223	Foreign Language*	3	3
MAT 1313	College Algebra	3	
MAT Elective	Any Math above College Algebra		3
BIO 1134, 1144 or PHY 2244, 2254	General Biology I & II or Physical Science Survey I & II	4	4
Fine Arts Elective	Any Appreciation Course	3	
Social Science		3
HPR Elective	Physical Education		3

**Some schools require sophomore-level courses.*

		1 Sem.	2 Sem.
Sophomore Year			
Literature Elective	American, English or World Literature	3	3
MFL 2113, 2123 or 2213, 2223	Foreign Language	3	3
HIS 1163, 1173 or HIS 2213, 2223	World Civilization I & II or American History I & II	3	3
Science Elective	Any BIO, CHE or PHY course		4
SPT 1113	Public Speaking I	3	
CSC Elective	Any Computer Science Course	3	
Social Science	Any ECO, EPY, GEO, PSY, PSC or SOC		3

Curricula are designed as guides for curriculum planning. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

B.A. American Studies 1005

This curriculum is designed for the student seeking a liberal arts degree from the University of Southern Mississippi.

		Semester Hours	
		1 Sem.	2 Sem.
Freshman Year			
ENG 1113, 1123	English	3	3
HIS 1163 or 1173	World Civilization I or II	3	3
MAT 1313	College Algebra	3	3
	Laboratory Science	4	4
	Foreign Language (<i>single language</i>)	3	3
	Fine Arts Elective	3	3
	ART 1113, MUS 1113, SPT 2233	3	3
HPR Elective	Physical Education	2	2
Sophomore Year			
		1 Sem.	2 Sem.
ENG 2423 or ENG 2433	World Literature I or II	3	3
	Foreign Language (<i>single language</i>)	3	3
PHI 2113 or PHI 2613	Introduction to Philosophy	3	3
	World Religions	3	3
	Social Science Elective*	3	3
	Social Science Elective*	3	3
	<i>*No more than 3 hours from one area</i>		
	<i>Choose 3:</i>		
	(1) SOC 2213, (2) ECO 2113, PSC 1113,		
	PSY 1513, (3) GEO 1123, (4) SOC 2113,		
	(5) HPR 1213		
HIS 2213 or HIS 2223	American History I or II	3	3
SPT 1113	Public Speaking I	3	3
CSC Elective	Any Computer Science Course	3	3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

B.S. Preparatory Curriculum 1010

This alternate core curriculum is designed for the student who plans to complete requirements for a Bachelor of Science degree but is undecided about a particular university or for the student undecided on a future career.

		Semester Hours	
		1 Sem.	2 Sem.
Freshman Year			
ENG 1113, 1123	English Composition I & II	3	3
BIO 1134, 1144 or PHY 2244, 2254	General Biology I & II or Physical Science I & II	4	4
MAT 1313	College Algebra	3	3
HIS 1163, 1173 or HIS 2213, 2223	World Civilization I & II or American History I & II	3	3
Humanities		3	3
HPR Elective	Physical Education	1	1
Sophomore Year			
		1 Sem.	2 Sem.
Literature Electives	American, English or World	3	3
SPT 1113	Public Speaking I	3	3
Social Science Electives	Any ECO, EPY, GEO, PSC, PSY or SOC course	3	3
Science Electives	Any BIO, CHE or PHY course	4	4
Fine Arts Elective	Any Appreciation Course	3	3
CSC Elective	Any Computer Science Course	3	3
Electives		3	3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

The Business and Office Administration curriculum is designed for students who plan to secure a degree in business at a senior institution. The community college Business Bachelor of Science preparatory curriculum will prepare business majors in fields such as accounting and auditing; business administration; economics; marketing; office management; personnel management; banking; life insurance; property and casualty insurance; and public administration.

The community college Business Education curriculum also offers the freshman and sophomore courses usually required by a senior institution for the Bachelor's Degree in Business Education.

Technical and Career Programs in Business and Office are also offered. See Technical Section.

Business B.S. Preparatory 2000

	Semester Hours	
Freshman Year	1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II 3 3	
HIS 1163, 1173	World Civilization I & II 3 3	
BIO 1134, 1144	General Biology I & II or	
PHY 2244, 2254	Physical Science Survey I & II 4 4	
MAT 1313, 1513	College Algebra, Bus. Cal. 3 3	
BAD 2413	Legal Environment of Business. . . 3 . or . 3	
HPR 1593	Physical Education 3	

Sophomore Year 1 Sem. 2 Sem.

Students Should Select Either Option 1 or Option 2.

Option 1: For Students Who Plan to Transfer to a Mississippi University Other than the University of Southern Mississippi

ACC 1213, 1223	Accounting I & II 3 3
ECO 2113, 2123	Macroeconomics & Microeconomics 3 3
ENG 2423	World Literature 3
PSY 1513	General Psychology 3 . or . 3
SOC 2113	Intro. to Sociology. 3 . or . 3
BAD 2533	Computer Applications in Business & Industry 3 . or . 3
or	
CSC 1123	Computer Applications I 3 . or . 3
SPT 1113	Public Speaking I 3 . or . 3
Fine Arts	Any Appreciation Course 3 . or . 3
GEO 1123	Principles of Geography
or	
PSC 1113	American Government 3 . or . 3

Option 2: For Students Who Plan to Transfer to the University of Southern Mississippi. (*Students should complete 6 semester hours in either #1 or #2 below as well as all other listed courses.*)

#1:	
ACC 2113	Financial Accounting and either . . . 3 MFL Foreign Language or ACC 1223. 3
or	
#2:	
ACC 1213, 1223	Accounting I & II 3 3
ECO 2113, 2123	Macroeconomics & Microeconomics 3 3
ENG 2423	World Literature 3
PSY 1513	General Psychology 3 . or . 3
SOC 2113	Intro. to Sociology. 3 . or . 3
BAD 2533	Computer Applications in Business & Industry 3 . or . 3
or	
CSC 1123	Computer Applications I 3 . or . 3
SPT 1113	Public Speaking I 3 . or . 3
Fine Arts	Any Appreciation Course 3 . or . 3
MFL elective	Foreign Language not used above. . . 3 . or . 3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

**ACC 2113 should be taken by students who plan to transfer only to the University of Southern Mississippi.*

University Parallel Programs

Business Education 2010

Semester Hours

Freshman Year

1 Sem. 2 Sem.

ENG 1113, 1123	English Composition I & II 3 3
MAT 1313, 1513	College Algebra; Business Calculus I 3 3
HIS 1163, 1173	World Civilization I & II 3 3
BIO 1134, 1144	General Biology I & II 4 4
or	
PHY 2244, 2254	Physical Science Survey I & II
BOT 1113	Document Formatting 3
PSY 1513	General Psychology 3
BAD 2413	Legal Environment of Business . . . 3 . or . 3
HPR 1593	Physical Education 3

Sophomore Year

1 Sem. 2 Sem.

ACC 1213, 1223	Accounting I & II 3 3
ENG 2423	World Literature I 3 . or . 3
ECO 2113	Macroeconomics 3 . or . 3
BOT 2133	Desktop Publishing 3
BAD 2533	Computer Applications in Business & Industry 3 . or . 3
SOC 2113	Introduction to Sociology 3 . or . 3
SPT 1113	Public Speaking I 3
Fine Arts	Any Appreciation Course 3 . or . 3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.



University Parallel Programs

Art 3010

The Art curriculum and Art Education curriculum are designed to provide the first years of preparation for students who wish to pursue the B.F.A. or the B.A., those who plan to teach art in the schools, those who desire careers in the professional fields of art, and students who desire a background in art for its aesthetic and cultural values.

Semester Hours

Freshman Year 1 Sem. 2 Sem.

ENG 1113, 1123	English Composition I & II 3 3
ART 1313, 1323	Drawing I & II 3 3
BIO 1134, 1144	General Biology I & II 4 4
MAT 1313	College Algebra 3
ART 1433, 1443	Design I & II 3 3
ART 2613, 2623	Ceramics I & II 3 3
HPR	Physical Education 1 1
	Social Science Elective 3

Sophomore Year 1 Sem. 2 Sem.

ENG 2423	World Literature 3
SPT 1113	Public Speaking I 3
PHY 2244, 2254	Physical Science Survey I & II 4 4
HIS 1163, 1173	World Civilization I & II 3 3
	Fine Arts 3
	ART 1113, or MUS 1113, or SPT 2233
PSY 1513	General Psychology 3
SOC 2113	Introduction to Sociology 3
ART 1453	Three Dimensional Design 3
ART 2633	Sculpture I 3
ART 2713, 2723	Art History I & II 3 3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Art Education 3012

Semester Hours

Freshman Year 1 Sem. 2 Sem.

ENG 1113, 1123	English Composition I & II 3 3
HIS 1163, 1173	World Civilization I & II 3 3
BIO 1134, 1144	General Biology I & II 4 4
ART 1313, 1323	Drawing I & II 3 3
ART 2613, 2623	Ceramics I & II 3 3
MAT 1313	College Algebra 3
PSY 1513	General Psychology 3
HPR	Physical Education 1 1

Sophomore Year 1 Sem. 2 Sem.

ENG 2423	World Literature 3
SPT 1113	Public Speaking I 3
ART 1433, 1443	Design I & II 3 3
HPR 1213	Personal Health 3
SOC 2113	Introduction to Sociology 3
ENG 2213	American Literature 3
	Fine Arts 3
	ART 1113, or MUS 1113, or SPT 2233
	Mathematics or Science Elective 3 4
ART 2633	Sculpture I 3
ART 1453	Three Dimensional Design 3
	Social Science Elective 3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Music Education 3000 Keyboard Emphasis or Composition Emphasis

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
SPT 1113	Public Speaking I	3	
MAT 1313 or	College Algebra	3	
PSY 1513	General Psychology	3	
MUS 1214, 1224	Music Theory I & II	4	4
HPR*	Physical Education	1	1
MUA	Private Lessons, Inst. or Vocal.	1	1
MUA 1511, 1521	Class Piano or Piano	2	2
or			
MUA 1572, 1582			
MUO 1211, 1221	Choir or Band	1	1
or			
MUO 1111, 1121			
	*Social Science (elective)	3	or . 3
MUA 1910, 1920	Recital Class	0	0
	TOTAL	17 or 20	17 or 20
Sophomore Year		1 Sem.	2 Sem.
ENG 2323, 2333	English Literature	3	3
HIS 1163, 1173	World Civilization	3	3
PHY 2244, 2254	Physical Science (Biology or Chemistry may be substituted)	4	4
MUS 2214, 2224	Music Theory III & IV	4	4
MUS 2313, 2323*	Music History I & II	3	3
MUA	Private Lessons, Inst. or Vocal.	1	1
MUA 2572, 2582	Piano or Class Piano	2	2
or			
MUA 2511, 2521			
MUO 2211, 2221	Choir or Band	1	1
or			
MUO 2111, 2121			
MUA 2910, 2920	Recital Class	0	0
	TOTAL	20	20

*Please see your advisor before scheduling these courses.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Music Education 3000 Vocal Emphasis or Church Music Emphasis

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
SPT 1113	Public Speaking I	3	
MAT 1313 or	College Algebra	3	
PSY 1513	General Psychology	3	
MUS 1214, 1224	Music Theory I & II	4	4
HPR*	Physical Education	1	1
MUA 1772, 1782	Voice	2	2
MUA 1511, 1521	Class Piano or Piano	2	2
or			
MUA 1572, 1582			
MUO 1211, 1221	Choir	1	1
	*Social Science (elective)	3	or . 3
MUA 1910, 1920	Recital Class	0	0
	TOTAL	19 or 22	18 or 21
Sophomore Year		1 Sem.	2 Sem.
ENG 2323, 2333	English Literature	3	3
HIS 1163, 1173	World Civilization I & II	3	3
PHY 2244, 2254	Physical Science (Biology or Chemistry may be substituted)	4	4
MUS 2214, 2224	Music Theory III & IV	4	4
MUS 2313, 2323*	Music History I & II	3	3
MUA 2772, 2782	Voice	2	2
MUA 2572, 2582	Piano or Class Piano	2	2
or			
MUA 2511, 2521			
MUO 2211, 2221	Choir	1	1
MUA 2910, 2920	Recital Class	0	0
	TOTAL	22	22

*Please see your advisor before scheduling these courses.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Music Education 3000 Instrumental Emphasis

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
SPT 1113	Public Speaking I	3	
MAT 1313 or	College Algebra	3	
PSY 1513	General Psychology	3	
MUS 1214, 1224	Music Theory I & II	4	4
HPR*	Physical Education	1	1
MUA	Private Lessons, Major Inst.	2	2
MUA 1512, 1522	Class Piano or Piano	2	2
or			
MUA 1571, 1581			
MUO 1111, 1121	Band**	1	1
	*Social Science (elective)	3	or . 3
MUA 1910, 1920	Recital Class	0	0
	TOTAL	19 or 22	19 or 22
Sophomore Year		1 Sem.	2 Sem.
ENG 2323, 2333	English Literature	3	3
HIS 1163, 1173	World Civilization I & II	3	3
PHY 2244, 2254	Physical Science (Biology or Chemistry may be substituted)	4	4
MUS 2214, 2224	Music Theory III & IV	4	4
MUS 2313, 2323*	Music History I & II	4	4
MUA	Private Lessons, Major Inst.	2	2
MUA 2571, 2581	Class Piano or Piano	2	2
or			
MUA 2512, 2522			
MUO 2111, 2121	Band**	1	1
MUA 2910, 2920	Recital Class	0	0
	TOTAL	23	23

*Please see your advisor before scheduling these courses.

**Guitar majors will substitute a suitable guitar ensemble for band.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.



University Parallel Programs

Architecture 4005

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
SPT 1113	Public Speaking I	3	
HIS 1163, 1173	World Civilization I & II	3	3
PSY 1513	General Psychology	3	
SOC 2113	Introduction to Sociology	3	
PHY 2414, 2424	General Physics I & II	4	4
MAT 1313	College Algebra	3	
MAT 1513	Business Calculus	3	
ART 1313, 1323	Drawing I & II	3	3

***Sophomore Year**

*Students should be in communication with the School of Architecture at Mississippi State University.

Curricula are designed as guides. Consult Mississippi State University.

Computer Science 4010

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
CSC 1213	BASIC Programming I	3	
MAT 1613, 1623	Calculus I & II	3	3
CSC 2134	Programming I with C++	4	
HIS 1163, 1173	World Civilization I & II	3	3
	Physical Education	1	1
Fine Arts	Any Appreciation Course	3	
	Social Science Elective	3	

Sophomore Year

1 Sem. 2 Sem.

ENG	Literature I	3	
MAT 2113	Linear Algebra	3	
MAT 2623	Calculus III	3	
CSC 1613	Computer Programming I with Java	3	
CSC 2323, 2413	Fortran or Cobol Programming . .	3	
CSC 2144	Programming II with C++	4	
SPT 1113	Public Speaking I	3	
	Lab Science*	4	4
CSC 1223	BASIC Programming II	3	

*Students who wish to work in computer hardware should take Physics 2414 and 2424.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Engineering 4000

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
GRA 1143	Graphic Communication*	3	
MAT 1613, 1623	Calculus I & II	3	3
CHE 1214, 1224*	General Chemistry I & II	4	4
CSC Elective	Computer Science		
	Programming Course	3	
	Humanities Elective**	3	3
	Physical Education	1	
Fine Arts	Any Appreciation Course	3	
Sophomore Year		1 Sem.	2 Sem.
PHY 2514, 2524	Physics with Calculus I & II	4	4
MAT 2613, 2623	Calculus III & IV	3	3
MAT 2913	Differential Equations.	3	
MAT 2113	Linear Algebra*	3	
EGR 2413, 2433	Engineering Mechanics I & II*	3	3
SOC/HUM	Electives.	3	
SPT 1113	Public Speaking I	3	
	Social Science Elective***	3	3
	Physical Education	1	

*Some of these courses are not required by all areas of engineering. Consult the university of your choice for specific transfer requirements.

**Humanities courses must be in sequence.

***Social Science courses must be in sequence.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Industrial Engineering Technology 4045

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113	English Composition I	3	
HIS 1163	World Civilization I	3	
MAT 1313	College Algebra.	3	
ART 1113	Art Appreciation.	3	
	or		
MUS 1113	Music Appreciation.	3	
	or		
SPT 2223	Theatre Appreciation	3	
SPT 1113	Public Speaking I	3	
ENG 1123	English Composition II	3	
MAT 1323	Trigonometry	3	
GRA 1143 (CAD)	Graphic Communication	3	
HIS 1173	World Civilization II.	3	
	or		
PHI 2113	Introduction to Philosophy.	3	
	or		
PHI 2613	World Religions I	3	
GEO 1113	World Geography	3	
	or		
SOC 2113	Introduction to Sociology.	3	
	or		
SOC 2213	Introduction to Anthropology	3	
Sophomore Year		1 Sem.	2 Sem.
ENG 2423	World Literature I.	3	
MAT 1613	Calculus I	3	
PHY 2414	General Physics I.	4	
CHE 1214	General Chemistry I	4	
CSC 1213	BASIC Programming I	3	
	or		
CSC 2134	Programming I with C	4	
	Physical Education I	1	
MAT 1623	Calculus II.	3	
PHY 2424	General Physics II	4	
ECO 2113	Principles of Macroeconomics	3	
	or		
PSC 1113	American Government.	3	
	or		
PSY 1513	General Psychology.	3	
EGR 2413	Engineering Mechanics I.	3	
EET 1192	Fundamentals of Electronics.	2	
	Physical Education I	1	

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Mathematics 4020

Semester Hours

Freshman Year

1 Sem. 2 Sem.

ENG 1113, 1123	English Composition I & II	3	3
HIS 1163, 1173	World Civilization I & II	3	3
PHY 2514, 2524	Science Elective	4	4
CHE 1214, 1224			
BIO 1134, 1144			
MAT 1613, 1623	Calculus I & II	3	3
HPR	Physical Education	1	1
CSC	Computer Programming	3	3
PSY 1513	General Psychology	3	3

Sophomore Year

1 Sem. 2 Sem.

ENG 2323, 2333	English Literature I & II or		
ENG 2423, 2433	World Literature I & II	3	3
Electives	3	3
	Fine Arts	3	3
	ART 1111, ART 1233, MUS 1113,		
	SPT 1213, or SPT 2233		
SPT 1113	Public Speaking I	3	3
	Science Elective		
	(Choose from above courses.)	4	4
MAT 2613, 2623	Calculus III & IV	3	3
MAT 2913	Differential Equations	3	3

NOTE: MAT 2113 (Linear Algebra) may be used as a math elective.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Basic Science 5000

The basic science curriculum outlined below is recommended for all science majors. Students should consult the college catalog and any applicable articulation agreements for the four-year college or university they plan to attend for assistance in planning the courses to be taken at Mississippi Gulf Coast Community College.

Semester Hours

Freshman Year

1 Sem. 2 Sem.

ENG 1113, 1123	English Composition I & II	3	3
MAT 1313, 1323	College Algebra, Trigonometry	3	3
BIO 2414, 2424	Zoology I & II**	4	4
CHE 1214, 1224	General Chemistry I & II	4	4
HPR	Physical Education	1	1
	Social Science	3	3

Sophomore Year

1 Sem. 2 Sem.

English	World, English, or		
	American Literature	3	3
HIS 1163, 1173	World Civilization I & II	3	3
CHE 2425, 2435	Organic Chemistry I & II	5	5
PHY 2414, 2424	General Physics I & II	4	4
Fine Arts	Any Appreciation Course	3	3
SPT 1113	Public Speaking I	3	3

*Student should check university requirements and enroll in foreign language course as required.

**BIO 1314 may be substituted for BIO 2424 if university requirements allow.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Basic Agricultural Curriculum 5070

Students wishing to major in general agriculture, agronomy, animal husbandry, dairying, horticulture, poultry husbandry, agricultural education, agricultural administration, or agricultural economics should pursue the basic agriculture curriculum outlined below.

Those wishing to specialize in forestry, agricultural engineering, or veterinary science should pursue the specific curriculum of their specialty.

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
CHE 1214, 1224	General Chemistry I & II	4	4
AGR 1313	Plant Science	3	
AGR 1214	Animal Science	4	
HPR	Physical Education	1	1
ECO 2113	Macroeconomics	3	
PSY 1513	General Psychology	3	

		1 Sem.	2 Sem.
Sophomore Year			
MAT 1313, 1323	College Algebra, Trigonometry.	3	3
SPT 1113	Public Speaking I	3	
AGR 2314	Soils	4	
BIO 1314	Botany	4	
CHE 2425	Organic Chemistry I	5	
Fine Arts	Any Appreciation Course	3	
	Humanities Electives	3	3
PHY 2414	General Physics	4	

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Criminal Justice 5120

Criminal Justice is balanced between basic general education courses, common to all college programs, and requirements in administrative and specialized criminal justice courses. It is designed to meet the needs of various criminal justice agencies and to provide the student with the knowledge and attitudes needed to be an effective professional in the criminal justice system. It provides a complete course of study for those students intending to earn the Associate of Arts degree and will enable students to transfer into a bachelor's degree program.

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	Composition I & II	3	3
PSC 1113	American Government	3	
PSY 1513	General Psychology	3	
HIS 1163, 1173	World Civilization I & II	3	3
Lab. Science	4	4
CRJ 1313	Introduction to Criminal Justice.	3	
CRJ 1363	Introduction to Corrections	3	
MFL 1213, 1223 or MFL 2513	Spanish I, II or Occupational Spanish.	3	3

		1 Sem.	2 Sem.
Sophomore Year			
SPT 1113	Public Speaking I	3	
MAT 1313	College Algebra	3	
	Any Literature, Intro. to Philosophy, or World Religion	3	
CSC 1123	Computer Applications.	3	
CRJ 1323	Police Administration and Organization	3	
CRJ 2513	Juvenile Justice	3	
Fine Arts	Any Appreciation Course	3	
HPR	1	1
SOC 2113	Intro. to Sociology.	3	
Choose 1 of the following CRJ courses:		3	
CRJ 2313	Police Operations		
CRJ 2333	Criminal Investigation		
CRJ 1383	Criminology		
CRJ 2323	Criminal Law		
CRJ 2413	Administration of Criminal Justice		
CRJ 1373	Introduction to Homeland Security		

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Interior Design 5111

		Semester Hours	
		1 Sem.	2 Sem.
Freshman Year			
ENG 1113, 1123	English Composition I & II	3	3
HIS 1163, 1173	World Civilization I & II	3	3
BIO 1134, 1144	General Biology I & II	4	4
BAD 1113	Introduction to Business.	3	
ART 2713	Art History I	3	
ART 1433	Design I	3	
ART 2723	Art History II	3	
ART 1443	Design II	3	
ART 1313	Drawing I	3	
Sophomore Year			
		1 Sem.	2 Sem.
PSY 1513	General Psychology	3	
SPT 1113	Public Speaking I	3	
PSC 1113	American Government	3	
ART 1323	Drawing II	3	
MAT 1313	College Algebra	3	
SOC 2113	Introduction to Sociology	3	
ECO 2113	Principles of Macroeconomics	3	
ENG 2423	World Literature	3	
	Elective	3	
HPR	Physical Education	1	or . . 1

Students who plan to seek employment after two years should take FMT 1313 Textiles and DDT 1113 Fundamentals of Drafting.

Students who plan to transfer to a senior college should check with their advisor and follow closely the catalog of the senior college they plan to attend.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Marine Science 5007

		Semester Hours	
		1 Sem.	2 Sem.
Freshman Year			
ENG 1113, 1123	English Composition I & II	3	3
MAT 1613, 1623	Calculus I & II	3	3
CHE 1214, 1224	General Chemistry I & II	4	4
GEO 1113	World Geography	3	
Fine Arts	Any Appreciation Course	3	
HPR	Physical Education	1	
	Humanities Elective*	3	3
Sophomore Year			
		1 Sem.	2 Sem.
ENG 2423	World Literature I	3	
BIO 1134, 1144	General Biology I & II	4	4
PHY 2514, 2524	General Physics I-A & II-A	4	4
	Social Science Elective**	3	
HPR	Physical Education	1	
MAT 2613	Calculus III	3	
SPT 1113	Public Speaking I	3	

* Electives to be selected from HIS 1163, HIS 1173, PHI 2113, PHI 2613.

**Elective to be selected from ECO 2113, PSC 1113, PSY 1513.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Pre-Dental 5015

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
BIO 1134, 1144	General Biology I & II	4	4
CHE 1214, 1224	General Chemistry I & II	4	4
MAT 1313	College Algebra	3	
MAT 1323	Trigonometry	3	
PSY 1513	General Psychology	3	
SOC 2113	Sociology	3	
Sophomore Year		1 Sem.	2 Sem.
English	English Literature or World Literature	3	3
CHE 2425, 2435	Organic Chemistry I & II	5	5
MFL 1213, 1223	Spanish I & II	3	3
PHY 2414, 2424	General Physics I & II	4	4
SPT 1113	Public Speaking I	3	
Fine Arts	Any Appreciation Course	3	
HPR	Physical Education	1	1

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Pre-Medical 5005

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
BIO 1134, 1144	General Biology I & II	4	4
CHE 1214, 1224	General Chemistry I & II	4	4
HIS 1163, 1173	World History I & II	3	3
MAT 1613, 1623	Calculus I & II	3	3
HPR	Physical Education	1	1
Sophomore Year		1 Sem.	2 Sem.
English	Any Literature	3	3
CHE 2425, 2435	Organic Chemistry I & II	5	5
PHY 2414, 2424	General Physics I & II or Physics w/Calculus I & II	4	4
PSY 1513	General Psychology	3	
SOC 2113	Sociology	3	
SPT 1113	Public Speaking I	3	
Fine Arts	Any Appreciation Course	3	
MFL	Foreign Language	3	3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Pre-Medical Record Administration 5050

Semester Hours

Freshman Year	1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3 3
BIO 2414, 2424	Zoology	4 4
PSY 1513	General Psychology	3
PSC 1113	American Government	3
SPT 1113	Public Speaking I	3
HPR	Physical Education	1 1
	Electives	3 3
Fine Arts	Any Appreciation Course	3

Sophomore Year

1 Sem. 2 Sem.

ENG 2323, 2333*	English Literature I & II	3 3
CHE 1214, 1224	General Chemistry I & II	4 4
MAT 1313, 1323	College Algebra, Trigonometry	3 3
BIO 2924	Microbiology	4
BIO 2514, 2524	Human Anatomy and Physiology I & II	4 4

Elective courses should be selected from Geography, Economics, Languages, Psychology, Key Boarding, and Computer Science.

*American and/or World Literature may be substituted.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Pre-Medical Technology 5010

Semester Hours

Freshman Year	1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3 3
BIO 2414, 2424	Zoology I & II	4 4
MAT 1313, 1323	College Algebra, Trigonometry	3 3
CHE 1214, 1224	General Chemistry I & II	4 4
PSC 1113	American Government	3 . or . 3
ECO 2113	Macroeconomics	3 . or . 3
HPR	Physical Education	1 1

Sophomore Year

1 Sem. 2 Sem.

English	World, English, or American Literature	3
CHE 2425, 2435	Organic Chemistry I & II	5 5
MFL	Foreign Language	3 3
PHY 2414	General Physics I	4 . or . 4
BIO 2924	Microbiology	4
Fine Arts	Any Appreciation Course	3
SPT 1113	Public Speaking I	3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs



Pre-B.S. Nursing 5045

Semester Hours

Freshman Year 1 Sem. 2 Sem.

ENG 1113, 1123	English Composition I & II	3 3
HIS 1163, 1173	World Civilization I & II	3 3
MAT 1313	College Algebra	3
BIO 1134	General Biology I	4
CHE 1214	General Chemistry I	4
PSY 1513	General Psychology	3
SOC 2113	Intro to Sociology	3
SPT 1113	Public Speaking I	3

Sophomore Year 1 Sem. 2 Sem.

English	World Literature	3
BIO 2514, 2524	Anatomy & Physiology I & II	4 4
BIO 2924	Microbiology	4
BIO 1613	Nutrition	3
EPY 2533	Human Growth & Dev.	3
SOC 2143	Marriage & Family	3
Fine Arts	Any Appreciation Course	3
BAD 2323	Business Statistics	3
HPR	Physical Education	2

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Pre-Occupational Therapy 5025

Semester Hours

Freshman Year	1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3 3
CHE 1214, 1224	General Chemistry I & II	4 4
MAT 1313, 1323	College Algebra, Trigonometry.	3 3
BIO 1134, 1144	Biology I & II	4 4
PSY 1513	General Psychology	3
SOC 2113	Intro to Sociology	3
Sophomore Year	1 Sem.	2 Sem.
PHY 2414, 2424	General Physics I & II.	4 4
English	Any Literature	3
HIS 2213, 2223	American History I & II	3 3
EPY 2513	Child Psychology	3
SPT 1113	Public Speaking I	3
HPR	Physical Education	1 1
	Humanities Elective	3
Fine Arts	Any Appreciation Course	3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Pre-Optometry 5030

Semester Hours

Freshman Year	1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3 3
MAT 1313, 1323	College Algebra, Trigonometry.	3 3
CHE 1214, 1224	General Chemistry I & II	4 4
PSC 1113	American Government	3 . or . 3
SPT 1113	Public Speaking I	3 . or . 3
BIO 1134	General Biology I	4
HPR	Physical Education	1 1
Sophomore Year	1 Sem.	2 Sem.
HIS 2213, 2223	American History I & II	3 3
PHY 2414, 2424	General Physics I & II.	4 4
ENG 2323, 2333	English Literature I & II*	3 3
PSY 1513	General Psychology	3 . or . 3
BIO 2924	Microbiology	4
MAT 1613	Calculus I A	3
Fine Arts	Any Appreciation Course	3

*American and/or World Literature may be substituted.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Pre-Pharmacy 5020

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
CHE 1214, 1224	General Chemistry I & II	4	4
BIO 1134, 1144	Biology I & II	4	or . 4
SOC SCI			
Electives:	Psychology, Sociology, Economics I	3	3
MAT 1613	Calculus I	3	or . 3
HPR	Physical Education	1	1
Sophomore Year		1 Sem.	2 Sem.
CHE 2425, 2435	Organic Chemistry I & II	5	5
PHY 2414, 2424 or 2514, 2524	General Physics I & II or Physics with Calculus I & II	4	4
ECO 2123	Principles of Microeconomics	3	or . 3
Fine Arts	Any Appreciation Course	3	or . 3
	Humanities Elective	3	3
HPR	Physical Education	1	1
SPT 1113	Public Speaking I	3	or . 3
	General Elective	3	or . 3

Colleges of pharmacy normally require two years of pre-professional training but minimal requirements vary. This curriculum outline meets pre-pharmacy requirements of the School of Pharmacy of the University of Mississippi.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Pre-Physical Therapy 5040

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
CHE 1214, 1224	General Chemistry I & II	4	4
MAT 1313, 2323	College Algebra, Statistics	3	3
BIO 1134, 1144	Biology I & II	4	4
HPR	Physical Education	1	1
SPT 1113	Public Speaking I	3	
Fine Arts	Any Appreciation Course	3	
Sophomore Year		1 Sem.	2 Sem.
HIS 1163, 1173	World Civilization I & II	3	3
or			
HIS 2213, 2223	American History I & II	3	3
PHY 2414, 2424	General Physics I & II	4	4
BIO 2514, 2524	Human Anatomy and Physiology I & II	4	4
SOC 2113	Introduction to Sociology	3	or . 3
English	Any Literature Course	3	or . 3
PSY 1513	General Psychology	3	or . 3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Pre-Veterinary Science 5100

Semester Hours

Freshman Year	1 Sem.	2 Sem.
CHE 1214, 1224	General Chemistry I & II	4 4
ENG 1113, 1123	English Composition I & II	3 3
BIO 2424	Zoology	4 . or . 4
PSY 1513	General Psychology	3
MAT 1313, 1323	College Algebra, Trigonometry	3 3
PSC 1113	Government	3
HPR	Physical Education	1 1
Sophomore Year	1 Sem.	2 Sem.
CHE 2425, 2435	Organic Chemistry I & II	5 5
SOC 2113	Sociology	3
SPT 1113	Public Speaking I	3
MAT 1613	Calculus I-A	3
PHY 2414	General Physics I & II	4 4
HIS 1163, 1173	World Civilization I & II	3 3
Fine Arts	Any Appreciation Course	3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Wildlife and Fisheries – All Options 5085 Preparatory for MSU

Semester Hours

Freshman Year	1 Sem.	2 Sem.
BIO 1134	Biology I	4
BIO 1314	Botany	4
CHE 1214, 1224	General Chemistry I, II	4 4
ENG 1113, 1123	English Composition I, II	3 3
MAT 1513 or 1613	Business Calculus or Calculus I	3
FPW 1313	Intro. to Wildlife Conservation	3
CSC 1113	Intro. to Computer	3
SPT 1113	Public Speaking I	3
Sophomore Year	1 Sem.	2 Sem.
BIO 2414	Zoology I	4
	Humanities Electives	3 3
	Social Science Electives	3 3
ECO 2113 or 2123	Macroeconomics or Microeconomics	3
	Fine Arts Appreciation	3
	Physical Education	1 1
FPW 1111	Forest Resource Survey	1
BIO 2314	Dendrology	4
AGR 2314	Soils	4

Additional Courses by Options:

<i>Fisheries Science Option</i>	<i>Wildlife Law Enforcement Option</i>
CHE 2424 Organic Chemistry	PHI 1123 Intro. to Ethics
GEO 2313 Maps & Remote Sensing	PSY 1513 Gen. Psychology***
PHY 2414 General Physics I	SOC 2113 Intro. Sociology***
Electives: * 3 hrs. Humanities**	
3 hrs. Social Science**	

Wildlife Science Option
 CHE 2424 Organic Chemistry I
 GEO 2313 Maps & Remote Sensing
 Electives: 3 hours Humanities**
 3 hours Social Science**

Completion of the special summer field program is prerequisite to enrollment in junior-level professional courses in the Wildlife and Fisheries Major. Prerequisites for the summer session are BIO 2314-Dendrology and AGR 2314-Soils. Prerequisite are strictly enforced.

*These course electives must be chosen from an approved list. Students should see Wildlife and Fisheries advisor.
 **These electives are covered in above curriculum.
 ***Will apply as Social Science electives toward graduation.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

This curriculum consists of general and basic professional education for the first two years of the four-year degree. It will be noted that courses recommended for the sophomore year differ from the elementary and secondary education majors.

Individuals who desire to be admitted to a professional teacher education program in a Mississippi university must pass the PRAXIS I test with required scores or have made, prior to entering college, a 21 composite on the ACT with no subscore less than 18. Typically, this would apply to students expecting to enter a full sequence of professional education courses in their junior year.

Elementary Education K-8 6000

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
BIO 1134	General Biology	4	
	Physical Science with Lab	4	
HIS 1163, 1173 or	World Civilization I & II	3	3
HIS 2213, 2223	American History I & II	3	3
MAT 1723	Real Number System	3	
PSY 1513	General Psychology	3	
The Arts	ART 1913, MUS 2513	3	or . 3
HPR 1591 and	Health Concepts Fitness	1	1
HPR 1751	Nutrition and Weight Control		
HPR 1593	Health Concepts/Wellness	3	or . 3
Sophomore Year		1 Sem.	2 Sem.
ENG 2153	Traditional Grammar	3	
SPT 1113	Public Speaking I	3	
ENG 2423 or ENG 2433	World Literature	3	
	Science Elective	4	
	Fine Arts Elective (<i>choose one</i>)	3	
	ART 1113, ART 1233, MUS 1113, SPT 2233		
MAT 1313	College Algebra	3	
GEO 1113	World Geography	3	or . 3
	Elective	3	or . 3
	Philosophy, Foreign Language, History, Sociology, English, Mathematics, Biological Science, CSC 1113		
	Social Science Elective	3	3
	<i>No more than 3 hours from one area</i>		
	SOC 2113, 2143; SOC 2213; SOC 2133; PSC 1113; ECO 2113		
EPY 2513	Child Psychology	3	or . 3

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Secondary Teacher Certificate 6030 History

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
HIS 1163, 1173	World Civilization I & II	3	3
MAT 1313	College Algebra	3	
	Science Elective	4	4
MFL	Foreign Language	3	3
	Social Science	3	3
HPR	Physical Education	1	1
Sophomore Year		1 Sem.	2 Sem.
ENG	Literature (continuous year sequence)	3	3
MFL	Foreign Language	3	3
SPT 1113	Public Speaking I	3	3
HIS 2213, 2223	American History I & II	3	3
PHI 2113	Philosophy	3	
	Social Science	3	
Fine Arts	Any Appreciation Course	3	

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Secondary Teacher Certificate 6040 English

		Semester Hours	
		1 Sem.	2 Sem.
Freshman Year			
ENG 1113, 1123	English Composition I & II	3	3
MAT 1313	College Algebra	3	
	Math Elective	3	
HIS 1163, 1173	World Civilization I & II	3	3
	Science Elective	4	4
	Social Sciences	3	3
HPR	Physical Education	1	1
MFL	Foreign Language (<i>one language</i>)	3	3
Sophomore Year			
ENG	Literature (continuous year sequence)	3	3
SPT 1113	Public Speaking I	3	
MFL	Foreign Language (<i>one language</i>)	3	3
	Humanities	3	
Fine Arts	Any Appreciation Course	3	
	Elective	3	

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Secondary Teacher Certificate 4020 Mathematics

		Semester Hours	
		1 Sem.	2 Sem.
Freshman Year			
ENG 1113, 1123	English Composition I & II	3	3
HIS 1163, 1173	World Civilization I & II	3	3
PHY 2514, 2524	Science Elective	4	4
CHE 1214, 1224			
BIO 1134, 1144			
MAT 1613, 1623	Calculus I & II	3	3
HPR	Physical Education	1	1
CSC	Computer Programming	3	
PSY 1513	General Psychology	3	
Sophomore Year			
ENG 2323, 2333	English Literature I & II or		
ENG 2423, 2433	World Literature I & II	3	3
	Electives	3	3
MUS 1113 or			
ART 1113	3	
SPT 1113	Public Speaking I	3	
	Science Elective (Choose from above courses.)	4	
MAT 2613, 2623	Calculus III & IV	3	3
MAT 2913	Differential Equations	3	

NOTE: Math 2113 (Linear Algebra) may be used as a math elective.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Secondary Teacher Certificate 5060 Science Education

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
	Science Elective	4	4
CSC 2323	FORTTRAN Programming and Application	3	
MAT 1313, 1323	College Algebra, Trigonometry	3	3
PSC 1113	American Government	3	3
HIS 1163, 1173	World Civilization I & II	3	3
HPR	Physical Education	1	1
Sophomore Year		1 Sem.	2 Sem.
ENG 2323, 2333	English Literature I & II	3	3
	Science Elective	4 or 5	4 or 5
SPT 1113	Public Speaking I	3	or . 3
PSY 1513	General Psychology	3	or . 3
	Science Elective	4	4
Fine Arts	Any Appreciation Course	3	
MFL	Foreign Language (<i>one language</i>)	3	3

NOTE: ENG 2423, 2433, or 2223, 2233 may be substituted for ENG 2323, 2333.

NOTE: Students may elect a program placing emphasis in Biology, Chemistry or Physics.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Special Education: Mild/Moderate 6010

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English	3	3
BIO 1134	General Biology	4	
	Physical Science with Lab	4	
HIS 1163, 1173	World Civilization I & II	3	3
MAT 1313	College Algebra	3	
PSY 1513	General Psychology	3	
	The Arts		
	ART 1913, MUS 2513	3	or . 3
HPR 1591	Health Concepts Fitness	1	or . 1
HPR 1751	Nutrition and Weight Control	1	or . 1
Sophomore Year		1 Sem.	2 Sem.
SPT 1113	Public Speaking I	3	
ENG 2423 or ENG 2433	World Literature	3	
	English 2000 above	3	
	Science or Math* Elective	4	
	Fine Arts Elective (choose one)	3	
	ART 1113, ART 1233, MUS 1113, SPT 2233		
	SPE Electives	6	and . 6
	<i>Choose from the following</i>		
	CSC 1113, EPY 2513, MAT 1723		
	ART 1913, MUS 2513,		
	Social Science Elective	3	6
	<i>No more than 3 hours from one area</i>		
	SOC 2113, 2143; SOC 2213;		
	SOC 2133; PSC 1113; ECO 2113		

*Must be higher than College Algebra

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

University Parallel Programs

Technical & Occupational Education 6020

Technical & Occupational Education was developed for those individuals who possess a previously acquired trade or technical specialty and wish to (1) prepare for a teaching career in career and technical education, and/or (2) build an appropriate academic foundation that will increase their opportunities for professional development and advancement within the field of career and technical education.

Semester Hours

Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Composition I & II	3	3
HIS 1163, 1173	World Civilization I & II	3	3
MAT 1313	College Algebra	3	
*TOE Skill Courses	(Will vary with specialty)	6	6
SPT 1113	Public Speaking I	3	
Sophomore Year		1 Sem.	2 Sem.
PHY 2244, 2254	Phys. Science w/lab I & II	4	4
*TOE Skill Courses	(Will vary with specialty)	6	6
PSY 1513	General Psychology	3	
ENG 2423	World Literature I	3	
ECO 2113	Prin. of Macroeconomics	3	
HPR 1751	Nutrition & Wt Control.	1	or . 1
HPR 1593	Health Concepts / Wellness or.	3	or . 3
HPR 1591	Health Concepts Phys Act	1	or . 1

*Approved military or Vo-Tech skill courses. These courses will need to be evaluated on an individual basis for transferability.

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.



University Parallel Programs

Health and Physical Education 4070

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Comp I and II	3	3
MAT 1313	College Algebra	3	
HPR	Elective	1	
HIS 1163, 1173	World Civilization I and II	3	3
PSY 1513	General Psychology	3	
HPR 1313	Intro. to Physical Education	3	
HPR	Elective	2	
HPR 1593	Health Concepts of Phys. Act/Wellness	3	
HPR 2212	First Aid and CPR	2	
CSC 1113	Intro. to Computer Concepts	3	
Sophomore Year		1 Sem.	2 Sem.
SPT 1113	Public Speaking I	3	
BIO 2514, 2524	Human Anatomy & Physiology I and II	4	4
SOC 2113	Sociology	3	
FINE ARTS	Appreciation	3	
HPR	Career Elective	3	
HPR	Elective	1	
ENG 2423	World Literature I	3	
HPR 1213	Personal and Community Health I	3	
HPR	Career Elective	3	
HPR	Elective	2	

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Outdoor Recreation Leadership 6050

		Semester Hours	
Freshman Year		1 Sem.	2 Sem.
ENG 1113, 1123	English Comp I and II	3	3
MAT 1313	College Algebra	3	
BIO 1214	Environmental Science	4	
PRM 1113	Foundations of Leisure	3	
HPR	Elective	2	
HPR	Elective	2	
BIO 2214	Marine Science	4	
HPR 2222	Water Safety & Lifesaving	2	
GEO 1113	Geography	3	
PRM 2113	Recreation & Park Program Leadership	3	
Sophomore Year		1 Sem.	2 Sem.
SPT 1113	Public Speaking I	3	
SOC 2113	Sociology	3	
HIS 2213, 2223	American History I and II	3	3
FINE ARTS	Appreciation	3	
HPR	Elective	2	
HPR	Elective	2	
CSC 1113	Intro to Computers	3	
HPR	Elective	3	
PRM 2223	Program Planning & Dev.	3	
HPR	Elective	3	
HPR	Elective	1	

Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

Technical Programs

The Mississippi Gulf Coast Community Colleges' statement of mission and role of the total career, technical, and adult education program are:

- A. To provide career, technical, and adult education to students according to their needs, abilities, and interests regardless of race, sex, creed, national origin, and to otherwise qualified handicapped persons.
- B. To provide career and technical education to students that are occupationally specific for job opportunities in skilled occupations. (Diploma programs)
- C. To provide career, technical, and adult education to students for job opportunities in occupations that are technical and/or paraprofessional. (Associate Degree programs)
- D. To provide career, technical, and adult education that is industry-specific for new and expanding industries and state-of-the-art instruction for employed persons.

Technical Programs

Technical education leading to MGCCC Associate of Applied Science degree.

For the purpose of determining Career-Technical Course fees, courses are classified below:

Level I

AGT	BOT	CRJ
HUS	IDT	LET
MMT	MET	WDT
CON		

Level II

CAT	CPT	DDT
EMT	GTT	IST
WAN	CDT	LGT

Level III

CST	EET	FST
IET	MLT	PPT
TCT	SUT	

Level IV

ACT	CRM	ELT
HLT	PPV	RCT
RGT		

Level V

ABT	ATT	FPV
HRT	MST	WLV
NUR	PNV	



Nursing 7000

(Jefferson Davis, Jackson County and Perkinston Campuses)

The MGCCC Nursing Division offers three nursing education options:

- Associate Degree Nursing
- Practical Nursing
- LPN to RN Mobility Track

The Associate Degree Nursing (ADN) option includes one semester of pre-requisites and four semesters of nursing course work. The ADN program is designed to prepare students to become registered nurses. The program is state accredited by the Mississippi Board of Trustees of State Institutions of Higher Learning, 3825 Ridgewood Road, Jackson, Mississippi 39211 (601-432-6486) and nationally accredited by the National League for Nursing Accrediting Commission, Inc. (NLNAC), 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326 (404-975-5000).

Successful completion of the seventy-two (72) semester hour Associate Degree Nursing Option, leads to an Associate of Applied Science Degree and permits the graduate to apply to take the National Council Licensure Examination for Registered Nurses ®.

The Practical Nursing (PN) program option includes one semester of pre-requisites and three semesters of nursing course work. The curriculum consists of nursing courses included in the first year of the ADN curriculum, as well as, one semester of PN exit courses. The PN program is designed to prepare students to become licensed practical nurses. The program is state accredited by the Mississippi Department of Education/ State Board of Community and Junior Colleges (SBCJC), 3825 Ridgewood Road Jackson, MS 39211 (601 432-6518) and nationally accredited by the National League for Nursing Accrediting Commission, Inc. (NLNAC), 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326 (404-975-5000).

Successful completion of the Practical Nursing Option leads to an MGCCC diploma and graduates are eligible to apply for LPN licensure from the Mississippi Board of Nursing and take the National council Licensure Examination for Practical Nursing (NCLEX-PN).

Admission Requirements

All applicants are required to take the American College Test (ACT) and the Test of Essential Academic Skills (TEAS) and must meet the general admission requirements of the college. To qualify for admission to the Nursing Program, an applicant must:

1. Make application and be accepted to Mississippi Gulf Coast Community College (MGCCC).
2. Attend a mandatory pre-nursing session.
3. Make a separate application to the Nursing Program, specifying the nursing program option desired (Associate Degree, Practical Nursing, or LPN to RN Mobility Track) and campus/center preference. Students may only apply at one location of MGCCC.
4. Applicants seeking entry into the LPN to RN mobility track must be a graduate of a regionally accredited (i.e. Southern Association of Colleges and Schools (SACS), etc.) practical nursing program and possess a current practical nursing license in good standing.
5. Submit official copies of ACT scores and transcripts of all college work in the Office of Admissions. A residual ACT is not accepted. ACT scores prior to October 1989 will not be accepted (must be enhanced version of ACT).
6. Achieve a Grade Point Average (GPA) of 2.5 or higher on required pre-requisite courses (ENG 1113, PSY 1513, BIO 2514, and BIO 2924) plus any other degree-required nursing courses that have been completed. Previous nursing courses taken at MGCCC or another institution within the last five years will be included in the GPA calculation.
7. Achieve a composite score of 18 or higher on the ACT with a minimum of 17 in math and 17 in reading. Minimum math and reading scores cannot be waived. To waive a composite ACT score of less than 18, applicant must successfully complete 24 semester hours of degree-required courses with a GPA of 2.5 or higher. The twenty-four credit hours must include Anatomy and Physiology I, Anatomy and Physiology II and Microbiology with a grade of "C" or better in each. Science courses must be less than five years old and may be repeated only once within the five year period. Science courses or previous nursing courses greater than 5 years old will not be calculated in the GPA.
8. Applicants must achieve a composite score of 60 or above on the TEAS V test. Applicants who make less than the minimum score may attempt the TEAS again as soon as designated remediation through the campus Learning Lab is completed. Without the remediation, individuals may retake the TEAS only once every 12 months. The NET and any prior version of the TEAS will no longer be accepted. TEAS V is a mandatory component of the selection/admission criteria for MGCCC nursing students.
9. Comply with Mississippi law requiring a *Criminal Background History Check with Fingerprinting* through the Mississippi Department of Health, obtained from an approved MGCCC clinical affiliate within one month prior to submission of Application for Admission to the nursing program. A list of approved affiliates is available on the Health Program's Page at the MGCCC web-site. Proof of a clear background check must be provided to the MGCCC Nursing Department Chair prior to application submission.

Selection Process

Nursing students applying for the Associate Degree Nursing program are admitted twice annually (fall and spring semesters) at the Jackson County, Jefferson Davis and Perkinston campus and once annually (fall semester) at the George County Center using a competitive selection process based on the Nursing Program admission requirements and residency. Nursing students applying for the Practical Nursing Exit Option will only admit once per year in the fall semester at the Jackson County campus, Jefferson Davis campus, Perkinston campus, and the George County Center. ADN/RN and ADN/PN program applicants will be ranked together college wide for entrance into the MGCCC nursing program. The LPN to RN mobility track admits students once a year in the summer at the West

Nursing 7000

Harrison County Center/Jefferson Davis Campus. Applicants are ranked according to ACT composite score, GPA on degree-required courses, TEAS composite score and residency.

- All qualified in-district applicants (Harrison, Jackson, Stone and George County residents) are admitted before any qualified out-of-district applicants (Mississippi residents who live in counties other than Harrison, Jackson, Stone and George).
- Qualified out-of-state residents are admitted after all qualified in-district and out-of-district applicants are admitted.

The following application deadlines apply:

- Summer LPN to RN Mobility Track - May 15th
- Fall Nursing Admission - July 1st
- Spring Nursing Admission - November 1st

Enrollments are limited. Applicants not selected for a class or who are unable to accept admission to a class must resubmit an application to be considered for admission to the next class. A student who has been dismissed from or leaves the nursing program under adverse circumstances (e.g. unsafe clinical practice, HIPAA violations, cheating on tests or paperwork, etc.) may be denied readmission to the nursing program. Application information and details of the selection process are available from the campus nursing departments.

Prerequisites to beginning the Nursing Program

At the time of the students scheduled orientation to the Nursing program, the student must provide the following:

1. Proof of a physical examination indicating ability to perform core performance standards documented on the MGCCC Nursing Health Form within three months prior to the orientation session. All physical examinations must be performed by a licensed health care provider (usually a physician or nurse practitioner).
2. Proof of current immunizations or titer against Measles, Influenza, Rubella, Hepatitis B, Diphtheria-Tetanus, and Varicella.
3. Proof of a negative PPD Tuberculin test (or appropriate clearance for a positive Tuberculin test) dated within three months prior to the orientation session.
4. A current Cardiopulmonary Resuscitation (CPR) Card for Health Care Providers issued by the American Heart Association (or equivalent).
5. A negative hair test result must be obtained as designated by Nursing Administration upon notification of admission to nursing students.

The MGCCC Nursing Program has a zero tolerance of illegal substance use/abuse and misuse of legal substance. All nursing students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Nursing and Allied Health Programs. The Nursing and Allied Health Program's substance testing policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/. A copy can also be obtained from the Program's Administrative Office.

Students admitted to the MGCCC nursing program after orientation (due to program space) will need to provide all five prerequisites listed above within two weeks of admittance notification. Students admitted after the campus nursing admission orientation will be provided with an orientation session.

Progression/Graduation Requirements

To progress, the student must:

1. Achieve a theory average of 78% or above.
2. Demonstrate mastery of clinical competencies.
3. Deliver safe, ethical client care.
4. Achieve a course grade of "C" or better in nursing and science courses.
5. Successfully complete pre- and corequisite courses as required.

To graduate, Nursing students must meet the college requirements for graduation, achieve an overall GPA of 2.0 or higher on the degree-required courses, a cumulative GPA of 2.0 or higher and successfully complete the seventy-two (72) semester hours of degree-required courses. The Nursing faculty recommends for progression and continuation in the program only those students who, in the judgment of the faculty, satisfy the requirements

Nursing 7000

and aptitude for nursing. When a student's performance is not consistent with safe nursing practice, the student may be dismissed from the program.

General Information

1. In addition to college tuition and fees, Nursing students have other expenses such as uniforms, workbooks, nursing achievement tests, professional liability insurance, substance testing, and fees for the licensure examination.
2. Performance standards and activities required for successful progression and program completion are listed in the Core Performance Standards in the Nursing Student Handbook and the Nursing Website.
3. Nursing students must maintain Cardiopulmonary Resuscitation (CPR) Certification for Healthcare Providers (or equivalent) throughout enrollment in the program.
4. Nursing students must maintain currency on required immunizations and provide proof of an annual negative PPD Tuberculin test (or clearance for positive TB tests).
5. MGCCC Nursing and the Allied Health Programs have a zero tolerance of illegal substance use/abuse and misuse of legal substance. All Nursing and Allied Health students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs. The Nursing and Allied Health Program's substance testing policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/. A copy can also be obtained from the Program's Administrative Office.
6. Nursing students must provide their own transportation to and from clinical agencies.
7. Nursing students must abide by the policies and procedures of healthcare agencies used for clinical experiences.
8. Evening and weekend clinical rotations may be required.
9. Nursing students must be full-time.
10. Nursing students must follow the latest version of the college catalog and Nursing and Allied Health policies throughout enrollment in the Nursing program.
11. The college reserves the right to make curriculum and policy changes as necessary. Written notification to prenursing/nursing students is sufficient to effect change.
12. The credit to clock hour ratio for the classroom in nursing is 1:1 (i.e., one clock hour of class per week is required for each credit hour assigned to class). The credit to clock hour ratio for lab/clinical is 1:3 (i.e., three clock hours of lab/clinical are required for each credit hour assigned to lab/clinical). For the ten (10) credit-hour clinical nursing courses, these ratios convert to six (6) clock hours of class per week and twelve (12) clock hours of lab/clinical per week.

Readmission/Transfer

Readmission to the ADN program is in accordance with the ADN Division Readmission Policy. Students are allowed two readmissions: one to NUR Level II or Level III and one to NUR Level IV. Students who do not successfully complete Level I must apply as a new student. Students cannot repeat any nursing or science course more than once.

Transfer admission for students who have credit in nursing courses from other colleges will be considered on an individual basis in accordance with the Nursing Division Transfer Policy. Residency priorities apply to transfer applicants in the same manner as for all first time applicants to the Nursing program. All in-district applicants (Mississippi residents of Harrison, Jackson, Stone and George Counties) are admitted before out-of-district applicants (Mississippi residents of counties other than Harrison, Jackson, Stone and George). Out-of-state applicants are not admitted until all in-state applicants are admitted. Transfer applicants who are not eligible for readmission at their previous school of nursing are not eligible for transfer to an advanced MGCCC Nursing course but may apply for admission to Level I as a new student.

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Curriculum Plan

(For Students with an ACT Composite Score of 18 or Higher)**

Associate Degree Nursing Option Curriculum Plan

Practical Nursing Option Curriculum Plan

Those completing the Practical Nursing Diploma must successively complete the following:

- Prerequisites
- Freshman Year

Practical Nursing Exit Option

PNV 1323 Mental Health Concepts 3
 PNV 1316 Alterations/Adult Health 6
 PNV 1314 Nursing Transition 4
 PNV 1301 Professional Development 1

*Students, who successfully complete the first two semesters of the ADN program at any MGCCC location, may choose to transfer to the George County Center to complete the PN Exit option. Space is limited and based on clinical site availability.

Freshman Year

Semester Hours

Prerequisites

The following four (4) courses are prerequisites to the ADN Program and must be completed by the applicant prior to approval of admission to the program:

BIO 2514*	Anatomy and Physiology I (with lab)	4
ENG 1113	English Composition I	3
PSY 1513	General Psychology	3
*+BIO 2924	Microbiology (with lab)	4

Freshman Year

Semester Hours

1st Semester

NUR 1118	Nursing - Fundamentals of Nursing	8
NUR 1121	Nursing - Dosage Calculation	1
NUR 1131	Nursing - Pharmacology	1
NUR 1100	Nursing - Professional Development I	0
• BIO 2524	Anatomy and Physiology II (with lab)	4

2nd Semester

NUR 1217	Nursing - Adult Health I	7
NUR 1223	Nursing - Maternal Child Health	3
NUR 1200	Nursing - Professional Development II	0
+ENG 1123	English Composition II	3
• EPY 2533	Human Growth and Development	3

Sophomore Year

Semester Hours

1st Semester

NUR 2318	Nursing - Adult Health II	8
NUR 2322	Nursing - Mental/Behavioral Health	2
NUR 2300	Nursing - Professional Development III	0
++SPT 1113	Public Speaking I	3
++SOC 2113	Introduction to Sociology	3

2nd Semester

NUR 2416	Nursing - Advanced Concepts of Nursing Practice	6
NUR 2421	Nursing - Comprehensive Seminar	1
NUR 2434	Nursing - Transition to Professional Nursing Practice	4
NUR 2401	Nursing - Professional Development IV	1

TOTAL: 72

*Advanced science courses have a pre-requisite requirement. See Biology Course Descriptions in the College Catalog for details about the prerequisite requirement. Science courses must be less than five years old and may be repeated once only. A grade of "C" or better is required in all science and nursing courses. Academic support courses may be taken prior to the listed semester.

**Applicants with less than an 18 Composite ACT score have additional prerequisite requirements. See ADN Course Descriptions in the College Catalog for nursing courses pre-/co-requisite requirements.

- Co-requisite course with NUR 1217 and NUR 2322 unless already successfully completed.

+ Prerequisite course to NUR 2310.

++ Prerequisite course to NUR 2410.

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The LPN to RN Mobility track Option of the Nursing Program is designed to assist qualified Licensed Practical Nurses with the transition to Registered Nurses.

The program is state accredited by the Mississippi board of Trustees of State Institutions of Higher Learning and nationally accredited by the National League for Nursing Accrediting Commission, Inc. (NLNAC), 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326 (404-975-5000).

LPN-To-RN Mobility Track

The LPN-to-RN Mobility Track in the Nursing Program is designed to assist qualified Licensed Practical Nurses with transition to Registered Nurses. LPNs accepted into the Mobility Track are awarded fourteen (14) semester hours of credit for previous nursing education. Enrollment is limited. After successfully completing a summer course NUR 1116, Mobility Track students are allowed to by-pass the first year (Level I and Level II) of the required Nursing courses and enter the second year Level III Nursing course. To graduate, Mobility Track students must successfully complete the nine (9) degree required academic support courses, the Transition Course (NUR 1116), and the second year nursing courses; credit for these courses plus the 14 credit hours for previous education equal the required seventy-two (72) semester hours for the degree. All ADN policies and procedures apply to Mobility Track students unless otherwise noted.

LPN-To-RN Mobility Track Admission Requirements

To qualify for the Mobility Track, the applicant must:

1. Be a graduate of an accredited Practical Nursing School.
2. Possess a current practical nursing license in good standing.
3. Attend a mandatory pre-nursing session. Dates and how to register are available on the Nursing Program page of the MGCCC website.
4. Make application and be accepted to Mississippi Gulf Coast Community College.
5. Make a separate application to the campus where the LPN-RN Mobility Track program is offered.
6. Submit official copies of ACT scores and transcripts of all college work to the campus Admissions Office. Residual ACT scores are not accepted.
7. Achieve a GPA of 2.5 or higher on the required prerequisite courses plus any other degree-required courses that have been completed. Science courses require a grade of "C" or better, must be less than five years old and may be repeated only once within a five year period.
May 15th, 2011 Deadline pre-requisites: ENG 1113, ENG 1123, BIO 2514, BIO 2524, PSY 1513, and EPY 2533
May 15th, 2012 Deadline pre-requisites: ENG 1113, BIO 2514, BIO 2524, BIO 2924, PSY 1513, and EPY 2533
8. Calculation of your GPA for admission to the Program includes all courses listed in the Curriculum Plan that have been completed, including previously completed nursing courses. However, inclusion of science courses and previous nursing courses is limited to those completed within the last five years.
9. Achieve an ACT score of 18 or higher. To waive an ACT score of less than 18, applicant must complete the prerequisite courses listed in #6 plus BIO 2924 with a GPA of 2.5 or higher.
10. Applicant must achieve a composite score of 60 or above on the TEAS V test. Applicants who make less than the minimum score may attempt the TEAS again as soon as designated remediation through the campus Learning Lab is completed. Without the remediation, individuals may retake the TEAS only once every 12 months. The NET and any prior version of the TEAS will no longer be accepted. TEAS V is a mandatory component of the selection/admission criteria for MGCCC nursing students.

LPN-To-RN Mobility Track Selection Process

Students are admitted to the Mobility Track once a year in the summer. Qualified applicants are selected based on academic merit and residency. In-district applicants (Mississippi residents of Harrison, Jackson, Stone and George Counties) are admitted before out-of-district applicants (Mississippi residents of counties other than Harrison, Jackson, Stone and George). Out-of-state applicants are not admitted until all in-state applicants are admitted.

Prerequisites To The First Mobility Track Nursing Course

Prior to starting NUR 1116, the student must:

1. Comply with Mississippi law regarding a Criminal Background History.
2. Obtain a physical examination documented on the MGCCC ADN Health Form within three months prior to NUR 1116.
3. Provide proof of current immunizations against Measles, Influenza, Rubella, Hepatitis B, Diphtheria-Tetanus, and Varicella.
4. Provide proof of a negative PPD Tuberculin test (or appropriate clearance for a positive Tuberculin test) dated within three months prior to NUR 1116.
5. Provide a current Cardiopulmonary Resuscitation (CPR) Card for Healthcare Providers issued by the American Heart Association (or equivalent).

Progression Requirements

To progress, the Mobility Track student must:

1. Achieve a theory average of 78% or above.
2. Demonstrate mastery of clinical competencies.
3. Deliver safe, ethical client care.
4. Achieve a course grade of "C" or better in nursing and science courses.
5. Successfully complete pre- and corequisite courses as required.

General Information

1. In addition to college tuition and fees, Mobility Track students have other expenses such as uniforms, workbooks, nursing achievement tests, professional liability insurance, substance testing, and fees for the licensure examination.
2. Performance standards and activities required for successful progression and program completion are listed in the Core Performance Standards in the Nursing Student Handbook and the Nursing Website.
3. Mobility Track students must maintain Cardiopulmonary Resuscitation (CPR) Certification for Healthcare Providers (or equivalent) throughout enrollment in the program.
4. Mobility Track students must maintain currency on required immunizations and provide proof of an annual negative PPD Tuberculin test (or clearance for positive TB tests).
5. MGCCC Nursing and the Allied Health Programs have a zero tolerance of illegal substance use/abuse and misuse of legal substance. All Nursing and Allied Health students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Nursing and Allied Health Programs.
6. Mobility Track students must provide their own transportation to and from clinical agencies.
7. Mobility students must abide by the policies and procedures of healthcare agencies used for clinical experiences.
8. Evening and weekend clinical rotations may be required.
9. Mobility Track students must be full-time.
10. Mobility Track students must follow the latest version of the college catalog and Nursing policies throughout enrollment in the Program.
11. The college reserves the right to make curriculum and policy changes as necessary. Written notification to prenursing/nursing students is sufficient to effect change.
12. The credit to clock hour ratio for the classroom in nursing is 1:1 (i.e., one clock hour of class per week is required for each credit hour assigned to class). The credit to clock hour ratio for lab/clinical is 1:3 (i.e., three clock hours of lab/clinical are required for each credit hour assigned to lab/clinical). For the ten (10) credit-hour clinical nursing courses, these ratios convert to six (6) clock hours of class per week and twelve (12) clock hours of lab/clinical per week.
13. Students must successfully complete NUR 1116 to progress to NUR Level III courses. NUR 1116 may be taken one time only. If unsuccessful in NUR 1116, applicant may apply for admission to as a new student to the Nursing Level I course.

Nursing 7000

LPN to RN Mobility Track Curriculum Plan

Freshman Year

Semester Hours

The following six (6) courses are prerequisites to the Mobility Track and must be completed by the applicant prior to acceptance into the program for the May 15, 2011 Deadline:

*BIO 2514	Anatomy and Physiology I (with lab)	4
*BIO 2524	Anatomy and Physiology II (with lab)	4
ENG 1113	English Composition I	3
ENG 1123	English Composition II	3
PSY 1513	General Psychology	3
EPY 2533	Human Growth and Development	3

Sophomore Year

Semester Hours

Summer Session

NUR 1116	Transition Course	6
+BIO 2924*	Microbiology (with lab)	4

Fall Semester

NUR 2300	Nursing-Professional Development III	0
NUR 2310	Nursing-Provision of Care I	10
++SPT 1113	Public Speaking I	3
++SOC 2113	Introduction to Sociology	3

Spring Semester

NUR 2401	Nursing-Professional Development. IV	1
NUR 2410	Nursing-Provision of Care II	10
NUR 2421	Nursing-Comprehensive Seminar	1

TOTAL SEMESTER HOURS: 58
 TOTAL CONTACT HOURS: 1257

*The prerequisites for advanced science courses identified by an * are the completion of one of the following: a.) minimum ACT composite of 21 on the science component, b.) completion of three high school science courses (biology or chemistry) with no grade lower than a "C", or c.) credit for BIO 1134.

+ Prerequisite course to NUR 2310.
 ++ Prerequisite course to NUR 2410.

Computer Competency

All students who receive Associate degrees from Mississippi Gulf Coast Community College must demonstrate computer competency by one of the following:

- Successful completion of required computer courses in a degree program that meets the application of technology college-level competencies.
- Successful completion of 3 credit hour computer elective course; Computer elective courses approved to meet the computer competency requirement will include all of the following skills which are identified in the application of technology college-level competency.
- Computer course credit by a departmental examination, CLEP or other non-traditional credit as defined in the section of the catalog "Credit by Non-Traditional Means."

**Golf/Recreational Turf
Mgmt. Tech. 7025**

AGRIBUSINESS CLUSTER

(Perkinston Campus)

The Golf/Recreation Turf Management Technology program is designed to prepare individuals to establish, maintain, and manage grassed areas (turf) for golf/recreational and other purposes. The curriculum includes instruction in business management, design, turf grass management, irrigation, and operation/maintenance of equipment and machinery.

This curriculum leads to an Associate in Applied Science Degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

DDT 1413	Elementary Surveying	3
BOT 1133	Microcomputer Applications.	3
ENG 1113	English Composition.	3
HLT 1114	Plant Materials I.	4
HLT 1124	Plant Materials II*	4
AGT 1313	Applied Principles of Plant Production.	3
BOT 1433	Business Accounting	3
HPR 1531	Golf	1
AGT 1714	Applied Soils - Conservation and Uses	4
	Psychology or Social Studies Elective.	3
MAT 1313	College Algebra	3

Sophomore Year

Semester Hours

SPT 1113	Public Speaking I	3
HLT 1513	Landscape Design I	3
GTT 1614	Golf Course Equip Operation Mtnc.	4
HLT 2713	Landscape Construction	3
GTT 2124	Landscape Mtnc. & Weed Control	4
GTT 2313	Golf Course Business Management	3
GTT 2813	Turf Grass Management for Golf Course	3
HLT 2813	Ornamental and Turf Pest Management.	3
GTT 2824	Irrigation Systems: Design & Mtnc.	4
	Humanities or Fine Arts Elective	3
	Physical Science I or II.	4
	TOTAL	71

*Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Landscape Management
Technology 7151**

AGRIBUSINESS CLUSTER

(Perkinston Campus)

The Landscape Management Technology program is an instructional program that prepares individuals to locate, plant, and maintain turf, plants, shrubs, devices for the beautification of home grounds, and other areas of human habitat and recreation.

This program leads to an Associate in Applied Science Degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

HLT 1114	Plant Materials I	4
AGT 1313	Applied Principles of Plant Production.	3
AGT 1714	Applied Soils-Conservation and Uses	4
ENG 1113	English Composition.	3
BOT 1133	Microcomputer Applications.	3
MAT 1313	College Algebra	3
GTT 2313	Golf Course Business	3
GTT 2824	Irrigation Systems	4
HLT 1124	Plant Materials II.	4
DDT 1413	Elementary Surveying	3

Sophomore Year

Semester Hours

SPT 1113	Public Speaking I.	3
HLT 1513	Landscape Design I	3
GTT 1614	Golf Course Equip Operation Mtnc.	4
HLT 2713	Landscape Construction	3
GTT 2813	Turf Grass Management	3
HLT 2913	Special Problem	3
HLT 2523	Landscape Design II	3
HLT 2813	Ornamental & Turf Pest Control	3
GTT 2124	Landscape Weed Control	4
	Spanish or Humanities Elective.	3
	Psychology or Social Science Elective	3

TOTAL 69

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Construction Mgmt.
Technology 7115**

ARCHITECTURE AND CONSTRUCTION CLUSTER

(Jefferson Davis Campus)

The Construction Management Technology program is an instructional program designed to prepare technicians for employment within the construction industries and firms in mid-level management operations as estimators, material specialists, planners, project managers, layout specialists, or other construction operations. Individuals currently employed as professionals will enhance their ability to perform their duties in the construction business.

This curriculum leads to an Associate of Applied Science degree. Students completing the program will be prepared for jobs in supervision, estimating, layout, handling, storing, monitoring, materials, safety, leadership, and organization of construction projects. In the program, students learn environment and workplace safety issues. They also learn how to identify safety hazards and notify the proper authorities. Through an internship program, students have the opportunity to work in a position related to construction management technology.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

CON 1113	Survey of Modern Construction	3
CON 1213	Construction Materials	3
MAT 1313	College Algebra	3
	Technical Elective*	3
CON 1223	Plans and Document Interpretation	3
CON 1233	Construction Systems I	3
ENG 1113	English Composition I	3
MAT 1323	Trigonometry	3

Summer Session

Semester Hours

DDT 1114	Fundamentals of Drafting	4
DDT 1313	Principles of CAD	3
DDT 1413	Elementary Surveying	3
CON 2613	Internship I	3
CON 2623	Internship II	3

Sophomore Year

Semester Hours

CON 2313	Construction Layout	3
CON 2413	Construction Safety Standards	3
SPT 1113	Public Speaking I	3
	Humanities/Fine Arts Elective	3
CON 2113	Construction Job Site Management	3
CON 2123	Construction Cost Estimation	3
CON 2233	Construction Systems II	3
	Social/Behavioral Science Elective	3
PHY 2244	Physical Science Survey	4
CON 2513	Leadership and Organization	3
TOTAL		71

*(DDT 1133) Machine Drafting I, (DDT 1153) Descriptive Geometry, (DDT 1323) Intermediate CAD, (DDT 1353) Total Quality Management, (DDT 1513) Blueprint Reading I, (DDT 1613) Architectural Design I, (DDT 2143) Civil Drafting, (DDT 2273) Facilities Planning, (DDT 2433) Legal Principles of Surveying, (DDT 2523) Pipe Drafting, or other instructor approved course.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

**Accounting Technology
Concentration 7173**

BUSINESS AND OFFICE CLUSTER

(Jackson County, Jefferson Davis and Perkinson Campuses and George County Center)

The Accounting Technology Concentration is designed to prepare students for employment opportunities in the accounting field. Upon successful completion, students should be prepared for accounting positions in business and industry, governmental agencies, and public accounting firms.

The Associate of Applied Science degree received upon successful completion of this concentration is not designed for transfer to a senior college or university. It is designed for immediate employment preparation.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year		Semester Hours
ENG 1113	English Composition.....	3
ACC 1213	Accounting I	
or		
BOT 1433	Business Accounting	3
BOT 1313	Applied Business Math	3
BOT 1113	Document Formatting and Production*.....	3
BOT 1713	Mechanics of Communication	3
ACC 1223	Accounting II	
or		
BOT 1443	Advanced Business Accounting.....	3
BOT 1213	Personal and Professional Development	3
BOT 1143	Word Processing	3
BOT 1813	Electronic Spreadsheet.....	3
BOT 1133	Microcomputer Applications**	3
BOT 2413	Computerized Accounting.....	3
Sophomore Year		Semester Hours
BOT 2813	Business Communication	3
Elective	Accounting Elective***	3
SPT 1113	Public Speaking I.....	3
	Math/Natural Science Elective****	3/4
	Accounting Elective***	3
	Accounting Elective***	3
BOT 2833	Integrated Computer Applications	3
	Social/Behavioral Science Elective*****	3
	Humanities/Fine Arts Elective	3
BOT 2133	Desktop Publishing	3
BOT 2323	Database Management	3
TOTAL		66/67

*Prior to enrollment in BOT 1113 students will be required to key straight-copy material at a minimum of 35 GWPM, on a 5-minute timed writing with a maximum of 1 error per minute. Students who do not demonstrate this level of proficiency will be required to enroll in Introduction to Keyboarding BOT 1013.

**Tech Prep credit may be awarded for approved courses. Please refer to “The Credit by Non-Traditional Means” section of this catalog regarding stipulations for receiving Tech Prep credit.

***The accounting electives will be chosen from Income Tax Accounting (BOT 2423), Payroll Accounting (BOT 2463), Supervised Work Experience (BOT 2913), or Cost Accounting (BOT 2473).

****MAT 1313 or higher or any laboratory science.

*****ECO 2113 recommended.

**Bus. Mgmt. Technology
Concentration 7172**

BUSINESS AND OFFICE CLUSTER

(Jackson County, Jefferson Davis
and Perkinson Campuses)

The Business Management Technology Concentration provides training that leads to the development of comprehensive entrepreneurial skills necessary in private business or in the public or not-for-profit sectors emphasizing both domestic and foreign markets.

The Associate of Applied Science degree received upon successful completion of this concentration is not designed for transfer to a senior college or university. It is designed for immediate employment preparation.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year Semester Hours

ENG 1113	English Composition	3
BOT 1213	Personal and Professional Development	3
BOT 1713	Mechanics of Communication	3
BOT 1313	Applied Business Math	3
ACC 1213	Principles of Accounting I	
	or	
BOT 1433	Business Accounting	3
MMT 2233	Human Resource Management*	3
BOT 1113	Document Formatting and Production**	3
BOT 1133	Microcomputer Applications***	3
BOT 1813	Electronic Spreadsheet.	3

Sophomore Year Semester Hours

	Humanities/Fine Arts Elective	3
BAD 1213	Introduction to International Business	3
BAD 2413	Legal Environment of Business	3
BOT 2413	Computerized Accounting.	3
BOT 2623	Principles of Business Finance.	3
	Math/Natural Science Elective****	3/4
	Social/Behavioral Science Elective*****	3
BOT 2323	Database Management	3
BOT 2813	Business Communication	3
MMT 2513	Entrepreneurship*	3
BOT 2613	Entrepreneurial Problem Solving	3
SPT 1113	Public Speaking I.	3
	Approved Electives*	3
	TOTAL	66/67

*Approved electives include BAD 1113 (Introduction to Business), BOT 1143 (Word Processing), or BOT 2833 (Integrated Computer Applications).

**Prior to enrollment in BOT 1113 students will be required to key straight-copy material at a minimum of 35 GWPM, on a 5-minute timed writing with a maximum of 1 error per minute. Students who do not demonstrate this level of proficiency will be required to enroll in Introduction to Keyboarding BOT 1013.

***Tech Prep credit may be awarded for approved courses. Please refer to “The Credit by Non-Traditional Means” section of this catalog regarding stipulations for receiving Tech Prep credit.

****MAT 1313 or higher or any laboratory science

*****ECO 2113 recommended.

Technical Programs

**Medical Office Technology
Concentration 7131**

BUSINESS AND OFFICE CLUSTER

**Medical Billing and Coding Option
(Jefferson Davis Campus)**

The Medical Office Technology Concentration provides training for career opportunities in private physician offices, clinics, hospitals, nursing homes, and other healthcare facilities.

The Associate of Applied Science degree received upon successful completion of this concentration is not designed for transfer to a senior college or university. It is designed for immediate employment preparation.

There are three options in the Medical Office Technology Concentration. The Medical Billing and Coding Option prepares the successful completer for employment in the field of patient billing and medical insurance coding. The Medical Transcription Option prepares the successful completer for employment in the field of medical transcription of patient records. The Medical Information Specialist Technology Option prepares individuals to perform medical office, electronic records management, medical billing and coding, electronic medical office administration, and medical law and regulations.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

BOT 1613	Medical Terminology I	3
BOT 1133	Microcomputer Applications****	3
BOT 1713	Mechanics of Communication	3
	Humanities/Fine Arts Elective	3
BOT 1143	Word Processing	3
BOT 1313	Applied Business Math	3
ACC 1213	Principles of Accounting I	3
BOT 1623	Medical Terminology II	3
BOT 1113	Document Formatting and Production	3
BOT 2813	Business Communication	3
	Social/Behavioral Science Elective**	3
BOT 1413	Records Management	3

Summer Session

Semester Hours

BOT 2523	Medical Transcription I	3
BOT 2533	Medical Transcription II	3

Sophomore Year

Semester Hours

ENG 1113	English Composition I	3
BOT 2643	CPT Coding	3
BOT 2653	ICD Coding	3
BOT 2743	Medical Office Concepts	3
	Math Elective/Natural Science Elective*	3/4
BOT 2663	Advanced Coding	3
BOT 2753	Medical Information Management	3
BOT 2673	Medical Insurance Billing	3
SPT 1113	Public Speaking I	3
BOT 2413	Computerized Accounting	3

TOTAL 72/73

*MAT 1313 or higher or any laboratory science.

** ECO 2113 recommended.

***BOT 1113 can be taken only if the student has had sufficient typewriting instruction and can key 35 wpm. If the student is not proficient, he/she must take BOT 1013 Beginning Keyboarding.

****Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

**Medical Office Technology
Concentration 7131**

BUSINESS AND OFFICE CLUSTER

**Medical Transcription Option
(Jefferson Davis Campus)**

Freshman Year Semester Hours

BOT 1613	Medical Terminology I	3
BOT 1113	Document Formatting and Production	3
BOT 1713	Mechanics of Communication	3
BOT 1313	Applied Business Math	3
BOT 1133	Microcomputer Applications****	3
BOT 1623	Medical Terminology II	3
BOT 1143	Word Processing	3
BOT 1123	Keyboard Skillbuilding	3
ACC 1213	Principles of Accounting I	3
ENG 1113	English Composition I	3
SPT 1113	Public Speaking I	3

Summer Session Semester Hours

BOT 2523	Medical Transcription I	3
BOT 2533	Medical Transcription II	3
	Math Elective/Natural Science Elective*	3/4

Sophomore Year Semester Hours

BOT 2543	Medical Transcription III	3
BOT 2743	Medical Office Concepts	3
BOT 1813	Electronic Spreadsheet	3
BOT 2413	Computerized Accounting	3
BOT 2813	Business Communication	3
	Social/Behavioral Science Elective**	3
BOT 2553	Medical Transcription IV	3
BOT 2753	Medical Information Management	3
BOT 2643	CPT Coding	3
BOT 2653	ICD Coding	3
	Humanities/Fine Arts Elective	3

TOTAL 75/76

*MAT 1313 or higher or any laboratory science.

**ECO 2113 recommended .

***BOT 1113 can be taken only if the student has had sufficient typewriting instruction and can key 35 wpm. If student is not proficient, he/she must take BOT 1013 Beginning Keyboarding.

****Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Office Systems Tech.
Concentration 7165**

BUSINESS AND OFFICE CLUSTER

(Jackson County, Jefferson Davis and Perkinson Campuses and George County Center)

The Office Systems Technology curriculum is designed to give a broad overview of the entire office function, not only individual position; an opportunity to investigate the integration of systems, people, and technology; an exposure to career options available within the office which involves the coordination of people, equipment, and resources as well as an opportunity to recognize the relationship between worker and supervisor; and a concentration of skills in a specific area.

The Associate of Applied Science degree received upon successful completion of this concentration is not designed for transfer to a senior college or university. It is designed for immediate employment preparation.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

ENG 1113	English Composition.....	3
BOT 1123	Keyboard Skillbuilding	3
BOT 1113	Document Formatting and Production*	3
BOT 1213	Personal and Professional Development	3
BOT 1313	Applied Business Math	3
BOT 1713	Mechanics of Communication	3
BOT 1143	Word Processing	3
BOT 1413	Records Management	3
BOT 1433	Business Accounting	
	or	
ACC 1213	Principles of Accounting I.....	3
BOT 1813	Electronic Spreadsheet.....	3
BOT 1133	Microcomputer Applications**	3

Sophomore Year

Semester Hours

	Math/Natural Science Elective***	3/4
BOT 2813	Business Communication	3
BOT 2823	Communication Technology.....	3
BOT 2413	Computerized Accounting.....	3
SPT 1113	Public Speaking I.....	3
BOT 2323	Database Management	3
BOT 1513	Machine Transcription	3
BOT 2833	Integrated Computer Applications	3
BOT 2723	Administrative Office Procedures	3
BOT 2133	Desktop Publishing	3
	Social/Behavioral Science****	3
	Humanities/Fine Arts Elective	3
	TOTAL	69/70

*Prior to enrollment in BOT 1113 students will be required to key straight-copy material at a minimum of 35 GWPM, on a 5-minute timed writing with a maximum of 1 error per minute. Students who do not demonstrate this level of proficiency will be required to enroll in Introduction to Keyboarding BOT 1013.

**Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

***MAT 1313 or higher or any laboratory science.

****ECO 2113 recommended.

**Drafting and Design
Technology 7050**

ENGINEERING AND SCIENCE TECHNOLOGY CLUSTER

**(Jackson County and Jefferson
Davis Campuses)**

The Drafting and Design Technology program of study is designed to provide specialized occupational instruction in all phases of drafting technology in order to prepare students for positions in the drafting field. A combination of class work and laboratory experience is stressed.

The content of this curriculum framework is based on national standards as developed by the Foundation for Industrial Modernization (1994), National Skill Standards for Computer-Aided Drafting and Design. Also, the Computer Aided Drafting and Design Skill Standards, as developed by the National Coalition for Advanced Manufacturing (1999), was reviewed.

The curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year		Semester Hours
DDT 1114	Fundamentals of Drafting**	4
DDT 1313	Principles of CAD**	3
DDT 1213	Construction Materials	3
ENG 1113	English Composition	3
MAT 1313	College Algebra	3
DDT 1133	Machine Drafting I	3
DDT 1323	Intermediate CAD	3
MAT 1323	Trigonometry	3
SPT 1113	Public Speaking I	3
DDT 1153	Descriptive Geometry	3
Sophomore Year		Semester Hours
DDT 2243	Cost Estimating	3
DDT 1413	Elementary Surveying	3
DDT 1613	Architectural Design I	3
DDT 2343	Advanced CAD	3
	Social/Behavioral Science Elective	3
DDT 2213	Structural Drafting I	3
	Humanities/Fine Arts Elective	3
DDT 2523	Pipe Drafting	3
	Technical Elective*	3
	Physical Science Survey I or II	4
DDT 2153	Civil Drafting	3
	TOTAL	.65

*Technical course with instructor permission.

**Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Electronics Technology 7060

ENGINEERING AND SCIENCE TECHNOLOGY CLUSTER

(Jackson County Campus)

Electronics Technology is an instructional program which prepares individuals to support electrical engineers and other professionals in the design, development, and testing of electrical circuits, devices, and systems. Included are instruction in model and prototype development and testing systems analysis and integration including design, development of corrective and preventive maintenance techniques; application of engineering data; and the preparation of reports and test results.

The purpose of the Electronics Technology curriculum is to provide instruction necessary for a student to become a competent electronic technician. A graduate of this curriculum will be eligible for entry-level employment into any of the options in electronics and will be capable of correlating the activities of scientific research, engineering, and production for a wide variety of occupational fields. A graduate of the Electronics Technology curriculum will possess the capability of working and communicating directly with engineers, scientists, and other technical personnel in their specialized area.

The curriculum for Electronics Technology was developed with the use of the competencies and objectives as prepared by the Electronic Technicians Association, International (2004), as recommended by the National Coalition for Electronics Education (NCEE) and the ETA's Associate C.E.T. Exam Development Committee for Basic Electronics.

This curriculum leads to an Associate in Applied Science Degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

EET 1114	DC Circuits*	4
EET 1214	Digital Electronics	4
	Computer Related Elective	3
MAT 1313	College Algebra	3
EET 1123	AC Circuits	3
EET 1334	Solid State Devices & Circuits	4
EET 1324	Microprocessors	4
	Technical Elective	7
ENG 1113	English Composition	3

Sophomore Year

Semester Hours

EET 2334	Linear Integrated Circuits	4
EET 2414	Electronics Communications	4
	Physical Science Survey I or II	4
	Humanities/Fine Arts Elective	3
	Technical Electives	8
SPT 1113	Public Speaking I.	3
	Social/Behavioral Science Elective	3
	TOTAL	64

Technical Electives, EET 1713, EET 1613, EET 2913, EET 2423, EET 2514, any TCT or IET course or other technical course with advisor approval

*Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

**Instrumentation Electronics
Technology 7063**

ENGINEERING AND SCIENCE TECHNOLOGY CLUSTER

(Jackson County Campuses)

This curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year **Semester Hours**

IET 1114	Industrial Measurement of Pressure and Level	4
EET 1114	DC Circuits	4
PPT 1513	Safety Health and Environment I	3
IET 1214	Industrial Measurement of Temperature and Flow	4
IET 1314	Industrial Control I	4
EET 1214	Digital Electronics	4
MAT 1313	College Algebra	3
EET 1123	AC Circuits	3
ENG 1113	English Composition	3

Sophomore Year **Semester Hours**

IET 2114	Final Control Elements	4
	Computer Related Elective*	3
EET 1334	Solid State Devices & Circuits	4
	Physical Science Survey I or II	4
SPT 1113	Public Speaking I	3
EET 1324	Microprocessors	4
IET 2414	Industrial Controls II	4
	Social/Behavioral Science Elective	3
	Humanities/Fine Arts Elective	3
	TOTAL	64

*BAD 2533, CSC 1123, or BOT 1133.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Logistics Technology 7086

ENGINEERING AND SCIENCE TECHNOLOGY CLUSTER

(Jackson County Campus)

The Logistics Technology program of study is designed to prepare individuals to manage and coordinate the procurement, distribution, maintenance and replacement of material and personnel. Logistical functions in an enterprise range from acquisitions to receiving and handling, through internal allocation of resources to the handling and delivery of a product or service.

This curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

LGT 1113	Fundamentals to Logistics	3
ENG 1113	English Composition	3
LGT 1313	Supply Chain Management	3
LGT 1233	Materials Management	3
MMT 2213 or BAD 2513	Principles of Management	3
LGT 1213	Transportation & Distribution	3
LGT 1413	Logistic Support Analysis	3
MAT 1313	College Algebra	3
LGT 1513	Production Planning & Control	3
	Humanities/Fine Arts Elective	3
	Elective*	3

Sophomore Year

Semester Hours

LGT 2113	Logistics Management	3
SPT 1113	Public Speaking I	3
LGT 2513	Maintenance Management	3
BOT 1133 or BAD 2533	Microcomputer Applications Computer Applications in Business & Industry	3
ECO 2113 or ECO 2123	Principles of Macroeconomics Principles of Microeconomics	3
LGT 2533	Configuration Management	3
PSY 1513	General Psychology	3
BAD 2413	Legal Environment of Business	3
LGT 2814	Business Logistics Capstone Project	4
	Elective*	3/4
TOTAL		64/65

* LGT 1243 Purchasing, LGT 2913 Special Project, LGT 2324 Automatic Identification/Data Capture in Logistics, ACC 1213 Principles of Accounting, BOT 1413 Business Accounting, BAD 2323 Business Statistics, BOT 1213 Professional Development, BOT 2623 Principles of Management, BOT 2813 Business Communications, BOT 1413 Records Management, DDT 1313 Principles of CAD, DDT 1513 Blueprint Reading, MAT 1613 Calculus I, MAT 1323 Trigonometry, MAT 1513 Business Calculus, MAT 2323 Statistics, MMT 1113 Principles of Marketing, MMT 2613 International Marketing, PHY 2424 General Physics, PPT 1133 Introduction to Process Technology, TCT 1114 Fundamentals of Telecommunications.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Process Operations
Technology 7207**

ENGINEERING AND SCIENCE TECHNOLOGY CLUSTER

(Jackson County Campus)

The Process Operations Technology program is designed to prepare technicians for employment in the diverse field of process operations in petroleum refineries, power generation facilities, pharmaceutical plants, chemical plants, waste water treatment plants, food and beverage process plants, offshore oil production facilities and a host of other industries.

Individuals currently employed as process operations technicians will enhance their ability to perform their duties and increases opportunities to advance.

Graduates of this program are prepared for entry level positions at any processing facility. They will have acquired the basic technical skills in equipment and systems and have a broadened vocabulary to make the job specific learning less difficult.

Graduates will also have the team building skills, safety awareness, environmental awareness, communication skill and computer skills so vital to performing well in industry today. A working knowledge of state and federal regulations on safety and the environment are provided.

Through an internship program, most students will have the opportunity to work in a position related to process technology where they will receive work related application of their classroom training.

This curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

ENG 1113	English Composition	3
PPT 1133	Introduction to Process Technology	3
PPT 1424	Process Equipment	4
PPT 1513	Safety, Health & Environment	3
PPT 1714	Process Instrumentation I	4
PHY 2244	Physical Science I*	4
PPT 1613	Technical Communication	3
PPT 1434	Process Systems	4
	Computer Related Elective***	3
	Social/Behavioral Science Elective	3

Sophomore Year

Semester Hours

PPT 2113	Oil and Gas Production I	3
PPT 2313	Quality Concepts	3
PPT 1444	Process Operations	4
SPT 1113	Public Speaking I	3
MAT 1313	College Algebra	3
PPT 2724	Process Instrumentation II	4
PPT 2123	Oil and Gas Production II	3
PPT 2323	Process Troubleshooting	3
	Humanities/Fine Arts Elective	3
	Approved Elective**	3
	TOTAL	66

*Students desiring to obtain a Bachelor's Degree should enroll in College Algebra (MAT 1313) and Principles of Chemistry (CHE 1314).

**Approved Elective chosen in consultation with program instructor.

*** BAD 2533, CSC 1123, or BOT 1133.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

**Telecommunications
Technology 7215**

ENGINEERING AND SCIENCE TECHNOLOGY CLUSTER

(Jackson County Campus)

This two-year program is designed to prepare students for a wide range of technical positions within the telecommunications industry. Specific preparation is in modes, techniques, and mediums of voice, and data transmissions and reception. Emphasis is on the telephone instrument, key systems, PBX systems, analog and digital voice communications, data communications, fiber optic communications, and satellite and microwave communications. Graduates will be qualified to help select, install, operate, maintain, troubleshoot, and repair telecommunications systems.

This curriculum was developed using the Electronics Technicians Association, International standards from the National Coalition for Electronics Education and ETA's Associate C. E. T. Examination Development Committee. An Associate of Applied Science Degree is awarded upon successful completion of this curriculum and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

TCT 1114	Fundamentals of Telecommunications	4
EET 1114	DC Circuits	4
EET 1214	Digital Electronics	4
MAT 1313	College Algebra	3
ENG 1113	English Composition	3
TCT 2214	Telephone Systems	4
EET 1123	AC Circuits	3
EET 1334	Solid State Devices and Circuits	4
TCT 2314	Digital Communications I	4

Sophomore Year

Semester Hours

TCT 2324	Digital Communications II	4
	Technical Elective*	4
	Computer Related Elective**	3
SPT 1113	Public Speaking I	3
	Social/Behavioral Science Elective	3
TCT 2414	Microwave and Satellite Systems	4
EET 2423	Fundamentals of Fiber Optics	3
	Technical Elective*	4
	Humanities/Fine Arts Elective	3
	Physical Sciences Elective	4
	TOTAL	68

**Technical Electives:*

TCT 2224	PBX Systems
EET 2414	Electronic Communications
TCT 2424	Network Systems
EET 2514	Interfacing Techniques
EET 2334	Linear Integrated Circuits
EET 1324	Microprocessors
TCT 2914	Special Project

***Computer Related Elective:*

EET 1613	Computer Fund. for Electronics
BAD 2533	Computer Applications in Business & Industry
CSC 1123	Computer Applications I
BOT 1133	Microcomputer Applications
	Approved Computer Programming Language

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

**Emergency Medical
Tech. - Paramedic 7065**

HEALTH SCIENCE CLUSTER

(Jefferson Davis Campus)

This program is designed to prepare qualified Emergency Medical Technicians (EMT-B) to become professional healthcare providers at the level of (EMT-P). The curriculum meets the requirements of local, state, and national accrediting agencies. The program is nationally accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). Paramedic students successfully completing the program are eligible to write the National Registry Examination for EMT-Paramedic.

ADMISSION REQUIREMENTS

For those who are presently employed in the EMT field:

1. Must be at least 18 years of age.
2. Must be a high school graduate, or GED equivalent, with documentation.
3. Student must be deemed physically and emotionally able to meet the *Physical and Behavioral Expectations* of the program. Physical and behavioral expectations will be evaluated by a physician or nurse practitioner during the health exam.
4. Must be a Mississippi certified Emergency Medical Technician - Basic Level.
5. Must score at least a 76 on the COMPASS reading exam or provide documentation of a composite score of 16 on an ACT test taken after 10/89 (12 if taken before 10/89)
6. Must score at least 80% on an EMT-Basic review examination administered by the program.
7. EMT students must submit to substance testing in accordance with the Substance Testing Policy for Associate Degree Nursing and Allied Health Programs.
8. Provide an official cleared background check letter. MGCCC's Criminal History Background Check Policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/.

Freshman Year

Semester Hours

Semester One

EMT 1122	Fundamentals of Pre-hospital Care	2
EMT 1315	Airway Management & Ventilation	5
EMT 1415	Patient Assessment.	5
EMT 1513	EMS Clinical Internship I.	3
EMT 1613	Pre-hospital Pharmacology.	3
BIO 2514*	Human Anatomy & Physiology I	4

Semester Two

EMT 2714	Pre-hospital Trauma.	4
EMT 1825	Pre-hospital Cardiology.	5
EMT 1523	Clinical Internship II.	3
EMT 2552	Field Internship I.	2
EMT 2855	Pre-hospital Medical Care	5
BIO 2524*	Human Anatomy & Physiology II.	4

Semester Three

EMT 1423	EMS Special Considerations	3
EMT 2412	Pre-hospital OB/GYN	2
EMT 2423	Pre-hospital Pediatrics	3
EMT 2913	EMS Team Management	3
EMT 2564	Field Internship II.	4
	TOTAL	60

An optional semester is available to students for the completion of an Associate Degree in Applied Sciences. To complete this degree, students must complete the following additional courses.

ENG 1113	English Composition I	3
SPT 1113	Public Speaking I.	3
PSY 1513	General Psychology	3
Elective	Fine Arts/Humanities	3
	TOTAL	72

Students that have already completed the academic work outlined above before entry to the program may apply for their Associate Degree on successful completion of semester three.

*It is recommended that the courses with asterisk above be taken prior to entry to the program. If not, they are co-requisite and must be completed with a grade of 2.0 or better in order to be eligible to write the National Registry examination for Paramedic.

MGCCC Nursing and the Allied Health Programs have a zero tolerance of illegal substance use/abuse and misuse of legal substance. All Nursing and Allied Health students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs. The Nursing and Allied Health Program's substance testing policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/. A copy can also be obtained from the Program's Administrative Office.

**Funeral Service
Technology 7005**

HEALTH SCIENCE CLUSTER

(Perkinston Campus)

Candidates for admission into the Funeral Service Technology program must satisfactorily complete the following admission requirements:

- An official High School transcript verifying graduation or General Education (GED) test scores certifying high school graduation equivalency.
 - A student must have a score of 16 or above in the reading and math sections on the enhanced ACT test. Students without ACT scores must take and achieve an equivalent score of 74 Reading/ 34 Math (Pre-Algebra) on the COMPASS test.
- or
- A Bachelor's degree from a regionally accredited Institution of Higher Learning.

Students meeting the Funeral Service program and college admission requirements may enroll in the Funeral Service Technology Program at the beginning of each semester.

The curriculum for educating prospective funeral service professionals is a structured series of course experiences.

The goal of the program is to provide training that prepares students for entry-level positions after graduation and licensure. The curriculum is designed to give students:

- Professional knowledge in Funeral Service Education.
- Exposure to career options available within the Funeral Services field which involves managing people, equipment and resources, as well as the opportunity to prepare an individual for burial.
- Exposure to the application of the above to the profession with special emphasis placed throughout on the public health aspects involved.

This curriculum leads to an Associate in Applied Science degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Community College. As a requirement for completion of the program, a student must take the National Board exam which is administered by the International Conference of Funeral Service Examining Boards, Inc. prior to graduation. Where transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

The Funeral Service Technology program at Mississippi Gulf Coast Community College is accredited by the American Board of Funeral Service Education (ABFSE), 3414 Ashland Ave., Suite G, St. Joseph, Missouri 64506, (816) 233-3747. Web: www.abfse.org

**Funeral Service
Technology 7005**

HEALTH SCIENCE CLUSTER

(Perkinston Campus)

The Funeral Service Technology program aims and objectives are:

1. To provide an education program that will prepare the students to pass the National Board Examination or their respective state board examination.
2. To prepare the students with skills for successful employment as funeral directors and embalmers.
3. To teach the importance of maintaining public health measures and safety procedures necessary to public health in the care and disposition of dead human remains.
4. To teach the importance of ethics, law and a professional image in all aspects of Funeral Service including: pre-need, at-need, and after-care services.
5. To teach the skills needed in caring for individuals who are dying and in bereavement.
6. To teach skills necessary for mortuary management, financial accounting, and business law to enable a graduate to make financial and business decisions based on sound business principles and practices.
7. To teach students to be aware of the cultural heritage in the communities being served and changes taking place in society as well as changes in the funeral service profession. It is essential for students to stay abreast of current funeral service education and periodicals, public health suggestions and requirements, changes in local, state, and federal laws, rules and regulations.
8. To assist students with the application process for the NBE prior to graduation and transition into entry level positions in the funeral service industry.
9. To encourage and provide a forum where students, faculty, and industry professionals may conduct research in the field of Funeral Service.

The aims and objectives of the Funeral Service Technology program will be achieved through persistent teaching, drill and practice sessions, computer technology, research projects, active participation in funeral service and embalming clinicals, and observation of preceptors in funeral homes.

Technical Programs

**Funeral Service
Technology 7005**

HEALTH SCIENCE CLUSTER

(Perkinston Campus)

Freshman Year

Semester Hours

Fall Semester

PSY 1513	General Psychology	
or		
SOC 2113	Introduction to Sociology	3
FST 1113	Mortuary Anatomy I	3
FST 1313	Funeral Directing	3
BOT 1133	Microcomputer Applications****	3
FST 1523	Restorative Art	3

Spring Semester

	Humanities/Fine Arts Elective****	3
FST 1123	Mortuary Anatomy II	3
ACC 1213	Principles of Accounting I*	3
ENG 1113	English Composition	3
FST 2423	Funeral Business Law**	3
	Natural Science/Math Elective***	3/4

Sophomore Year

Semester Hours

Fall Semester

FST 1413	Funeral Service Ethics and Law	3
FST 2633	Pathology	3
FST 1214	Embalming I	4
FST 1232	Clinical Embalming I	2
FST 2623	Microbiology	3
FST 2713	Psychosocial Aspects of Grief and Death	3

Spring Semester

SPT 1113	Public Speaking I	3
FST 1224	Embalming II	4
FST 1242	Clinical Embalming II	2
FST 2325	FS Merchandising and Mgt	5
FST 2273	Thanatochemistry	3
FST 2812	Comprehensive Review	2

TOTAL 70/71

*BOT 1433 may be substituted.

**BAD 2413 may be substituted.

***Natural Science with a lab; or MAT 1313 or higher mathematics.

****Student's choice of humanities elective (American History; World Civilization; American, English or World Literature; foreign language; or philosophy) or fine arts elective (Music, Art, Dance or Theater appreciation)

*****CSC 1113 or BAD 2533 may be substituted.

The annual passage rate of first-time takers on the National Board Examination (NBE) for the most recent three-year period for this institution and all AFBSE accredited funeral service education programs is posted on the AFBSE web site (www.afbse.org)

Technical Programs

**Medical Laboratory
Technology 7130**

HEALTH SCIENCE CLUSTER

**Pre-Professional Phase 1703
(Jackson County Campus)**

This Medical Laboratory Technology program prepares individuals to work in a medical laboratory under the supervision of a medical technologist or pathologist and/or other physicians. Included are routine laboratory procedures and tasks in the areas of hematology, bacteriology, immunohematology, chemistry, parasitology, immunology, and urinalysis.

This program is twenty-four months duration and is offered in affiliation with local hospitals. The clinical laboratories are recognized as extended campuses of the college. Students successfully completing this program are prepared for employment in hospitals, medical laboratories, clinics, and industry as Medical Laboratory Technicians.

The college is assisted and advised by a Medical Laboratory Technology Advisory Committee composed of pathologists, medical technologists and technicians, college administrators and instructors.

Graduates of this NAACLS accredited program are eligible to take the MLT certification examination. Upon passing the examination the graduate becomes a Registered/Certified Medical Laboratory Technician.

The curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduating from the Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

Admission Policies for the Medical Laboratory Technician Program

Admission into the Medical Laboratory Technician (MLT) program is competitive. Students seeking admission must complete all of the following requirements. Applicants will be screened on the basis of past educational performance and potential for the number of clinical openings available.

1. Applicants must complete all admission requirements to Mississippi Gulf Coast Community College, Jackson County Campus.
2. Applicants must complete application to the Medical Laboratory Technology (MLT) program and return to the MLT program faculty. Call (228)497-7846/7709 for submission deadline date.
3. Applicants must file official transcripts of all college work in the Office of Admission.
4. Applicants must have a minimum Grade Point Average (GPA) of 2.0 on college work. If no college work has been completed, have a minimum GPA of 2.0 for core courses from high school.
5. Applicants must have an interview with the MLT Admissions Committee and/or the MLT faculty.
6. Applicants must take the COMPASS (standardized test) administered at MGCCC prior to application deadline.
7. Student must be deemed physically and emotionally able to meet the *Technical Standards for the Medical Laboratory Technology Program*. *Technical Standards for the Medical Laboratory Technology Program* will be evaluated by a physician or nurse practitioner during the health exam.
8. Applicants must submit a completed Allied Health physical exam form prior to clinical practice and provide an official cleared background check letter prior to program admission. MGCCC's Criminal Background Check Policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/. A copy can also be obtained from the Program's Administrative Office.
9. Incomplete applications will not be considered.
10. Late applications may be considered depending upon the availability of openings.
11. Selection for entrance into the program is competitive and based on GPA, COMPASS score and interview.
12. MGCCC Nursing and the Allied Health Programs have a zero tolerance of illegal substance use/abuse and misuse of legal substance. All Nursing and Allied Health students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs. The Nursing and Allied Health Program's substance testing policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/. A copy can also be obtained from the Program's Administrative Office.

Upon admission to the Medical Laboratory Technology Program, students must maintain a 2.0 GPA on the required courses and complete each course with a C or better.

**Medical Laboratory
Technology 7130**

HEALTH SCIENCE CLUSTER

Technical Programs

Freshman Year		Semester Hours
MLT 1013	Introduction to MLT I	3
MLT 1111	Fundamentals of MLT/Phlebotomy	1
ENG 1113	English Composition	3
PSY 1513	General Psychology	3
MAT 1313	College Algebra	3
BIO 2514	Human Anatomy & Physiology I	4
MLT 1212	Urinalysis/Body Fluids	2
MLT 2512	Parasitology	2
CHE 1214	General Chemistry	4
or		
CHE 1314	Principles of Chemistry	4
BIO 2924	Microbiology	4
MLT 1413	Immunology/Serology	3
	Computer Related Elective*	3
Summer Session		Semester Hours
MLT 1313	Hematology I	3
	Humanities/Fine Arts Elective	3
SPT 1113	Public Speaking I	3
Sophomore Year		Semester Hours
MLT 1023*	Introduction to MLT II	3
MLT 1324	Hematology II	4
MLT 1515	Clinical Chemistry	5
MLT 2424	Immunohematology	4
MLT 2614	Pathogenic Microbiology	4
MLT 2916	Clinical Practice I	6
MLT 2926	Clinical Practice II	6
MLT 2711	MLT Seminar	1
Summer Session		Semester Hours
MLT 2936	Clinical Practice III	6
MLT 2713	Certification Fundamentals for MLT	3
TOTAL		90

*Students must demonstrate computer competencies outlined in the specific graduation requirements for an Associate of Applied Science Degree.

Note: Students admitted to this program must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs.

Radiologic Technology (Radiography) 7200

HEALTH SCIENCE CLUSTER

Pre-Professional Phase 1702 Professional Phase 7200 (Jackson County Campus)

Radiographers perform imaging examinations and accompanying responsibilities at the request of physicians qualified to prescribe and/or perform radiologic procedures. They utilize equipment emitting ionizing radiation to produce radiographic images of the internal structures of human anatomy. These radiographic images are utilized by the physician for diagnostic and therapeutic purposes. The radiographer is responsible for all functions in the Radiology Department to insure consistent radiographic images and provide for personal and patient safety from ionizing radiation. In addition to producing diagnostic images and primary patient care, other responsibilities may include administrative and educational functions.

Graduates of this program will be awarded an Associate of Applied Science Degree in Radiologic Technology and are eligible to make application to the American Registry of Radiologic Technology in order to become a Registered Radiographer.

Mission Statement

The mission of the Mississippi Gulf Coast Community College (MGCCC) Radiologic Technology (RT) Program is to produce competent entry-level radiographers.

MGCCC RT Program Goals:

1. Students will demonstrate entry-level clinical performance and competence.
2. Students will demonstrate problem solving and critical thinking skills in the laboratory and/or clinical setting.
3. Students will develop oral and written communication skills.
4. Students and graduates will understand the importance of professional development and growth.

In addition, the RT Program faculty monitors program effectiveness.

Vision Statement

The vision for the MGCCC RT program is to not merely produce competent entry-level radiographers, but to educate healthcare professionals who inspire leadership, embrace emerging technological advancements, possess technical qualities that excel in the profession and demonstrate ethical behaviors, focus on personal and professional growth, and influence the healthcare community's knowledge for their state of well-being.

Admission Policies

Acceptance into the RT program is competitive (see the "Selection Process"). GPA from college work completed, ACT scores, and scores on a personal interview are considered as selection tools.

Academic Requirements

Of the RT Academic Core courses listed in the current curriculum, four of these courses must be completed before making application to the program, with one of the courses being Anatomy & Physiology I lecture and lab.

- Academic core courses are: College Algebra, A & P I and II, English Composition I, Social/Behavioral Science elective, Humanities/Fine Arts elective, and Public Speaking.
- Have a minimum Grade Point Average (GPA) of 2.5 on college work with no grade less than "C" on any academic core courses in the current RT curriculum.
- High school students may meet the academic requirements by dual-enrolling.

ACT Requirement

Achieve a composite score of 18 or higher on the enhanced version of the ACT (version after 1989). No ACT scores less than 18 accepted. SAT scores are not accepted or converted.

Admission Procedure

1. Make application and be accepted to any MGCCC office of admissions **prior** to making application to the RT Program.
 - File copy of high school transcript(s)
 - File copy of highest ACT score
 - File copies of official transcripts from all colleges attended
2. In a separate process, make application to the RT Program:
 - a. **Pick up** an application packet from the Allied Health secretary or RT program faculty member (applications are available beginning in November)
 - b. Include copies of
 - Highest ACT score
 - MGCCC transcript with all transfer credit properly applied
 - Completed Allied Health Application
 - Current contact information (*sometimes this information temporarily differs from the permanent college records*)
 - Completed Information Form
 - Signed release form granting permission for program officials, including the Selection Committee members, to view all records
 - High school students may apply if they have been dual-enrolled and meet the minimum academic and ACT requirements listed above.
 - c. **Deadline to return the completed RT application** is no later than 2:00 p.m. on the second Thursday in February.

**Radiologic Technology
(Radiography) 7200**

HEALTH SCIENCE CLUSTER

Pre-Professional Phase 1702
Professional Phase 7200
(Jackson County Campus)

- *Incomplete applications will not be considered.*
- *An application does not guarantee an interview.*
- *An interview does not guarantee acceptance.*

Selection Process

The RT Program has a limited physical capacity for both didactic and clinical education courses. The Program's Selection Committee is made up of RT Program faculty, college counselors, and administrative officials representing clinical affiliates. The Program's Selection Committee has the responsibility of screening qualified applicants for those persons deemed most likely to successfully complete the Program and enter the profession as valued and contributing members of the Healthcare Team.

Selection for entrance into the RT Program is competitive, based on:

- Academic Core GPA 10%
- Cumulative GPA 30%
- ACT Composite 30%
- Personal Interview 30%

An application does not guarantee an interview. An interview does not guarantee acceptance into the RT Program. The Program does not maintain a waiting list.

The Selection process is a two-phase process. During Phase I, applications are screened and applicants are selected for Phase II of the Program's Selection Process. During Phase II, clinical observations, interviews with members of the Selection Committee and final notification of committee results occurs for applicants chosen in Phase I.

Important Substance Testing Information

MGCCC Nursing and the Allied Health Programs have a zero tolerance of illegal substance use/abuse and misuse of legal substances. All Nursing and Allied Health students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs. The Nursing and Allied Health Program's substance testing policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/. A copy can also be obtained from the Program's Administrative Office.

Criminal Background History Check Information

Students enrolled in the RT Program are required to submit to a federal Criminal Background check before the first class meeting. MGCCC's Criminal History Background Check Policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/. Applicants with questions concerning this procedure should contact the program director for guidance.

ARRT Certification Eligibility Information

The American Registry of Radiologic Technology (ARRT) recommends that students having a conviction record request a pre-application review of the violation before they enter the program, or at least before they complete, the educational program. The MGCCC RT Program faculty recommends that the pre-application review of the violation be completed prior to a student making application to the Program. The form is downloadable from the "Ethics" section of www.rrrt.org or may be requested by phoning the ARRT at (651) 687-0048. After this review, students found in violation of the ethics code will be denied certification eligibility by the ARRT. Applicants with questions concerning this procedure should contact the program director for guidance.

Health Requirements

A student must be deemed physically and emotionally able to meet the *Professional Intellectual and Physical Requirements for Radiography Students*. *Professional Intellectual and Physical Requirements for Radiography Students* will be evaluated by a physician or nurse practitioner during the health exam.

- A completed health form, signed by a Medical Physician, is required prior to the first meeting of the Program in the Summer semester.
- Proof of current immunizations prior to the first meeting of the Program in the Summer semester. *Required immunizations: measles and rubella, diphtheria-tetanus (within last 10 years), chicken pox, and current TB skin test.*
- The Hepatitis B series is recommended. (A waiver acknowledging this recommendation is required).

Technical Programs

**Radiologic Technology
(Radiography) 7200**

HEALTH SCIENCE CLUSTER

Pre-Professional Phase 1702
Professional Phase 7200
(Jackson County Campus)

Freshman Year		Semester Hours
<i>Summer Session</i>		
RGT 1213	Fundamentals of Radiography.	3
RGT 1223	Patient Care and Radiography.	3
<i>Fall Semester</i>		
MAT 1313	College Algebra	3
BIO 2514	Human Anatomy and Physiology I*	4
RGT 1114	Clinical Education I**.....	4
RGT 1312	Principles of Radiation Protection	2
RGT 1413	Imaging Principles	3
RGT 1513	Radiographic Procedures I.	3
<i>Spring Semester</i>		
ENG 1113	English Composition I	3
BIO 2524	Human Anatomy and Physiology II*	4
RGT 1124	Clinical Education II**.....	4
RGT 1423	Digital Imaging	3
RGT 1523	Radiographic Procedures II	3
RGT 1613	Physics of Imaging Equipment	3
Sophomore Year		Semester Hours
<i>Summer Session (Full Ten Weeks)</i>		
RGT 1139	Clinical Education III**	9
<i>Fall Semester</i>		
	Elective Social/Behavioral Sciences.	3
	Elective Humanities/Fine Arts	3
RGT 2132	Ethical and Legal Responsibilities	2
RGT 2147	Clinical Education IV**	7
RGT 2533	Radiographic Procedures III	3
RGT 2921	Radiographic Pathology.	1
<i>Spring Semester</i>		
SPT 1113	Public Speaking	3
RGT 2157	Clinical Education V**	7
RGT 2542	Radiographic Procedures IV	2
RGT 2911	Radiation Biology	1
RGT 2934	Certification Fundamentals.	4
TOTAL		90

*Check course description in the college catalog for prerequisites.

**All core courses as scheduled.

Effective for students beginning the RT program in 2008 and thereafter, MGCCC graduates will satisfy a mandatory computer competency requirement by taking a college-level computer course. Advisors will assist students with scheduling to meet the computer competency requirement.

Respiratory Care Technology 7048

HEALTH SCIENCE CLUSTER

Pre-Professional Phase 1707 Professional Phase 7048 (Jackson County Campus)

The Respiratory Care Technology Program prepares the individual to become a Respiratory Care Practitioner. Respiratory Care Practitioners are responsible for initiating cardiopulmonary resuscitation along with the setup and monitoring of life support systems. In addition, Respiratory Care Practitioners provide treatment for heart and lung disorders by administering inhalation treatments, oxygen and drugs.

These individuals are also trained to perform diagnostic tests that aid in determining the presence and extent of cardiopulmonary disease. Respiratory Care Practitioners conduct pulmonary function studies, obtain and analyze blood samples and perform electrocardiograms, exercise stress tests and sleep studies.

Upon completion of the Respiratory Care Practitioner program, candidates may take the National Board for Respiratory Care Entry Level Examination (CRT). Upon passing this exam, candidates may take the NBRC Advanced Level Examination (RRT).

Respiratory Care Technology Program Mission

The mission of the Mississippi Gulf Coast Community College Respiratory Care Technology program is to provide an outstanding learning environment supported by excellent instruction and support services in order to produce competent, registry-eligible respiratory therapy graduates. The program will prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of respiratory care practice as performed by registered respiratory therapist (RRT's).

RCT Admission Requirements Policy

Acceptance into the Respiratory Care Technology (RCT) program is competitive (see "Selection Process").

Students seeking admission must:

1. Have all prerequisite courses completed prior to fall of the acceptance year with a grade of "C" or better in prerequisite courses and a 2.5 cumulative GPA.
2. Make application and be accepted to Mississippi Gulf Coast Community College, Jackson County Campus prior to making application to the RCT Program.
3. File copies of ACT score in the MGCCC Office of Admissions.
4. File copies of official transcripts of all college work in the MGCCC Office of Admissions.
5. Make application to the RCT Program by doing the following:
 - a. Pick up an RCT application packet from the Allied Health Counselor, Allied Health secretary or RCT program faculty after January 15 of the application year.
 - b. Return completed RCT application to the Allied Health Counselor, Allied Health secretary or the RT program faculty no later than 2:00 p.m. of the last Friday in June of the application year.
 - c. *Incomplete applications will not be considered.*

Progression Policies

The faculty of the RCT Program recommends for progression and continuation only those students who in the judgment of the faculty satisfy the requirements and aptitude for Respiratory Care. When the performance of a student is not consistent with safe practices, the student may be asked to withdraw. Any student who does not achieve 80% proficiency or withdraws from the respiratory care courses may reapply under the guidelines of the RCT Policy for Program Progression (see RCT Handbook). Students cannot repeat any respiratory care course more than once. Students are allowed admission into the RCT program twice.

Transfer and readmission to the program is in accordance with the RCT Policy on Progression and is determined on individual merit.

RCT Selection Process

The RCT Program has a limited physical capacity for both didactic and clinical education courses. The Program's Selection Committee is made up of RCT program faculty, college counselors, and administrative officials representing clinical affiliates. The program's selection committee has the responsibility of screening qualified applicants for those persons deemed most likely to successfully complete the program and enter the profession as valued and contributing members of the Healthcare Team.

Selection for entrance into the RCT Program is competitive and are based on the following:

- 50% - Academic Core Prerequisites GPA
- 30% - ACT Composite
- 20% - Cumulative GPA

Applicants who have met the full selective admissions requirement by the last Friday in June will be ranked by the selection committee and offered acceptance into the RCT program based on the available seats.

For any unfilled seats, students who have turned in their completed applications by the June deadline, but are still in the process of completing prerequisites, will be considered for acceptance provided all prerequisite requirements are met by the end of summer semester.

If there are not enough applicants that fully qualify for available slots, the selection committee will have the discretion of ranking all unqualified applicants using the above

**Respiratory Care
Technology 7048**

HEALTH SCIENCE CLUSTER

Pre-Professional Phase 1707
Professional Phase 7048
(Jackson County Campus)

criteria. However, priority will be given to In-State applicants. Please refer to the RCT Application and Information packet.

The RCT Program does not maintain a waiting list.

Once the student receives an acceptance letter, the applicants are required to be present for the RCT freshman orientation (date TBA). Students that do not report to freshman orientation will forfeit their position in the program and must re-apply.

Important Substance Testing Information

MGCCC Nursing and the Allied Health Programs have a zero tolerance of illegal substance use/abuse and misuse of legal substance. All nursing and Allied Health students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs. The Nursing and Allied Health Program's substance testing policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/. A copy can also be obtained from the Program's Administrative Office.

Criminal Background Check

With RCT application, all RCT applicants are required to submit a Criminal Background Check from the Mississippi Department of Health. Please refer to the RCT Application/Information Packet or RCT Handbook for further information.

Health Requirements

1. Student must be deemed physically and emotionally able to meet the *Core Performance Standards*. *Core Performance Standards* will be evaluated by a physician or nurse practitioner during the health exam.
2. A completed health form, signed by a Medical Physician, is required at time of application.
3. Proof of current immunizations is required at time of application.
 - Required immunizations: measles and rubella, diphtheria-tetanus (within last 10 years) and chicken pox.
 - Current TB skin test.
 - The Hepatitis B series is recommended. (A waiver acknowledging this recommendation is required).

Technical Programs

**Respiratory Care
Technology 7048**

HEALTH SCIENCE CLUSTER

Pre-Professional Phase 1707
Professional Phase 7048
(Jackson County Campus)

Prerequisites		Semester Hours
BIO 2514	Anatomy and Physiology I	4
BIO 2524	Anatomy and Physiology II	4
MAT 1313	College Algebra	3
PSY 1513	General Psychology	3
ENG 1113	English Comp I	3
	Humanities/Fine Arts Elective	3
SPT 1113	Public Speaking I	3
	Computer Related Elective*	3

Freshman Year		Semester Hours
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Fall Semester

RCT 1223	Patient Assessment and Planning	3
RCT 1213	Respiratory Care Science	3
RCT 1313	Cardiopulmonary Anatomy and Physiology	3

Spring Semester

RCT 1416	Respiratory Care Practitioner I	6
RCT 1613	Respiratory Care Pharmacology	3
RCT 2333	Cardiopulmonary Pathology	3

Summer Semester

RCT 1322	Pulmonary Function Testing	2
RCT 1424	Respiratory Care Practitioner II	4
RCT 1516	Clinical Practice I	6

Sophomore Year		Semester Hours
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Fall Semester

RCT 2434	Respiratory Care Practitioner III	4
RCT 2613	Neonatal/Pediatrics Management	3
RCT 1524	Clinical Practice II	4

Spring Semester

RCT 2534	Clinical Practice III	4
RCT 2546	Clinical Practice IV	6
RCT 2712	Respiratory Care Seminar**	2

TOTAL 82

* Suggested computer courses, if not taking the College Computer Proficiency Exam, prior to graduation to meet SACS requirement for graduation include:

BAD 2533	Computer Applications in Business & Industry
BOT 1133	Microcomputer Applications
CSC 1123	Computer Applications I.

**Course requires 80% proficiency on NBRC Self Assessment Exam.

Technical Programs

**Hotel & Restaurant Mgmt.
Concentration 7090**

HOSPITALITY AND TOURISM CLUSTER

(Jefferson Davis Campus)

The Hotel and Restaurant Management program of study is designed to provide specialized occupational instruction in all phases of hotel and restaurant management to prepare students for careers as managers/supervisors in the hospitality industry. Successful completion of the two-year program leads to an Associate of Applied Science degree.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

ENG 1113	English Comp. I	3
BOT 1313	Applied Business Math	3
IST 1113	Fundamentals of Information Technology	3
HRT 1114	Culinary Principles I	4
HRT 1123	Hospitality and Tourism Industry	3
HRT 1213	Sanitation and Safety**	3
HRT 1224	Restaurant and Catering Operations	4
HRT 1413	Rooms Division Management	3
	Social/Behavioral Science Elective	3
	Elective*	3

Sophomore Year

Semester Hours

SPT 1113	Public Speaking I	3
HRT 2233	Food and Beverage Control**	3
HRT 2613	Hospitality Supervision	3
HRT 2713	Marketing Hospitality Services	3
HRT 2916	Supervised Work Experience	6
	Humanities/Fine Arts	3
	Math/Science Elective	3/4
	Electives*	9

TOTAL 65/66

*Electives (with advisor's approval)

Any other HRT course, MMT 1323, MMT 2233, MMT 2513, BAD 2413, HEC 1253, ACC 1213, CUT 1124, CUT 1134, CUT 1513.

The HRT courses parallel those of the Educational Institute of the American Hotel/Motel Association and offer the opportunity for certification in those areas through the Educational Institute.

**Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Travel & Tourism Mgmt.
Concentration 7092**

HOSPITALITY AND TOURISM CLUSTER

(Jefferson Davis Campus)

The Travel and Tourism Management program of study is designed to provide specialized instruction and practice to prepare students for careers in tourism occupations. Successful completion of the two-year program leads to an Associate of Applied Science degree.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

ENG 1113	English Composition I	3
IST 1113	Fundamentals of Information Technology	3
SPT 1113	Public Speaking I.	3
HRT 1123	Hospitality and Tourism Industry	3
HRT 1413	Rooms Division Management	3
HRT 1813	The Professional Tour Guide.	3
HRT 1823	The Travel Agency	3
HRT 1833	Travel and Tourism Geography	3
HRT 2713	Marketing Hospitality Services	3
	Humanities/Fine Arts Elective	3
HRT 1213	Sanitation and Safety.	3

Sophomore Year

Semester Hours

HRT 1224	Restaurant and Catering Operations	4
HRT 2613	Hospitality Supervision	3
HRT 2843	Fundamentals in Travel and Tourism	3
HRT 2853	Convention and Meeting Planning	3
HRT 2926	Supervised Work Experience in Travel and Tourism	6
	Social/Behavioral Science Elective	3
	Math/Natural Science Elective	3/4
	Electives*	9
TOTAL		67/68

*Electives can be taken from the following areas:

HRT 2623 Hospitality Management, Math Elective, Accounting Elective, MMT 1313 Salesmanship, MMT 2233 Human Resource Management, MMT 2513 Entrepreneurship, BAD 2413 Legal Environment of Business.

The HRT courses parallel those of the Educational Institute of the American Hotel/Motel Association and offer the opportunity for certification in those areas through the Educational Institute.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

Criminal Justice 7120

HUMAN SERVICES CLUSTER

(Jefferson Davis Campus)

Freshman Year

Semester Hours

ENG 1113, 1123	English Composition I & II	6
PSC 1113	Government.	3
PSY 1513	General Psychology	3
CRJ 1313	Introduction to Criminal Justice.	3
CRJ 1363	Introduction to Corrections	3
CRJ 2333	Criminal Investigation.	3
CRJ 1323	Police Administration and Organization.	3
CRJ 2313	Police Operations.	3
	Electives*	6

Sophomore Year

Semester Hours

SPT 1113	Public Speaking I.	3
SCIENCE	Any Lab Science.	4
or		
MAT 1313	College Algebra	3
CRJ 2323	Criminal Law.	3
CRJ 1373	Introduction to Homeland Security	3
CRJ 1383	Criminology.	3
CRJ 2413	Administration of Criminal Justice.	3
CRJ 1353**	Internship in Criminal Justice.	3
HISTORY	Any History class	3
SOC 2113	Sociology	3
MFL 2513 or		
MFL 1213	Occupational Spanish or Spanish I.	3
	Electives*	3

TOTAL66/67+
 +The total number of hours depends on the internship chosen

*Electives can be taken from the following areas:

CRJ 2513 Juvenile Justice; HPR 1213 Health; HPR 2221 Lifesaving; HPR 2211 First Aid; ECO 2113 Macroeconomics; HIS 2213 American History; HIS 1163, 1173 World History; PHI 2113 Introduction to Philosophy; GEO 1113 World Geography; PHY 2244; 2254 Physical Science; BIO 1134, 1144 Biology; JOU 2312 Photography; ENG 2323, 2333 English Literature; or other subjects approved by the Department.

**Students must contact the Criminal Justice Department chairperson prior to enrolling in CRJ 1353.

Tech Prep credit may be awarded for approved courses. Please refer to “The Credit by Non-Traditional Means” section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Early Childhood
Education Tech. 7015**

HUMAN SERVICES CLUSTER

(Jackson County, Jefferson Davis and Perkinson Campuses)

The Early Childhood Education Technology program provides preparation for a professional career in the discipline of Early Childhood Education spanning a variety of career options. This discipline includes classroom instruction, supervised laboratory experiences, and work-based learning experiences. Students will develop competencies, that enable them to provide services, teach, and guide young children as related to various child development professions.

The Early Childhood Education Technology curriculum is a two-year discipline that leads to students becoming a Certified Childcare Director. This pre-school curriculum meets the National Association for the Education of Young Children Standards for Early Childhood Professional preparation and the Mississippi Department of Education Benchmarks for Pre-Kindergarten (3 and 4 year olds).

Jobs are available for all students who complete this discipline, in a public, private, or parochial Early Childhood Education Technology Program, including those in public and private childcare centers which serve children of all socioeconomic levels and abilities, commercial, industrial, institutional centers; and recreational and hospital childcare centers.

Students must comply with Mississippi State Department of Health Licensure Division regulations requiring a complete criminal background check and finger printing. Student must meet with advisor upon admission to CDT program for appropriate paper work and signatures. If student does not comply with licensure requirements, he/she will be dropped from program.

This curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

CDT 1113	Early Childhood Profession*	3
CDT 1314	Creative Arts for Young Children	4
CDT 1214	Child Development I	4
CDT 1343	Child Health and Safety*	3
	Written Communications Elective	3
CDT 1224	Child Development II	4
CDT 1713	Language and Literacy Development for Young Children	3
CDT 2714	Social Studies, Math, and Science for Young Children	4
	Computer Related Elective	3
	Fine Arts/Humanities Elective	3

Sophomore Year

Semester Hours

CDT 2233	Guiding Social and Emotional Behavior	3
CDT 1513	Nutrition for Young Children	3
CDT 2915	Student Teaching I	5
CDT 2613	Methods and Materials	3
	Math/Science Elective**	3
CDT 2925	Student Teaching II	5
CDT 2413	Atypical Child Development	3
CDT 2813	Administration of Programs for Young Children	3
	Public Speaking Elective	3
	Social/Behavioral Science Elective	3
	TOTAL	68

*Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

**MAT 1313 or any natural science with a lab.

Technical Programs

Human Services 7010

HUMAN SERVICES CLUSTER

(Jackson County Campus)

The Human Services student has the option of entering the work force upon completion of the associate degree. If the student elects to transfer to an upper division school he/she must counsel with the Human Services instructor. The course work and 120 hours of field experience will enable the student to function in mental health, social services and education.

Freshman Year **Semester Hours**

HUS 1113	Introduction to Human Services	3
ENG 1113	English Composition I	3
PSY 1513	General Psychology	3
HIS 1163	World Civilization I	3
HPR 1213	Personal Health	3
HUS 1123	Interpersonal Communication	3
ENG 1123	English Composition II	3
HIS 1173	World Civilization II	3
SOC 2113	Sociology	3
HUS 1133	Social Problems	3
HUS 1143	Envisioning a Better Society	3

Sophomore Year **Semester Hours**

HUS 2123	Affecting Social Change	3
HUS 2113	Developing Interviewing Skills	3
MFL 1213	Spanish I	3
EPY 2533	Human Growth and Development	3
HUS 2133	Exploring Social Issues	3
SPT 1113	Public Speaking I	3
	Computer Related Elective***	3
	Math/Natural Science Restricted Elective*	7/8
	Any Appreciation Course**	3

TOTAL 64/65

*[8 hours of Natural Science w/Lab or 7 hours MAT 1313 College Algebra or higher and Science with lab]

**ART 1113, MUS 1113, or SPT 2233.

***BAD 2533, CSC 1123, or BOT 1133.

Tech Prep credit may be awarded for approved courses. Please refer to “The Credit by Non-Traditional Means” section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Interpreter Training
Technology 7085**

HUMAN SERVICES CLUSTER

(Jefferson Davis Campus)

The primary focus of this curriculum is to teach students how to interpret spoken English into American Sign Language and to translate American Sign Language into spoken English through role-playing and the use of video tapes. In addition training will be given in transliteration and oral interpretation. Other course topics will include communication skills, psychology of deafness, linguistics, deaf culture and educational interpreting. Students will also have the opportunity to participate in a practicum program at local technical facilities, in local educational settings, and other area settings.

Freshman Year

Semester Hours

ENG 1113	English Composition I	3
PSY 1513	General Psychology	3
IDT 1113	Introduction to Interpreting	3
IDT 1131	Expressive/Receptive Fingerspelling	1
IDT 1164	American Sign Language I	4
ENG 1123	English Composition II	3
SPT 1113	Public Speaking I	3
IDT 1174	American Sign Language II	4
IDT 1173	Transliterating I	3
IDT 1143	Foundations of Deafness	3

Sophomore Year

Semester Hours

SOC 2113	Introduction to Sociology	3
IDT 2123	American Sign Language III	3
IDT 2173	Interpreting	3
IDT 2183	Transliterating II	3
IDT 2153	Interpreting in Special Settings	3
IDT 2163	Sign to Voice Interpreting I	3
IDT 2223	Educational Interpreting	3
IDT 2263	Sign to Voice Interpreting II	3
IDT 2424	Interpreting Practicum.	4
BAD 2533	Computer Applications in Business & Industry	3
	Math or Science Elective*	3
	Elective**	3
	TOTAL67

*MAT 1313 College Algebra (or above) or Science with lab.

**IDT 2323 Artistic Interpreting or IDT 2333 Legal Interpreting.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

**Paralegal Technology
Concentration 7179**

HUMAN SERVICES CLUSTER

(Jefferson Davis Campus)

The successful completion of the Paralegal Technology Concentration should provide the student the opportunity for employment as a legal assistant in courts, corporation, private law firms, trust departments of banks, and government agencies.

The Associate of Applied Science degree received upon successful completion of this concentration is not designed for transfer to a senior college or university. It is designed for immediate employment preparation.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

ENG 1113	English Composition	3
LET 1113	Intro to Law	3
	Humanities/Fine Arts Elective	3
LET 1213	Legal Research and Lab	3
BOT 1713	Mechanics of Communication	3
BAD 2413	Legal Environment of Business	3
BOT 1113	Document Formatting and Production***	3
LET 1513	Family Law	3
LET 1713	Legal Writing and Lab	3
LET 2313	Civil Litigation I and Lab	3
LET 2633	Law Office Management	3

Sophomore Year

Semester Hours

	Math/Natural Science Elective*	3/4
LET 2453	Real Property I	3
LET 1523	Wills & Estates	3
	Criminal Justice Elective	3
SPT 1113	Public Speaking I	3
LET 2333	Civil Litigation II and Lab	3
LET 2463	Real Property II and Lab	3
LET 2923	Internship for Paralegal	3
LET 2323	Torts	3
	Social/Behavioral Science Elective**	3
BOT 1133	Microcomputer Applications	3
	TOTAL	66/67

*MAT 1313 or BIO 1134 or PHY 2244.

**ECO 2113 recommended.

***BOT 1113 can be taken only if the student has had sufficient typewriting instruction and can key 35 wpm. If student is not proficient, he/she must take BOT 1013 - Beginning Keyboarding.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Computer Networking
Technology 7036**

INFORMATION TECHNOLOGY CLUSTER

(Jefferson Davis and
Perkinston Campuses)

This instructional program will provide students with the required skills and expertise to be employable in the field of computer networking as Computer Networking Technicians and/or Network Administrators.

The required skill and expertise will be provided through course work in the design, telecommunications, installation, maintenance, network administration of client/server systems, and operation of computer networks.

The curriculum leads to an Associate of Applied Science Degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

ENG 1113	English Composition I	3
IST 1143	Security Principles and Policies	3
IST 1154	Web and Programming Concepts	4
IST 1134	Fundamentals of Data Communications	4
IST 1124	IT Foundations	4
	Social/Behavioral Science Elective**	3
MAT 1313	College Algebra	3
	Network Operating System Elective*	4
IST 1224	Network Components	4
	Programming Elective***	4

SOPHOMORE YEAR

	Technical Elective (instructor approved)	3/4
	Technical Elective (instructor approved)	3/4
IST 1163	Concepts of Database Design	3
	Physical Science Survey I or II	4
	Network Operating System Elective*	4
SPT 1113	Public Speaking I	3
IST 2224	Network Planning and Design	4
	Humanities or Fine Arts Elective	3
IST 2234	Network Implementation	4
	Network Operating System Elective*	4

TOTAL 71/73

*Network Operating System Electives:
(IST 1213) Client Installation and Configuration; (IST 1244) Network Admin Using Microsoft Windows Server; (IST 1254) Network Admin Using Linux; (IST 2254) Adv Network Admin Using Microsoft Windows Server; (IST 2264) Adv Network Admin Using Linux.

**ECO 2113 recommended.

***Programming Electives:
(IST 1314) Visual BASIC Programming Language; (IST 1414) Client-side Programming; (IST 1424) Web Design Applications; (IST 1513) SQL Programming; (IST 1714) Java Programming Language; (IST 2324) Script Programming Language; (IST 2334) Advanced Visual BASIC Programming Language; (IST 2344) Database Programming and Design; (IST 2374) C Programming Language; (IST 2384) Advanced C Programming Language; (IST 2424) XML Programming.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

Computer Programming Concentration 7032

INFORMATION TECHNOLOGY CLUSTER

(Jefferson Davis Campus)

The Computer Programming Technology curricula are designed as a two-year program of study to prepare the student for entry-level employment in Computer Programming.

The Computer Programming option offers training in the development of business application software for desktop and web-based environments. An associate of applied science degree is earned upon successful completion of the computer programming curriculum.

The curriculum leads to an Associate of Applied Science Degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year Semester Hours

ENG 1113	English Composition	3
	Programming Elective*	4
IST 1154	Web and Programming Concepts	4
IST 1134	Fundamentals of Data Communications	4
IST 1124	IT Foundations	4
	Social/Behavioral Science Elective**	3
IST 1143	Security Principles and Policies	3
IST 1163	Concepts of Database Design	3
	Technical Elective (any IST course)	3/4
	Programming Elective*	4

Sophomore Year Semester Hours

	Programming Elective*	4
	Technical Elective (any IST course)	3/4
MAT 1313	College Algebra	3
	Physical Science Survey I or II	4
	Programming Elective*	4
SPT 1113	Public Speaking I	3
	Programming Elective*	4
	Humanities/Fine Arts Elective	3
	Technical Elective (any IST course)	3/4
IST 2314	Systems Analysis and Design	4

TOTAL 70/73

*Programming Electives:
 (IST 1314) Visual BASIC Programming Language; (IST 1414) Client-side Programming; (IST 1424) Web Design Applications; (IST 1513) SQL Programming; (IST 1714) Java Programming Language; (IST 2324) Script Programming Language; (IST 2334) Advanced Visual BASIC Programming Language; (IST 2344) Database Programming and Design; (IST 2374) C Programming Language; (IST 2384) Advanced C Programming Language; (IST 2424) XML Programming.

**ECO 2113 recommended.

Tech Prep credit may be awarded for approved courses. Please refer to “The Credit by Non-Traditional Means” section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Computer Servicing
Technology 7034**

INFORMATION TECHNOLOGY CLUSTER

(Perkinston Campus)

This instructional program prepares individuals to install, operate, maintain, service, and diagnose operational problems in computer systems arising from mechanical or electrical malfunctions in computer units or systems. Courses in the Computer Servicing Technology program describe the electrical circuits and mechanical devices used in computer construction and their combination into a total computer system.

This curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Community College. Where transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

ENG 1113	English Composition	3
BOT 1133	Microcomputer Applications	3
CST 1114	Electronics for Computer Servicing	4
CST 1123	Basic Computer Systems	3
CST 1333	Operating Platforms	3
IST 1134	Fundamentals of Data Communications	4
EET 1214	Digital Electronics	4
MAT 1313	College Algebra	3
IST 1154	Web and Programming Concepts	4
IST 1224	Network Components	4

Sophomore Year

Semester Hours

CST 2113	Computer Servicing Lab I	3
CST 2123	Computer Servicing Lab II	3
CST 2134	Diagnostic and Troubleshooting	4
SPT 1113	Public Speaking I	3
	Humanities/Fine Arts Elective	3
	Social Science Elective	3
	Physical Science I or II	4
	Electives*	7/8

TOTAL 65/66

*(CST 2913) Special Project, (IST 1244) Network Administration Using Microsoft Windows Server, (IST 1254) Network Administration Using Linux, (IST 2254) Advanced Network Administration Using Microsoft Windows Server, (IST 2264) Advanced Network Administration Using Linux, (IST 1314) Visual BASIC Programming Language

Consult with CST instructor for appropriate course selection.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Database Admin.
Technology 7070**

INFORMATION TECHNOLOGY CLUSTER

(Jackson County Campus)

Companies, small and large, use databases to store important information about its employees, customers, and products. Database Administration is one of the fastest-growing sectors in the information technology field. A Database Administrator (DBA) is employed to manage a company's relational database management system. The DBA would be in charge of database security and access by creating users and granting specific privileges to those users, as designated by company policy. Other responsibilities of the DBA include network administration and monitoring system performance.

The Database Administration Technology curriculum is designed to prepare the student for entry-level employment in the database administration field. Opportunities for students with experience in Oracle databases include state and federal government agencies, medium-to-large corporations, and Internet-based companies. Students will learn how to setup, administer, maintain, and troubleshoot a large-scale Oracle relational database system. Graduates of the Database Technology program will have completed all recommended courses to prepare for the Oracle Certified Associate (OCA) exams in Database Administration.

This curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

IST 1113	Fundamentals of Information Technology	3
IST 1143	Security Principles and Policies	3
IST 1124	IT Foundations	4
BOT 2323	Database Management	3
ENG 1113	English Composition.	3
IST 1163	Concepts of Database Design	3
IST 1314	Visual BASIC Programming	4
IST 1134	Fundamentals of Data Communications	4
IST 1154	Web and Programming Concepts	4
IST 1513	SQL Programming.	3
	Social/Behavioral Science Elective	3

Sophomore Year

Semester Hours

IST 1523	Advanced SQL Programming	3
IST 1534	Database Architecture & Administration	4
IST 2534	IT Project Management	4
	Science Elective	4
	Oral Communication Elective.	3
IST 2424	Linux Operating System Fundamentals	4
IST 2514	Advanced Database Architecture & Administration.	4
IST 2344	Database Programming and Design	4
MAT 1313	College Algebra	3
	Humanities/Fine Arts Elective	3
	TOTAL	73

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

Network Security Technology 7033

INFORMATION TECHNOLOGY CLUSTER

(Jefferson Davis Campus)

Network Security Technology is a two-year program which offers practical training in the areas of confidentiality, integrity and availability in information security. The program entails installation, design, management, operation, planning and troubleshooting of a secure information technology infrastructure. The knowledge will aid in providing a reliable, scalable, consistent, responsive and secure enterprise network.

With that training, you can deter and prevent cybercrime that plagues corporations and government agencies; identity and data theft, hacking and invasion of privacy. With Network Security training, you can handle web and network security exploits, intrusion prevention, network traffic analysis, cryptography and encryption. The training merges advanced skills in mathematics, networking, and programming – all talents that are in heavy demand by industries who fear cyber attacks on their most treasured assets: their data and network systems.

As a Network Security major, you learn to guard vital information systems vigilantly as you fight cyber crime.

The Associate of Applied Science degree received upon successful completion of the concentration is designed for immediate employment preparation, and the ability to transfer to a senior college or university.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

ENG 1113	English Composition I	3
IST 1143	Security Principles and Policies	3
IST 1154	Web and Programming Concepts	4
IST 1134	Fundamentals of Data Communications	4
IST 1124	IT Foundations	4
IST 1244	Network Administration Using Microsoft Windows Server	4
IST 1254	Network Administration Using Linux	4
IST 1624	Network Security Fundamentals	4
IST 1613	Computer Forensics	3
IST 1224	Network Components	4

Summer Session

Semester Hours

IST 1633	Wireless Security & Privacy	3
	Physical Science Survey I or II	4

Sophomore Year

Semester Hours

	Programming Elective*	4
MAT 1313	College Algebra	3
	Social/Behavior Science Elective**	3
IST 2613	Windows Security	3
SPT 1113	Public Speaking I	3
IST 1643	Network Defense and Countermeasures	3
	Humanities or Fine Arts Elective	3
IST 1163	Concepts of Database Design	3
IST 2634	Security Testing and Implementation	4
IST 2623	Linux/Unix Security	3
	TOTAL	76

*Programming Electives: (IST 1314 or IST 2374 recommended)
 (IST 1314) Visual BASIC Programming Language; (IST 1414) Client-side Programming; (IST 1424) Web Design Applications; (IST 1513) SQL Programming; (IST 1714) Java Programming Language; (IST 2324) Script Programming Language; (IST 2334) Advanced Visual BASIC Programming Language; (IST 2344) Database Programming and Design; (IST 2374) C Programming Language; (IST 2384) Advanced C Programming Language; (IST 2424) XML Programming.

**ECO 2113 recommended.

Tech Prep credit may be awarded for approved courses. Please refer to “The Credit by Non-Traditional Means” section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Web Development
Technology 7080**

INFORMATION TECHNOLOGY CLUSTER

(Perkinston Campus)

Web Development Technology is a two-year program which offers training in website design, e-commerce development, server administration, graphics manipulation, Internet programming, and database integration. Opportunities for students with expertise in web development include state and federal government, corporations, and Internet-based companies.

Certified Internet Webmaster (CIW) certifications from ProsoftLearning validate job-role skills competency for entry-level job seekers and seasoned professionals alike. CIW job roles are based on internationally recognized job-role standards accepted by employers around the world. IT workers in more than 100 countries have earned more than 40,000 CIW certifications since the program's inception in 1998. As one of the fastest growing IT certifications ever, CIW is accepted and endorsed by governments, employers, and academic institutions.

Mississippi Gulf Coast Community College is a CIW Authorized Academic Partner (AAP), which offers official CIW courseware that maps directly to the latest exam objectives and onsite CIW exam sessions. In addition, all CIW courses are taught by CIW Certified Instructors to provide a high-quality learning experience.

This curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where continued education at a senior college or university is desired, a conference should be scheduled with a program advisor to discuss articulation agreements that allow transfer of college credits into four-year programs.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

For more information, please visit the WDT departmental website at <http://www.mgccc.edu/~webdevelopment> or call 601-928-6328.

Freshman Year

Semester Hours

ENG 1113	English Composition I	3
SPT 1113	Public Speaking I	3
IST 1154	Web and Programming Concepts	4
WDT 1314	Web Programming I	4
WDT 1414	Web Design Applications I	4
	Computer Competency Elective*	3
	Technical or Graphic Design Elective**	6/8
	Humanities/Fine Arts Elective	3
	Social/Behavioral Science Elective	3

Sophomore Year

Semester Hours

CAT 2263	Web Graphic Production	3
IST 1163	Concepts of Database Design	3
MAT 1313	College Algebra	3
PHY 2244/2254	Physical Science I or II	4
WDT 2214	Web Programming II	4
WDT 2224	Web Programming III	4
WDT 2614	Web Project Management	4
WDT 2723	E-Commerce Strategies	3
	Technical or Graphic Design Elective**	6/8
TOTAL		67/71

*CAT 1213, CST 1333, IST 1124, IST 1113, or instructor approved course

**WDT 2414, WDT 2823, WDT 1434, BOT 2813, IST 1134, IST 1254, CAT 1113, ART 1413, ART 1313, CAT 2133, or instructor approved course

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

Technical Programs

**Business & Marketing
Mgmt. Technology 7040**

MARKETING SALES AND SERVICES CLUSTER

(Jackson County and Jefferson Davis Campuses)

The Business and Marketing Management Technology program of study is designed to provide specialized occupational instruction in all phases of marketing management including e-business and internet marketing. This program prepares students for careers in dynamic marketing professions. A combination of class work and practical experience is stressed.

This curriculum leads to an Associate of Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Freshman Year

Semester Hours

ENG 1113	English Composition I	3
MMT 1113	Principles of Marketing*****	3
	Computer Related Elective*****	3
MMT 1413	Merchandising Math	3
	MMT/FMT Elective**	3
SPT 1113	Public Speaking I	3
	Social/Behavioral Science Elective	3
	Accounting Elective	3
MMT 1323	Advertising	3
MMT 1313	Personal Selling*****	3
MMT 2213	Principles of Management***	3

Sophomore Year

Semester Hours

MMT 1123	Marketing Management*****	3
MMT 2313	E-Commerce Marketing	3
	Math/Science Elective	3
	Restricted Elective*	3
	MMT/FMT Elective**	3
MMT 2233	Human Resource Management*****	3
BAD 2413	Legal Environment of Business I	3
MMT 2513	Entrepreneurship	3
	MMT/FMT Elective**	3
	Restricted Elective*	3
	Humanities/Fine Arts Elective	3
TOTAL		66

*(ECO 2113) Principles of Macroeconomics; (ECO 2123) Principles of Microeconomics

** (MMT 1753) Marketing Seminar; (MMT 2333) Multimedia Presentations for Marketing; (MMT 2343) Marketing Web Page Design; (MMT 2423) Retail Management; (MMT 2523) Event Management; (MMT 2613) International Marketing; (FMT 1113) Fashion Design Fundamentals; (FMT 1213) Fashion Marketing; (FMT 1233) Buying; (FMT 1313) Textiles in Fashion; (FMT 2414) Visual Merchandising; (FMT 2513) Image and Wardrobe Consulting; (FMT 2613) Fashion Sales Direction.

*** (HRT 2613) Hospitality Supervision may be substituted for (MMT 2213) Principles of Management.

**** (HRT 2623) Hospitality Human Resource Management may be substituted for (MMT 2233) Human Resources Management.

***** (HRT 2713) Marketing Hospitality Services may be substituted for (MMT 1123) Marketing Management.

***** Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

***** BAD 2533, CSC 1123, or BOT 1133.

Technical Programs

**Graphic Design
Technology 7045**

MARKETING SALES AND SERVICES CLUSTER

(Perkinston Campus)

The Graphic Design Technology curriculum is a two-year program of study designed to prepare the student for entry-level employment and advancement in the field of graphic design, commercial art, media art, and Web graphics. Students receive instruction in the design and execution of printed publications, packaging, Web graphics, illustrations, rendering, logo design, and design principles necessary to produce designs for printed ads, books, posters, billboards, catalogs, brochures, and other forms of visual communications. Coursework references industry specifications, including the selection of ink and paper, screen printing, sign making, and other printing/binding techniques.

This curriculum leads to an Associate in Applied Science degree and is preparatory for employment upon graduation from Mississippi Gulf Coast Community College. Where transfer to a senior college or university is desired, a conference should be scheduled with a community college guidance counselor for advisement.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

This program is accredited by The Association of Technology, Management, and Applied Engineering.

Freshman Year

Semester Hours

CAT 1113	Graphic Design & Production I**	3
ENG 1113	English Composition	3
CAT 1213	Fundamentals of Graphic Computers	3
ART 1313	Drawing I	3
ART 1433	Design I	3
SPT 1113	Public Speaking I	3
CAT 1123	Graphic Design & Production II	3
ART 1323	Drawing II	3
CAT 1323	Advertising Principles for Digital Design	3
ART 1443	Design II	3
MAT 1313	College Algebra	3

Sophomore Year

Semester Hours

CAT 1143	Typography	3
CAT 2313	Basic Advertising Design	3
CAT 2413	Rendering Techniques	3
	Elective*	3
CAT 2263	Web Graphic Production	3
CAT 2133	Graphic Design Studio	3
CAT 2323	Advanced Advertising Design	3
CAT 2334	Practical Advertising Techniques***	4
	Elective*	3
	Physical Science I or II	4
TOTAL		65

*Three semester hours will be selected from each of the following: Humanities/Fine Arts and Psychology/Social Studies.

**Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

***CAT 2914 Special Projects may be substituted with instructors permission.

Career Programs



Career Programs

All career education programs lead to MGCCC diplomas. A two-year Associate of Applied Science in Occupational Education (AASOE) is optional for designated programs.

For the purpose of determining Career-Technical Course fees, courses are classified below:

Level I

AGT	BOT	CRJ
HUS	IDT	LET
MMT	MET	WDT
CON		

Level II

CAT	CPT	DDT
EMT	GTT	IST
WAN	CDT	LGT

Level III

CST	EET	FST
IET	MLT	PPT
TCT	SUT	

Level IV

ACT	CRM	ELT
HLT	PPV	RCT
RGT		

Level V

ABT	ATT	FPV
HRT	MST	WLV
NUR	PNV	

Auto Collision Repair Technology 8010

(West Harrison County Center)

Collision Repair Technology is an instructional program designed to prepare students for entry level into the collision repair and refinishing trade. Upon completion of this program, the students will be prepared for beginning positions as body, frame, and refinish technicians. Students will be provided theory and practical repair and refinish work beginning with basic applications and progressing on to heavy collision repairs requiring major body and frame alignment and panel replacement. The instruction includes all phases necessary to teach collision repair including glass replacement, welding, replacement of hardware and trim items, cosmetic repairs, and structural repairs.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit

DIPLOMA OPTION

Major Units of Instruction	Semester Hours
ABT 1144	Structural Analysis and Damage Repair I 4
ABT 1223	Non-Structural Analysis and Damage Repair I 3
ABT 1443	Mechanical and Electrical Components I 3
ABT 1314	Refinishing I 4
ABT 1153	Structural Analysis and Damage Repair II 3
ABT 1233	Non-Structural Analysis and Damage Repair II 3
ABT 1453	Mechanical and Electrical Components II 3
ABT 1324	Refinishing II 4
ABT 2163	Structural Analysis & Damage Repair III 3
ABT 2243	Non-Structural Analysis & Damage Repair III 3
ABT 2333	Refinishing III 3
	TOTAL SEMESTER HOURS 36

AASOE OPTION

Major Units of Instruction	Semester Hours
	Career Program Hours (see above) 36
ENG 1113	English Composition I 3
	Social Sciences 3
	Math/Natural Science 3/4 (MAT 1313 or higher / Natural Science with lab)
	Humanities/Fine Arts 3
SPT 1113	Public Speaking I 3
Electives	Technical/Academic courses 13/12
	Computer Competency -
	TOTAL SEMESTER HOURS 64



Automotive Technology 8020

(West Harrison County Center)

Automotive Technology is an instructional program that prepares individuals to engage in the servicing and maintenance of all types of automobiles. Instruction includes the diagnosis of malfunctions of all 8 areas of ASE/NATEF certification (Engine Repair, Electrical and Electronic Systems, Engine Performance, Brakes, Steering and Suspension Systems, Manual Drivetrains and Axles, Automatic Transmissions and Transaxles, Heating and Air Conditioning.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
ATT 1811	Intro. Safety & Employability Skills.	1
ATT 1213	Brakes	3
ATT 1124	Basic Electrical/Electronic Systems	4
ATT 1134	Advanced Electrical & Electronic Accessories.	4
ATT 2334	Steering and Suspension Systems	4
ATT 1715	Engine Repair	5
ATT 1424	Engine Performance I	4
ATT 2434	Engine Performance II.	4
ATT 2444	Engine Performance III	4
ATT 2614	Heating and Air Conditioning	4
TOTAL SEMESTER HOURS		37

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I.	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64



Commercial/Residential Maintenance 8110

(Perkinston Campus)

The Commercial Residential Maintenance program is designed to prepare individuals for employment opportunities in commercial and residential building general maintenance and repairs. Content of the program includes federal, state, and local codes; and basic maintenance of heating and cooling systems, ice machines, refrigerators, electrical, plumbing, welding, irrigation, pools, spas, and building components.

Upon successful completion of the required minimum 32 semester hour credit, the student will be awarded a diploma in Commercial Residential Maintenance.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.



DIPLOMA OPTION

Major Units of Instruction		Semester Hours
CRM 1112	Fundamentals of Maintenance Services	2
CRM 1121	Maintenance Regulations	1
CRM 1133	Mathematics and Blueprint Interpretation	3
CRM 1214	Carpentry	4
CRM 1313	Masonry	3
	Career Technical Electives*	2
CRM 1414	Plumbing	4
CRM 1514	Electrical	4
CRM 1615	Heating, Ventilation, and Air Conditioning (HVAC)	5
	Electives*	4
TOTAL SEMESTER HOURS		32

*Electives

CRM 1222	Surface Finishes	2
CRM 1432	Landscape Irrigation	2
CRM 291 (1-3)	Special Project in Commercial/Residential Maintenance	1-3

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	32
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	17/16
	Computer Competency	-
TOTAL SEMESTER HOURS		64

Cosmetology 8195

(George County Center)

This program is accredited by the Mississippi State Board of Cosmetology. Applicants must have a high school diploma or acceptable scores on the GED. It is a 12-month diploma program consisting of a minimum of 1,500 clock hours. After successful completion, the student is qualified to take the State Board Examination for Cosmetology licenses. Graduates are prepared for a career in all phases of hair styling.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
<i>Fall Semester</i>		
COV 1122	Cosmetology Orientation	2
COV 1245	Cosmetology Sciences I	5
COV 1426	Hair Care I	6
COV 1622	Skin Care I	2
COV 1522	Nail Care I	2
<i>Spring Semester</i>		
COV 1255	Cosmetology Sciences II	5
COV 1436	Hair Care II	6
COV 1632	Skin Care II	2
COV 1532	Nail Care II	2
COV 1722	Salon Business I	2
<i>Summer Semester</i>		
COV 1263	Cosmetology Sciences III	3
COV 1443	Hair Care III	3
COV 1642	Skin Care III	2
COV 1542	Nail Care III	2
COV 1732	Salon Business II	2
TOTAL SEMESTER HOURS		46

NOTE: The ratio of lab hours to lecture hours for Cosmetology is 3 to 1. This program requires a minimum of 850 minutes per semester hour.

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64

Cosmetology 8195

Cosmetology Teacher Training Option

This instructional program prepares individuals to teach others 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 instructor licensing examination.

TEACHER TRAINING OPTION

Program Requirements

It is recommended that students complete twelve semester hours of college level education as approved by the Mississippi State Board of Cosmetology before enrolling in the Cosmetology Teacher Training Option. These hours must be completed before a student will be allowed to take the cosmetology instructor licensing examination. More information concerning these hours can be obtained from the Mississippi State Board of Cosmetology.

The curriculum is designed for students who have at least two years active practical experience as a licensed cosmetologist and currently hold a valid Mississippi cosmetology license. The curriculum complies with the standards of the Mississippi State Board of Cosmetology and the requirement for 750 contact hours for students.

Students are required to receive 12 hours of theory; 68 hours of skill preparation and clinic work; 164 hours concerning the professional teacher's skills and preparation techniques; 99 hours concerning student motivation and learning skills; 33 hours of methods, management, and material procedures and techniques; 65 hours of testing and evaluation skills; and 10 hours of cosmetology laws, rules, and regulation.

Successful completion of the program entitles students to a cosmetology Teacher Training diploma and, upon meeting the requirements of the Mississippi State Board of Cosmetology, qualifies them for licensing examinations as cosmetology instructors.

Major Units of Instruction	Semester Hours
COV 2816 Cosmetology Teacher Training I	6
COV 2826 Cosmetology Teacher Training II	6
COV 2836 Cosmetology Teacher Training III	6
COV 2846 Cosmetology Teacher Training IV	6
TOTAL SEMESTER HOURS	
24	

NOTE: The ratio of lab hours to lecture hours for Cosmetology Teacher Training Option is 3 to 1



Electrical Technology 8070

(Jackson County and Jefferson Davis Campuses and West Harrison County Center)

The electrical technology program prepares individuals to install, operate, maintain, and repair electrically energized systems such as residential, commercial, and industrial electrical wiring; DC and AC motors and controls; and electrical distribution panels. Instruction in the use of test equipment and meters is included. Safety training is an integral part of the instructional program.

A student completing this program should be able to enter the workforce as a second or third year apprentice or a second or first class helper, requiring one or two years of on the job experience prior to receiving first class journeyman classification, based on local methods of certification.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction

Semester Hours

ELT 1192	Fundamentals of Electricity.....	2
ELT 1144	AC and DC Circuits for ELT.....	4
	Technical Elective*	3
ELT 1113	Residential/Light Commercial Wiring	3
ELT 1123	Commercial and Industrial Wiring	3
ELT 1253	Branch Circuit and Service Entrance Calculations	3
ELT 1263	Blueprint Reading/Planning in Residential Installation	3
ELT 1273	Switching Circuits for Residential, Commercial, and Industrial Applications	3
ELT 1213	Electrical Power	3
ELT 1413	Motor Control Systems.....	3
	Electives*	3
TOTAL SEMESTER HOURS		33

Electives*

ELT 1133	Introduction to the National Electric Code
ELT 2613	Programmable Logic Controllers
ELT 2424	Solid State Motor Control
ELT 1223	Motor Maintenance and Troubleshooting
ELT 1283	Estimating the Cost of a Residential Installation
ELT 2913	Special Project

AASOE OPTION

Major Units of Instruction

Semester Hours

	Career Program Hours (see above)	33
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	16/15
	Computer Competency	-
TOTAL SEMESTER HOURS		64



Food Production and Mgmt. Tech. 8235

(West Harrison County Center)

The Food Production and Management Technology program offers study in areas of food production, management, and service for fast food operations, quantity food operations, and catering businesses. Emphasis is placed on technical skills in preparing students for entry-level job opportunities in production and management in both commercial and institutional food service settings.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
FPV 1113	Fundamentals of Operational Procedures in Food Services	3
FPV 1213	Food Service Sanitation – ServSafe Certification	3
FPV 1315	Culinary Arts I	5
FPV 1413	Front of the House	3
FPV 2613	Menu Planning and Cost Control.	3
FPV 1123	Management Procedures and Recordkeeping	3
FPV 1326	Culinary Arts II	6
FPV 2713	Nutrition	3
FPV 2223	Purchasing and Storage	3
FPV 2813	Food Service Management	3
TOTAL SEMESTER HOURS		35

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	35
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4 (MAT 1313 or higher / Natural Science with lab)
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64



**General Drafting
Technology 8155**

(West Harrison County Center)*

The General Drafting program is designed to provide specialized occupational instruction in all phases of drafting technology in order to prepare students for positions in the drafting field. A combination of class work and laboratory experience is stressed.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
DDT 1114	Fundamentals of Drafting	4
DDT 1313	Principles of CAD	3
DDT 1133	Machine Drafting I	3
DDT 1413	Elementary Surveying	3
DDT 2163	Machine Drafting II.	3
DDT 1613	Architectural Design I.	3
DDT 1323	Intermediate CAD.	3
DDT 2153	Civil Drafting.	3
	Electives*	6
DDT 2623	Architectural Design II	3
DDT 2343	Advanced CAD	3
TOTAL SEMESTER HOURS		37

Electives*:

DDT 1213	Construction Materials
DDT 2213	Structural Drafting I
DDT 2243	Cost Estimating
DDT 2523	Pipe Drafting

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I.	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64



Heating, A/C and Refrigeration Tech. 8000

(Jefferson Davis Campus)

Heating, Air Conditioning, and Refrigeration Technology is an instructional program that prepares individuals to work in engineering departments or private firms installing, maintaining, and operating small or medium air conditioning, heating, and refrigeration systems. Instruction prepares individuals to work in a commercial organization performing special tasks relating to designing duct work, assembly, installation, servicing, operation, and maintenance of heating, cooling, and refrigeration systems according to the standards of the American Society of Heating, Refrigeration, and Air Conditioning Engineers, Inc. and Air Conditioning Refrigeration Institute (ARI). Included are air conditioning, heating, and refrigeration devices; equipment, techniques, and systems; and maintenance and operation of these systems.

Major units of instruction are to be taken in sequence. Exceptions will be approved on an individual basis.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction	Semester Hours
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<i>First Year</i>	
ACT 1125	Basic Compression Refrigeration 5
ACT 1713	Electricity for Heating, Ventilation, Air Conditioning, and Refrigeration. 3
	Elective* 3
ACT 1133	Tools and Piping 3
ACT 1313	Refrigeration System Components 3
ACT 1813	Professional Service Procedures. 3
ACT 1213	Controls. 3
	Elective* 3
<i>Second Year</i>	
ACT 2414	Air Conditioning I 4
ACT 2513	Heating Systems. 3
ACT 2624	Heat Load and Air Properties 4
	Elective* 3
ACT 2424	Air Conditioning II 4
ACT 2324	Commercial Refrigeration 4
ACT 2433	Refrigerant, Retrofit, and Regulations. 3
	Elective* 3
	TOTAL SEMESTER HOURS 54

Electives*

BOT 1133	Microcomputer Applications
ELT 2613	Programmable Logic Controllers
DDT 1114	Fundamentals of Drafting

AASOE OPTION

Major Units of Instruction	Semester Hours
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	Career Program Hours (see above) 36
ENG 1113	English Composition I 3
	Social Sciences 3
	Math/Natural Science 3/4
	(MAT 1313 or higher / Natural Science with lab)
	Humanities/Fine Arts 3
SPT 1113	Public Speaking I 3
Electives	Technical/Academic courses 13/12
	Computer Competency -
	TOTAL SEMESTER HOURS 64

Landscape Management Technology 8151

(West Harrison County Center)

The Landscape Management Technology program is designed to provide students with skills designed to lead to employment in the landscape maintenance and landscape construction industries. Specific instruction is offered in the areas of landscape design; selection and care of plants; hard construction including concrete, wood, electrical, irrigation, and lighting; equipment use and maintenance; and business management.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
HLT 1114	Plant Materials I	4
HLT 1213	Applied Principles of Plant Propagation	3
HLT 2113	Turfgrass Management	3
HLT 2124	Landscape Maintenance and Weed Control	4
HLT 1124	Plant Materials II	4
HLT 1513	Landscape Design I	3
HLT 2313	Landscape Business Management	3
HLT 2713	Landscape Construction	3
HLT 2813	Ornamental and Turf Pest Management	3
HLT 2523	Landscape Design II	3
HLT 2824	Irrigation and Lighting Systems	4
TOTAL SEMESTER HOURS		37

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64

Career Programs



Precision Manufacturing and Machining Technology 8090

(Jackson County Campus)

Precision Manufacturing and Machining Technology is an instructional program that prepares individual to shape metal parts on machines such as lathes, grinders, drill presses, and milling machines. Included is instruction in making computations related to work dimensions, testing, feeds, and speeds of machines; using precision measuring instruments such as layout tools, micrometers, and gauges; machining and heat-treating various metals; and laying out machine parts. Also included is instruction in the operation and maintenance of computerized equipment.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
MST 1313	Machine Tool Mathematics	3
MST 1412	Blueprint Reading	2
MST 1212	Drill Press and Band Saw Operations	2
MST 1223	Lathe Turning Knowledge	3
MST 1233	Milling Machines Knowledge	3
MST 1243	Precision Lathe Operations	3
MST 1251	Surface Grinding Operations	1
MST 1263	Milling Machine Operations	3
MST 1613	Precision Layout	3
MST 1423	Advanced Blueprint Reading	3
MST 2513	Advanced Lathe Operations	3
MST 2523	Advanced Milling Operations	3
MST 2714	Computer Numerical Control Operations I	4
MST 2812	Metallurgy	2
MST 2532	Precision Grinding Operations	2
MST 2542	Gear Types and Manufacturing	2
MST 2552	Advanced Machining Technologies	2
MST 2725	Computer Numerical Control Operations II	5
TOTAL SEMESTER HOURS		49

MST 2913 Special Problems in Machine Tool Operation/Machine Shop, DDT 1313 Principles of AutoCAD, GDT 1625 Fundamentals of Geometric Dimensioning & Tolerancing, MST 2734 Fundamentals of CAD/CAM

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64



Medical Billing and Coding 8050

(West Harrison County Center)

The Medical Billing and Coding program includes a basic core of courses designed to prepare a student for entry-level employment in physician offices, hospitals, outpatient facilities, mental health clinics, nursing home facilities, and insurance companies.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
BOT 1713	Mechanics of Communication	3
BOT 1133	Microcomputer Applications	3
BOT 1613	Medical Office Terminology I	3
BOT 2523	Medical Machine Transcription I	3
BOT 2643	CPT Coding	3
BOT 2653	ICD Coding	3
BOT 2533	Medical Machine Transcription II	3
BOT 1623	Medical Office Terminology II	3
BOT 2743	Medical Office Concepts	3
BOT 2663	Advanced Coding	3
BOT 2753	Medical Information Management	3
BOT 2673	Medical Insurance Billing	3
TOTAL SEMESTER HOURS		36

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64

**Office Systems
Technology 8190**

(George County Center)

The Office Systems Technology program of study provides training in administrative office procedures, integrated computer applications, business financial systems, communication, and related technologies.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
BOT 1113	Document Formatting & Production	3
BOT 1213	Personal and Professional Development	3
BOT 1713	Mechanics of Communication	3
BOT 1313	Applied Business Math	3
BOT 1143	Word Processing	3
BOT 1133	Microcomputer Applications.	3
BOT 2813	Business Communication	3
BOT 1433	Business Accounting**	3
BOT 2323	Database Management	3
BOT 1813	Electronic Spreadsheet.	3
BOT 1413	Records Management	3
BOT 1123	Keyboard Skillbuilding	3
BOT 2413	Computerized Accounting.	3
BOT 1513	Machine Transcription	3
BOT 2723	Administrative Office Procedures	3
BOT 2133	Desktop Publishing	3
BOT 2833	Integrated Computer Application	3
ENG 1113	English Composition I	3
TOTAL SEMESTER HOURS		54

*Prior to enrollment in Document Formatting and Production (BOT 1113), students will be required to key straight-copy material at a minimum of 35 GWPM, on a 5-minute timed writing, with a maximum of 1 error per minute. Students who do not demonstrate this level of proficiency will be required to enroll in Introduction to Keyboarding (BOT 1013).

**Students may substitute ACC 1213

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences.	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64

**Pipefitting
Concentration 8124**

PIPEFITTER/PLUMBER 8120

(Jackson County Campus)

The Pipefitter program includes basic core of courses designed to prepare a student for a variety of entry-level positions in the industrial setting.

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

DIPLOMA OPTION

Major Units of Instruction **Semester Hours**

Fall Semester

PPV 1113	Fundamentals of Plumbing/ Pipefitting	3
PPV 1213	Tacking, Brazing, Burning	3
PPV 1432	Pipe Specifications and Systems	2

Spring Semester

PPV 1313	Blueprint Reading for pipe trade.	3
PPV 1323	Sketching	3
PPV 1426	Basic Pipe Fabrication	6
PPV 1812	Rigging and Signaling	2

Summer Semester

PPV 1411	Low Pressure Boilers	1
PPV 1443	Piping/Level Transit	3
PPV 1456	Advanced Pipefitting Lab	6
	Electives*	6

TOTAL SEMESTER HOURS38

*Electives:

PPV 1823	Steel Ship Building Marine Construction
PPV 291 (1-3)	Special Project in Pipefitting
PPV 1712	Domestic Systems
PPV 1722	Plumbing Fixtures Lab

AASOE OPTION

Major Units of Instruction **Semester Hours**

	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-

TOTAL SEMESTER HOURS64

**Plumbing
Concentration 8125**

PIPEFITTER/PLUMBER 8120

(Jackson County Campus)

The plumbing program is designed to prepare a student for a variety of entry-level positions in residential plumbing.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction **Semester Hours**

Fall Semester

PPV 1004	Intro to Plumber/ Pipe fitter	4
PPV 1113	Fundamentals of Plumbing/ Pipefitting	3
PPV 1223	Welding, Brng, Brazg, and Soldering.	3
PPV 1722	Plumbing Fixtures Lab.	2
PPV 1732	Back Flow Cross Connection	2

Summer Semester

PPV 1313	Blueprint Reading for pipe trade.	3
PPV 1323	Sketching	3
PPV 1513	Drainage and Sewer Systems	3
PPV 1743	Advanced Plumbing.	3

Spring Semester

PPV 1411	Low Pressure Boilers	1
PPV 1443	Piping/Level Transit	3
PPV 2913	Special Project	3
PPV 1611	Heating Devices	1
PPV 1622	Gas plumbing	2
PPV 1712	Domestic Systems	2

TOTAL SEMESTER HOURS38

AASOE OPTION

Major Units of Instruction **Semester Hours**

	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-

TOTAL SEMESTER HOURS64



Practical Nursing 8140

DISCLAIMER: The last cohort of students admitted to MGCCC under this curriculum was January 2010.

(Jackson County, Jefferson Davis and Perkinson Campuses and George County Center)

This intensive, one-year program prepares students to enter the nursing career ladder as a licensed practical nurse who can use the nursing process to care for patients and families. This care is performed under the direction of a registered nurse, physician, or dentist. The Practical Nursing program is accredited by the Mississippi Department of Education and the National League for Nursing Accrediting Commission (NLNAC). Students who complete the program requirements, as identified by the Mississippi Department of Education, will be eligible to apply for LPN licensure from the Mississippi Board of Nursing and take the National Council Licensure Examination for Practical Nursing (NCLEX-PN).

Admission to the Practical Nursing program is limited on each of the four campus sites. Candidates must complete a special application process and meet all admission requirements. The Mississippi Board of Nursing has some legal limitations for eligibility for the LPN Licensure; falsification of any part of the application process is reason for dismissal. Day and/or evening clinical rotations in local hospitals and community agencies are required.

Graduates of the PN program receive a MGCCC diploma. Those students who complete diploma requirements or 36 semester hours may elect to pursue an Associate of Science in Occupational Education. Some graduates choose to continue their education in the LPN/ADN Transition Program at MGCCC or other programs and become a Registered Nurse.

Admission Requirements

1. Students that wish to make application for the Practical Nursing Program must contact the Career/Counseling Office to make an appointment.
2. One of the three categories for admission must be satisfactorily completed before a student can qualify for a Practical Nursing Application Packet. These admission categories will include
 - A. ACT Testing: A student must have a score of 17 or above in the reading and math sections on the enhanced ACT test.
or
 - B. COMPASS: Students will take the Reading and Pre-Algebra sections of the COMPASS test and score at least a 79 in reading and a 47 in pre-algebra.
or
 - C. PREVIOUS COLLEGE CREDIT - on an official transcript to include the following courses:
 - EPY 2533 Human Growth and Development
 - BIO 2514 Human Anatomy and Physiology I
 - BIO 2524 Human Anatomy and Physiology IIThe student must have completed the coursework in the sciences listed above within the last five years and received a grade of "C" or better in all listed courses. (Previous college credit will not be factored in selective admissions process.)
3. All applicants must take the Test of Essential Academic Skills (TEAS). The TEAS test measures basic academic skills in Reading, Math, Science, and English. TEAS test scores will be used in the Selective Admissions of students to the Practical Nursing program.
4. CPR REQUIREMENT: Students must present a current CPR certification card on the first day of class. The CPR certification must follow the guidelines set forth by the American Heart Association for Healthcare Providers. CPR cards from the American Red Cross cannot be substituted for American Heart Association cards.
5. The student must be physically and emotionally able to meet the technical standards of the program as stated in the admissions packet.
6. After achieving satisfactory scores on all tests or courses, the applicants will complete and/or supply the following:
 - A. Application of admission to the college.
 - B. Notarized Allied Health application form.
 - C. An official high school transcript verifying graduation or General Education Development (GED) test scores certifying high school graduation equivalency.
7. Final notification of acceptance will be sent after the student submits the following:
 - A. A completed physical examination documented on the MGCCC Allied Health Medical Examination Form.
 - B. Evidence of compliance with Mississippi law regarding a Criminal Background History Check.
8. All students accepted for admission must agree to abide by the Practical Nursing departmental policies, procedures, and guidelines stated in the current PN Student Handbook.
9. MGCCC Nursing and the Allied Health Programs have a zero tolerance of illegal substance use/abuse and misuse of legal substance. All Nursing and Allied Health students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs. These tests reveal substance use within approximately the last three months.

Selection Process

Applicants are admitted using a competitive selection process based on the PN Admissions Requirements listed above (except previous college credit), the TEAS test score, and residency.

Practical Nursing 8140

DISCLAIMER: The last cohort of students admitted to MGCCC under this curriculum was January 2010.

(Jackson County, Jefferson Davis and Perkinson Campuses and George County Center)

Progression and Readmission

A passing grade of 80% is required in EACH PNV COURSE to progress in the course of study. Selection of students for transfer into the program or readmission is competitive and based on individual merit and completeness of forms. All students accepted for admission must meet the Core Performance Standards for Admission and Progression developed by the Southern Council on Collegiate Education for Nursing and adopted by MGCCC.

Transfer Students: The Practical Nursing program accepts qualified transfer students from other NLNAC Practical Nursing, Associate Degree Nursing, and Bachelor of Science program. Students interested in this option must contact the counselor and fill out the appropriate application forms and submit an official transcript of prior college work. Acceptance is pending space available in the program. Accepted students will complete the Spring and Summer Semester at Mississippi Gulf Coast Community College to qualify for graduation from the Practical Nursing program and meet all admissions criteria stated in the catalog and Practical Nursing Student Handbook.

DIPLOMA OPTION

Major Units of Instruction Semester Hours
PN Program Schedule (August - July) (GC, JD, JC)

<i>Fall Semester</i>	
PNV 1213	Body Structure and Function 3
PNV 1426	Fundamentals of Nursing 6
PNV 1436	Fundamentals of Nursing Lab/Clinical 6
<i>Spring Semester</i>	
PNV 1614	Medical/Surgical Nursing 4
PNV 1622	Medical/Surgical Nursing Clinical 2
PNV 1634	Alterations in Adult Health. 4
PNV 1642	Alterations in Adult Health Clinical. 2
PNV 1524	IV Therapy Concepts. 4
<i>Summer Semester</i>	
PNV 1715	Maternal-Child Nursing. 5
PNV 1813	Mental Health Concepts 3
PNV 1914	Nursing Transition 4
TOTAL SEMESTER HOURS 43	

PN Program Schedule (January - December) (PK, JD)

<i>Spring Semester</i>	
PNV 1213	Body Structure and Function 3
PNV 1426	Fundamentals of Nursing 6
PNV 1436	Fundamentals of Nursing Lab/Clinical 6
<i>Summer Semester</i>	
PNV 1813	Mental Health Concepts and Care 3
PNV 1715	Maternal-Child Nursing. 5
PNV 1524	IV Therapy Concepts. 4
<i>Fall Semester</i>	
PNV 1614	Medical/Surgical Nursing 4
PNV 1622	Medical/Surgical Nursing Clinical 2
PNV 1634	Alterations in Adult Health. 4
PNV 1642	Alterations in Adult Health Clinical. 2
PNV 1914	Nursing Transition 4
TOTAL SEMESTER HOURS 43	

Note: Students admitted to this program must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs.

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I.	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64

Surgical Technology 8098

(George County Center, West Harrison County Center)

This intensive, one year Surgical Technology program is designed to prepare the student to enter the surgical environment as a surgical technologist. The surgical technologist assists physicians, anesthesiologists, and registered nurses in the care of patients during operations. Students learn to apply the principles of sterile technique required during operative procedures, the use of instruments and equipment, related surgical anatomy and pathology, wound classifications and healing, standard precautions, and extensive study of procedures from surgical specialties and related areas.

Graduates will be eligible to take the national certifying examination to become certified surgical technologists. This program is nationally accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 35 East Wacker Dr, Suite 1970, Chicago IL 60601.

Admission Requirements

I. Initial Requirements

- A. Contact the Career and Technical Counselor at the center you plan to attend for program information.
 - The Admission Deadline for the Spring Semester at George County Center is September 1.
 - The Admission Deadline for the Fall Semester at West Harrison Center is May 1.
 - All requirements must be submitted to the Center's Admission Office prior to the deadline to be considered for the program.
- B. Submit completed college application for admission indicating Surgical Technology major to the Center's Admission Office that you plan to attend.
- C. Submit official high school / GED transcript and/or official transcripts for all prior college work.
- D. Submit appropriate test scores.
 1. ACT - Reading and Math score of 16 or above on ACT within the last five years.
or
 2. COMPASS (Computer-Adaptive Placement Assessment and Support System) - Pre-Algebra score of 34, Algebra score of 22, College Algebra score of 20, and a Reading score of 74.

II. Interview

III. Selection Requirements: Students who complete admission requirements by the deadline will be considered for selection on the following basis:

The following documentation will be required to be turned in by a specific time appointed by the Center's Counselor.

Note: These requirements should not be completed until requested by the counselor at the center you plan to attend.

1. Must provide an official cleared Criminal History Background check letter. MGCCC's Criminal History Background Check Policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/.
2. Physical examination and immunizations (including HepB series)
Note: Student must be deemed physically and emotionally able to meet the *Baseline Competencies* for the Surgical Technology Program. *Baseline competencies* will be evaluated by a physician or nurse practitioner during the health exam.
3. Allied Health application for the Surgical Technology Program
4. Current American Heart Association CPR for Healthcare Providers certification

MGCCC Nursing and the Allied Health Programs have a zero tolerance of illegal substance use/abuse and misuse of legal substance. All Nursing and Allied Health students must submit to substance testing in accordance with the Substance Testing Policy and Procedures for Associate Degree Nursing and Allied Health Programs. The Nursing and Allied Health Programs substance testing policy can be viewed on-line at www.mgccc.edu/programs_of_study/health_related_programs/.

Surgical Technology 8098

(George County Center, West
Harrison County Center)

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
<i>First Semester</i>		
ENG 1113	English Composition I	3
SUT 1113	Fundamentals of Surgical Technology.	3
SUT 1216	Principles of Surgical Technique	6
SUT 1314	Surgical Anatomy.	4
<i>Second Semester</i>		
SUT 1413	Surgical Microbiology	3
SUT 1518	Basic and Related Surgical Procedures	8
SUT 1524	Specialized Surgical Procedures I.	4
<i>Third Semester</i>		
SUT 1534	Specialized Surgical Procedures II	4
SUT 1538	Advanced Surgical Procedures.	8
SUT 1703	Certification and Role Transition	3
	TOTAL SEMESTER HOURS	46

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I.	3
Electives	Technical/Academic courses	13/12
	Computer Competency.	-
	TOTAL SEMESTER HOURS	64

Welding 8220

(Jackson County Campus, Perkinson Campus, Advanced Manufacturing and Technology Center)

The Welding and Cutting Technology curriculum is designed to prepare the student for entry level employment in the field of welding and cutting. The curriculum includes Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), Plasma Arc Cutting (PAC), Carbon Arc Cutting, Oxyfuel Cutting, and Gas Tungsten Arc Welding (GTAW). Electives are available in advanced levels of welding and cutting.

The welding competencies required in this curriculum were developed to coincide with the Guide for the Training and Qualification of Welding Personnel: Entry Level Welders (AWS EG2.0-95) and Specification for Qualification and Certification for Entry Level Welders (AWS QC 10-95).

MGCCC will administer the MS-CPAS (Mississippi Career Planning and Assessment System) prior to program completions in career and technical programs. All students completing a career and technical program must take the MS-CPAS.

Tech Prep credit may be awarded for approved courses. Please refer to "The Credit by Non-Traditional Means" section of this catalog regarding stipulations for receiving Tech Prep credit.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
WLV 1116	Shielded Metal Arc Welding I	6
WLV 1226	Shielded Metal Arc Welding II	6
WLV 1143	Flux Cored Arc Welding	3
WLV 1171	Welding Safety, Inspection And Testing	1
WLV 1232	Drawing and Welding Symbol Interpretation	2
WLV 1136	Gas Tungsten Arc Welding	6
WLV 1124	Gas Metal Arc Welding	4
WLV 1314	Cutting Processes	4
	Elective*	4
TOTAL SEMESTER HOURS		36

*Electives:

WLV 1155	Pipe Welding
WLV 1252	Advanced Pipe Welding
WLV 1162	Gas Metal Arc Aluminum Welding
WLV 1913	Special Problem in Welding and Cutting Technology
WLV 1004	Introduction to Welding and Cutting
DDT 1114	Fundamentals of Drafting
PPV 1823	Steel Ship Building and Marine Construction

AASOE OPTION

Major Units of Instruction		Semester Hours
	Career Program Hours (see above)	36
ENG 1113	English Composition I	3
	Social Sciences	3
	Math/Natural Science	3/4
	(MAT 1313 or higher / Natural Science with lab)	
	Humanities/Fine Arts	3
SPT 1113	Public Speaking I	3
Electives	Technical/Academic courses	13/12
	Computer Competency	-
TOTAL SEMESTER HOURS		64

Career Programs

The following programs do not lead to an Associate of Applied Science in Occupational Education (AASOE) degree.



Apprentice Electric Lineman 8192

(George County Center)

Students will receive specialized instruction in areas covering special certification areas required by the power industry.

Students should contact the George County Center Counselor by June 1 for August admission and by October 1 for January admission.

Applicants must meet general admission requirements as well as the following special requirements:

- 18 years of age by April 1 for Spring semester, and by December 1 for Fall semester classes
- high school diploma or GED
- valid driver's license
- motor vehicle report with good driving record (for CDL)
- DOT physical with a substance test
- enjoy outdoor work
- physically able to climb
- COMPASS assessment with Pre-Algebra score of 34, Reading score of 74, Writing score of 60, or ACT Language, Reading, and Math minimum of 16 (within the last five years)

DIPLOMA OPTION

Major Units of Instruction

Semester Hours

AEL 1118	Apprentice Electric Lineman Training I	8
AEL 1128	Apprentice Electric Lineman Training II	8
TOTAL SEMESTER HOURS		16

Skills taught will include the following:

Basic Skills

- Basic Computer Applications
- Basic Electricity, Codes, etc.
- Basic Electricity I
- Basic Electricity II
- Interpersonal Skills
- National Electric Code Course
- National Electric Safety Code Course
- RUS Specifications (Overhead and Underground)
- Mississippi Class A Commercial Drivers License

OSHA

- CPR, First Aid, and Bloodborne Pathogens
- Hazardous Material Training and Material Safety Data Sheets
- Job Site Safety (Confined Space, Shoring, etc.)
- Personal Protective Equipment Rigging

Power Company Specific

- Pole Climbing
- Pole Top Rescue
- Bucket Truck System Protection and Operation
- Basic Transformer Change Out from Pole

AASOE OPTION

Not applicable for Apprentice Electric Lineman



Commercial Truck Driving 8016

(George County Center)

Commercial Truck Driving is an open admission program that prepares individuals to drive trucks and other commercial vehicles. It includes instruction in operating diesel powered vehicles; loading and unloading cargo; reporting delays or accidents on the road; verifying loads against shipping records; and keeping necessary records.

Program Requirements

A diploma in Commercial Truck Driving will be awarded at the culmination of a minimum of 8 semester hours of satisfactory study.

Special admission requirements for this program are:

1. Must be 18 years of age.
2. Must have received no more than 3 speeding tickets within the last 3 years.
3. Must be able to pass a DOT physical and drug screen.
4. Must have no DUI on record.
5. Must take the COMPASS.

This curriculum is based upon data as collected from curricula guides, input from the business, requirements of the Commercial Driver's License (CDL), and a revision team.

Students will be expected to obtain a Mississippi Commercial Driver's License and pass the Mississippi DOT Commercial Driver Written Examination in order to complete the course.

DIPLOMA OPTION

Major Units of Instruction		Semester Hours
DTV 1114	Commercial Truck Driving I	4
DTV 1124	Commercial Truck Driving II	4
TOTAL SEMESTER HOURS		8

AASOE OPTION

Not applicable for Commercial Truck Driving



Courses of Instruction

Maybe you've known what you wanted to do for a living since age 10. Maybe you only recently decided. Or maybe you want to take some classes because, well, you just want to. Whatever your case, Mississippi Gulf Coast Community College can fit your interests with courses that lead you to a degree, a career, a more fulfilled life.

It's been proven time and again that a college education means more money and more self-esteem. The instructors of our courses and programs know this, too, and that's why they keep pace with current trends and technology. And it's why they bring their knowledge and expertise to the classroom, the lab, the studio, the online course or wherever class may take you.



Courses of Instruction

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The three figures in parentheses after the description of each academic and technical course indicate the number of semester hours credit for the course, the number of lecture hours each week, and the number of laboratory or activity hours each week, respectively. Instructional hours are indicated for career and technical courses.

AUTO COLLISION REPAIR (ABT)

ABT 1144 – Structural Analysis and Damage Repair I. This course covers the complete inspection and non – structural 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. (4,2,4)

ABT 1153 – Structural Analysis and Damage Repair II. This course is a continuation of Structural Analysis and Damage Repair I. It provides instruction and practice in the removal and reinstallation of glass. (3,2,2)

ABT 1223 – Non – Structural Analysis and Damage Repair I. This course also covers the complete inspection and non – structural 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. (3,2,2)

ABT 1233 – Non – Structural Analysis and Damage Repair II. This course is a continuation of Non – Structural Analysis and Damage Repair I. It provides instruction for preparation principles and practices. (3,1,4)

ABT 1314 – Refinishing I. This course provides skills and practices in vehicle preparation, cleaning, sanding, metal treatment, and masking. Included is determining imperfections in paint jobs. Emphasis is placed upon personal safety and environmental concerns. (4,2,4)

ABT 1324 – Refinishing II. This course is a continuation of Refinishing I. Included are types of paint defects and paint gun application and maintenance procedures. (4,2,4)

ABT 1443 – Mechanical and Electrical Components I. This course is designed to provide theory and practice in the areas of restraint systems, cooling systems, and air conditioning/heating systems. It is an introduction to small business management techniques as applied to the collision repair shop and includes computerized information and record systems. Also included are financial responsibilities, shop layout, inventory, and employee – employer relations. (3,3,0)

ABT 1453 – Mechanical and Electrical Components II. This course is designed to provide theory and practice in the areas of brakes and electrical. (3,3,0)

ABT 2163 – Structural Analysis and Damage Repair III. This course is a continuation of Structural Analysis and Damage Repair II. This course provides instruction and practice in unibody inspection, measurement, and repair. (3,2,2)

ABT 2243 – Non-Structural Analysis and Damage Repair III. This course is a continuation of Non-Structural Analysis and Damage Repair II. This course provides instruction for outer body panel repair, replacement, and adjustment principles and practices. (3,2,2)

ABT 2333 – Refinishing III. A continuation of Refinishing II with emphasis on advanced painting techniques including paint mixing, matching, and applying. (3,1,4)

ACCOUNTING (ACC)

ACC 1213 – Principles of Accounting I. A study of the financial accounting principles that relate to business. The topics to be covered include the accounting cycle, accounting systems and controls for service and merchandising businesses, assets, liabilities, and equity. Previous knowledge of accounting is not required for ACC 1213. (3,3,0)

ACC 1223 – Principles of Accounting II. A continuation of ACC 1213. The topics to be covered include corporate accounting concepts, managerial accounting concepts and internal business decision making. Prerequisite: ACC 1213. (3,3,0)

ACC 2113 – Introduction to Financial Accounting. Designed to give a basic understanding of the financial accounting process. Emphasis is placed on the recording, summarizing, reporting and interpreting economic data. Prerequisite is not required – course is designed for transfer to universities not requiring Principles of Accounting I and II. (3,3,0)

HEATING, AIR CONDITIONING, AND REFRIGERATION (ACT)

ACT 1125 – Basic Compression Refrigeration. An introduction to the field of refrigeration and air conditioning. Emphasis is placed on principles of safety, thermodynamics, and heat transfer. (5,2,6)

ACT 1133 – Tools and Piping. Various tools and pipe connecting techniques. Covers tools and test equipment required in heating, ventilation, air conditioning, and refrigeration. (3,2,2)

ACT 1213 – Controls. Fundamentals of gas, fluid, electrical, and programmable controls. (3,2,2)

ACT 1313 – Refrigeration System Components. An in – depth study of the components and accessories of a sealed system including metering devices, evaporators, compressors, and condensers. (3,2,2)

ACT 1432 – Refrigerant Recovery and Lubricants. Practical applications of refrigerants and lubricants according to the EPA standards. Includes recovery, recycling, and disposal. (2,1,2)

ACT 1713 – Electricity for Heating, Ventilation, Air Conditioning, and Refrigeration. Basic knowledge of electricity, power distribution, components, solid – state devices, and electrical circuits. (3,2,2)

ACT 1813 – Professional Service Procedures. Business ethics necessary to work with both the employer and customer. Includes resume', record keeping, and service contracts. (3,3,0)

ACT 2324 – Commercial Refrigeration. A study of various commercial refrigeration systems. It includes installation, servicing, and maintaining systems. (4,3,4)

ACT 2414 – Air Conditioning I. Various types of residential and commercial air conditioning, including hydronic, absorption, and desiccant systems. (4,2,4)

ACT 2424 – Air Conditioning II. An in – depth course in the installation, start – up, maintenance, and air quality of complete heating and air conditioning systems. Prerequisite: ACT 2414 Air Conditioning I. (4,2,4)

ACT 2433 – Refrigerant, Retrofit, and Regulations. Regulations and standards for new retrofit and government regulations. Includes OSHA regulations, EPA regulations, local, and state codes. (3,2,2)

ACT 2513 – Heating Systems. Various types of residential and commercial heating systems. Includes gas, oil, electric, compression, and hydroponic heating systems. (3,2,2)

ACT 2624 – Heat Load and Air Properties. Introduction to heat load calculations for residential and light commercial heating, ventilation, air conditioning, and refrigeration systems. Included are air distribution, duct sizing, selection of grills and registers, types of fans, air velocity, and fan performance. An introduction is provided to air testing instruments and computer usage. (4,2,4)

ACT 2913 – Special Project in Heating and Air Conditioning Technology I. A course designed to provide the student with practical application of skills and knowledge gained in the courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. (3,0,6)

APPRENTICE ELECTRIC LINEMAN (AEL)

AEL 1118 – Apprentice Electric Lineman Training I. This course covers basic electricity, OSHA standards, CPR instruction, and basic computer technology. (8,4,8)

AEL 1128 – Apprentice Electric Lineman Training II. Topics covered include transformer, electric codes, pole climbing and RUS specifications. (8,4,8)

AGRICULTURE (AGT)

AGT 1313 – Applied Principles of Plant Production. A course to provide information related to the growth, nutrition, and general culture of agricultural and horticultural crops. Includes instruction on photosynthesis and transpiration, plant nutrition, pest control, and reproduction. Diploma curriculum: ninety hours instruction. Three semester hours. (3,2,2)

AGT 1714 – Applied Soils – Conservation and Use. A course to introduce the student to the general principles of soil conservation and safe use. Includes instruction in the soil formation process, properties of soils, soil texture, and soil management for optimum safe use. Diploma curriculum: one hundred twenty hours instruction. Four semester hours. (4,3,2)

ART (ART)

NOTE: The department reserves the privilege to retain student work for exhibition purposes.

ART 1113 – Art Appreciation. A course designed to provide an understanding and appreciation of the visual arts. (3,3,0)

ART 1313 – Drawing I. Includes the study of the basic elements and principles of organization in two dimensions and the selection, manipulations and synthesis of these components to create an organized visual expression. Black and white media will be stressed. Required of art majors. (3,0,6)

ART 1323 – Drawing II. Continuation of rendering skills introduced in Drawing I with emphasis on color, composition and creative expression. Required of art majors. Prerequisite: ART 1313. (3,0,6)

ART 1433 – Design I. To provide students with an understanding of the elements and principles of design to enable development of an informed, intuitive sense as well as a highly informed skills base/methodology involving black and white design problems which apply principles and elements of visual design. Prerequisite or Corequisite: ART 1313. (3,0,6)

ART 1443 – Design II. To provide students with an understanding of color theory and applications of color so that there begins to be an informed as well as intuitive sense of seeing, mixing, and applying color and light to design problems. Prerequisite: ART 1433 or permission of instructor. (3,0,6)

ART 1453 – Three Dimensional Design. To provide students with an understanding of spatial form in three dimensions through the use of applied design elements and principles to studio problems in various media.

ART 1913 – Art for Elementary Teachers. Development of essential concepts of children's art education in compliance with the National Standards for Arts Education. (3,2,2)

ART 2513 – Painting I. Techniques used in painting media in a variety of subject matter. Prerequisite: ART 1313 & ART 1433 or permission of instructor. (3,0,6)

ART 2523 – Painting II. Advanced problems in painting media. Prerequisite: ART 2513 or permission of instructor. (3,0,6)

ART 2613 – Ceramics I. This course is directed toward an introduction to different aspects and materials of ceramic design. Instruction covers forming and shaping by hand and by mechanical means, various kiln operations, understanding the nature of clay and glazes and an appreciation of functional and non functional forms. (3,0,6)

ART 2623 – Ceramics II. Continuation of skills introduced in Ceramics I. Emphasis on individual problem solving. Prerequisite: ART 2613 or permission of the instructor. (3,0,6)

ART 2633 – Sculpture I. Study of 3 – D media and methods exploration of reduction and additive sculpture process. (3,0,6)

ART 2713 – Art History I. Survey course of historical background of art forms from Prehistoric to Renaissance. Emphasis is on painting, architecture, and sculpture as related to history. (3,3,0)

ART 2723 – Art History II. Survey course of historical background of art forms from Renaissance to present with special emphasis on contemporary expression. (3,3,0)

ART 2913 – **Special Studio.** Independent study in an area of special interest. Course designed for the exceptional student. Instructor approval dependent on discipline. Can only take twice. Prerequisite: Six semester hours of work in related studio.

AUTOMOTIVE TECHNOLOGY (ATT)

ATT 1124 – **Basic Electrical/Electronic Systems.** This is a course designed to provide advanced skills and knowledge related to all components of the vehicle electrical system including lights, battery, and charging components. (4,2,4)

ATT 1134 – **Advanced Electrical/Electronic Systems.** This is a course designed to provide advanced skills and knowledge related to all components of the vehicle electrical system including gauges, driver information systems, horn, wiper/wiper systems, and accessories. (4,2,4)

ATT 1213 – **Brakes.** This is 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. (3,2,2)

ATT 1314 – **Manual Drive Trains/Transaxles.** This is 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. (4,2,4)

ATT 1424 – **Engine Performance I.** This is a course designed to provide advanced skills and knowledge related to the maintenance and adjustment of gasoline engines for optimum performance. It includes instruction, diagnosis, and correction of problems associated with in these areas. (4,2,4)

ATT 1715 – **Engine Repair.** This is a course designed to provide advanced skills and knowledge related to the repair and rebuilding of automotive 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. (5,2,6)

ATT 1811 – **Introduction, Safety, and Employability Skills.** This is a course designed to provide knowledge of classroom and lab policies and procedures. Safety practices and procedures associated with the automotive program and automotive industry. (1,1,0)

ATT 2325 – **Automatic Transmissions/Transaxles.** This is a course designed to provide technical skills and knowledge related to the diagnosis and repair of automatic transmissions and transaxles. It includes instruction and practice in testing and inspecting these devices and in disassembly, repair, and reassembly. (5,2,6)

ATT 2334 – **Steering and Suspension Systems.** This is 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. (4,2,4)

ATT 2434 – **Engine Performance II.** This is a course designed to provide advanced skills and knowledge related to the ignition system, fuel, air induction, and exhaust systems. It includes instruction, diagnosis, and correction of problems associated with in these areas. (4,2,4)

ATT 2444 – **Engine Performance III.** This is a course designed to provide advanced skills and knowledge related to the emissions control systems and engine related service. It includes instruction, diagnosis, and correction of problems associated within these areas. (4,2,4)

ATT 2614 – **Heating and Air Conditioning.** This course is 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. (4,2,4)

BUSINESS ADMINISTRATION (BAD)

BAD 1113 – **Introduction to Business.** This course is designed to introduce students to the basic concepts of business. Students receive instruction regarding the current business and economic environment, entrepreneurship, marketing, management, financial management, and business careers. (3,3,0)

BAD 1123 – International Business Seminar. This course is designed to help today's student make the transition from the traditional closed economy to the New World of international trade and diverse markets. Emphasis is placed on the potential market modifications due to social, cultural and geographic differences. The new role of the entrepreneur, management, government and the consumers are all examined. (3,3,0)

BAD 1213 – Introduction to International Business. Introduction to international business theory and practices. Emphasis is placed on terminology and the importance of understanding cultural differences. (3,3,0)

BAD 2323 – Business Statistics. Introduction to statistical methods of collecting, presenting, analyzing, and interpreting quantitative data for business management and control. Topics include: central tendency and dispersion; probability; binomial, Poisson, and normal distributions; estimation and hypothesis testing. Prerequisite: MAT 1313. (3,3,0)

BAD 2413 – Legal Environment of Business. An introduction to interrelationships of law and society, jurisprudence and business. Topics include an introduction to law, law of contracts, agency, and employment. (3,3,0)

BAD 2513 – Principles of Management. This course is a study of basic management principles as applied to the functions of planning, organizing, directing, controlling, and coordinating with effective communication in business enterprise. (3,3,0)

BAD 2533 – Computer Applications in Business & Industry. This course is an introduction to MS Office Suite software, which is the industry standard. This software includes the components of an information system: spreadsheets, presentation graphics, database management, and word processing. Data entry and retrieval, records management, and electronic communications are skills taught in this course. (3,3,0)

BAD 2713 – Principles of Real Estate. The course deals with the nature of the real estate market, types of ownership of property, contracts, methods of transfer of title, instruments used in transfers, title closing, financing, property management, insuring, and appraising. (3,3,0)

BAD 2723 – Real Estate Law. Designed to give the student a general background in the law of real property and the law of real estate brokerage. (3,3,0)

BAD 2733 – Real Estate Finance. A study of principles and methods of financing real estate, sources of funds, types and contents of financing instruments, and the role of various institutions, both private and governmental. (3,3,0)

BAD 2743 – Real Estate Appraisal I. An introductory course. Includes purpose of appraisal, methods, and techniques to determine the value of the various types of property. Emphasis on residential and single unit property. Prerequisite: BAD 2713 or Real Estate Sales or Broker License. (3,3,0)

BAD 2853 – Business Ethics. An exploration of the ethical problems faced in business theory and practice through which the student will recognize and analyze ethical dilemmas and implement ethical decisions within the context of today's business environment. (3,3,0)

BIOLOGY (BIO)

**The prerequisites for advanced science courses identified by an * are the completion of one of the following: a) minimum ACT composite of 21 on the science component, b) completion of three high school science courses (biology or chemistry) with no grade lower than a "C", or c) credit for BIO 1134.*

BIO 1114 – Principles of Biology I. A combined lecture and laboratory course for non – science majors that provides an introduction to the basic principles of modern biology, and their relevance to modern life. Emphasis is placed on the nature and history of scientific thought, basic biological chemistry, cell structure and processes, genetics. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. (4,3,2)

BIO 1124 – Principles of Biology II. A combined lecture and laboratory course for non-science majors that emphasizes the survey of the diversity of life, ecology, evolution, and an overview of organ systems. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. (4,3,2)

BIO 1134 – General Biology I. A combined lecture and laboratory course for science majors that includes study of the scientific method, chemistry relevant to biological systems, cell structure and function, cell processes including photosynthesis and cellular respiration, cell division, genetics, and molecular genetics. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. (4,3,2)

BIO 1144 – General Biology II. A combined lecture and laboratory course for science majors that reinforces concepts introduced in BIO 1134 General Biology I, while emphasizing the diversity of life. Topics covered include evolution, classification, ecology, detailed consideration of each group of organisms and viruses, study of animals and plants including their basic anatomy and physiology. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: BIO 1134. (4,3,2)

BIO 1214 – Environmental Science. A combined lecture and laboratory course covering the relevance of ecological principles to environmental problems and the relationship of humans to their environment with emphasis on preservation of environmental quality. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. (4,3,2)

BIO 1314 – Botany I. A combined lecture and laboratory course covering the representative groups of the plant kingdom, their anatomy, physiology, taxonomy, and economic importance. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: * (4,3,2)

BIO 1613 – Nutrition. A lecture course covering the nutrients required for normal growth and prevention of major chronic diseases, and applied to the selection of food for ingestion, the metabolic process of digestion, assimilation, and absorption, and their applications for healthcare providers. Prerequisite: BIO 1134. BIO 2514 and BIO 2524 recommended. (3,3,0)

BIO 2214 – Introduction to Marine Science. A combined lecture and laboratory course providing an introduction to oceanography with an emphasis on the measurement of physical, chemical, and biological aspects of the marine environment as well as functional morphology and taxonomy of local marine biota. Labs associated with this course contain experiments and exercises that reinforce the principles. Prerequisite* (4,3,2)

BIO 2414 – Zoology I. A combined lecture and laboratory course that includes in – depth studies of phylogeny and classification systems, protozoa, and major invertebrate phyla. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: * (4,3,2)

BIO 2424 – Zoology II. A combined lecture and laboratory course that includes in-depth studies of vertebrate taxonomy and animal systems. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: * (4,3,2)

BIO 2514 – Anatomy and Physiology I. A combined lecture and laboratory course that covers the anatomical and physiological study of the human body as an integrated whole. The course includes detailed studies of: biological principles; tissues; and the integumentary, skeletal, muscular and nervous systems. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: * (4,3,2)

BIO 2524 – Anatomy and Physiology II. A combined lecture and laboratory course that includes detailed studies of the anatomy and physiology of human endocrine, cardiovascular, lymphatic and immune, respiratory, digestive, and urinary systems, as well as reproduction and development. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisites: BIO 2514. (4,3,2)

BIO 2924 – Microbiology. A combined lecture and laboratory course providing a comprehensive study of microorganisms to include microbial taxonomy, metabolism, physiology and genetics, concepts of pathogenesis and immunity and other selected applied areas. Labs in this course provide experiments that reinforce principles introduced in the lecture to include fundamental laboratory techniques in lab safety, microscopy, culturing and identification of microbes, and effectiveness of antimicrobial agents. Prerequisite: * (4,3,2)

BUSINESS AND OFFICE CLUSTER (BOT)

BOT 1013 – Introduction to Keyboarding. This course provides essential skill development using the touch system on the alphabetic keyboard and an introduction to basic word processing commands. Course emphasis will be on speed and accuracy when keying documents and timed writings. (3,3,0)

BOT 1113 – Document Formatting and Production. This course focuses on improving keyboarding techniques using the touch method and on production of documents using word processing functions. Prerequisite: Prior to enrollment in this course, students will be required to key straight-copy material at a minimum of 35 GWPM on a 5-minute timed writing, with a maximum of 1 error per minute OR successfully complete Introduction to Keyboarding (BOT 1013). (3,2,2)

BOT 1123 – Keyboard Skillbuilding. This course further develops keyboard techniques emphasizing speed and accuracy. Prerequisite: BOT 1113. (3,2,2)

BOT 1133 – Microcomputer Applications. This course will introduce an operating system and word processing, spreadsheet, database management, and presentation software applications. Prerequisite: BOT 1013 or consent of instructor (3,2,2)

BOT 1143 – Word Processing. This course focuses on production of documents using word processing functions. Production with accuracy is stressed and practice is given through a variety of documents for skillbuilding. Prerequisites: BOT 1113, BOT 1713, and BOT 1133 or by consent of the instructor. (3,2,2)

BOT 1213 – Personal and Professional Development. This course develops an awareness of interpersonal skills essential for job success. (3,3,0)

BOT 1313 – Applied Business Math. This course is designed to develop competency in mathematics for business use with emphasis on the touch method. (3,3,0)

BOT 1413 – Records Management. This course focuses on the systems approach to managing recorded information in any form. Emphasis is placed on the three categories into which records generally fall and the treatment of these categories in proper management, storage, and retrieval. (3,3,0)

BOT 1433 – Business Accounting. This course is designed to develop an understanding of analyzing, recording, classifying, and summarizing financial information of a sole proprietorship with insight into interpreting and reporting the resulting effects upon the business. (3,3,0)

BOT 1443 – Advanced Business Accounting. This course is designed as a continuation of Business Accounting with an emphasis in accounting for corporations. Prerequisite: BOT 1433. (3,3,0)

BOT 1513 – Machine Transcription. This course is designed to teach transcription of a wide variety of business communications from machine dictation. Prerequisite: BOT 1143. (3,2,2)

BOT 1613 – Medical Terminology I. This course is a study of medical language relating to the various body systems including diseases, procedures, clinical specialties, and abbreviations. Emphasis is placed on correct spelling and pronunciation. (3,2,2)

BOT 1623 – Medical Terminology II. This course presents medical terminology pertaining to human anatomy in the context of body systems. The emphasis is directed toward medical terminology as it relates to Medical Office Technology. Prerequisite: BOT 1613 or by consent of the instructor. (3,2,2)

BOT 1713 – Mechanics of Communication. This course is 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. (3,3,0)

BOT 1813 – Electronic Spreadsheet. This course focuses on applications of the electronic spreadsheet as an aid to management decision making. Prerequisite: BOT 1313, BOT 1133, or by consent of instructor. (3,2,2)

BOT 2133 – Desktop Publishing. This course will present 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 advanced features of word processing software. Prerequisite: BOT 1143 or by consent of instructor. (3,2,2)

BOT 2323 – Database Management. This course applies database concepts for designing and manipulating data files and formatting output as complex documents and reports. Prerequisite: BOT 1413, BOT 1133, or by consent of instructor. (3,2,2)

BOT 2413 – Computerized Accounting. This course applies basic accounting principles using a computerized accounting system. Prerequisites: BOT 1433 or ACC 1213. (3,2,2)

BOT 2423 – Income Tax Accounting. This course introduces tax accounting including federal income tax laws and report preparation. Prerequisite: BOT 1433 or ACC 1213. (3,2,2)

BOT 2463 – Payroll Accounting. This course provides an in-depth study of payroll accounting. Prerequisite: BOT 1433 or ACC 1213. (3,2,2)

BOT 2473 – Cost Accounting. This course provides an in-depth study of cost accounting for manufacturing businesses. Prerequisite: ACC 1213 or BOT 1433. (3,2,2)

BOT 2523 – Medical Machine Transcription I. This course is designed to teach transcription of various medical documents. Prerequisite: BOT 1113. (3,1,4)

BOT 2533 – Medical Machine Transcription II. This course is designed to continue teaching transcription of various medical documents including dictation given by doctors with foreign accents and additional medical specialties. Prerequisite: BOT 1513, BOT 2523. (3,1,4)

BOT 2543 – Medical Machine Transcription III. This course is designed to continue the development of the student's transcription skills including more difficult dictation, longer and more complex medical records and more difficult physician dictation (foreign accent, dialects). All medical specialties are included. Prerequisites: BOT 2523 and BOT 2533. (3,1,4)

BOT 2553 – Medical Machine Transcription IV. This course is designed to maximize the student's transcription skills, including the most difficult dictation and most complex medical records, including autopsies. All medical specialties are included, with concentration in pathology, radiology, gastroenterology, orthopedics, and cardiology. Prerequisites: BOT 2543. (3,1,4)

BOT 2613 – Entrepreneurial Problem Solving. Designed to develop business students into entrepreneurs capable of operating their own companies and to reduce the high failure rate of starting, conducting, and expanding a business. Students will gain experience in problem solving through visits to businesses, analyses of case studies, and projects and surveys of current business practices. (3,3,0)

BOT 2623 – Principles of Business Finance. Study of how financial data are gathered, analyzed, and used by management in planning and controlling business activities. (3,3,0)

BOT 2643 – CPT Coding. This course is an introduction to the field of procedural coding and requirements for insurance reimbursement. Prerequisite: BOT 1613, BOT 1623 or consent of instructor. (3,2,2)

BOT 2653 – ICD Coding. This course is an introduction to the field of diagnostic coding. Prerequisites: BOT 1613, BOT 1623. (3,2,2)

BOT 2663 – Advanced Coding. This course includes advanced analysis of diagnostic and procedural coding systems. Prerequisites: BOT 2643 or BCT 2123 and BOT 2653 or BCT 2133. (3,2,2)

BOT 2673 – Medical Insurance Billing. This course is a culmination of skills and knowledge of appropriate procedures for generating, processing, and submitting health insurance claims to private and governmental health insurance programs. Prerequisites: BOT 2643 or BCT 2123 and BOT 2653 or BCT 2133. (3,2,2)

BOT 2723 – Administrative Office Procedures. This course will provide comprehensive coverage and integration of business skills and issues, develop critical-thinking and problem-solving skills, and establish a foundation in business procedures. Prerequisites: BOT 1143. (3,2,2)

BOT 2743 – Medical Office Concepts. This course will provide coverage and integration of medical office skills and issues using knowledge of medical terminology. Problem solving will be emphasized. Prerequisite: BOT 1613, BOT 1623, or consent of instructor. (3,2,2)

BOT 2753 – Medical Information Management. This course will continue coverage of medical office issues with emphasis on health insurance filing and medical office software. Prerequisite: BOT 2743. (3,2,2)

BOT 2813 – Business Communication. This course develops communication skills with emphasis on principles of writing business correspondence and reports, and preparing presentations using electronic media. Prerequisite: BOT 1713, BOT 1113, or by consent of instructor. (3,3,0)

BOT 2823 – Communication Technology. This course will present an overview of the resources available for online communication using current technology. Prerequisite: BOT 1143 or by consent of instructor. (3,3,0)

BOT 2833 – Integrated Computer Applications. This course integrates activities using application software including word processing, database, spreadsheets, graphics, and multimedia. Prerequisite: BOT 1143, BOT 1813, BOT 2323, BOT 2813, or by consent of instructor. (3,2,2)

GRAPHIC DESIGN TECHNOLOGY (CAT)

CAT 1113 – Graphic Design and Production I. An introduction to the graphic design skills of combining text and graphics with the production requirements of industry. The course will provide selected experiences related to the creative process, typography, color models, simple renderings, printing processes, printing inks, paper selection, assembly and binding processes. Co – requisite: CAT 1213 or by consent of instructor. (3,0,6)

CAT 1123 – Graphic Design and Production II. A continuation of Graphic Design and Production I with concentration on color printing, mechanical processes, color separations, screens, cropping and scaling photographs/artwork for reproduction with continued emphasis on design, typography, assembly, and binding. Prerequisite: CAT 1113, CAT 1213 or by consent of instructor. (3,0,6)

CAT 1143 – Typography. An in – depth exploration of type with emphasis on creating, selecting and manipulation for use in commercial applications. Prerequisite: CAT 1113, CAT 1213 or by consent of instructor. (3,2,2)

CAT 1213 – Fundamentals of Graphic Computers. An introduction to graphic computer systems, industry hardware, software and techniques related to graphic design/commercial art and Web design, utilizing Adobe software and Apple Macintosh computers. (3,2,2)

CAT 1323 – Advertising Principles for Digital Design. Introduction to advertising techniques, marketing concepts, careers, industry requirements, and regulations specifically for students majoring in visual technology programs. (3,2,2)

CAT 2133 – Graphic Design Studio. A concentrated study in graphic design/commercial art specifically related to regional industry needs. Emphasis will be placed on projects such as printed publications, advertisements, story boards, signage, vehicle graphics and packaging. Each project is designed to the particular industry specification. Prerequisite: CAT 1113, CAT 1213 or by consent of instructor. (3,1,4)

CAT 2263 – Web Graphic Production. An in – depth study of producing and utilizing graphic elements designed for Internet or web application. Emphasis is placed equally on aesthetics, technical requirements, and principles of interactive design. The course will provide a concentrated study related to color management, typography, graphic development and manipulation, digital imaging, and creating dynamic web experiences. The focus is on the production and manipulation of individual elements and is recommended as a supplement to a web design application course or previous experience. Prerequisite: CAT 1213. (3,2,2)

CAT 2313 – Basic Advertising Design (Adobe software). Concepts and methodology related to the graphic design/commercial art industry. Student will utilize current industry software and related hardware beyond a fundamental/consumer level. Prerequisite: CAT 1113, CAT 1213 or by consent of instructor. (3,0,6)

CAT 2323 – Advanced Advertising Design (Advanced Techniques using Adobe software). A continuation of Basic Advertising Design, with emphasis on graphic computers to develop and produce advanced graphic design/commercial art projects. This course utilizes equipment and software used in industry. Prerequisite: CAT 2313 (3,0,6)

CAT 2334 – Practical Advertising Techniques. Performance skills needed for productive employment in the graphic design/commercial art field. Student interaction with local industry is required. A portfolio of students' work and graphic resume' will be produced. Industry review is required for final grade. Prerequisite: CAT 2313 or by consent of instructor. (4,2,4)

CAT 2413 – Rendering Techniques and Visual Production. A study of various illustration and rendering techniques with emphasis on creating visuals using traditional media, computer systems, digital cameras and projection devices. Students will produce visuals through a process of experimentation and creative problem solving. Prerequisite: CAT 1113, CAT 1213 or by consent of instructor. (3,2,2)

CAT 2914 – Special Project in Graphic Design Technology. Practical applications of skills and knowledge gained in other Graphic Design Technology courses. The instructor works closely with the student to ensure that selection of a special project enhances the student's learning experiences. Prerequisite: Completion of one semester of coursework in the Graphic Design Technology program. (4,2,4)

EARLY CHILDHOOD EDUCATION TECHNOLOGY (CDT)

CDT 1113 – Early Childhood Profession. This course provides an introduction to the profession of early childhood types of early childhood programs, and theories of child development. Students are required to observe, assess, and record child behavior through laboratory experience. Room arrangements, software, play, and safety are explored. (3,2,2)

CDT 1214 – Child Development I. This course provides knowledge concerning the care and development of infants and toddlers in group settings. Practice is given in infant and toddler care – giving in group settings through classroom laboratory or collaborative centers. (4,3,2)

CDT 1224 – Child Development II. The cognitive, physical, emotional, and social developmental characteristics of young children (ages 3 – 8). (4,3,2)

CDT 1314 – Creative Arts for Young Children. Students learn to plan and develop creative art activities with children. Activities with the children are implemented during Student Teaching. (4,4,0)

CDT 1343 – Child Health and Safety. Health and safety practices in the care and education of young children. Includes health and safety issues such as first aid, CPR, universal precautions, communicable diseases, and child abuse. As per State Department of Education requirements for this course, First Aid and CPR certification will be required. The student will be responsible for any additional charges required for certification. (3,3,0)

CDT 1513 – Nutrition for Young Children. This course focuses on fundamental principles of child nutrition and the practical application of this knowledge in the selection of balanced diets. (3,3,0)

CDT 1713 – Language and Literacy Development for Young Children. A study of language development and the implementation of a developmentally appropriate language arts curriculum for young children. (3,3,0)

CDT 2233 – Guiding Social and Emotional Behavior. To Identify and practice effective techniques in guiding young children's behavior. Lab activities with the children are implemented during Student Teaching. (3,3,0)

CDT 2413 – Atypical Child Development. This course provides information concerning growth and development, identification, intervention strategies, and management of atypical children. Legal, ethical, and legislative issues will be explored. Family issues will be explored. Prerequisites: CDT 1214 and CDT 1224. (3,2,2)

CDT 2613 – Methods and Materials. Appropriate methods and materials for young children in a learning environment. Lab activities with – the children are implemented during Student Teaching I and II. (3,3,0)

CDT 2714 – Social Studies, Math, and Science for Young Children. Planning developmentally appropriate activities in social studies, math, and science for the young child. Lab activities with the children are implemented during Student Teaching I and II. (4,4,0)

CDT 2813 – Administration of Programs for Young Children. Development and administration of programs for young children to include an emphasis on evaluation of policies and procedures, organizational structure, and management. Prerequisites: First three semesters of core courses. (3,2,2)

CDT 2915 – Student Teaching I. This course allows advanced early childhood students to implement knowledge and experience in preparing and implementing positive experiences for young children. Completion of the competencies provides opportunities for students to implement experiences planned in the pre – requisites 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 childhood settings used for student experiences. Other competencies will be achieved and documented by the end of the two – year program of study. Prerequisites: CDT 1214, CDT 1224, CDT 1314, CDT 1713, and CDT 1343 Corequisite: CDT 1513. (5,0,10)

CDT 2925 – Student Teaching II. This course is a continuation of Student Teaching I which allows advanced early childhood students to implement knowledge and experience in preparing and implementing positive experiences for young children. Completion of the competencies provides opportunities for students to implement experiences planned in the pre – requisites and ensures a balance of all curriculum areas. All competencies will be achieved and documented by the completion of the two student teaching courses. Prerequisites: CDT 1314, CDT 2613, CDT 2714 Corequisite: CDT 2813. (5,0,10)

CHEMISTRY (CHE)

CHE 1214 – General Chemistry I. A combined lecture and laboratory course that covers the fundamental principles of chemistry and their application. Chemical nomenclature, chemical reactions, stoichiometry, atomic structure, bonding theories, energy, periodic properties, and gas laws are among the topics discussed in depth. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisites: The student must meet one or more of the following requirements: (1) completed CHE 1314, (2) completed one year of high school chemistry and one year of algebra, (3) ACT composite of 19 and math score of 21, (4) satisfactory score on challenge exam. (4,3,2)

CHE 1224 – General Chemistry II. A combined lecture and laboratory course that covers solutions, kinetics, equilibria, thermodynamics, acid – base chemistry, and electrochemistry. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: CHE 1214. (4,3,2)

CHE 1314 – Principles of Chemistry I. A combined lecture and laboratory course that emphasizes basic terminology, measurement, atomic structure, periodic table, chemical bonding, stoichiometry, energy and states of matter. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. (4,3,2)

CHE 1324 – Principles of Chemistry II. A combined lecture and laboratory course that emphasizes chemical stoichiometry, gases, solutions, acids/bases, and an introduction to organic chemistry. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: CHE 1314 or CHE 1214. (4,3,2)

CHE 2425 – Organic Chemistry I. A combined lecture and laboratory course that covers carbon chemistry, bonding structure and behavior, aliphatic compounds, stereochemistry, reaction mechanisms and spectroscopy. Labs associated with this course acquaint students with important manipulations and procedures, and the preparation and study of organic compounds. Prerequisite: CHE 1214 and 1224. (5,3,4)

CHE 2435 – Organic Chemistry II. A combined lecture and laboratory course that covers spectroscopy, aromatic compounds, carbonyl compounds and other complex compounds with emphasis on reactions and their mechanisms. Labs associated with this course acquaint students with important manipulations and procedures, as well as the preparation and study of aromatic and complex organic compounds. (5,3,4)

COOPERATIVE EDUCATION PROGRAMS (COE)

The Cooperative Education Program is available to students enrolled in academic, technical, or career programs. The following courses provide credit for Cooperative Education work experience.

COE 1013 – Cooperative Education Work Experience I. First supervised work experience performed in a job setting related to student's major field of study. Two hundred fifty-five hours. Three semester hours.

COE 1023 – Cooperative Education Work Experience II. (Prerequisite: COE 1013). Second supervised work experience. Two hundred fifty-five hours. Three semester hours.

COE 1033 – Cooperative Education Work Experience III. (Prerequisite: COE 1023). Third supervised work experience. Two hundred fifty-five hours. Three semester hours.

COE 1043 – Cooperative Education Work Experience IV. (Prerequisite: COE 1033). Fourth supervised work experience. Two hundred fifty-five hours. Three semester hours.

CONSTRUCTION MANAGEMENT TECHNOLOGY (CON)

CON 1113 – Survey of Modern Construction. Fundamentals of the construction environment, methods, materials, and processes from a historical perspective, and the impact on the construction industry. (3,2,2)

CON 1213 – Construction Materials. Study and testing of the various materials used in the construction industry including on-site asphaltic and Portland cement concrete, reinforced concrete, pre-stressed concrete, and soils. (3,2,2)

CON 1223 – Plans and Document Interpretation. Graphic techniques used in the construction industry. Includes computation of areas and volumes, interpretation of building plans and specifications, and symbols and terms used in the residential and commercial construction industry. (3,2,2)

CON 1233 – Construction Systems I. Common practices of design and construction of commercial and heavy structures. (3,2,2)

CON 2113 – Construction Job Site Management. Basic techniques of the modern methods of managing construction projects including critical path scheduling, resource allocation, and funds flow. Practical applications are made through simulated projects. (3,2,2)

CON 2123 – Construction Cost Estimation. Theory of estimating; quantity survey; unit cost synthesis and analysis; bid organization and planning; competitive simulations and exercises. Computer software programs are utilized to develop simulated construction bid. Prerequisites: CON 1223 and CON 1213. (3,2,2)

CON 2233 – Construction Systems II. A study of material properties and common practices of design and construction of civil/highway structures. Also, the operation and cost of construction machinery and equipment, power generating equipment, and powered fastening systems will be covered. Prerequisite: CON 1233 (3, 2,2)

CON 2313 – Construction Layout. Principles of site preparation and layout of structures. Use of levels, tapes, and surveying instruments. Triangle calculations, differential leveling, and erection of batter boards and markers are included. (3,1,4)

CON 2413 – Construction Safety Standards. Management of safety and health in the construction environment. Basic elements of a safety and health program for the construction general contractor are examined to include Occupational Safety and Health administration (OSHA). (3,2,2)

CON 2513 – Leadership and Organization. Study of the effective leadership and management styles in the construction industry. Also, how the construction industry is organized at the local, state, and national levels. (3,2,2)

CON 2613 – Internship I. A cooperative program between the construction industry and education which is designed to integrate the student's technical studies with on-site construction experiences. Offer only in the summer term. Credit is awarded on the basis of 1 semester hour per 45 hours of on-site experience. (3 sch: 135 work hrs.)

CON 2623 – Internship II. Continuation of CON 2613 with advanced placement in the on-site construction. Offer only in the summer term. Credit is awarded on the basis of 1 semester hour per 45 hours of on-site experience. Prerequisite: CON 2613 (3 sch: 135 work hrs.)

CON 291(1-3) – Special Problem in Construction Engineering Technology. A course to provide students with an opportunity to utilize skills and knowledge gained in other Construction Engineering Technology courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project. (1- sch: 2-6 hr. lab)

COSMETOLOGY (COV)

COV 1122 – Cosmetology Orientation. This course will cover the history, career opportunities, life skills, professional image, and communicating for success in the cosmetology industry. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (2,2,0)

COV 1245 – Cosmetology Sciences I. This course consists of the study of bacteriology, sterilization, and sanitation. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (5,3,6)

COV 1255 – Cosmetology Sciences II. This course consists of the study of anatomy and physiology. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (5,3,6)

COV 1263 – Cosmetology Sciences III. This course consists of the application and demonstration of chemistry and electricity. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (3,2,3)

COV 1426 – Hair Care I. This course consists of the study of properties of the hair and scalp; principles of hair design; shampooing, rinsing, and conditioning; haircutting; hairstyling; braiding and braid extensions; wigs and hair enhancements; chemical texture services; and hair coloring. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (6,2,12)

COV 1436 – Hair Care II. This course consists of the advanced study of properties of the hair and scalp; principles of hair design; shampooing, rinsing, and conditioning; haircutting; hairstyling; braiding and braid extensions; wigs and hair enhancements; chemical texture services; and hair coloring. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (6,2,12)

COV 1443 – Hair Care III. This course consists of the practical applications of the study of properties of the hair and scalp; principles of hair design; shampooing, rinsing, and conditioning; haircutting; hairstyling; braiding and braid extensions; wigs and hair enhancements; chemical texture services; and hair coloring. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (3,0,9)

COV 1522 – Nail Care I. This course consists of basic nail care services including nail structure and growth, manicuring and pedicuring, and advanced nail techniques. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices a safety precautions associated with each. (2,1,3)

COV 1532 – Nail Care II. This course consists of basic nail care services including nail structure and growth, manicuring and pedicuring, and advanced nail techniques. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices a safety precautions associated with each. (2,1,3)

COV 1542 – Nail Care III. This course consists of basic nail care services including nail structure and growth, manicuring and pedicuring, and advanced nail techniques. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices a safety precautions associated with each. (2,0,6)

COV 1622 – Skin Care I. This course consists of the introduction to basic skin care services including anatomy of skin, disorders of skin, hair removal, facials, and facial makeup. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (2,1,3)

COV 1632 – Skin Care II. This course consists of the introduction to basic skin care services including anatomy of skin, disorders of skin, hair removal, facials, and facial makeup. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (2,1,3)

COV 1642 – Skin Care III. This course consists of the introduction to basic skin care services including anatomy of skin, disorders of skin, hair removal, facials, and facial makeup. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (2,0,6)

COV 1722 – Salon Business I. This course will cover preparing to operate a successful salon. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (2,1,3)

COV 1732 – Salon Business II. This course will cover preparing to operate a successful salon. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. (2,1,3)

COV 2816 – Cosmetology Teacher Training I. Instruction will be given in developing appropriate communication skills, effective use of visual aids, identification of various teaching styles, and practical application of cosmetology instruction. (6,3,9)

COV 2826 – Cosmetology Teacher Training II. Instruction will be given in development of instructional methods, development of visual aids, development of effective evaluation, and practical application of cosmetology instruction. (6,3,9)

COV 2836 – Cosmetology Teacher Training III. Instruction will be given in development of appropriate lesson plans and practical application of cosmetology instruction. (6,3,9)

COV 2846 – **Cosmetology Teacher Training IV.** Instruction will be given in classroom management techniques; cosmetology laws, rules, and regulations; and practical application of cosmetology instruction. (6,3,9)

COMPUTER PROGRAMMING (CPT)

CPT 1323 – **Survey of Microcomputer Applications.** This course will introduce word processing, spreadsheet, and database management software with integration of these applications. (3,2,2)

CPT 2133 – **Career Development.** This course provides practical exercises in both the technical and social skills necessary for employment. Interpersonal skills, the job search process, and the importance of high standards of personal and professional relationships are stressed. (3,2,2)

CRIMINAL JUSTICE (CRJ)

CRJ 1313 – **Introduction to Criminal Justice.** History, development, philosophy and constitutional aspects of law enforcement in a democratic society; introduction to and survey of the agencies and processes, purposes and functions involved in the administration of criminal justice. (3,3,0)

CRJ 1323 – **Police Administration and Organization.** Introduction to principles of organization and management as applied to law enforcement agencies; introduction to concepts or organizational behavior, administration of staff units, personnel recruitment, training, and discipline with relationship of agencies and the public. (3,3,0)

CRJ 1353 – **Internship in Criminal Justice.** Internship in an approved criminal justice agency under supervision of the agency concerned and college instructor. Written report required of student and written evaluation of student made by agency furnishing training. Prerequisites for the 3 hour internship are: CRJ 1313, CRJ 1323. Must be a minimum of 18 years of age. (3,0,9) Prerequisites for the 12 hour internship are: Completion of all lecture courses. Must be a minimum of 21 years of age. (12,0,40)

CRJ 1363 – **Introduction to Corrections.** This course is intended to give the student an overview of the correctional field: its origins, historical and philosophical background, development, current status, relationship with other facets of the criminal justice system and future prospects. (3,3,0)

CRJ 1373 – **Introduction to Homeland Security.** A study of the issues pertaining to the role and mission of the Department of Homeland Security and related agencies, both domestic and international. (3,3,0)

CRJ 1383 – **Criminology.** This course is designed to give the student an overview of the theories of criminality exploring theories of crime causation, crime typologies, and the criminal justice system. (3,3,0)

CRJ 2313 – **Police Operations.** A study of the operation and administration of law enforcement agencies. Particular emphasis is placed on the functions of the patrol division. (3,3,0)

CRJ 2323 – **Criminal Law.** Basic elements of criminal law under the Constitution of the United States, state Constitutions, and federal and state statutes. (3,3,0)

CRJ 2333 – **Criminal Investigation.** Fundamentals, search and recording, collection and preservation of evidence, finger printing, photography, sources of information, interviews and interrogation. Follow up. (3,3,0)

CRJ 2393 – **Survey of Criminalistics.** The study of scientific crime detection methods; modus operandi, crime scene search, preservation of evidence, research projects and class participation required. (3,3,0)

CRJ 2413 – **Administration of Criminal Justice.** A study of the legal concepts and procedures, including laws of arrest and search warrant procedure, beginning with issuance of legal process to ultimate dispositions, including information, indictments, arraignments, preliminary hearings, bail, juries and the trial. (3,3,0)

CRJ 2513 – **Juvenile Justice.** The role of police in juvenile delinquency and control. The organization, functions and jurisdiction of juvenile agencies; the processing and detention of juveniles; juvenile care disposition and juvenile statutes and court procedures. (3,3,0)

COMMERCIAL/RESIDENTIAL MAINTENANCE (CRM)

CRM 1112 – Fundamentals of Maintenance Services. Emphasis on basic concepts and practices in the maintenance programs for commercial and residential facilities including scheduling, work order systems, workforce management, inventory control, and safety and right-to-know programs. (2,1,2)

CRM 1121 – Maintenance Regulations. Basic information on the various federal, state, and local regulations agencies that govern maintenance operations and practices, including Occupational and Safety Health Act (OSHA), Environmental Protection Agency (EPA), and American with Disabilities Act (ADA). (1,0,2)

CRM 1133 – Mathematics and Blueprint Interpretation. Basic instruction in mathematics and the methods of interpreting information and the relationship of details and sections to an overall blueprint utilizing scale drawings, symbols, abbreviations, floor plans, elevations, and specifications tables. (3,1,4)

CRM 1214 – Carpentry. Basic course in carpentry skills required to perform building maintenance activities. Covers the installation methods and materials available to make repairs to building structures using accepted trade practices. (4,1,6)

CRM 1222 – Surface Finishes. Various techniques and processes of surface cleaning, preparation, and repair. (2,1,2)

CRM 1313 – Masonry. Techniques of brick, block, and ceramic tile laying and repair processes to include safety practices. (3,1,4)

CRM 1414 – Plumbing. Basic design, function, maintenance, repair, and replacement of all types of light commercial and residential plumbing fixtures. (4,1,6)

CRM 1432 – Landscape Irrigation. Basic use of irrigation in residential and light commercial applications. Sprinkler designs and plans, practices, equipment, and maintenance for single-family dwellings, light commercial buildings, and apartment/townhouse complexes. (2,1,2)

CRM 1514 – Electrical. Basic electrical diagnosis and repair techniques including basic circuit theory, safety and grounding essentials, wiring systems, circuitry, and electrical troubleshooting. (4,1,6)

CRM 1615 – Heating, Ventilating, and Air Conditioning (HVAC). Basic principles, operation, maintenance, and repair of heating, ventilation, air conditioning, ice machines, and refrigerators in residential and light commercial buildings. (5,1,8)

CRM 291(1-3) – Special Project in Commercial Residential Maintenance. Practical application of skills and knowledge gained in other building maintenance courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. Prerequisites: Consent of the instructor. (1-3,0,2-6)

COMPUTER SCIENCE (CSC)

CSC 1113 – Computer Concepts. A computer competency course which introduces concepts, terminology, operating systems, electronic communications, and applications. Concepts are demonstrated and supplemented by hands-on computer use. (This course is designed for students who are not ready for CSC 1123. Students who take this course should have the ability to type and to operate a mouse.) (3,3,0)

CSC 1123 – Computer Applications I. This course is designed to teach computer applications to include: word-processing, electronic spreadsheet, database management, presentation design, and electronic communications with integration of these applications. (This will satisfy most university requirements for a "computer science" course although some university programs require only CSC 1113. Check with your specific university program for their computer literacy requirement.) (3,3,0)

CSC 1213 – VISUAL BASIC Computer Programming I. This course is designed to introduce the writing of event-driven programs using the VISUAL BASIC computer programming language with emphasis on problem solving, documentation, program statements, algorithms, and common routines. Prerequisite: MAT 1213 or high school algebra I. (3,3,0)

CSC 1223 – VISUAL BASIC Computer Programming II. This course is designed as a continuation of CSC 1213 with advanced event-driven programming concepts using the VISUAL BASIC language with emphasis on functions, modules, search and sort algorithms, sequential access, random access, and external file management. Prerequisites: CSC 1213 and MAT 1233 or equivalent. (3,3,0)

CSC 1613 – Computer Programming I. Introduction to problem-solving methods and algorithm development which emphasizes the imperative first approach; designing, debugging, looping, scope rules, functions, and a variety of applications in an object-oriented programming language. Prerequisite: CSC 1213 or previous programming experience or permission of instructor. (3,3,0)

CSC 2134 – Programming I with C++. An introduction to problem solving methods, algorithm development, designing, debugging, and documentation in C++ language with a variety of applications including: I/O statement, arithmetic, logical, conditional, looping, methods/functions, and array processing. Prerequisite: MAT 1313 and CSC 1213, previous programming experience or permission of instructor. (4,3,2)

CSC 2144 – Programming II with C++. Continued program and algorithm development and analysis; search/sort methods; abstract data types and object-oriented design; designing and debugging larger programs using C++ language. Prerequisite: CSC 2134. (4,3,2)

CSC 2323 – FORTRAN Programming. This course is a programming course with emphasis on the syntax and structure of FORTRAN programming using problem solving applications in mathematics, engineering and science. Prerequisite: MAT 1233 or higher. (3,2,2)

CSC 2413 – COBOL Programming. An introduction to structured COBOL language includes design and debugging, I/O processing, arithmetic statements, report generating, looping, conditional statements, control breaks, and table processing with emphasis on problem solving application in business. (3,2,2)

CSC 2623 – Computer Programming II. Continuation of the object-oriented language from CSC 1613 and advanced program development; algorithm analysis; string processing; recursion; internal search/sort methods; simple data structures; debugging, and testing of large programs. Prerequisite: CSC 1613. (3,3,0)

COMPUTER SERVICING TECHNOLOGY (CST)

CST 1114 – Electronics for Computer Servicing. This course discusses the concepts of electronics. Topics include DC and AC fundamentals, instrument and test equipment familiarization, soldering, and terminology. (4,2,4)

CST 1123 – Basic Computer Systems. A survey of computer components. Topics include hardware compatibility, system architecture, memory, input devices, video displays, disk drives, modems, and printers. (3,2,2)

CST 1333 – Operating Platforms. Study of operating platforms. Emphasis will be placed on support personnel interaction with the platform to assist users in business environments. (3,2,2)

CST 2113 – Computer Servicing Lab I. Fundamentals of computer servicing. Includes configuration, test equipment usage, basic disassembly and assembly methods, preliminary tests and diagnostics, schematic interpretation, and building cables. Prerequisite or Corequisite: CST 1123. (3,0,6)

CST 2123 – Computer Servicing Lab II. A continuation of Computer Servicing I with increased emphasis on system analysis and diagnosis of board and component failures. Emphasis on laboratory experience with computer repair. Prerequisite: CST 2113. (3,0,6)

CST 2134 – Diagnosing and Troubleshooting. Diagnosing and troubleshooting operating systems, common hardware problems, and system malfunctions, including peripherals. Prerequisite/Corequisite: CST 2113. (4,2,4)

CST 2913 – Special Project. Practical application of skills and knowledge gained in other electronics or electronics-related technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. Prerequisite: Instructor approval. (3,2,2)

CULINARY ARTS (CUT)

CUT 1124 – This course offers advanced study and application of Culinary Principles I to polish and perfect the techniques of food preparation and cookery emphasizing high standards for food preparation. Prerequisites: HRT 1114 (4,2,4)

CUT 1134 – Principles of Baking. This course focuses on fundamentals of baking science, terminology, ingredients, weights and measures, and formula conversion and storage. Students will prepare yeast goods, pies, cakes, cookies, and quick breads and use and care for equipment. Prerequisite: HRT 1114. (4,2,4)

CUT 1513 – Garde Manger. This course provides orientation to garnishing, preparation of charcuterie items, cold foods, and buffet presentation. It explores the various duties of the modern garde manger. Prerequisites: HRT 1114. (3,1,4)

DANCE (DAN)

DAN 1113 – Dance Appreciation. A survey of Dance as a worldwide phenomenon of human behavior and its function in human society, past and present. (3,3,0)

DAN 1321 – Jazz Dance II. The study and application of jazz movement. Open to non-majors with consent of the instructor. (1,1,0)

DAN 1571 – Dance I. Lecture and participation in beginning Modern Dance Technique. May count for HPR credit for graduation purposes at MGCCC. (1,0,2)

DAN 1581 – Dance II. Lecture and participation in Ballet Dance Technique. May count for HPR credit for graduation purposes at MGCCC. (1,0,2)

DAN 2571 – Dance III. Lecture and participation in beginning Tap Dance Technique. May count for HPR credit for graduation purposes at MGCCC. (1,0,2)

DAN 2581 – Dance IV. Lecture and participation in beginning Jazz Dance Technique. May count for HPR credit for graduation purposes at MGCCC. (1,0,2)

DRAFTING (DDT)

DDT 1114 – Fundamentals of Drafting. Fundamentals and principles of drafting to provide the basic background needed for all other drafting courses. (4,2,4)

DDT 1133 – Machine Drafting I. Emphasizes methods, techniques, and procedures in presenting screws, bolts, rivets, springs, thread types, symbols for welding, materials, finish and heat treatment notation, working order preparation, routing, and other drafting room procedures. Prerequisite: DDT 1114 and DDT 1313. (3,1,4)

DDT 1153 – Descriptive Geometry. Theory and problems designed to develop the ability to visualize points, lines, and surfaces of space. Prerequisite: DDT 1114. (3,1,4)

DDT 1213 – Construction Materials. Physical properties of the materials generally used in the erection of a structure, with a brief description of their manufacture. (3,2,2)

DDT 1313 – Principles of CAD. Basic operating system and drafting skills on CAD. (3,2,2)

DDT 1323 – Intermediate CAD. Continuation of Principles of CAD. Subject areas include dimensioning, sectional views, and symbols. Prerequisite: DDT 1313. (3,2,2)

DDT 1353 – Total Quality Management. Philosophy, principles, and techniques for the foundation and maintenance of a continuously-improving environment. (3,2,2)

DDT 1413 – Elementary Surveying. Basic course dealing with principles of geometry, theory, and use of instruments, mathematical calculations, and the control and reduction of errors. (3,1,4)

DDT 1513 – Blueprint Reading I. Terms and definitions used in reading blueprints. Basic sketching, drawing, and dimensioning of objects will be covered. (3,2,2)

DDT 1613 – Architectural Design I. Presentation and application of architectural drafting room standards. Also the study of architectural design of a residential structure. Prerequisites: DDT 1114, DDT 1313, DDT 1323 or instructor approval. (3,1,4)

DDT 2153 – Civil Drafting. Course dealing with basic principles of surveying and the development of topographical maps. Prerequisite: DDT 1114, DDT 1313, and DDT 1413. (3,2,2)

DDT 2163 – Machine Drafting II. A continuation of Machine Drafting I with emphasis on advanced techniques and knowledge employed in the planning of mechanical objects. Includes instruction in the use of tolerance and dimensioning techniques. Prerequisite: DDT 1133. (3,2,2)

DDT 2213 – Structural Drafting I. Structural section, terms, and conventional abbreviations and symbols used by structural fabricators and erectors are studied. Knowledge is gained in the use of the A.I.S.C. Handbook. Problems are studied that involve structural designing and drawing of beams, columns, connections, trusses, and bracing (steel, concrete, and wood.) Prerequisites: DDT 1114 and DDT 1313. (3,1,4)

DDT 2233 – Structural Drafting II. Study of the miscellaneous areas of structural drafting including stairs, handrails, and cage ladders. Prerequisites: DDT 1323 and DDT 2213. (3,1,4)

DDT 2243 – Cost Estimating. Preparation of material and labor quantity surveys from actual working drawings and specifications. Prerequisite: DDT 1213. (3,2,2)

DDT 2253 – Statics and Strength of Materials. Study of forces acting on bodies; moments of forces; stress of materials; basic machine design, beams, columns, and connections. Prerequisite: MAT 1313. (3,2,2)

DDT 2273 – Facilities Planning. This course deals with the techniques and procedures for developing an efficient facility layout and introduces some of the state-of-the-art tools involved, such as 3D design and computer simulation. (3,2,2)

DDT 2343 – Advanced CAD. A continuation of Intermediate CAD. Emphasis is placed on the user coordinate system and 3D modeling. Prerequisite: DDT 1323. (3,1,4)

DDT 2353 – CAD Management. Topics include technical and business aspects of CAD. Standards, customization, networking, Internet integration, and employee support will be covered. Prerequisite: DDT 1323. (3,2,2)

DDT 2423 – Mapping and Topography. Selected drafting techniques are applied to the problem of making maps, traverses, plot plans, plan drawings, and profile drawings using maps, field survey data, aerial photographs, and related references and materials including symbols, notations, and other applicable standardized materials. Prerequisites: DDT 1413 and DDT 1323. (3,2,2)

DDT 2433 – Legal Principles of Surveying. Legal aspects of boundary controls for the survey and resurvey of real property. Prerequisite: DDT 1413. (3,2,2)

DDT 2443 – Advanced Surveying. Principles of land surveying, methods of boundary locations, and land description in accordance with original surveys and resurveys. Prerequisite: DDT 1413. (3,1,4)

DDT 2453 – GPS/GIS Surveying. Principles of surveying utilizing artificial earth orbit satellites and digitizing the information obtained to establish a useful database. Prerequisite: DDT 1413. (3,1,4)

DDT 2523 – Pipe Drafting. Instruction in the basic knowledge needed to create process piping drawings using individual piping components. Prerequisites: DDT 1114 and DDT 1313. (3,2,2)

DDT 2533 – Highway Drafting. A basic study of highway drafting. Horizontal alignment of route surveys in the plan view, vertical alignment of route surveys in the profile view, typical sections, cross sections, and area calculations and estimation of quantities. Prerequisites: DDT 1114 and DDT 1323. (3,2,2)

DDT 2543 – Steel Ship Building and Design. Instruction in the basic steel ship building and the process of ship design and planning. Prerequisite: DDT 1114. (3,2,2)

DDT 2563 – Introduction to Shipbuilding and Blueprint Reading. Introduction to basic shipbuilding and the process of ship design and planning. This course will also provide students with terms, definitions and reading basic blueprints. Utilizing skills in basic drawing and dimensioning of objects will be covered. (3,2,2)

DDT 2623 – Architectural Design II. Emphasizes standard procedures and working drawings. Details involving architectural, mechanical, electrical, and structural drawings are covered, along with presentation of drawings and computer-aided design assignments. Prerequisite: DDT 1613. (3,1,4)

DDT 2664 – Marine Systems Integration. The contents of this course are developed for a designer apprentice position. This course places emphasis on the integration of hull and machinery systems into a complete vessel package. The design and analysis of general guidance, hull structure, propulsion, electrical, command and surveillance, auxiliary systems, outfitting and furnishings, and armament are investigated. Included is the study of equipment installation, plating and bulkheads, propulsion systems, power generation, combat systems, HVAC and weapons management. (4,4,0)

DDT 2713 – Fundamentals of Multimedia. A general overview of current issues in multimedia. Study of how multimedia can assist in the work environment, provides a basis for further study in multimedia design and production. (3,1,4)

DDT 2913 – Special Project. Practical application of skills and knowledge gained in other drafting courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. Prerequisite: Consent of instructor. (3,0,6)

COMMERCIAL TRUCK DRIVING (DTV)

DTV 1114 – Commercial Truck Driving I. A course to provide fundamental instruction on safety, rules and regulations, driving practices, air brakes, hazardous materials, and emergencies. This course also includes instruction and practice in performing vehicle inspections, coupling and uncoupling, maneuvering, backing, and driving a tractor-trailer truck under varying road and climate conditions. One hundred and twenty hours of instruction. Four semester hours.

DTV 1124 – Commercial Truck Driving II. Continuation of Commercial Truck Driving I with additional instruction on safety, rules and regulations, driving practices, air brakes, hazardous materials, and emergencies. This course also includes instruction and practice in performing vehicle inspections, coupling and uncoupling, maneuvering, backing, and driving a tractor-trailer truck under varying road and climate conditions. One hundred and twenty hours of instruction. Four semester hours.

ECONOMICS (ECO)

ECO 2113 – Principles of Macroeconomics. The study of a nation's economy to include the following topics: supply and demand, production possibilities, monetary and fiscal policies, factors of production, GDP/business cycles and economic growth, circular flow of market economies and international trade. (3,3,0)

ECO 2123 – Principles of Microeconomics. The study of firms, industries and consumers to include the following topics: supply and demand, elasticity of demand and supply, consumer choice theory, production and cost theory and market structures. Prerequisite: ECO 2113 (3,3,0)

EDUCATION (EDU)

EDU 2513 – Introduction to Elementary Education. An introduction to elementary schools and the role of teachers. Study of and formulation of philosophical thought in relation to educational assumptions, questions, problems and alternatives. Includes a minimum of 40 hours field experience in the elementary and/or middle schools. (3,3,0)

EDU 2613 – Introduction to Secondary Education. An introduction to secondary schools and the role of teachers. Study of a formulation of philosophical thought in relation to educational assumptions, questions, problems, and alternatives. Includes a minimum of 40 hours field experience in junior and/or senior high school. (3,3,0)

ELECTRONICS TECHNOLOGY (EET)

EET 1114 – DC Circuits. This course is designed for students to know the principles and theories associated with DC circuits. This course includes the study of electrical circuits, laws and formulae, and the use of test equipment to analyze DC circuits. Co-requisite: EET 1192. (4,2,4)

EET 1123 – AC Circuits. This course is designed to provide students with the principles and theories associated with AC circuits. This course includes the study of electrical circuits, laws and formulae, and the use of test equipment to analyze AC circuits. Pre/corequisite: EET 1114 (3,2,2)

EET 1214 – Digital Electronics. A course designed to introduce the student to number systems, logic circuits, counters, registers, memory devices, combination logic circuits, Boolean algebra, and a basic computer system. Prerequisite: EET 1192. (4,3,2)

EET 1324 – Microprocessors. This course is designed to provide students with skills and knowledge of microprocessor architecture, machine and assembly language, timing, interfacing, and other hardware applications associated with microprocessor systems. Prerequisite: EET 1214. (4,2,4)

EET 1334 – Solid State Devices and Circuits. This course is designed to introduce the student to active devices, which include PN junction diodes, bipolar transistors, bipolar transistor circuits, and unipolar devices with emphasis on low frequency application and troubleshooting. Pre/corequisites: EET 1123, EET 1114. (4,2,4)

EET 1613 – Computer Fundamentals for Electronics/Electricity. This course introduces the student to basic computer science as used in electricity/electronics areas. Computer nomenclature, logic, numbering systems, coding, operating systems commands, editing, and batch files are covered. This course may be substituted for Introduction to Computers CPT 1113. (3,2,2)

EET 1713 – Drafting for Electronic/Electrical Technology. This course is designed to provide instruction on the preparation and interpretation of schematics. (3,1,4)

EET 2334 – Linear Integrated Circuits. This course is designed to provide the student with skills and knowledge associated with advanced semiconductor devices and linear integrated circuits. Emphasis is placed on linear integrated circuits used with operational amplifiers, active filters, voltage regulators, timers and phase-locked loops. Prerequisite: EET 1334. (4,3,2)

EET 2414 – Electronic Communications. This course is designed to provide the student with concepts and skills related to analog and digital communications. Topics covered include amplitude and frequency modulation, transmission, and reception, data transmission formats and codes and modulation-demodulation of digital communications. Prerequisite: EET 1334. (4,2,4)

EET 2423 – Fundamentals of Fiber Optics. This course is designed to provide skills and knowledge concerning the use of fiber optic cable in modern industry applications. Pre/corequisite: EET 2414. (3,2,2)

EET 2514 – Interfacing Techniques. This course is a study of data acquisition devices and systems including their interface to microprocessors and other control systems. Prerequisite: EET 1214. (4,2,4)

EET 2913 – Special Project. This course is designed to provide the student with practical application of skills and knowledge gained in other electronics or electronics-related technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. Prerequisite: Consent of instructor. (3,0,6)

ENGINEERING (EGR)

EGR 2413 – Engineering Mechanics I: Statics. A lecture course covering the equilibrium of point objects and extended objects in two and three dimensions using vector algebra. Also discussed are distributed forces, structures, friction, and moments of inertia in two and three dimensions. Prerequisite: Credit or enrollment in MAT 1623. (3,3,0)

ELECTRICAL TECHNOLOGY (ELT)

ELT 1113 – Residential/Light Commercial Wiring. This course provides advanced skills related to the wiring of multi-family and small commercial buildings. This course includes instruction and practice in service entrance installation, specialized circuits, and the use of commercial raceways. Prerequisite: ELT 1192. (3,2,2)

ELT 1123 – Commercial and Industrial Wiring. This course provides instruction and practice in the installation of commercial and industrial electrical services including the types of conduit and other raceways, NEC code requirements, and three-phase distribution networks. Prerequisites: ELT 1192. (3,2,2)

ELT 1133 – Introduction to the National Electric Code. This is a course in the layout, format, rules, and regulations set forth in the National Electric Code. Emphasis is placed on developing the student's ability to find information in the National Electric Code and apply that information in real world applications. (3,2,2)

ELT 1144 – AC and DC Circuits for ELT. Principles and theories associated with AC and DC circuits used in the electrical trades. Includes the study of electrical circuits, laws and formulas, and the use of test equipment to analyze AC and DC circuits. (4,2,4)

ELT 1192 – Fundamentals of Electricity. This is a basic course designed to provide fundamental skills associated with all electrical courses. It includes safety, basic tools, special tools, equipment, and introduction to simple AC and DC circuits. (2,1,2)

ELT 1213 – Electrical Power. This course provides skills related to electrical motors and their installation. This course includes instruction and practice in using the different types of motors, transformers, and alternators. Prerequisite: ELT 1192. (3,2,2)

ELT 1223 – Motor Maintenance and Troubleshooting. This course provides instruction in the principles and practice of electrical motor repair. This course includes topics on the disassembly/assembly and preventive maintenance of common electrical motors. Prerequisite: ELT 1192. (3,2,2)

ELT 1253 – Branch Circuit and Service Entrance Calculations. This is a course in calculating circuit sizes for all branch circuits and service entrances in residential installation. (3,2,2)

ELT 1263 – Blueprint Reading/Planning the Residential Installation. This course provides knowledge of architectural symbols and electric symbols needed to read blueprints. All elevations and various plans associated with electrical wiring will be studied. Blank blueprints will be provided and a list of all appliances and their amperage will be supplied. The blanks will be filled with receptacles, switches, and lighting outlets as required by NEC. Circuit layouts for all switching will be demonstrated. All branch circuits will be plotted on the blueprint. (3,2,2)

ELT 1273 – Switching Circuits for Residential, Commercial, and Industrial Application. This course is designed to introduce the student to the various methods by which single pole, 3-way, and 4-way switches are used in residential, commercial, and industrial installations. This course also includes the installation and operation of low voltage, remote control switching. (3,2,2)

ELT 1283 – Estimating the Cost of a Residential Installation. A course to provide a probable cost of a residential installation. It will include a study of the specifications set forth for a particular structure. (3,2,2)

ELT 1413 – Motor Control Systems. This is a course in the installation of different motor control circuits and devices. Emphasis is placed on developing the student's ability to diagram, wire, and troubleshoot the different circuits and mechanical control devices. Prerequisite: ELT 1102. (3,2,2)

ELT 2424 – Solid State Motor Control. This course deals with the principles and operation of solid – state motor control. This course includes instruction and practice in design, installation, and maintenance of different solid – state devices for motor control. Prerequisite: ELT 1413. (4,2,4)

ELT 2613 – Programmable Logic Controllers. This course provides instruction and practice in the use of programmable logic controllers (PLC's) in modern industrial settings. This course includes instruction in the operating principles of PLC's and practice in the programming, installation, and maintenance of PLC's. Prerequisite: ELT 1413. (3,2,2)

ELT 2623 – Advanced Programmable Logic Controllers. This is an advanced PLC course, which provides instruction in the various operations, installations, and maintenance of electric motor controls. This course will provide information in such areas as sequencer, program control, block transfer used in analog input and output programming, and logical and conversion instructions. Prerequisites: ELT 2613 and ELT 1413. (3,2,2)

ELT 2913 – Special Project. This course is designed to provide the student with practical application of skills and knowledge gained in other electronics or electronics – related technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student’s learning experience. Prerequisite: Consent of instructor. (3,0,6)

EMERGENCY MEDICAL TECHNICIAN – PARAMEDIC (EMT)

**The Prerequisite for all advanced-level EMT courses identified by an * is the successful completion of EMT-Basic (EMT-1118). Further, all first semester EMT-prefaced courses are prerequisite for second semester courses, and all second semester courses are prerequisite for third semester courses.*

EMT 1118 – EMT Basic Course. This course is an instructional program that prepares individuals to function in the prehospital environment. The EMT-Basic program provides instruction in basic life support care of sick and injured persons, including airway assessment, shock management, communications, documentation, general pharmacology for the basic provider, hemorrhage control, ambulance operations, and splinting of adult, pediatric and infant patients, as well as special care of patients exposed to heat, cold, radiation, hazardous materials, poisons or contagious disease. This course is prerequisite for entry to the EMT-Paramedic Training Program. (8,5,4,3)

Upon completion of this course, the student is eligible to write the National Registry examination for EMT-Basic and if successful, may then petition the state of Mississippi for certification as an EMT-Basic.

EMT 1122 – Fundamentals of Pre-hospital Care. This course introduces the student to the EMS systems, roles and responsibilities of the paramedic, well being of the paramedic, illness and injury prevention, medical/legal issues, ethical issues, therapeutic communications, and life span development. Prerequisite: * (3,2,2)

EMT 1315 – Airway Management and Ventilation. This course will provide the student with the essential knowledge to attain a patent airway and managing the respiratory system using advanced techniques. (3,1,4)

EMT 1415 – Patient Assessment. This course will teach comprehensive history taking and physical examination techniques. (4,2,4)

EMT 1423 – EMS Special Considerations. This course will provide a comprehensive overview of providing care for the patient with special needs. (3,1,4)

EMT 1513 – Clinical Internship I. This course will provide clinical training on the skills and knowledge obtained in the classroom and laboratory. This will be a supervised activity carried out in the clinical setting at approved sites. (1,0,3)

EMT 1523 – Clinical Internship II. This course will provide clinical training on the skills and knowledge obtained in the classroom and laboratory. This will be a supervised activity carried out in the clinical setting at approved sites. (1,0,9)

EMT 1613 – Pre-hospital Pharmacology. This course will teach comprehensive pharmacodynamics and pharmacokinetics. (3,2,2)

EMT 1825 – Pre-hospital Cardiology. This course will teach comprehensive approach to the care of patients with acute cardiovascular compromise. (5,2,6)

EMT 2412 – Pre-hospital OB/GYN. This course will provide training in the management of emergency childbirth and complications encountered with childbirth in the field. The course will also address the treatment and management of the newborn. (2,2,0)

EMT 2423 – Pre-hospital Pediatrics. This course will give an understanding of the special problems and considerations in the management of pediatric emergencies.

EMT 2552 – Field Internship I. This course will provide clinical training in the skills and knowledge obtained in the classroom. These will be supervised activities carried out in the out-of-hospital (field) setting at approved sites with an approved preceptor. (2,0,6)

EMT 2564 – Field Internship II. This course will provide advanced clinical training in the skills and knowledge obtained in the classroom with an emphasis on leadership skills. These will be supervised activities carried out in the out-of-hospital (field) setting at approved sites with an approved preceptor. (4,0,12)

EMT 2714 – Pre-hospital Trauma. This course will provide instruction in the integration of pathophysiological principles and assessment findings to formulate a field impression and implement a treatment plan for a suspected trauma patient. (4,1,6)

EMT 2855 – Pre-hospital Medical Care. This course will provide a detailed understanding of the anatomic structure, physiology, and pathophysiology encountered when providing care in medical emergencies.

EMT 2913 – EMS Team Management. This course teaches the skills necessary to manage complex and/or multipatient situations. (3,1,4)

ENGLISH (ENG)

ENG 0113 – Beginning English. ENG 0113 is designed to meet the needs of students whose skills in written communication require some standardization. Emphasis is on basic English grammar through varied writing assignments with a review of mechanics, sentence patterns, and correct usage. (3,2,2)

ENG 1113 – English Composition I. English 1113 is designed to prepare the student for writings required in college and the workplace with an emphasis on effective paragraph and essay development. Prerequisite: ACT English 14 or higher or Equivalent COMPASS score in writing or successful completion of ENG 0113. (3,3,0)

ENG 1123 – English Composition II. Eng 1123 is a continuation of ENG 1113 with emphasis on research and composition. Readings, essays, and a research paper are required. Prerequisite: ENG 1113

ENG 2133 – Creative Writing I. ENG 2133 involves writing poetry, short fiction, creative nonfiction, and drama. Prerequisite: ENG 1123. (3,3,0)

ENG 2143 – Creative Writing II. ENG 2143 is a continuation of writing poetry, short fiction, creative nonfiction, and drama. Prerequisite: ENG 2133. (3,3,0)

ENG 2153 – Traditional Grammar. ENG 2153, a course for serious writers and teachers of writing, focuses on the basic elements of English grammar. Beginning with parts of speech, it covers sentence patterns, pronouns, troublesome verbs, subject-verb agreement, spelling, diction, punctuation and mechanics: all of the aspects of traditional grammar that writers—including elementary teachers introducing language skills to children—may encounter. Prerequisite: ENG 1123. (3,3,0)

ENG 2223 – American Literature I. ENG 2223 surveys representative prose and poetry of the United States from its beginnings to the Civil War. Prerequisite: ENG 1123. (3,3,0)

ENG 2233 – American Literature II. ENG 2333 surveys representative prose and poetry of the United States from the Civil War to the present. Prerequisite: ENG 1123. (3,3,0)

ENG 2323 – British Literature I. ENG 2323 surveys British Literature from the Anglo-Saxon Period through the Restoration and Eighteenth Century. Prerequisite: ENG 1123. (3,3,0)

ENG 2333 – British Literature II. ENG 2333 surveys British Literature from the Romantic Period through the Twentieth Century. Prerequisite: ENG 1123. (3,3,0)

ENG 2423 – World Literature I. ENG 2423 surveys literature from the ancient world through the Renaissance. Prerequisite: ENG 1123. (3,3,0)

ENG 2433 – World Literature II. ENG 2433 surveys literature from the Neoclassical Period through the Twentieth Century. Prerequisite: ENG 1123. (3,3,0)

ENG 2613 – Film as Literature. ENG 2613 involves the study of current and classic motion pictures as a form of literary, historic, and cinematic expression. Prerequisite: ENG 1113. (3,3,0)

EDUCATIONAL PSYCHOLOGY (EPY)

EPY 2513 – Child Psychology. A study of the various aspects of human growth and development during childhood. Topics include physical, psychosocial & cognitive development from conception into emerging adolescence. Prerequisite: PSY 1513. (3,3,0)

EPY 2533 – Human Growth and Development. A study of human growth and development from conception through late adulthood, including death and dying. Topics include physical, psychosocial and cognitive development with implications for health professionals and others who work with people. Prerequisite: PSY 1513. (3,3,0)

FAMILY AND CONSUMER STUDIES (FCS)

FCS 1253 – Nutrition. A lecture course covering the nutrients for normal growth and prevention of major chronic diseases, and applied to the selection of food for ingestion, the metabolic process of digestion, assimilation and absorption, and the applications for healthcare providers. Prerequisite: BIO 1134, BIO 2514, and BIO 2524 recommended. (3,3,0)

FOOD PRODUCTION AND MANAGEMENT TECHNOLOGY (FPV)

FPV 1113 – Fundamentals of Operational Procedures in Food Service. Operational procedures for food services personnel with emphasis on using math skills for standard and metric weights and measures, portion control, converting recipes, production formulas, and utilizing manual and computerized applications. (3,2,2)

FPV 1123 – Management Procedures and Recordkeeping. A study of the principles of menu management and cost Control with emphasis on nutritional adequacy, trends, cost analysis, and profit as they relate to menu design. (3,2,2)

FPV 1213 – Food Service Sanitation. Instruction in the area of sanitation to aid in the prevention of food poisoning and food – borne diseases including the Hazard Analysis Critical Control Point (HACCP) system. (3,2,2)

FPV 1315 – Culinary Arts I. Study of principles, techniques, and practices of food preparation and their effects on food products with emphasis on the performance of culinary techniques, use of equipment, and quality controls in preparing and serving meals. (5,2,6)

FPV 1326 – Culinary Arts II. A continuation of the study of principles, techniques, and practices of food preparation and their effects on food products with emphasis on the performance of culinary techniques, use of equipment, and quality controls in preparing and serving meals. (6,2,8)

FPV 1413 – Front of the House. Management of the front of the house in order to fulfill the needs of the guest and the establishment. Emphasis is placed on the types and styles of dining service merchandising, customer service, and employee training techniques. (3,2,2)

FPV 2223 – Purchasing and Storage. An introduction to selection and procurement of food and nonfood materials in hospitality and related industries. (3,2,2)

FPV 2336 – Bakery Production and Management. Skills needed for baking and bakery merchandising. Emphasis is placed on preparation, advertising, marketing, decorating, costing, and serving baked products. (6,2,8)

FPV 2515 – Catering Management. An overview of the background of catering and banquet management. Offers options in catering styles, pricing, menu design, operational controls, computerized management programs, and marketing. (5,2,6)

FPV 2613 – Menu Planning and Cost Control. A study of the principles of menu management and cost Control with emphasis on nutritional adequacy, trends, cost analysis, and profit as they relate to menu design. (3,2,2)

FPV 2713 – Nutrition. A study of nutrients as related to personal health, foods and food preparation, recipe or menu modification for special customer needs, and merchandising techniques associated with nutritious meals. (3,1,4)

FPV 2813 – Food Service Management. Management duties such as recruiting, interviewing, hiring, scheduling, job evaluations, employee orientation and training, payrolls, and rating employees performance. This course will explore the methods by which the manager can enable his/her employees to function efficiently and effectively. These processes will include incentive and benefit programs, discipline, and termination. (3,2,2)

FUNERAL SERVICE TECHNOLOGY (FST)

FST 1113 – Mortuary Anatomy I. A study of human anatomical structure with orientation to the embalming process. (3,3,0)

FST 1123 – Mortuary Anatomy II. Continuation of Mortuary Anatomy I, including all remaining body systems. Major emphasis is on the circulatory system. (3,3,0) Prerequisite: FST 1113.

FST 1214 – Embalming I. Basic orientation to embalming. Included are the terminology, safety procedures, and ethical protocols in preparation of human remains, physical and chemical changes in the dying process, and a study of the chemical compositions of embalming fluid. (4,3,2) Prerequisites: FST 1113 and FST 1123. Corequisite: FST 1232.

FST 1224 – Embalming II. This course is a continuation of FST 1214 with emphasis placed on the principles and techniques of embalming. (4,2,4) Prerequisites: FST 1214. Corequisite: FST 1242.

FST 1232 – Clinical Embalming I. Practically apply the theoretical principles taught in the Funeral Service Technology curriculum in the funeral establishment/commercial mortuary. During enrollment in this course, students are required to actively participate in and document five (5) embalming clinicals at approved, affiliating funeral homes. Corequisite: FST 1214. (2, 6 hrs. clinical)

FST 1242 – Clinical Embalming II. A continuation of the application of the theoretical principles taught in the Funeral Service Technology curriculum in the funeral establishment/commercial mortuary. During enrollment in this course, students are required to actively participate in and document six (6) embalming clinicals at approved, affiliating funeral homes. Prerequisite: FST 1232. Corequisite: FST 1224. (2, 6 hrs. clinical)

FST 1313 – Funeral Directing. A study of the total funeral service education environment. Includes history, duties, responsibilities, ethical obligations, and communication skills. (3,3,0)

FST 1413 – Funeral Service Ethics and Law. Comprehensive review of the ethical and legal aspects involved in funeral service. (3,3,0)

FST 1523 – Restorative Art. An in-depth study of anatomical modeling, including familiarization with instruments, materials, and techniques of rebuilding human features. Study of color theory and application of restorative techniques in the funeral setting, which includes cosmetics and hair treatment. (3,2,2)

FST 2273 – Thanatochemistry. A survey of the principles of general organic, biology, and embalming chemistry, as they relate to the embalming process. (3,3,0)

FST 2325 – Funeral Merchandising and Management. Study of merchandising and management procedures necessary to operate a successful funeral practice. (5,5,0)

FST 2423 – Funeral Business Law. Designed to introduce the student to the bodies of law and the judicial system as applied to day-to-day operations of a funeral home. (3,3,0)

FST 2623 – Microbiology. Designed to present the basic principles of microbiology and prevention of the spread of microorganisms as related to the embalming procedure and protection of the public health. (3,3,0)

FST 2633 – Pathology. Designed to present the nature and cause of diseases. (3,3,0)

FST 2713 – Psychosocial Aspects of Grief and Death. A study of various social groups and their relationship to the funeral, death, and disposition. Includes psychological aspects of emotions with emphasis on counseling techniques and grief resolution. (3,3,0)

FST 2812 – Comprehensive Review. Review of the entire curriculum, culminating with an exam designed to prepare students for the National Board or various state board examinations. (2,2,0) Prerequisite: To be taken during the final semester of coursework and must be taken at MGCCC. Student must have a cumulative GPA of 2.0 or better.

GEOMETRIC DIMENSIONING AND TOLERANCING (GDT)

GDT 1625 – Fundamentals of Geometric Dimensioning and Tolerancing. This course is designed to provide students with a solid foundation in the fundamentals of geometric dimensioning and tolerancing. Includes emphasis on measurement theory, common terms and definitions, profile tolerances, orientation tolerances, locational tolerances, runout tolerances, and form tolerances as they relate to Machine Tool Technology. (5,3,4)

GEOGRAPHY (GEO)

GEO 1113 – World Geography. A regional survey of the basic geographic features and major new developments of the nations of the world. (3,3,0)

GEO 1123 – Principles of Geography. This course deals with human adjustment to fundamental elements of geography such as climate, bodies of water, landforms, location and natural resources and how, with human adjustment to them, they help to shape world history. (3,3,0)

GRAPHICS AND DRAWING (GRA)

GRA 1112 – Engineering Drawing. The use of instruments, geometric construction, orthographic projection, sectional views, and lettering. Includes two-dimensional computer assisted drafting strategies. (2,0,4)

GRA 1143 – Graphic Communication I. Instrumental drawing, geometric construction, orthographic projection; and descriptive geometry. Includes computer aided design (CAD). (3,1,4)

GOLF/RECREATIONAL TURF MANAGEMENT TECHNOLOGY COURSES (GTT)

GTT 1614 – Golf Course Equipment Operation and Maintenance. A course to provide instruction in the safe and proper operation and maintenance of golf course equipment. (4,2,4)

GTT 2124 – Landscape/Golf Course Maintenance and Weed Control. A course to provide instruction and practice in the maintenance of trees, shrubs, and golf course features. Includes instruction in the use of herbicides and other weed control measures. (4,2,4)

GTT 2313 – Golf Course Business Management. A course to provide instruction and practice regarding the management of a golf course operation. Includes instruction in estimating and bidding; personnel management and supervision; and business practices. (3,3,0)

GTT 2813 – Turfgrass Management for Golf Courses. A course to provide instruction and practice in the identification, selection, installation, and management/maintenance of turfgrass for golf courses. (3,2,2)

GTT 2824 – Irrigation Systems: Design and Maintenance. A course designed to investigate the types of irrigation systems. Discussion will include the installation and maintenance of these systems. (4,2,4)

HISTORY (HIS)

HIS 1163 – World Civilization I. A general survey of world history from ancient times to the 1500s. (3,3,0)

HIS 1173 – World Civilization II. A general survey of world history from the 1500s to modern times. (3,3,0)

HIS 2213 – American History I. This is a survey of American (US) history from pre-history through reconstruction. (3,3,0)

HIS 2223 – American History II. This course is a survey of U.S. history from Reconstruction to the present. (3,3,0)

HORTICULTURE/LANDSCAPE (HLT)

HLT 1114 – Plant Materials I. A survey of common ornamental plants used in landscaping including deciduous and evergreen trees, shrubs, and vines, ground covers, annuals and perennials. Includes instruction in basic classification and identification procedures and in the identifying characteristics, maintenance, and use of the plants in a horticulture setting. This course is designed to be offered in the fall semester. Diploma curriculum: one hundred twenty hours instruction. (4,2,4)

HLT 1124 – Plant Materials II. A continuation of Plant Materials I with an emphasis on foliage and interior and flowering plants. Designed to be taught in the spring semester. Diploma curriculum: one hundred twenty hours instruction. (4,2,4)

HLT 1213 – Applied Principles of Plant Propagation. A course which develops expertise and knowledge in the advanced asexual methods of plant reproduction including separation and division, grafting, and layering. Includes an introduction to tissue culture methods. (3,1,4)

HLT 1222 – Green Industry Seminar. A course designed to provide an overview of current Green Industry events and job opportunities in the industry and specific landscape and horticulture related topics. (2,2,0)

HLT 1313 – Greenhouse and Nursery Production I. A course which develops skills and expertise in the selection, equipping, and management of a greenhouse facility. Emphasis is placed on different media, supplies, and chemicals used in greenhouses and on the scheduling and production of greenhouse crops. Diploma curriculum: ninety hours instruction. (3,1,4)

HLT 1513 – Landscape Design I. An introduction to the concepts, principles, and elements of landscape design. Includes instruction and practice in the use of drawing instruments and supplies and in conducting a site analysis. Prerequisite: GRA 1112. Diploma curriculum: ninety hours instruction. (3,1,4)

HLT 1614 – Landscape Equipment Operation and Maintenance. A course to provide instruction and practice on the safe and proper operation and maintenance of landscaping equipment to include power tools, small engines, tractors, and tractor attachments. Diploma curriculum: one hundred twenty hours instruction. (4,2,4)

HLT 2113 – Turfgrass Management. A course to provide instruction and practice in the identification, selection, installation, and management/maintenance of turfgrasses. Diploma curriculum: ninety hours instruction. (3,0,6)

HLT 2124 – Landscape Maintenance and Weed Control. A course to provide instruction and practice in the maintenance of trees, shrubs, and other greenscape features. Includes instruction in the use of herbicides and other weed control measures. Diploma curriculum: one hundred twenty hours instruction. (4,2,4)

HLT 2313 – Landscape Business Management. A course to provide instruction and practice regarding the management of a landscape operation. Includes instruction in estimating and bidding; personnel management, supervision, and development; and business practices. Diploma curriculum: ninety hours instruction. (3,3,0)

HLT 2323 – Greenhouse and Nursery Production II. A continuation of Greenhouse and Nursery Production I with emphasis on production practices associated with fertilization, pest control, environment control, and marketing. Prerequisite: HLT 1313. (3,1,4)

HLT 2513 – Garden Center Management. A course to develop knowledge and skills associated with management of a retail garden center. Includes instruction in basic principles of entrepreneurship as applied to garden centers, product display and advertising, and facilities. (3,2,2)

HLT 2523 – Landscape Design II. A continuation of Landscape Design I with emphasis on planting design and preparation and presentation of landscape plans using computer-aided landscape software. Ninety hours instruction. (3,1,4)

HLT 2713 – Landscape Construction. A course which provides instruction and practice in the installation of a landscape plan to include site preparation, installation of site amenities, bed preparation and planting, and shrub and tree planting. Diploma curriculum: ninety hours instruction. (3,1,4)

HLT 2724 – Integrated Production Systems. Utilizes basic horticulture practices and aquaculture facilities to provide techniques and procedures to maintain a recirculating hydroponics system. (4,1,6)

HLT 2734 – Water Garden Design. A study of the design and construction of water gardens. (4,1,6)

HLT 2744 – Aquarium and Water Garden Production. This course will include basic production of the aquarium trade and water garden trade species. (4,1,6)

HLT 2813 – Ornamental and Turf Pest Management. Provides instruction and practice in the identification and control of common turf pests and diseases. Includes instruction in pest identification, pesticide use and safety, and legal aspects of pest control. Diploma curriculum: ninety hours instruction. (3,2,2)

HLT 2824 – Irrigation and Lighting Systems. A course designed to investigate the types of irrigation/lighting systems. Discussion will include the installation and maintenance of these systems. Diploma curriculum: one hundred twenty hours instruction. (4,2,4)

HLT 2913 – Special Problem in Horticulture Cluster. A course designed to provide the student with practical application of skills and knowledge gained in other vocational-technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. (3,1,4)

HONORS (HON)

HON 1911, 1921, 2911, 2921 – Honors Forum I, II, III, IV. Admission is by invitation only. Interdisciplinary studies of selected issues confronting the individual and society with discussions led by scholars, faculty, and/or students. (1,1,0)

HEALTH, PHYSICAL EDUCATION, AND RECREATION (HPR)

NOTE: Every student in an Associate of Arts Program is required to take two hours of physical education. Students may, however, take additional semester hours of physical education as elective credit and are encouraged to do so. Students unable to take physical education courses may request a substitute. All students must wear appropriate dress for physical education classes. Physical education activity courses will earn one semester hour with academic credit. HPR 1591, HPR 1593, and HPR 1751 will satisfy the two hour requirement at some universities.

HPR 1213 – Personal and Community Health I. Application of principles and practices of healthful living to the individual and community; major health problems and the mutual responsibilities of home, school, and health agencies. (3,3,0)

HPR 1313 – Introduction to Health, Physical Education, and Recreation. Introduction to the principles, literature, and organizations of the profession. Analysis of successful teaching with and discussion of the responsibilities and opportunities of professional personnel. Orientation of student to opportunities in the field. (3,3,0)

HPR 1591 – Health Concepts of Physical Activity and Wellness. This course is designed to help students develop an understanding of physical fitness and nutrition as they contribute to a healthy lifestyle and a reduced risk of disease. The student will better understand wellness concepts and engage in assessments with emphasis on personal fitness, disease prevention, nutrition, and weight control. (1,1,0)

HPR 1593 – Health Concepts of Physical Activity and Wellness. This course is designed to help students develop an understanding of physical fitness and nutrition as they contribute to a healthy lifestyle and a reduced risk of disease. The student will better understand wellness concepts and engage in assessments with emphasis on personal fitness, disease prevention, nutrition, and weight control. (3,3,0)

HPR 1711 – Sports Appreciation. This course is designed to develop spectator awareness and appreciation of the major sports in our society. Material will include a brief history of sport, rules, equipment and etiquette associated with the sport. (1,1,0)

HPR 1751 – Nutrition and Wellness I. A survey course designed to expose the student to the importance and significance of nutrition in health and physical education and the various aspects of wellness. (1,1,0)

HPR 1813 – Foundations of Leisure. Analysis of the Parks and Recreation profession to provide a basic understanding of leisure as an increasingly important component of our society.

HPR 2213 – First Aid and CPR. Instruction and practice in methods prescribed in the American Red Cross or American Heart Association standard and advanced courses. (3,0,6)

HPR 2221 – Lifeguarding and Water Safety. This is the American Red Cross Life Guarding Course with emphasis toward certifying life guards for swimming areas. This course is designed to teach life guard candidates the skills and knowledge needed to prevent and respond to aquatic emergencies. Prerequisite: Completed American Red Cross swimmer level course or have equivalent skills. (1,0,2)

HPR 2231 – Water Safety Instructor. Techniques of aquatic instruction, including community water safety and progression swimming are covered. Prerequisite: Pass swim test. (1,0,2)

HPR 2323 – Recreational Leadership. Planning and leadership techniques for conducting community recreation centers, playgrounds, parks, and school recreation programs. (3,3,0)

HPR 2423 – Football Theory. Theoretical study of football methods from an offensive and defensive standpoint including the fundamentals of blocking, passing, tackling, charging, punting, generalship, rules and team play. (3,3,0)

HPR 2443 – Soccer Theory. Explores the theories, practices, and strategies involved in coaching the game of soccer. Emphasis will be placed upon the objectives, rules, regulations, and policies of competitive athletics, as well as on individual skills, team tactics, organization and management practices pertaining to public school and intercollegiate soccer programs. (3,3,0)

HPR 2453 – Baseball Theory. A theoretical study of baseball methods from a coaching standpoint; study of fundamentals and team play; methods of teaching fundamentals; team organization. (3,3,0)

HPR 2733 – Introduction to Athletic Training. Introduction to the profession, including but not limited to procedural aspects of the athletic training room operations, role delineations, preparation, and competencies with 100 observational/experience hours under a BOC certified athletic trainer. This course is recommended for Athletic Training majors. (3,3,0)

HPR 2813 – Park and Recreation Program Leadership. Planning and leadership techniques for conducting organized park and recreation programs for all age groups. (3,3,0)

HPR 2823 – Program Planning and Development. Techniques and processes in program planning, implementation, development, and evaluation in recreation setting. (3,3,0)

Courses will be specified on the semester schedule and on the student's transcript.

HPR 1111, 1121, 2111, 2121 – General Physical Education Activities. This course is designed to give students a modern concept of physical education and recreation by developing body skills. (1,0,2)

HPR 1112, 1122, 2112, 2122 – General Physical Education Activities. This course is designed to give students a modern concept of physical education and recreation by developing body skills. (2,0,4)

HPR 1131, 1141, 2131, 2141 – Varsity Sports. Participation in ____ Varsity Sport (name sport). (1,0,2)

HPR 1511, 1521, 2511, 2521 – Team Sports. This course focuses on rules, techniques, and participation in (activities) (name sport). (1,0,2)

HPR 1531, 1541, 2531, 2541 – Individual and Dual Sports. This course focuses on techniques and participation in (activities) (name sport). (1,0,2)

HPR 1551, 1561, 2551, 2561 – Fitness and Conditioning Training. Instruction and practice of basic principles of fitness and conditioning through a variety of exercises and activities. (1,0,2)

HPR 1571, 1581, 2571, 2581 – Dance. An overview of dance techniques to include instruction in various styles of dance. Instruction may include classical dance, ballet, jazz, folk dance, contemporary and/or dance line. (1,0,2)

HOTEL AND RESTAURANT MANAGEMENT CONCENTRATION, TRAVEL AND TOURISM MANAGEMENT CONCENTRATION (HRT)

HRT 1114 – Culinary Principles I. Fundamentals of food preparation and cookery emphasizing high standards for preparation of meat, poultry, seafood, vegetables, soups, stocks, sauces, and farinaceous items. (4,2,4)

HRT 1123 – Hospitality and Tourism Industry. An introduction to the hospitality and tourism industry. Discussions and industry observations to discover the opportunities, trends, problems, and organizations in the field. (3,3,0)

HRT 1213 – Sanitation and Safety. Basic principles of microbiology, sanitation, and safety for a food service operation. The 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. (3,2,2)

HRT 1224 – Restaurant and Catering Operations. Principles of organizing and managing a food and beverage operation. (4,2,4)

HRT 1413 – Rooms Division Management. A systematic approach to room's division management in the hospitality industry including front office management and housekeeping operations. (3,2,2)

HRT 1511, 1521, 1531, 1541 – Hospitality Seminar. Leadership and management skills necessary for success in hospitality and tourism management. The course addresses computer based management systems. (1,1,0)

HRT 1813 – The Professional Tour Guide. Activities associated with organizing, booking, and conducting group tours. (3,2,2)

HRT 1823 – The Travel Agency. A detailed exploration of travel agency operation to include physical structure, staffing needs, legal implications, interaction with travel and lodging, and accreditation. (3,2,2)

HRT 1833 – Travel and Tourism Geography. 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 of the countries' natural, cultural, and entertainment attractions. (3,2,2)

HRT 2233 – Food and Beverage Control. 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. (3,2,2)

HRT 2323 – Hospitality Facilities Management and Design. Design and manage the physical plant of a hotel or restaurant. (3,2,2)

HRT 2423 – Security Management. Issues surrounding the need for individualized security programs. Examines a variety of security equipment and procedures and discusses internal security for food service and lodging operations. (3,2,2)

HRT 2613 – Hospitality Supervision. Supervisory skills in leadership styles, communication skills, motivational techniques, employee training techniques, and evaluation methods. (3,2,2)

HRT 2623 – Hospitality Management. Principles of hospitality management with an emphasis placed on the study of human behavior and human relations in the hospitality industry. (3,2,2)

HRT 2713 – Marketing Hospitality Services. Practical sales techniques for selling to targeted markets and developing strategic marketing plans for hospitality and tourism operations. (3,2,2)

HRT 2723 – Hospitality Sales and Marketing. Advertising, sales, and promotional techniques as related to the hospitality industry. (3,2,2)

HRT 2843 – Fundamentals in Travel and Tourism. Simulations of activities related to travel and tourism including reservation tasks and services. (3,2,2)

HRT 2853 – Convention and Meeting Planning. Planning, promotion, and management of meetings, conventions, expositions, and events. (3,2,2)

HRT 2916 – Supervised Work Experience in Hotel and Restaurant Management. A course which is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. (6,0,18)

HRT 2926 – Supervised Work Experience in Travel and Tourism. A course which 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 (6,0,18)

HUMANITIES (HUM)

HUM 1113 – Introduction to Humanities. A humanistic approach to man's creative achievements in art, literature, music, and philosophy in western civilization. (3,3,0)

HUMAN SERVICES (HUS)

HUS 1113 – Introduction to Human Services. This course is designed to enable students to gain knowledge of the history of Human Services; understand the present Human Services concepts; identify varying roles of the HUS worker and understand contemporary strategies in the helping professions; develop skills in problem assessment and in determining appropriate responses to client needs; understand ethics and the law as they relate to the helping professions. (3,3,0)

HUS 1123 – Interpersonal Communication. The course covers self-concept, listening skills, verbal and nonverbal communication, skills to help resolve interpersonal conflict, and skills in self-understanding and acceptance. (3,3,0)

HUS 1133 – Social Problems. A study of the nature, scope, and effects of the social problems of today and the suggested remedies for dealing with them. Course includes such problems as unemployment, urbanization, crime, juvenile delinquency, alcoholism, drug addiction, and disaster; family problems include the aged, mentally ill, and retarded. Field trips to more fully acquaint students with social problems. (3,3,0)

HUS 1143 – Envisioning a Better Society. This course is designed to assist the student in recognizing the reality of interconnection and the need for a holistic approach in meeting personal and societal needs. Students are required to complete 60 hours of field work in an appropriate agency. (3,1,4)

HUS 2113 – Developing Interviewing Skills. This class is designed to enable the student to effectively use interviewing skills, (i.e., open-ended questions, clarification, reflection, silence, interpretation, summarization, body language, etc.) with normal and disturbed persons; demonstrate appropriate interpersonal skills for one-to-one helping relationships (genuineness, accurate empathy, non-possessive warmth, establishing rapport, constructive confrontation); and demonstrate skill in keeping clinical records and in keeping simple statistics. (3,3,0)

HUS 2123 – Affecting Social Change. This seminar is designed to assist students to become more effective as members of groups which interact with community change processes; analyze the ways groups operate; learn to organize successful meetings; learn to use tension creatively; learn how to utilize action planning and evaluation; develop group leadership skills; develop skill in making referrals to and counseling with other community agencies; and stay abreast of current social issues which affect the community. Students are required to complete 60 hours of field work in an appropriate agency. (3,1,4)

HUS 2133 – Exploring Social Issues. This class is designed to expose students to conflicting views on major controversial social issues; to assist them in analyzing and understanding both sides of an issue; and to enable them to reach their own conclusions in an atmosphere free of stereotypes and reactionary responses. (3,3,0)

INTERPRETER TRAINING (IDT)

IDT 1113 – Introduction to Interpreting. Define interpreting terms, list and discuss RID code of ethics, placement of interpreter in various settings, discuss environmental factors, which are considered in assignments, describe the assessment and certification process. (3,3,0)

IDT 1131 – Expressive and Receptive Fingerspelling. This course will develop beginning expressive and receptive fingerspelling skills based on word and phrase recognition principles. Fingerspelling is an important part of communicating. (1,1,0)

IDT 1143 – Foundations of Deafness. This course will provide students with knowledge in types of communication problems resulting from deafness, ease in mixing with deaf persons, occupational trends for the deaf, causes and physiological aspects of deafness, and social barriers faced by deaf individuals. Deaf individuals and leaders in the community will be invited into the classroom to discuss these topics along with professionals working with the deaf in various situations. Also designed for students majoring in interpreting for the deaf, teachers, teachers' aides, and school counselors, etc. Review of a normal mechanism of speech and hearing and how they are affected by hearing loss. Emphasis on the history of deafness, trends in deaf education, and the deaf community and its culture. (3,3,0)

IDT 1164 – American Sign Language I. A developmental course – meaning that the student (whatever his or her competency level at the beginning of the course) is expected to grow continuously throughout the semester. The student will develop a high degree of familiarity with and a respect for the usage of the basic principles of ASL through nonverbal communication techniques, eye training, and fingerspelling. Student will also, through discipline and instruction, be introduced to the basic patterns of American Sign Language (ASL). Corequisite: ENG 1113. (4,3,2)

IDT 1173 – Transliterating I. Studies the skills required to transmit English into a manual code and visa versa. Introduces a variety manual codes and their relationship to American Sign Language. Prerequisite: IDT 1164. (3,2,2)

IDT 1174 – American Sign Language II. An introduction to Sign Language idioms and English idioms. This course will introduce ways to express English idioms in signs and also the vocabulary for the sign language idioms. Continuation of building student's sign language vocabulary is a primary interest of this course. Deaf resource persons, videotapes and other related materials will be included. Prerequisite: IDT 1164. (4,3,2)

IDT 2123 – American Sign Language III. An advanced level course in American Sign Language. An expansion of sign vocabulary to include English and Deaf idioms and their proper use in both languages. Concentration will be given toward proficiency in both ASL and methods of simultaneous translation of hearing – impaired people who communicate in various forms of manual English. Increased emphasis will be placed on the development of native – like fluency. Instructions through conversational techniques incorporating additional principles and vocabulary items. Prerequisite: IDT 1174. (3,3,0)

IDT 2153 – Interpreting in Special Situations. This course includes lectures and observation of interpreters in various settings: educational, legal, medical, religious, and social work. Visits to schools for the deaf, clubs for the deaf, interpreters' meetings and workshops, and other possible contacts involving deaf individuals and interpreters. Reports of each observation will be required. (3,3,0)

IDT 2163 – Sign-to-Voice Interpreting I. Classroom work giving verbatim translations and reversing materials. There is an emphasis on the use of tapes and simulated situations. Vocabulary development, work endings, and use of temporary signs are discussed. The student will become skilled in reading and translating the manual alphabet, and become skilled in interpreting from various forms of manual communication into appropriate English diction. Prerequisite: IDT 2123. (3,2,2)

IDT 2173 – Interpreting. Accuracy and clarity in expressive interpreting at a speed of 80-125 wpm, a receptive ability in understanding intent and content of a deaf speaker using ASL. Role play in actual experiences. Prerequisites: IDT 1164, IDT 1174. (3,2,2)

IDT 2183 – Transliterating II. Further studies the skills to transmit English into a manual code and visa versa. Introduces other sign English codes and how they relate to American Sign Language. Prerequisites: IDT 1164, IDT 1173, IDT 1174. (3,3,0)

IDT 2223 – Educational Interpreting. Studies techniques and ethics involved in educational interpreting, focusing on special settings, code of ethics, physical arrangements and resources for interpreters. Prerequisites: IDT 1164, IDT 1174, IDT 2123. (3,3,0)

IDT 2263 – Sign-to-Voice II. Continuation of classroom work giving verbatim translations and reversing materials. There is an emphasis on the use of tapes; and simulated situations. Vocabulary development, word endings, and use of temporary signs are discussed. The student will become skilled in reading and translating the manual alphabet, and become skilled in interpreting from various forms of manual communication into appropriate English diction. Prerequisites: IDT 2163. (3,2,2)

IDT 2323 – Artistic Interpreting. Study the principles and techniques of artistic interpreting including literary and musical works. Prerequisite: Approval of Instructor. (3,2,2)

IDT 2333 – Legal Interpreting. This is a preparation course for legal interpreting. The student will learn to anticipate settings, assess linguistic systems, determine and study specialized vocabulary, identify problems and apply ethical solutions, and practice interpreting legal texts. Prerequisite: Approval of Instructor. (3,3,0)

IDT 2424 – Interpreting Practicum. Application of interpreting/transliterating skills in a minimum of three supervised, approved practicum sites. All contact hours will be verifiable and direct observation will be administered by practicum supervisor. Prerequisite: Approval of Instructor. (1 hr. lecture, 9 hrs. Supervised work experience)

INSTRUMENTATION ELECTRONICS TECHNOLOGY (IET)

IET 1114 – Industrial Measurement of Pressure and Level. The first of two introductory courses that cover the concepts and principles of industrial measurement required for instrument technicians. IET 1114 is a study of the concepts, principles and devices for the measurement of industrial pressure and level variables. Corequisite/Prerequisite: IET 1214, EET 1114. (4,2,4)

IET 1214 Industrial Measurement of Temperature and Flow. The second of two introductory courses that cover the concepts and principles of industrial measurement required for instrument technicians. IET 1214 is a study of the concepts, principles and devices for the measurement of industrial temperature and flow variables. Corequisite/Prerequisite: IET 1114, EET 1114. (4,2,4)

IET 1314 Industrial Control I. An intermediate level course that applies all elements of pneumatic and electronic process control loops, measurement theory and includes the principles of operation, connection, maintenance, testing, calibration, troubleshooting and repairing/replacing of pneumatic and electronic analog process controllers, signal transmitters, recorders, alarms and associated test equipment along with annunciator/shutdown systems and introduce the concepts of proportional, integral, and derivative control modes, loop tuning, and documentation. Prerequisite: IET 1114, IET 1214, EET 1114. (4,2,4)

IET 2114 Final Control Elements. An intermediate level course that provides a survey of valve configurations, principles of operation and hands-on work with control valves and variable speed drives (VSD), and includes study of the various designs of control valves including principles of operation, sizing, selection, servicing pneumatic and electric actuators, positioners, solenoid operated valves, self contained regulators, louvers, dampers, metering pumps and required documentation. Includes instruction in basic techniques and calculations for proper liquid and gas valve sizing and introduces concepts of variable speed drives and frequency speed circuitry. Prerequisites: IET 1314. (4,2,4)

IET 2414 Industrial Controls II. An advanced level course that integrates material from previous courses for constructing, troubleshooting, calibration and repair of control systems, and includes the study of process controllers, implementing PID (Proportional, Integral, Derivative) feedback, cascade, ratio, feed forward and auto select/override and introduces other advanced control strategies; includes the study of techniques for loop tuning and calibrating process loop components including smart transmitters and field communicators. Loop documentation and drawings are also developed. This course is a capstone course. Prerequisite: IET 2114 (4,2,4)

INFORMATION SYSTEMS TECHNOLOGY (IST)

IST 1113 – Fundamentals of Information Technology. This course introduces microcomputer operation, word processing, spreadsheets, database management, and online applications. It is designed for students with limited computer proficiency and is to be taken by those students in addition to the courses listed in the course sequence. (3,2,2)

IST 1124 – IT Foundations. This course covers the diagnosis, troubleshooting, and maintenance of computer components and interpersonal communications for IT professionals. Topics include hardware compatibility, system architecture, memory, input devices, video displays, disk drives, modems, printers, safety and environmental issues, communication, and professional behavior. (4,2,4)

IST 1134 – Fundamentals of Data Communications. This course presents basic concepts of telephony, local area networks, wide area networks, data transmission, and topology methods. Online version not acceptable. (4,2,4)

IST 1143 – Security Principles and Policies. This course is an introduction to the various technical and administrative aspects of information security and assurance. This course provides the foundation for understanding the key issues associated with protecting information assets, determining the levels of protection and response to security incidents, and designing a consistent, reasonable information security system with appropriate intrusion detection and reporting features. (3,2,2)

IST 1154 – Web and Programming Concepts. This course is an introduction to Web site development and programming logic. Students will gain hands-on experience in the development of computer programs. Upon completion of this course, students will be able to create a Web site and post it on the Internet. (4,2,4)

IST 1163 – Concepts of Database Design. This course is an introduction to the design and manipulation of relational databases. Emphasis is placed on creation, manipulation, extraction, and display of data from existing databases. QBE and SQL are explored. (3,2,2)

IST 1213 – Client Installation and Configuration. This course is designed to help the student install, support, and troubleshoot a current client operating system. Emphasis will be placed on common user operations as well as the network administrator's support of the client. (3,2,2)

IST 1224 – Network Components. This course presents local area network and wide area network connectivity. It focuses on architectures, topologies, protocols, and transport methods of a network. Prerequisites: IST 1134. (4,2,4)

IST 1244 – Network Administration Using Microsoft Windows Server. This course focuses on the management of a computer network using the Microsoft Windows Server network operating system. Emphasis will be placed on daily administrative tasks performed by a network administrator. (4,2,4)

IST 1254 – Network Administration Using Linux. This course focuses on the management of a computer network using the Linux operating system. Emphasis is placed on installation, configuration, implementation, and administrative tasks of a functional server. (4,2,4)

IST 1314 – Visual BASIC Programming Language. This introduction to the Visual BASIC programming language introduces the student to object-oriented programming and a graphical integrated development environment. (4,2,4)

IST 1414 – Client-side Programming. This course offers a comprehensive understanding of programming using JavaScript. Prerequisites: IST 1154. (4,2,4)

IST 1424 – Web Design Applications. Application of various professional and personal Web design techniques. Students will work with the latest WYSIWYG editors, HTML editors, animation/multimedia products, and photo editors. Prerequisites: IST 1154. (4,2,4)

IST 1513 – SQL Programming. This course is the first of a two-part series that offers students an extensive introduction to data server technology, covering the concepts of both relational and object relational databases and the Structured Query Language (SQL). Students are taught to store, retrieve, and manipulate data. (3,2,2)

IST 1523 – Advanced SQL Programming. This course is the second of a two-part series that offers students an extensive introduction to data server technology. Students are taught advanced concepts of both relational and object relational databases and the Structured Query Language (SQL). Students are taught to create and maintain database objects and control user access. Prerequisites: IST 1513. (3,2,2)

IST 1534 – Database Architecture and Administration. This course is designed to give students a firm foundation in basic database tasks enabling them to design, create, and maintain a database. Students will gain a conceptual understanding of database architecture and how its components work and interact with one another. Students will also learn how to create an operational database and properly manage the various structures. Prerequisites: IST 1513. Corequisite: IST 1523. (4,3,2)

IST 1613 – Computer Forensics. This course is an introduction to the various technical and administrative aspects of computer forensics and laws pertaining to cybercrime. This course provides the foundation for understanding the key issues associated with computer forensic investigations, understanding the boot processes and disk structure for multiple operating systems, and understanding the processes related to data acquisition during investigations. (3,2,2)

IST 1624 – Network Security Fundamentals. This course provides the fundamental understanding of network security principles, implementations, and the technologies and principles involved in creating a secure computer network environment. Topics include authentication, types of attacks and malicious code against Web applications, e-mail, and file and print services. Prerequisites: IST 1134 and IST 1143. (4,2,4)

IST 1633 – Wireless Security and Privacy. This course provides the fundamental understanding of wireless architecture, security principles, and the technologies and principles involved in creating a secure wireless computer network environment. Topics include wireless hardware, protocols, encryption, and how to prevent weaknesses in wireless technology. Prerequisites: IST 1134 and IST 1143. (3,2,2,)

IST 1643 – Network Defense and Countermeasures. This course provides a solid foundation of network security and the understanding of the process to create a network defense and countermeasure policy obtained from intrusion detection. Topics include Network Address Translation, packet filtering, proxy servers, firewalls, and Virtual Private Networks used to design a network defense strategy. Prerequisites: IST 1134 and IST 1624. (3,2,2)

IST 1714 – Java Programming Language. This introduction to the Java Programming Language is to include sort, loops, arrays, and applets. (4,2,4)

IST 2224 – Network Planning and Design. This course involves applying network concepts in planning and designing a functioning network. Emphasis is placed on recognizing the need for a network, conducting an analysis, and designing a solution. Prerequisites: IST 1223. (4,2,4)

IST 2234 – Network Implementation. This course is the culmination of all concepts learned in the network curriculum. Topics include planning, installation, evaluation, and maintenance of a network solution. Prerequisites: IST 2224. (4,2,4)

IST 2254 – Advanced Network Administration Using Microsoft Windows Server. This course is a continuation of Network Administration Using Microsoft Windows Server. Emphasis is placed on installation, configuration, and implementation of a functional server. (4,2,4)

IST 2314 – Systems Analysis and Design. This course introduces techniques used in systems analysis and design. Emphasis will be placed on the design, development, and implementation of an information system. (4,2,4)

IST 2324 – Script Programming Language. This course is an introduction to the use of integrating scripts to add functionality to Web pages. Prerequisites: IST 1154 or instructor permission. (4,2,4)

IST 2334 – Advanced Visual BASIC Programming Language. This course is a continuation of the Visual BASIC programming language. Prerequisites: IST 1314. (4,2,4)

IST 2344 – Database Programming and Design. This course will introduce programming using a database management software application. Emphasis will be placed on menus and file maintenance. Prerequisites: IST 2334 or instructor permission. (4,2,4)

IST 2374 – C Programming Language. This course is designed to introduce the student to the C programming language and its basic functions. Prerequisite: Any IST programming language course or instructor permission. (4,2,4)

IST 2384 – Advanced C Programming Language. This course is a continuation of the study of the C programming language. Prerequisites: IST 2374 (4,2,4)

IST 2424 – XML Programming. This course provides a comprehensive understanding of the Extensible Markup Language (XML). Prerequisites: IST 1154. (4,2,4)

IST 2483 – Web Server. Introduces students to Web, e-mail, and proxy servers and the platforms on which they reside. Students will be able to install and configure Web, e-mail, and proxy servers. Prerequisites: IST 1124 and IST 1134. (3,2,2,)

IST 2514 – Advanced Database Architecture and Administration. This course is a continuation of Database Architecture and Administration. It is designed to provide a firm foundation in basic database tasks enabling students to design, create, and maintain a database. Students will gain a conceptual understanding of database architecture and how its components work and interact with one another. Students will also learn how to create an operational database and properly manage the various structures. Prerequisites: IST 1534 (4,3,2)

IST 2524 – Linux Operating System Fundamentals. In this course, students develop proficiency in using and customizing a Linux operating system for common command line processes and desktop productivity roles. Prerequisites: IST 1124 (4,2,4)

IST 2534 – IT Project Management. In this course, students develop proficiency in using and customizing a Linux operating system for common command line processes and desktop productivity roles. Prerequisites: IST 1124 and IST 2524 (4,2,4)

IST 2613 – Windows Security. This course provides the knowledge and fundamental understanding of Windows security, how to harden current Windows operating systems, and how to defend against attacks. Topics include designing Active Directory, authentication for Windows, group security and policy, service security, remote access security, planning a public key infrastructure, securing file resources, Internet Protocol Security, and additional Windows security topics. Prerequisites: IST 1244 and IST 1624. (3,2,2)

IST 2623 – Linux/Unix Security. This course provides the knowledge and fundamental understanding of Linux/Unix security, how to harden Linux/Unix, and how to defend against potential attacks against vulnerabilities and unused system services. Topics include how to protect password files, monitor log files, and use port scanners and network scanners, and additional Linux/Unix security topics. Prerequisites: IST 1254 and IST 1624. (3,2,2)

IST 2634 – Security Testing and Implementation. This course provides an in-depth exploration of various methods for gaining unauthorized access and explores network security concepts from the point of view of hackers and their methodologies. Topics include hackers, crackers, ethical hackers, attacks, intrusion detection systems, malicious code, computer crime, and industrial espionage. Prerequisites: IST 1613 and IST 1643 and any programming course. (4,2,4)

JOURNALISM (JOU)

JOU 1111, 1121, 2111, 2121 – College Publications I, II, III, IV. A laboratory course designed to give practical experience in working with college newspaper and yearbook production. News, feature, and editorial writing, make-up and layout, editing, advertising and photography will be emphasized according to student need. (1,0,2)

JOU 1313 – News Writing and Reporting I. An introductory course in journalism designed to teach news writing and reporting, the construction of the news article with an emphasis on source news, features, sports, and interview stories and editorials. (3,3,0)

LEADERSHIP (LEA)

LEA 1811 – Leadership and Organization Skills I. A study of leadership styles and skills, roles and functions of officers of student organizations. Includes parliamentary procedure, chain of command, communication, conducting effective meetings, role of constitution/by-laws, principle of ethics, etiquette, and working with volunteers. (1,1,0)

LEA 1813 – Leadership and Organization Skills I. A study of leadership styles and skills, roles and functions of officers of student organizations. Includes parliamentary procedure, chain of command, communication, conducting effective meetings, role of constitution/by-laws, principle of ethics, etiquette, and working with volunteers. (3,3,0)

LEA 1821 – Leadership and Organization Skills II. Continued study of LEA 1811, ice breakers; non-verbal communication; role of functions in groups; power; time management; stress management; role of constitution; Personal Style type indicator; planning and goal setting; leadership mentoring. Prerequisite: LEA 1811. (1,1,0)

LEA 1823 – Leadership and Organization Skills II. Continued study of LEA 1811, ice breakers; non-verbal communication; role of functions in groups; power; time management; stress management; role of constitution; Personal Style type indicator; planning and goal setting; leadership mentoring. Prerequisite: LEA 1813.(3,3,0)

LEA 2811 – Leadership and Organization Skills III. Continued study of LEA 1811, LEA 1821; participates fully in class; experiential roles chairing committees and events; lead decision making techniques; consensus, brain storming; observe and give feedback to group on role functions in group; lead planning and goal setting groups; and presentation of leadership topics. Prerequisite: LEA 1811, LEA 1821. (1,1,0)

LEA 2821 – Leadership and Organization Skills IV. A continuation of activities and events of LEA 1811, LEA 1821, and LEA 2811, emphasizing servant leadership. Prerequisite: LEA 1811, LEA 1821, LEA 2811. (1,1,0)

LEA 1911, 1921, 2911, 2921 – Leadership and Communication Skills Development - Recruiting and Public Relations I, II, III, IV. This course familiarizes the student with his/her responsibilities as a member of the recruiting/public relations team. It explores leadership skills, communication, and factual information about the college. Through this course the student will be able to function as a representative in recruitment and in public relations. (1,1,0)

LEGAL CLUSTER (LET) PARALEGAL

LET 1113 – Introduction to Law. This course provides an overview of major principles and functions of the state and federal legal systems, introduces various legal fields for professional opportunities, presents legal vocabulary, gives an overview of different areas of law, and presents ethics. (3,3,0)

LET 1213 – Legal Research. This course is an introduction to basic sources of law and the methods of legal research, including ethics. (3,2,2)

LET 1513 – Family Law. This course is a study of the areas of law pertaining to domestic relations, emphasizing ethics. Prerequisites: LET 1113, LET 1213. (3,3,0)

LET 1523 – Wills and Estates. This course is an introduction to the laws of inheritance and estates, basic concepts of estates and wills, probate procedures, and preparation of documents while emphasizing ethics. Prerequisites: LET 1113, LET 1213. (3,3,0)

LET 1713 – Legal Writing. This course includes composition of legal communications, briefs memoranda, and other legal documents with an emphasis on ethical considerations. Prerequisite: LET 1113, LET 1213. (3,2,2)

LET 2313 – Civil Litigation I. This course is designed to study the litigation process. Emphasis is on the structure of the Mississippi Court System and on gathering information and evidence, summarizing and arranging materials, maintaining docket and file control, developing a litigation case, and interviewing clients and witnesses, using ethical standards. Prerequisite: LET 1113, LET 1213. (3,2,2)

LET 2323 – Torts. This course provides instruction in the area of law, which deals with private and civil wrongs and injuries as distinguished from breach of contract. Concentrates on the elements of a tort, type of tort, damages, ethics, and remedies. Prerequisites: LET 1113, LET 1213. (3,3,0)

LET 2333 – Civil Litigation II. This course is designed to continue the study of the litigation process from discovery through appeal. Prerequisites: LET 1113, LET 1213, LET 2313. (3,2,2)

LET 2453 – Real Property I. This course is an introduction to real property law including ownership and transfer, employing ethics. Prerequisites: LET 1113, LET 1213. (3,2,2)

LET 2463 – Real Property II. This course examines legal documents related to real property as recorded in the chancery clerk's office, the tax assessor's office, and the circuit clerk's office and compile a title abstract and complete an assignment to prepare a real estate file from transaction through closing and post – closing implementing ethics. Prerequisites: LET 1113, LET 1213, LET 2453. (3,2,2)

LET 2633 – Law Office Management. This course provides practical application of daily legal office skills needed in the legal field, professional enrichment presentations, history of the profession, professional ethics through fact analysis, and an overview of law office management. Prerequisite: LET 1113 (3,3,0)

LET 2923 – Internship for Paralegals. Supervised practical experience in a private law office, courts, government offices and agencies, corporations or trust departments of banks. Provides students the opportunity to apply theory presented in the classroom in a supervised work setting. (3,135 clock hours)

LOGISTICS TECHNOLOGY (LGT)

LGT 1113 – Fundamentals to Logistics. This course is designed to give the student a firm foundation in the systems approach to managing activities associated with forecasting, procurement, inventory management, life cycle costing, and product support. (3,3,0)

LGT 1213 – Transportation and Distribution. This course is designed to give an overview of transportation and distribution issues. Emphasis is placed on domestic and international transportation, third party selection, regulations, route and schedule development and planning for shipments. (3,3,0)

LGT 1233 – Materials Management. This course provides managerial information concerning inventory information systems, managerial tools and techniques, the warehouse environment and distribution planning and control. (3,3,0)

LGT 1243 – Purchasing. This course provides information about the purchasing function. Emphasis will be placed on vendor analysis, negotiations, systems contracts, public purchasing, competitive bidding and personnel. (3,3,0)

LGT 1313 – Supply Chain Management. This course provides information concerning the flow of products and information among producers, suppliers, and customers. Emphasis is placed on acquiring, purchasing and distribution of goods and services throughout the supply chain. (3,3,0)

LGT 1413 – Logistic Support Analysis. This course is a study of the support function and the development of analytical tools to support managerial decisions. Topics covered are maintenance planning, provisioning and support, system safety, and life cycle cost. (3,3,0)

LGT 1513 – Production Planning & Control. This course provides managerial information regarding material requirements, capacity planning and control techniques, master production scheduling, and techniques in cost analysis. (3,3,0)

LGT 2113 – Logistics Management. This course is designed to help the student solve actual challenges they will encounter in the marketplace. Basic decision making tools and concepts will be used for finding cost reduction and strategic opportunities. (3,3,0)

LGT 2324 – Automatic Identification/Data Capture in Logistics. This course is a study of the methods of recognizing objects, getting information about them and automatically entering that data or feeding it directly into computer systems without any human involvement. Automatic identification and data capture technologies include bar codes, Radio Frequency ID (RFID), Optical character recognition (OCR), magnetic stripes, smart cards and other data media. Laboratory experiences will emphasize bar coding and RFID technologies. Various automatic identification data capture applications will be used. (4,3,2)

LGT 2513 – Maintenance Management. This course enables the student to understand the relationship between reliability and maintainability (R&M) and acquisition logistics and to evaluate the impact of R&M decisions. (3,3,0)

LGT 2533 – Configuration Management. This course is designed to give the student a foundation of the interrelationship of configuration management to life cycle activities and logistics support. Emphasis will be placed on configuration identification, audits, controls, as well as data management. (3,3,0)

LGT 2814 – Business Logistics Capstone Project. This course is designed to write a research paper specific to an approved logistics/supply chain management topic either selected by the student or assigned by the instructor. (4,4,0)

LGT 2913 – Special Project. A course to provide students with an opportunity to utilize skills and knowledge gained in other Logistics Technology courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project. (3,3,0)

LEARNING AND LIFE SKILLS (LLS)

LLS 1311 – Orientation. This course is designed to help the new college student adjust to college life. It includes a study of personal and social adjustments, and gives the student guidance in collegiate life. (1,1,0)

LLS 1323 – Career Exploration. This course is designed to assist students in determining career goals. Interest tests, personality inventories, and aptitude tests are given to help students determine career choices. (3,3,0)

LLS 1413 – Improvement of Study. This course is designed to aid the student in study skills, promote student success in basic reading and note-taking techniques, critical thinking, time management, test-taking strategies, and listening and memory enhancement. (3,3,0)

MATHEMATICS (MAT)

NOTE: Placement into mathematics courses is based on ACT or COMPASS test scores and/or successful completion of identified high school mathematics classes.

MAT 0113 – Fundamentals of Mathematics. A review of fundamental arithmetic skills. A study of the four basic operations with whole numbers, fractions, decimals, and percentages. Also covered are ratio and proportions, order of operations, and applications. (3,2,2)

MAT 0123 – Beginning Algebra. A course in algebra to include operations with real numbers, linear equations, the coordinate system, linear inequalities, exponents, operations with polynomials, and factoring. Prerequisite: MAT 0113 or Basic Math Competency. (3,2,2)

MAT 1233 – Intermediate Algebra. The topics include linear equations and their graphs; inequalities and number line graphs; rational expressions; factoring; exponents; radicals; polynomials. Prerequisite: High School Algebra I or MAT 0123. (3,2,2)

MAT 1313 – College Algebra. This course includes inequalities; functions; linear and quadratic equations, circles, and their graphs; applications; polynomial and rational functions; logarithmic and exponential functions; systems of equations. Prerequisite: MAT 1233 or two years of high school algebra. (3,3,0)

MAT 1323 – Trigonometry. This course includes trigonometric functions and their graphs; functions of composite angles; fundamental relations; trigonometric equations; radian measurement; solutions of right and oblique triangles; inverse trigonometric functions; applications. Prerequisite: Two years of high school algebra and one year of geometry. Corequisite: MAT 1313. (3,3,0)

MAT 1343 – Pre-Calculus. A review of college algebra and trigonometry in preparation for Calculus I. Topics include functions; solving equations; logarithmic and exponential functions; trigonometric function; solving trigonometric equations. Prerequisite: Two years of high school algebra and trigonometry. *This course is intended for those students requiring a review of both algebra and trigonometry before beginning the calculus sequence.* (3,3,0)

MAT 1513 – Business Calculus I. A study of functions, limits, continuity, derivatives, and their applications to business and economics. Prerequisite: MAT 1313 (3,3,0)

MAT 1613 – Calculus I. This course includes the following topics: limits; continuity; the definition of the derivative; differentiation; applications; anti-derivatives. Prerequisites: Two years of high school algebra and trigonometry or MAT 1313 and MAT 1323 or MAT 1343. MAT 1613 and MAT 1323 may be taken during the same semester. (3,3,0)

MAT 1623 – Calculus II. This course includes the following topics: the definite integral; differentiation and integration of transcendental functions; techniques of integration; applications. Prerequisite: MAT 1613. (3,3,0)

MAT 1723 – Real Number System. Designed for elementary and special education majors, this course includes set theory, numeration systems, foundations of number theory, and properties and operations of real numbers. Corequisite: MAT 1313. (3,3,0)

MAT 2113 – Introduction to Linear Algebra. This course includes the following topics: systems of linear equations; matrices; vector spaces; determinants; linear transformation; Eigenvalues and Eigenvectors. Prerequisite: MAT 1623. (3,3,0)

MAT 2323 – Statistics. Introduction to statistical methods of describing, summarizing, comparing, and interpreting data to include probability distributions, sampling, estimation, confidence intervals, and hypothesis testing. Prerequisite: MAT 1313. (3,3,0)

MAT 2613 – Calculus III. This course includes the following topics: analytical geometry; parametric equations; polar coordinates; improper integrals; infinite series. Prerequisite: MAT 1623. (3,3,0)

MAT 2623 – Calculus IV. This course includes the following topics: partial differentiation; multiple integration; vector calculus; quadric surfaces. Prerequisites: MAT 2613. (3,3,0)

MAT 2913 – Differential Equations. This course includes the following topics: solution of first and higher order differential equations; existence theorems; Laplace transforms; applications. Prerequisite: MAT 2623 or enrollment in MAT 2623. (3,3,0)

MEDICAL TERMINOLOGY (MET)

MET 1113 – Medical Terminology. This course is a study of medical language relating to the various body systems including diseases, physical conditions, procedures, clinical specialties, and abbreviations. Emphasis is placed on correct spelling and pronunciation, and the use of computer assisted software. (3,2,2)

MODERN FOREIGN LANGUAGES (MFL)

MFL 1113 – French I. MFL 1113, an oral-aural approach, stresses conversation, pronunciation, comprehension, reading, writing, and functional grammar with emphasis on the practical aspects of the language. (3,3,0)

MFL 1123 – French II. MFL 1123 continues MFL 1113 with wider vocabulary and more complex structures and functions. Prerequisite: MFL 1113 or 1 year of previous language study. (3,3,0)

MFL 1213 – Spanish I. MFL 1213, an oral-aural approach stresses conversation, pronunciation, comprehension, reading, writing, and functional grammar with emphasis on the practical aspects of the language. (3,3,0)

MFL 1223 – Spanish II. MFL 1223 continues MFL 1213 with wider vocabulary and more complex structures and functions. Prerequisite: MFL 1213 or 1 year of previous language study. (3,3,0)

MFL 2113 – French III. MFL 2113 continues MFL 1123 with additional materials of literary and cultural value. Prerequisite: MFL 1113 and 1123 or two years of high school French. (3,3,0)

MFL 2123 – French IV. MFL 2123 continues MFL 2113 with additional literary and cultural readings and compositions as well as a review of essential elements of grammar. Prerequisite: MFL 2113. (3,3,0)

MFL 2213 – Spanish III. MFL 2213 continues MFL 1223 with additional materials of literary and cultural value. Prerequisite: MFL 1213 and 1223 or two years high school Spanish. (3,3,0)

MFL 2223 – Spanish IV. MFL 2223 continues MFL 2213 with additional literary and cultural readings and compositions as well as a review of essential elements of grammar. Prerequisite: MFL 2213. (3,3,0)

MFL 2243 – Spanish Conversation I. MFL 2243, Conversational Spanish I, is an advanced-level course designed to further develop language proficiency. (3,3,0)

MFL 2253 – Spanish Conversation II. MFL 2253, Conversational Spanish II, continues MFL 2243 and is an advanced-level course designed to further develop language proficiency. (3,3,0)

MFL 2513 – Occupational Spanish. This course is designed to teach basic oral communication skills for interaction in Spanish in an occupational setting. Specialized variations of this course include: Law Enforcement, Medical and Business. (3,2,2)

MEDICAL LABORATORY TECHNOLOGY (MLT)

MLT 1013 – Introduction to MLT I. This course contains the baseline competencies and suggested objectives from the high school Allied Health curriculum, which directly relate to the community college Medical Laboratory Technology program. This course is designed for students entering the community college who have had no previous training or documented experience in the field. (3,1,4)

MLT 1023 – Introduction to MLT II. This course contains the baseline competencies and suggested objectives from the high school Allied Health curriculum, which directly relate to the community college Medical Laboratory Technology program. This course is designed for students entering the community college who have had no previous training or documented experience in the field. (3,1,4)

MLT 1111 – Fundamentals of Medical Laboratory Technology/Phlebotomy. A course designed to give an overview of the field of Medical Laboratory Technology, familiarize one with laboratory safety, microscopes, glassware, and equipment. Basic laboratory specimen collection techniques are also introduced. Prerequisite or Corequisite: MLT 1013. (1,0,2)

MLT 1212 – Urinalysis/Body Fluids. Introduction to urinalysis and laboratory analysis of miscellaneous body fluids. Basic principles of routine and special urine tests, specimen examination through laboratory work. Theory and test profiles presented for miscellaneous body fluids with correlation to diseased states. Prerequisite or Corequisite: MLT 1013. (2,1,2)

MLT 1313 – Hematology I. A study of the function of blood; morphology, and maturation of normal cells; blood cell counts, differentiation of white cells; blood collection and handling. Prerequisites: MLT 1013, MLT 1111, MLT 1212, MLT 1413, MLT 2512. (3,2,2)

MLT 1324 – Hematology II. The study of abnormal cell morphology and diseases involving blood cells, test procedures used in laboratory diagnosis of hematological disease, normal and abnormal hemostasis, and diagnostic procedures for evaluation of bleeding abnormalities and anticoagulant therapy. Prerequisites: MLT 1313. (4,2,4)

MLT 1413 – Immunology/Serology. Basic principles of serology/immunology; theory and performance of routine serology tests. Prerequisites or Corequisite: MLT 1013, MLT 1111, 1212, 2512. (3,2,2)

MLT 1515 – Clinical Chemistry. Study of human biochemistry as an aid in the diagnosis of disease processes. Chemistry procedures performed on body fluids or aiding in diagnosis of disease processes. Prerequisites: MLT 1313. (5,3,4)

MLT 2424 – Immunohematology. Collection, processing, storage, and utilization of blood components. Study of immunological principles and procedures for blood typing, cross matching, antibody detection, and identification. Investigation of hemolytic disease of the newborn. Prerequisites: MLT 1313. (4,2,4)

MLT 2512 – Parasitology. This course covers the morphology, physiology, life cycles, and epidemiology of parasites of animals with emphasis on human pathogenic parasites. Identification of the parasites from human material is also included. Prerequisite/Corequisite: MLT 1013. (2,1,2)

MLT 2614 – Pathogenic Microbiology. Basic skills, principles, and techniques for staining, culturing, isolation, and identification of microorganisms of medical importance are emphasized in this course. Included are techniques used in determining the sensitivity of pathogenic bacteria to different antibiotic and other drugs. Prerequisites: MLT 1313. (4,2,4)

MLT 2711 – Medical Laboratory Technology Seminar. This course represents a synthesis of previous didactic, laboratory, and clinical experiences. It is designed to facilitate activities incorporated in student and professional organizations and to allow students to select and present a case study. Prerequisites: Completion of all didactic Medical Laboratory Technology courses. (1,0,2)

MLT 2713 – Registry/Certification Exam Prep. An in-depth study and review of material covered in the MLT curriculum. Designed to prepare the student for the national registry/certifying exams. Prerequisites: MLT 2916 and MLT 2926. (3,3,0)

MLT 2916 – Clinical Practice I. Clinical practice and didactic instruction in a clinical affiliate. Areas covered are hematology, clinical chemistry, immunohematology, urinalysis, microbiology, coagulation, and serology. Prerequisites: MLT 1023, MLT 1324, 1515, 2424, and 2614. (6,0,18)

MLT 2926 – Clinical Practice II. A continuation of MLT 2916. Prerequisite: Simultaneous enrollment in MLT 2916. (6,0,18)

MLT 2936 – Clinical Practice III. A continuation of MLT 2926. Prerequisite: MLT 2926. (6,0,18)

BUSINESS AND MARKETING MANAGEMENT TECHNOLOGY (MMT)

MMT 1113 – Principles of Marketing. Study of principles and problems of marketing goods and services and methods of distribution from producer to consumer. Types, functions, and practices of wholesalers and retailers and efficient techniques in the development and expansion of markets. (3,3,0)

MMT 1123 – Marketing Management. A continuation of MMT 1113. Prerequisite: MMT 1113 (3,3,0)

MMT 1313 – Personal Selling. Basic principles and techniques of salesmanship and their practical application. Topics include basic elements of consumer behavior, developing selling, strategies, closing and servicing a sale, and developing consumer relations. (3,3,0)

MMT 1323 – Advertising. The role of advertising as a promotional tool. Topics included are product and consumer analysis, media selection, and creation of advertising. (3,3,0)

MMT 1413 – Merchandising Math. Study of the mathematical calculations involved in the merchandising process. Fundamental principles and operations in buying, pricing, and inventory control. (3,3,0)

MMT 1753 – Marketing Seminar. Develops leadership skills and human relations skills necessary for success in the field of marketing management. A minimum of six outside speakers will address the class on topics directly related to marketing careers. Emphasis will be placed on developing civic, social, and business responsibilities. (3,2,4)

MMT 2213 – Principles of Management. Study of the basic principles and functions of management. Special emphasis on planning, organizing, directing, staffing and controlling. (3,3,0)

MMT 2233 – Human Resource Management. Objectives, organization, and functions of human resource management. Emphasis is placed on selection and placement, job evaluation, training, safety, health, employer-employee relationships, and employee services. (3,3,0)

MMT 2243 – Marketing Case Studies Decision Making. The study of effective marketing management decision making through case study analysis. (3,3,0)

MMT 2313 – E-Commerce Marketing. This course introduces the fundamental opportunities and challenges associated with e-commerce activities. Topics include: Designing the user interface, web security, electronic payment systems, promotion, and legal issues involved in creating a functioning online business. (3,3,0)

MMT 2333 – Multimedia Presentations for Marketing. Design and deliver multimedia marketing presentations through the use of appropriate multimedia software and tools. Topics include marketing design concepts and related marketing communication strategies. (3,2,2)

MMT 2343 – Marketing Web Page Design. Use creative marketing strategies, concepts, and techniques to design web sites, which will reach designated target markets. (3,2,2)

MMT 2423 – Retail Management. Study of retailing processes, including functions performed, principles governing effective operation, and managerial problems resulting from current economic and social trends. (3,3,0)

MMT 2513 – Entrepreneurship. Overview of activities that are involved in planning, establishing, and managing a small business enterprise. Topics to be covered will include planning, location, analysis, financing, and development of a business plan. (3,3,0)

MMT 2523 – Event Management. Design a plan for special events, trade and consumer shows, exhibitions, and conventions. (3,2,2)

MMT 2613 – International Marketing. Provide students with an overview and understanding of international marketing. This involves an analysis of world markets, their respective consumers and environments, and the marketing management required to meet the demands of constantly changing foreign markets. (3,3,0)

PRECISION MANUFACTURING AND MACHINING TECHNOLOGY (MST)

MST 1212 – Drill Press and Band Saw Operations. This course provides instruction of general shop safety as well as the operation of power machinery that includes instruction and practice in the safe operation of power saws and drill presses. (2,1,2)

MST 1223 – Lathe Turning Knowledge. This course provides instruction of general shop safety as well as the operation of the lathe. The course will implement the performance of lathe operations resulting in the manufacture of various parts. (3,2,2)

MST 1233 – Milling Machine Knowledge. This course provides instruction of general shop safety as well as the operation of vertical milling machines. The course will implement the performance of milling operations resulting in the manufacture of various parts. (3,2,2)

MST 1243 – Precision Lathe Operations. This course is a continuation of lathe turning knowledge and provides instruction of general shop safety as well as additional instruction in lathe operations. (3,2,2)

MST 1251 – Surface Grinding Operations. This course provides instruction in general shop safety as well as emphasis on advanced applications of precision grinders. (1,1,0)

MST 1263 – Milling Machine Operations. This course provides instruction in general shop safety as well as emphasis on advanced applications of milling machine operations. (3,2,2)

MST 1313 – Machine Tool Mathematics. An applied mathematics course designed for machinists. Includes instruction and practice in algebraic and trigonometric operations essential for successful machining. (3,2,2)

MST 1412 – Blueprint Reading. A course in blueprint reading designed for machinists. Includes instruction and practice in reading industrial blueprints. (2,1,2)

MST 1423 – Advanced Blueprint Reading. A continuation of Blueprint Reading with emphasis on advanced feature of technical prints. Includes instruction of the identification of various projects and views and on different assembly components. (3,2,2)

MST 1613 – Precision Layout. An introduction to the concepts and practice of precision layout for machining operations. Includes instruction and practice in the use of layout instruments. (3,2,2)

MST 2513 – Advanced Lathe Operations. This course provides instruction on safety and advanced applications of the engine lathe. (3,2,2)

MST 2523 – Advanced Milling Operations. This course provides instruction on safety and advanced applications of the vertical milling machine. (3,2,2)

MST 2532 – Precision Grinding Operations. This course provides instruction on safety and grinding operations and applications to include tool post grinding, cylindrical grinding, and center-less grinding. (2,1,2)

MST 2542 – Gear Types and Manufacturing. This course provides instruction on safety and vertical and horizontal milling operations, formulas, and procedures required to manufacture various types of gears and their applications. (2,1,2)

MST 2552 – Advanced Machining Technologies. This course provides instruction on safety and operation and applications of new machining technologies that apply to precision manufacturing in global markets. Laser technology, EDM wire and Die sink, and plasma and water jets are now commonly used in machining and forming shapes in utilizing exotic space age materials. (2,1,2)

MST 2714 – Computer Numerical Control Operations I. An introduction to the application of computer numerical control (CNC) and computer assisted manufacturing (CAM) techniques and practices. Includes instruction and practice related to the use of the Cartesian coordinate system, programming codes and commands and tooling requirements for CNC/CAM machines. (4,3,2)

MST 2725 – Computer Numerical Control Operations II. A continuation of Computer Numerical Control Operations I. Includes instruction in writing and editing CNC programs, machine setup and operation, and use of CAM equipment to program and operate CNC machines. (5,2,6)

MST 2734 – Fundamentals of CAD/CAM. This course is designed to provide the students with the fundamental knowledge and skills of Computer Aided Design Manufacturing using various CAD/CAM software packages as they relate to Machine Tool Technology. (4,3,2)

MST 2812 – Metallurgy. An introduction to the concepts of metallurgy. Includes instruction and practice in metal identification, heat treatment, and hardness testing. (2,1,2)

MST 2913 – Special Problem in Machine Tool Operation/Machine Shop. A course designed to provide the student with practical application of skills and knowledge gained in other Machine Tool Operation/Machine Shop courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. (3,0,6)

MUSIC (MUA, MUO, MUS)

MUA 1172, 1182, 2172, 2182 – Brass for Music Education Majors I, II, III, IV. Brass instruction for music education majors with an emphasis on brass instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing and strengthen the student's playing ability. (2,1,0)

MUA 1211, 1221, 2211, 2221 or 1212, 1222, 2212, 2222 – Class Guitar I, II, III, IV. Instruction for beginning guitar player's that includes basic accompanying styles and an introduction to classical guitar technique. (1,1,0) or (2,2,0)

MUA 1272, 1282, 2272, 2282 – Guitar for Music Education Majors I, II, III, IV. Guitar instruction for music education majors with guitar as their area of emphasis. Introduction to classical guitar technique, literature and performance of standard literature. (2,1,0)

MUA 1362, 1372 – Organ for Music Education Majors I, II. Private lessons include the fundamental techniques, reading, interpretation, registration, performance, as well as hymns and service-playing. Compositions are selected to suit the individual's background and ability. Prerequisite: MUA 1511, 1521 or equivalent. (2,1,0)

MUA 1472, 1482, 2472, 2482 – Percussion for Music Education I, II, III, IV. Percussion instruction for music majors with an emphasis on percussion instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature and develop the student's interest in playing. (2,1,0)

MUA 1512, 1522 – Class Piano I, II. Class study in keyboard training is designed for students who have had no previous piano instruction. Fundamentals are taught through class participation and discussion, including major and minor scales, chord progressions, harmonization of melodies, open score reading, accompanying, transposition and elementary repertoire. This plan may, upon arrangement with the instructor, include individual instruction. (2,2,0)

MUA 1571, 1581 or 1572, 1582 – Piano for Music Education Majors I, II. Private lessons include fundamental techniques, reading, interpretation and performance. Compositions are selected to suit the individual's background and ability. (1,1/2,0) or (2,1,0)

MUA 1711, 1721, 2711, 2721 – Class Voice I, II, III, IV. Class voice is designed to teach the fundamental principles of singing, explore elementary to moderate levels of vocal literature and develop and improve the student's vocal ability in a group setting. (1,1,0)

MUA 1772, 1782, 2772, 2782 – Voice for Music Education Majors I, II, III, IV. Voice for majors is designed to teach the fundamental principles of singing, explore varied vocal repertoire, and develop and improve the student's vocal ability. (2,1,0)

MUA 1872, 1882, 2872, 2882 – Woodwinds for Music Education Majors I, II, III, IV. Woodwind instruction for music education majors with an emphasis on woodwind instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing, and strengthen the student's playing ability. (2,1,0)

MUA 2512, 2522 – Class Piano III, IV. A continuation of MUA 1521 or 1522, MUA 2511 or 2522 Class Piano II, III. (2,2,0)

MUA 2571, 2581 or 2572, 2582 – Piano for Music Education Majors III, IV. A continuation of MUA 1582 & 2572 with selections from the masterpieces of classical, romantic and modern composers as well as continued work on technical and interpretative skills. (1,1/2,0) or (2,1,0)

MUO 1112, 1122, 2112, 2122 – Band I, II, III, IV. Designed to teach the fundamental principles of playing, musical instrument's, explore varied levels of literature and develop the student's knowledge of performance techniques. May count for HPR credit for graduation purposes at MGCCC. (2,0,4)

MUO 1141, 1151, 2141, 2151 – Small Band Groups I, II, III, IV. Designed to teach the fundamental principles of playing musical instruments, explore varied levels of literature and develop the student's knowledge of performance techniques in small ensembles and auxiliary groups. Open to all students by audition. (1,1,0)

MUO 1171, 1181, 2171, 2181 – Stage Band I, II, III, IV. A course designed for members selected from marching band members by audition to perform instrumental music from a variety of style periods. Emphasis on jazz. (1,1,0)

MUO 1211, 1221, 2211, 2221 – Choir I, II, III, IV. A course for music majors and non-majors focused on performing choral music from a variety of style periods. (1,1,0)

MUO 1241, 1251, 2241, 2251 – Small Singing Groups I, II, III, IV. A course for select singers focused on performing from one or more genres of music. Open to all students by audition. (1,1,0)

MUS 1113 – Music Appreciation. Listening course designed to give the student, thorough aural perception, understanding and appreciation of music as a moving force in Western Culture. (3,3,0)

MUS 1123 – Music Survey (Majors). Advanced listening course, designed to acquaint the music major with a broad overview of musical style and repertoire from antiquity to the present. (3,3,0)

MUS 1133 – Fundamentals of Music. Provides the student with basic knowledge of notations, scales, keys, rhythm, intervals, triads, and their inversions. (3,3,0)

MUS 1214 – Music Theory I. Study of functional harmony through analysis and part writing, sight-singing, and ear training. (4,3,2)

MUS 1224, 2214, 2224 – Music Theory II, III, IV. Continued study of functional harmony through analysis and part writing, sight-singing, and ear training. Prerequisites: MUS 1214, 1224 and MUS 2214 (4,3,2)

MUS 1811 – Music Theatre Workshop I. The workshop is designed to introduce the student to all facets of music theatre. One public performance will be given each semester. Open to music majors and non-music majors. (1,1,0)

MUS 1821, 2811, 2821 – Music Theatre Workshop II, III, IV. The workshop is designed to introduce the student to all facets of music theatre. One public performance will be given each semester. Open to all students. (1,1,0)

MUS 1910 – Recital Class I. Required performance of solo and ensemble literature by students majoring in music. Attendance at a prescribed minimum number of departmentally approved musical performances per semester also required.

MUS 1920, 2910, 2920 – Recital Class II, III, IV. Attendance at a prescribed minimum number of departmentally approved musical performances per semester also required.

MUS 2313 – Music History I. Study of Western music beginning in ancient Greece and continuing through the Baroque. Study includes early music, Middle Ages, Renaissance, Baroque and the various aspects of style analysis as exemplified in the works of the major composers of each period. (3,3,0)

MUS 2323 – Music History II. Study of Western music beginning in ancient Greece and continuing through the Baroque. Study includes early music, Middle Ages, Renaissance, Baroque and the various aspects of style analysis as exemplified in the works of the major composers of each period. (3,3,0)

MUS 2513 – Music for Elementary Teachers. Designed for the needs of the elementary education student. Essentials of public school music; study of the fundamentals of music. Reading music notations and terminology. (3,3,0)

NURSING (NUR)

NUR 1100, NUR 1200, NUR 2300, NUR 2401 – Nursing-Professional Development I, II, III, IV. These sequential courses are designed to facilitate participation of ADN/PN students in activities of professional nursing development. These courses encourage leadership, group participation and awareness of current trends and legislation affecting nursing practice. A total of one (1) semester hour of credit is awarded for these courses upon completion of NUR 2416 and NUR 2434. Prerequisites: Each Professional Development Course is prerequisite to the next Professional Development Course. (1,1,0)

NUR 1116 – LPN-to-RN Mobility Track Transition Course. This course assists the Licensed Practical Nurse with transition into the Associate Degree Nursing Program. The course focuses on promotion of health and prevention of illness based on concepts and practices consistent with the role of the registered nurse. The nursing process is introduced as the foundation for provision of care. Clinical competencies are assessed, developed, and expanded throughout the course. Prerequisites: Admission to the LPN – to – RN Mobility Track; ENG 1113; ENG 1123; PSY 1513; EPY 2533; BIO 2514, and BIO 2524. (6,4,6)

NUR 1118 – Fundamentals of Nursing Practice. This course provides an introduction to nursing and roles of the nurse, as well as profession related and client care concepts. Emphasis is placed on the knowledge and skills needed to provide safe, quality care within the scope of practice of the licensed practice nurse and the registered nurse. The theoretical foundation for basic assessment and nursing skills is presented, and the student is given an opportunity to demonstrate these skills in a clinical laboratory setting with consideration of role delineation for the licensed practical nurse and the registered nurse. An introduction to the nursing process and Maslow's Hierarchy of Need provides a decision-making framework to assist students in developing effective clinical judgment skills with consideration of role delineation for the licensed practical nurse and the registered nurse. (8,4,0,12)

NUR 1121 – Dosage Calculations. The course focuses on math skills needed to compute dosages and administer medications. The student is provided with the opportunity to develop math skills necessary to compute medication dosages. Emphasis will be placed on delineation of skills required for medication administration as a licensed practical nurse as well as a registered nurse. Role delineation will be clearly defined to ensure scope of practice for nurses. (1,1,0)

NUR 1131 – Pharmacology. The course provides an introduction to the principles of pharmacology, including: pharmacokinetics, pharmacodynamics, medication interactions and potential adverse medication reactions. Emphasis is placed on drug classifications and nursing care related to the safe administration of medication to clients across the life span within the scope of practice of the licensed practical nurse and the registered nurse. (1,1,0)

NUR 1217 – Adult Health I. This course focuses on the care of adult and older adult clients with health alterations that require medical and/or surgical intervention. Emphasis is placed on the care of clients with alterations in selected body function. Concepts of client centered care, cultural sensitivity; informatics, safe practice, and professionalism are integrated throughout the course. Concepts in the course will be emphasized to ensure role delineation for the licensed practical nurse as well as the registered nurse. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe client care to adults in a variety of settings within the scope of practice of the licensed practical nurse and the registered nurse. (7,4,0,9)

NUR 1223 – Maternal Child Health. This course provides an integrative, family-centered approach to the care of mothers, newborns, and children. Emphasis is placed on normal and high-risk pregnancies, normal growth and development, family dynamics, common pediatric disorders and the promotion of healthy behaviors in clients. Concepts in the course will be emphasized to ensure role delineation for the licensed practical nurse as well as the registered nurse. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe client care to mothers, newborns, and children in selected settings within the scope of practice of the licensed practical nurse and the registered nurse. (3,2,0,3)

NUR 2310 – Nursing-Provision of Care I. This course focuses on the care of individuals, families, and communities. Components include commonalities of care, psychopathology and disease processes. Emphasis is placed on care of individuals across the life span at various points on the health – illness continuum and in a variety of settings. Prerequisites: BIO 2514, BIO 2524, BIO 2924, ENG 1113, ENG 1123, PSY 1513, EPY 2533, NUR 1100, NUR 1110, NUR 1200, NUR 1210. Corequisites: NUR 2300. (10,6,12)

NUR 2318 – Adult Health II. This course focuses on the care of adult and older adult clients with complex medical/surgical health problems. Emphasis is placed on helping clients and their families cope with alterations in body functions. Concepts of pharmacology, health promotion and education, evidence based practice, and interdisciplinary collaboration will be integrated throughout the course. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe care to clients and selected groups in a variety of settings. (8,4,4,0,10,8)

NUR 2322 – Mental/Behavioral Health. This course focuses on the care of clients across the lifespan experiencing cognitive, mental and behavioral disorders. Emphasis is placed on management of clients facing emotional and psychological stressors as well as promoting and maintaining the mental health of individuals and families. Concepts of crisis intervention, therapeutic communication, anger management, and coping skills are integrated throughout the course. The community as a site for care and support services is addressed. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe client care to clients in selected mental health settings. (2,1,6,0,1,2)

NUR 2410 – Nursing Provision of Care II. This course continues the focus on the care of the individuals, families and communities. Components include commonalities of care and disease processes. Emphasis is placed upon caring for multiple individuals across the life span at various points on the health-illness continuum and in a variety of settings. A clinical preceptorship focusing on transition into professional practice is included. Prerequisites: BIO 2514, BIO 2524, BIO 2924, ENG 1113, ENG 1123, PSY 1513, EPY 2533, SPT 1113, SOC 2113, NUR 1100, NUR 1110, NUR 1200, NUR 1210, NUR 2300, NUR 2310. Corequisites: NUR 2401, NUR 2421. (10,6,12)

NUR 2416 – Advanced Concepts of Nursing Practice. This course focuses on advanced nursing care of clients across the lifespan with complex multi-system health problems. Emphasis is placed on implementing time management and organizational skills while managing the care of multiple clients and collaborating with the interdisciplinary team. Concepts of clinical judgment, priority-setting, decision-making, and legal and ethical practice are integrated throughout the course. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe care to clients and selected groups in a variety of settings. (6,4,0,6)

NUR 2421 – Comprehensive Seminar. This course focuses on effective utilization of clinical reasoning necessary for professional nursing practice. The student is expected to participate in discussions of case studies, clinical simulations and strategies for NCLEX-RN® testing. Through diagnostic testing, students will assess their individual strengths and weaknesses in nursing knowledge and remediate in areas needing improvement. Prerequisites: BIO 2514, BIO 2524, BIO 2924, ENG 1113, ENG 1123, PSY 1513, EPY 2533, SPT 1113, SOC 2113, NUR 1100, NUR 1110, NUR 1200, NUR 1210, NUR 2300, NUR 2310. Corequisites: NUR 2410, NUR 2401 (1,1,0)

NUR 2434 – Transition to Professional Nursing Practice. This course facilitates the transition of the student to the role of a professional nurse. Emphasis is placed on contemporary issues and management concepts, as well as developing the skills of delegation, conflict management, and leadership. Legal and ethical issues are discussed with a focus on personal accountability and responsibility. Standards of practice and the significance of functioning according to state regulations and statutes are analyzed. Clinical experiences provide the student the opportunity to apply theoretical concepts while functioning in a leadership role. (4,2,0,6)

PHILOSOPHY AND BIBLE (PHI)

PHI 1113 – Old Testament Survey. A survey of the Hebrew Bible (Old Testament) with regard to its worth as a literary work, along with significant dates, themes, concepts and contributions of its characters to that history and literature. (3,3,0)

PHI 1133 – New Testament Survey. A study of the New Testament covering the life of Jesus of Nazareth and the establishment of the early church as presented in the Gospels, Acts, and other New Testament books. (3,3,0)

PHI 1153 – Jesus and the Gospels. A study of the life and ministry of Jesus of Nazareth as recorded in the four canonical gospels with specific consideration of the geographical, political, and social conditions of the 1st century and recognition of various early interpretations of the meaning of the life and person of Jesus. (3,3,0)

PHI 2113 – Introduction to Philosophy I. An introduction to the major themes and history of the discipline of Philosophy with an emphasis on the development of critical thinking skills. (3,3,0)

PHI 2613 – World Religions I. Examination of the beliefs and development of Buddhism, Christianity, Hinduism, Islam, Judaism, and other religious traditions. (3,3,0)

PHYSICAL SCIENCE AND PHYSICS (PHY)

PHY 1114 – Introduction to Astronomy. A combined lecture and laboratory course that includes surveys of the solar system, our galaxy, and the universe. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. (4,3,2)

PHY 2244 – Physical Science I. A combined lecture and laboratory course that includes studies of measurements and units, electricity, mechanics, heat, sound, light, and astronomy. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. (4,3,2)

PHY 2254 – Physical Science II. A combined lecture and laboratory course that includes studies of chemistry, geology and meteorology. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. (4,3,2)

PHY 2414 – General Physics I. A combined lecture and laboratory course covering mechanics, heat, waves, and sound. This is a non-calculus based course primarily for pre-professional majors. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: MAT 1313 and MAT 1323 or special consent of instructor. (4,3,2)

PHY 2424 – General Physics II. A combined lecture and laboratory course covering electricity, magnetism, optics, and modern physics. This is a non-calculus based course primarily for pre-professional majors. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: PHY 2414. (4,3,2)

PHY 2514 – General Physics I-A. A combined lecture and laboratory course covering mechanics, heat, waves, and sound. This is a calculus-based course primarily for students of engineering, science, or mathematics. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Recommended for physics, mathematics, chemistry, and pre-engineering majors. Corequisite or Prerequisite: MAT 1613. (4,3,2)

PHY 2524 – General Physics II-A. A combined lecture and laboratory course covering electricity, magnetism, optics, and modern physics. This is a calculus-based course primarily for students of engineering, science, or mathematics. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Prerequisite: PHY 2514. (4,3,2)

PRACTICAL NURSING (PNV)

PNV 1213 – Body Structure and Function. This course is 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. (3,3,0)

PNV 1301 – Professional Development. NUR 1100, 1200, 2300, 2401, and PNV 1301 are sequential courses designed to facilitate participation of ADN/PN students in activities of professional nursing development. These courses encourage leadership, group participation and awareness of current trends and legislation affecting nursing practice. A total of one (1) semester hour of credit is awarded for these courses upon completion of NUR 2416, NUR 2434, and/or PNV 1313, PNV 1318, and PNV 1322. (1,0,0,1)

PNV 1314 – Nursing Transition. Nursing Transition promotes the development of clinical decision making skills and an interest in continued professional development. Legal aspects of nursing and employment opportunities and responsibilities as well as preparation for the National Council Licensure Examination (NCLEX-PN®) are included. (4,2,0,6)

PNV 1316 – Alterations in Adult Health. This course provides the student with the basic nursing theory and skills to provide safe and effective care for a client experiencing an alteration in health in systems selected from the following: vascular; respiratory; sensory and integumentary; musculoskeletal; gastrointestinal; blood, lymphatic, and immunosuppressive; urinary; reproductive; endocrine; and neurological. Pharmacological and nutritional therapy, as well as oncological considerations for various disorders is included. The course also includes supervised clinical experiences for application of medical/surgical theory, the development of skills, and the use of nursing process. (6,5,0,3)

PNV 1323 – Mental Health Concepts. This course provides an introduction to mental health concepts. Clinical experience will provide application of learned theory. (3,2,6,0,1.2)

PNV 1426 – Fundamentals of Nursing. This course provides the student with the basic knowledge and skills necessary to care for the individual in wellness and illness and is applicable across the life span. Pre/co – requisites: PNV 1436. It requires a passing grade (80%) in PNV 1426 and PNV 1436 in order to receive credit for these courses. (6,6,0)

PNV 1436 – Fundamentals of Nursing Lab/Clinical. This course provides demonstration of and supervised practice of the fundamental skills related to practical nursing. Pre/corequisites: PNV 1426. It requires a passing grade (80%) in PNV 1426 and PNV 1436 in order to receive credit for these courses. (6,9,4.5)

PNV 1524 – IV Therapy Concepts. This course is designed to prepare the practical nurse to perform the expanded role of IV therapy as outlined in the Mississippi Nursing Practice Law, Rules, and Regulations. The student, upon completion of the practical nursing program and successful passage of the licensure examination, is eligible to apply for IV certification as outlined in the above mentioned rules and regulations. Pre/corequisites: all first semester PNV courses. (4,3,2)

PNV 1614 – Medical/Surgical Nursing. This course provides the student with the basic nursing theory and skills to provide safe and effective care for a client experiencing an alteration in health in systems selected from the following: vascular; respiratory; sensory and integumentary; musculoskeletal; gastrointestinal; blood, lymphatic, immunosuppressive; urinary; reproductive; endocrine; and neurological. The systems not covered in this course are taught in Alterations in Adult Health (PNV 1634). Pharmacological and nutritional therapy, as well as oncological considerations, for various disorders is included. Pre/corequisites: all previous semester courses and PNV 1622. It also requires a passing grade in PNV 1614 and 1622 in order to receive credit for these courses. (4,4,0)

PNV 1622 – Medical/Surgical Nursing Clinical. This course includes supervised clinical experiences for application of medical/surgical theory, the development of skills, and the use of nursing process. Pre/corequisites: all first semester courses. Concurrent registration in PNV 1614 is required. It also requires a passing grade in PNV 1614 and 1622 in order to receive credit for these courses. (2,6 clinical)

PNV 1634 – Alterations in Adult Health. This course provides the student with the basic nursing theory and skills to provide safe and effective care for a client experiencing an alteration in health in systems selected from the following: vascular; respiratory; sensory and integumentary; musculoskeletal; gastrointestinal; blood, lymphatic, and immunosuppressive; urinary; reproductive; endocrine; and neurological. The systems not covered in this course are taught in Medical/Surgical Nursing (PNV 1614). Pharmacological and nutritional therapy, as well as oncological considerations, for various disorders is included. Pre/corequisites: all previous semester courses. Concurrent enrollment in PNV 1642 is required. A passing grade is required in PNV 1634 and PNV 1642 in order to receive credit for these courses. (4,4,0)

PNV 1642 – Alterations in Adult Health Clinical. This course includes supervised clinical experiences for application of medical/surgical theory, the development of skill and the use of nursing process. Pre/corequisites: all previous semester courses. Concurrent enrollment in PNV 1634 is required. A passing grade is required in PNV 1634 and PNV 1642 in order to receive credit for these courses. (2,6 clinical)

PNV 1715 – Maternal-Child Nursing. This course provides the student with basic knowledge and skills to provide safe and effective care for clients and families during pregnancy, postpartum, infancy, and childhood. Prerequisites: all previous semester PNV courses. (5,4,7,1)

PNV 1813 – Mental Health Concepts. This course provides an introduction to mental health concepts. Clinical experience will provide application of learned theory. Prerequisites: all previous semester PNV courses. (3,2,7,1)

PNV 1914 – Nursing Transition. Nursing Transition promotes the development of clinical decision making skills and an interest in continued professional development. Legal aspects of nursing and employment opportunities and responsibilities as well as preparation for the State Board Exam are included. Pre/corequisites: all previous and second semester PNV courses. (4,2,2,3)

Successful completion of a computer-simulated licensure exam is required. Selected clinical experiences include interaction with preceptors in a variety of community settings. 30 lecture/30 lab hours/45 clinical hours/3 semester hours. Prerequisites: All previous semester PNV courses.

PROCESS OPERATIONS TECHNOLOGY (PPT)

PPT 1133 – Introduction to Process Technology. Introduction to process industries and employment opportunities. Topics include process technician duties, responsibilities and expectations; plant organizations; plant process and utility system; and the physical and mental requirements of the process technician. (3,3,0)

PPT 1424 – Process Equipment. Instruction in the use of common process equipment including piping, valves, pumps, compressors, drivers, and fixed equipment such as exchangers, tanks, drums, and vessels. (4,4,0)

PPT 1434 – Process Systems. Study of the interrelation of process equipment and process systems including related scientific principles. Prerequisite: PPT 1424. (4,4,0)

PPT 1444 – Process Operations. A course which combines equipment systems into operational units with an emphasis on instruction for start – up, normal operation, abnormal/emergency operations, and shut-down of an entire process. Prerequisite: PPT 1434. (4,4,0)

PPT 1513 – Safety, Health, and Environment I. Development of knowledge and skills to reinforce the attitudes and behaviors required for safe and environmentally sound work habits. Emphasis is placed on safety, health, and environmental issues in the performance of all job tasks and regulatory compliance issues. (3,3,0)

PPT 1613 – Technical Communication. An application of written, oral, and other forms of communication to the process technology industry. Includes instruction and practice in written communications (reports, presentations, procedures, resumes, documentation, training materials, etc. and oral communications, presentations, directions/instructions, feedback, etc.). (3,3,0)

PPT 1714 – Process Instrumentation I. A study of the instruments and instrument systems used in chemical processing industry including terminology, primary variables, symbols, control loops, and basic troubleshooting. (4,3,2)

PPT 2113 – Oil and Gas Production I. An overview of the petroleum industry including exploration and geology, well drilling, wellhead operations, and product distribution. Emphasis is placed on oil production. (3,3,0)

PPT 2123 – Oil and Gas Production II. A continuation of Oil and Gas Production I with emphasis on natural gas production and processing. Prerequisite: PPT 2113. (3,3,0)

PPT 2313 – Quality Concepts. A course to provide an introduction to the field of quality in the process industry. Students will be introduced to industry – related process concepts including operating consistency, continuous improvement, plant economics, team skills, and statistical process control (SPC). (3,3,0)

PPT 2323 – Process Troubleshooting. A course to apply knowledge of process variables, indicators and controllers, troubleshooting tools, and troubleshooting steps to solve problems in a simple process system. Prerequisites: PPT 1444, PPT 1714. (3,3,0)

PPT 2724 – Process Instrumentation II. A continuation of the study of varied instruments and instrument systems used in the processing industry, including terminology, primary variables, symbols, control loops, and troubleshooting. Prerequisite: PPT 1714. (4,3,2)

PPT 2913 – Special Problem in Process Technology. This course is designed to provide the student with practical application of skills and knowledge gained in the other technical courses. The Instructor works closely with the student to insure that the selection of a problem will enhance the students learning experience. Prerequisite: Instructor Approval. (3,0,6)

PLUMBER/PIPEFITTER (PPV)

PPV 1004 – Introduction to Plumber/Pipefitter. This course contains the baseline competencies and suggested objectives from the high school Building Trades curriculum which directly relate to the community college Plumber and Pipefitter/Steamfitter program. This course is designed for students entering the community college who have had no previous training or documented experience in the field. (4,2,4)

PPV 1113 – Fundamentals of Plumbing/Pipefitting. This course provides the student with an understanding of job safety, health and first aid. It gives the student a general knowledge of occupational hazards and the scope of OSHA law. The course includes pipefitting and plumbing fittings, valves, hangers, general trade fitting identification, screwed, welded, flanged, soldered, brazed, glued, compression, and flare fittings. The course also consists of identification and use of pipefitting and plumbing tools used in today's piping industry. (3,1,4)

PPV 1213 – Tacking, Brazing, and Burning. This course consists of instruction in striking an arc, tacking metal together, setting up ox-acc rig and burning, cutting straight and level angles on flat steel and pipe. Also, instruction in safety procedures will be covered. (3,1,4)

PPV 1223 – Welding, Burning, Brazing, and Soldering. This course gives students an in-depth study of welding, burning, brazing, and soldering in the pipefitting field. (3,1,4)

PPV 1313 – Blueprint Reading for Piping Trades. This course gives students an in-depth understanding of blueprint readings. (3,1,4)

PPV 1323 – Sketching. A course designed to prepare students to sketch, measure and record required information to supplement oral descriptions and organize ideas to include individual piping components. (3,1,4)

PPV 1411 – Low Pressure Boilers. This course is to acquaint students with the operation of a low-pressure boiler for heating, steam, and water heating. (1,0,2)

PPV 1426 – Basic Pipe Fabrication. Use of pipefitting tools and equipment, different ways of cutting and fitting pipes, methods of calculating pipe fittings, and various types of fit-ups for different types of pipe. (6,2,8)

PPV 1432 – Pipe Specifications and Systems. This course is designated to provide students with information about the different metals used in making pipe; their sizes, weights, and strengths; and how they are manufactured. The pipe systems on ships and industrial plants are studied in addition to the cleanliness and testing of systems. (2,1,2)

PPV 1443 – Pipe Level/Transit. This course is designed to give the student practical application of the leveling instruments, shooting elevations and grading pipes. (3,1,4)

PPV 1456 – Advanced Pipefitting Lab. This course is designed to provide information in the area of advanced pipefitting, layout, and fabrication of piping system. (6,2,8)

PPV 1513 – Drainage and Sewer Systems. This course is designed to provide information and practical aspects of drainage and disposal systems and the Southern Standard Plumbing Code. Included are the installation of the drainage system in a residential unit covering health aspects and the disposal of poisonous gases arising from the discharge of traps. Also included is a history of plumbing and sewage treatment. Instruction is provided on elements of disposal systems, including sewer, septic tanks, tank size calculations, maintenance causes, and removal of sewer obstructions. (3,1,4)

PPV 1611 – Heating Devices. This course is designed to give the students background knowledge and psychomotor skills in the area of installing hot water tanks, furnace coils, panel ray heaters, central units, and floor furnaces. (2,1,2)

PPV 1622 – Gas Plumbing. This course will acquaint students with the standard gas and plumbing codes. Proper installation of all applications and gas lines will be included. (2,1,2)

PPV 1712 – Domestic Systems. This course is designed to give the student background knowledge and practical application of installing a hot water system according to the unit fixture system. It also provides information on sizing and installation of a potable cold water system. (2,0,4)

PPV 1722 – Plumbing Fixtures Lab. This course is designed to provide information on the installation of the rough in and finish fixtures used in the plumbing construction according to International Plumbing Code. (2,0,4)

PPV 1732 – Back Flow Cross Connection. This course acquaints students with different types of back flow devices, proper installation, testing and repairs of devices. (2,1,2)

PPV 1743 – Advanced Plumbing Lab. This course is designed to provide additional study in advanced plumbing in the commercial area. (3,1,4)

PPV 1812 – Rigging and Signaling. This course is designed to provide the student with basic use of hand signals, rigging, and equipment. (2,1,2)

PPV 1823 – Steel Ship Building and Marine Construction. Structure of a ship and abbreviation of parts and sections of ships. Also, various types of piping systems, including both building and marine pipefitting systems. (3,2,2)

PPV 291 (1-3) – Special Project in Pipefitting. This course is designed to provide the student with practical application of skills and knowledge gained in other technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. (3,0,6)

POLITICAL SCIENCE (PSC)

PSC 1113 – American National Government. Survey of the organizations, political aspects, and basis of national government. (3,3,0)

PSC 1123 – American State and Local Government. The relationship among states, national and local governments. The organization, function, and operation of the three branches with emphasis on the state of Mississippi. (3,3,0)

PSYCHOLOGY (PSY)

PSY 1513 – General Psychology. An introduction to the scientific study of human behavior and mental processes. This includes history and theories of psychology, research methods, biological bases of behavior, the principles of learning, personality and abnormal behavior. (3,3,0)

PSY 2553 – Psychology of Personal Adjustment. A course to aid in developing an understanding of the causes and symptoms of emotional maladjustment. Emphasis is placed upon preparing the students to anticipate and deal with their own problems and to improve their understanding of the behavior of others. Prerequisite: PSY 1513. (3,3,0)

RESPIRATORY CARE TECHNOLOGY (RCT)

RCT 1213 – Respiratory Care Science. This course is designed to introduce the student respiratory care practitioner to fundamental elements important to the delivery of health care in a safe, efficient, and professional manner. The holistic approach to patient care will be emphasized. Prerequisites: BIO 1514 and BIO 1524. (3,3,0)

RCT 1223 – Patient Assessment and Planning. This course is a fundamental approach to subjective and objective evaluation, assessment, and care plan formation for the individual needs of the patient. It is an introduction to cardiopulmonary diseases including etiology, pathophysiology, complications, occurrences, clinical manifestations, treatment, and prevention. (3,2,2)

RCT 1313 – Cardiopulmonary Anatomy and Physiology. This course is a study of cardiopulmonary physiology in relation to the practice of respiratory care. Prerequisites: BIO 1514 and BIO 1524. (3,3,0)

RCT 1322 – Pulmonary Function Testing (PFT). This course is an introduction to pulmonary function technique and testing equipment. Prerequisites: RCT 1313 or instructor approval. (2,1,2)

RCT 1416 – Respiratory Care Practitioner I. This course is a study of respiratory treatments and equipment design and operation related to non-critical care procedures. (6,2,8)

RCT 1424 – Respiratory Care Practitioner II. This course is a continuation of Respiratory Care Practitioner I. It is a study of the management of respiratory failure, including mechanical ventilation, pulmonary rehabilitation, and home care. Prerequisites: RCT 1416. (4,3,2)

RCT 1516 – Clinical Practice I. Patient assessment and care plan formation are presented in the hospital environment. A procedural guide is utilized to evaluate student competencies and performance of respiratory care procedures. Prerequisites: BIO 1514, BIO 1524, RCT 1214, RCT 1223, and RCT 1313. Corequisite: RCT 1416. (6,0,18)

RCT 1525 – Clinical Practice II. In this course, students rotate through various respiratory care sub – specialty areas for evaluation of competency and performance of respiratory care procedures. Prerequisites: RCT 1516. (5,0,15)

RCT 1613 – Respiratory Care Pharmacology. This course is designed to introduce the student to the pharmacology related to cardiopulmonary disorders. Prerequisites: RCT 1214, RCT 1313, and RCT 1223. (3,3,0)

RCT 2333 – Cardiopulmonary Pathology. This course is a study of the cardiopulmonary pathophysiology. It includes etiology, clinical manifestations, diagnostics, and treatment of various cardiopulmonary diseases. Case studies and/or clinical simulations will be utilized to enforce learning and evaluate progress. Prerequisites: RCT 1313. (3,3,0)

RCT 2434 – Respiratory Care Practitioner III. This course is a study of respiratory care in the critical care setting. Topics include nonconventional modes of mechanical ventilation, hemodynamics, special procedures, and advanced cardiac life support. Prerequisites: RCT 1525. (4,3,2)

RCT 2534 – Clinical Practice III. In this course, students rotate through various clinical areas for evaluation of competency and performance of respiratory care procedures. Prerequisites: RCT 1516 and RCT 1525. (4,0,12)

RCT 2546 – Clinical Practice IV. This is a continuation of Clinical Practice III. In this course, students rotate through respiratory care specialty areas. A procedural guide is utilized to evaluate student competency and performance. Prerequisites: RCT 1516, RCT 1525, and RCT 2534. (6,0,18)

RCT 2613 – Neonatal/Pediatrics Management. This course is a study of fetal development and the transition to extrauterine environment. It includes the most common cardiopulmonary disorders, neonatal and pediatric disease processes, and the modes of treatment. Prerequisite: RCT 2434. Corequisite: RCT 2546. (3,3,0)

RCT 2712 – Respiratory Care Seminar. This course is designed to integrate the essential elements of respiratory care practice through the use of care plans, case studies, and clinical simulations in a laboratory environment. Students develop an analytical approach to problem solving. Critical thinking is emphasized. Prerequisites: RCT 1525. (2,1,2)

READING (REA)

REA 0113 – Beginning Reading. A course designed to offer reading instruction to students demonstrating a need for proficiency in reading skills at the college level. (3,2,2)

RADIOLOGIC TECHNOLOGY (RADIOGRAPHY) (RGT)

RGT 1114 – Clinical Education I. This course includes clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures. Prerequisite: CPR-Health Care Provider must be completed before Clinical Education I experience begins. (4,0,12)

RGT 1124 – Clinical Education II. This course involves clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures. Prerequisite: RGT 1114 (4,0,12)

RGT 1139 – Clinical Education III. This course is a clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures. Prerequisite: RGT 1124 (9,0,27)

RGT 1213 – Fundamentals of Radiography. This course is an introduction to Radiologic Technology including professional, departmental, and historical aspects. Included are terminology, medical ethics, and fundamental legal responsibilities. (3,3,0)

RGT 1223 – Patient Care and Radiography. This course will provide the student with the basic concepts of patient care, including consideration for the physical and psychological needs of the patient and family. Routine and emergency patient care procedures will be described, as well as infection control procedures utilizing standard precautions. The role of the radiographer in patient education will be identified. (3,2,2)

RGT 1312 – Principles of Radiation Protection. This course is designed to present an overview of the principles of radiation protection including the responsibilities of the radiographer for patients, personnel, and the public. Radiation health and safety requirements of federal and state regulatory agencies, accreditation agencies, and healthcare organizations are incorporated. (2,2,0)

RGT 1413 – Imaging Principles. This course is a study of the principles involving manipulation of factors controlling and influencing exposure and radiographic quality. Included are the prime factors of radiographic exposure, beam limiting devices, filtration, production and control of scatter and secondary radiation, exposure systems, technical conversions, and problem solving. This course presents an introduction to film processing including darkroom design and equipment. Included are chemistry of developing solutions, procedures of general maintenance, quality control, and silver recovery methods. (3,2,2)

RGT 1423 – Digital Imaging. This course is designed to impart an understanding of the components, principles, and operation of digital imaging systems found in diagnostic radiology. Included are factors that impact image acquisition, display, archiving, and retrieval. In addition, principles of digital system quality assurance and maintenance are introduced along with guidelines for selecting exposure factors and evaluating images within a digital system to assist students to bridge between film-based and digital imaging systems. (3,2,2)

RGT 1513 – Radiographic Procedures I. This course includes terminology, principles, and procedures involved in routine radiographic positioning for demonstration of the chest, abdomen, upper extremities, and digestive system. Included is a review of radiographic anatomy on each procedure. Pre/Corequisite: BIO 1514 (3,2,2)

RGT 1523 – Radiographic Procedures II. This course includes principles and procedures involved in the radiographic positioning of the spinal column, urinary system, pelvic girdle, lower extremities, bony thorax, and mobile and trauma radiography procedures. Included is a review of radiographic anatomy on each procedure. Prerequisite: RGT 1513 (3,2,2)

RGT 1613 – Physics of Imaging Equipment. This course is designed to establish knowledge based in radiographic, fluoroscopic, mobile, and tomographic equipment requirements and design. The content will also provide a basic knowledge of quality control. Computer applications in the radiologic sciences related to image capture, display, storage, and distribution are presented. (3,3,0)

RGT 2132 – Ethical and Legal Responsibilities. Legal terminology, concepts, and principles will be presented in this course. Topics include misconduct, malpractice, legal and professional standards, and the ASRT scope of practice. The importance of proper documentation and informed consent is emphasized. This course will prepare students to better understand their patients, the patients' families, and professional peers through comparison of diverse populations based on their value systems, cultural and ethnic influences, communication styles, socioeconomic influences, health risks, and life stages. Prerequisite: RGT 1213 (2,2,0)

RGT 2147 – Clinical Education IV. This course is a clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures. Prerequisite: RGT 1139. (7,0,21)

RGT 2157 – Clinical Education V. This course is a clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures. Prerequisite: RGT 2147. (7,0,21)

RGT 2533 – Radiographic Procedures III. This course includes principles and procedures involved in radiographic positioning of the entire cranium and facial bones. Included is a review of radiographic anatomy on each procedure. Prerequisite: RGT 1523 (3,2,2)

RGT 2542 – Radiographic Procedures IV. This course is a study of special radiographic procedures that utilizes sterile techniques and specialized equipment. It also includes basic concepts of pharmacology. In addition, it also includes principles and procedures involved in radiographic positioning of the reproductive system. Prerequisite: RGT 2533 (2,2,0)

RGT 2911 – Radiation Biology. This course is a study of the biological effects of radiation upon living matter. It includes genetic and somatic effects. (1,1,0)

RGT 2921 – Radiographic Pathology. This course is designed to introduce theories of disease causation and the pathophysiologic disorders that compromise healthy systems. Etiology, pathophysiologic responses, clinical manifestations, radiographic appearance, and management of alterations in body systems will be presented. (1,1,0)

RGT 2934 – Certification Fundamentals. This course is designed to correlate scientific components of radiography to entry-level knowledge required by the profession. (4,2,4)

SHEET METAL TECHNOLOGY (SMT)

SMT 1414 – Hand Processes I. Selection and use of hand tools in the sheet metal trade. (4,2,4)

SMT 2514 – Machine Processes I. Selection and the safe use of hand and foot-operated machines of the sheet metal trade. (4,2,4)

SOCIOLOGY (SOC)

SOC 2113 – Introduction to Sociology. This course is designed to give the student an introduction to sociology and its development. Emphasis is placed on how culture is built and how customs and behavior patterns are developed and the functions and importance of social institutions. (3,3,0)

SOC 2133 – Social Problems. A study of the nature, scope, and effects of the major social problems of today and the theoretical preventative measures to alleviate them. Course includes such problems as unemployment, urbanization, crime, juvenile delinquency, alcoholism, drug addiction, and disaster, family problems include the aged, mentally ill, and retarded. Field trips to more fully acquaint students will social problems. (3,3,0)

SOC 2143 – Marriage and Family. A course designed to analyze current problems in courtship, engagement, and early years of marriage and identify the factors that contribute to success and happiness in marriage. (3,3,0)

SOC 2213 – Introduction to Anthropology. A survey of major fields and basic principle in the comparative study of mankind. (3,3,0)

SOC 2243 – Cultural Anthropology. This course examines the process of culture and personality development, methods and techniques employed by the anthropologist. Included are studies of primitive cultures, demonstrations of the precision required in archaeological excavation and film interviews with anthropologists. (3,3,0)

SPEECH AND THEATRE (SPT)

SPT 1113 – Public Speaking I. Study and practice in making speeches for a variety of public forums. Major emphasis is placed on speech preparation and delivery. Prerequisite or Corequisite: ENG 1113. (3,3,0)

SPT 1123 – Public Speaking II. A continuation in the study of public speaking with an emphasis on research, organization and delivery techniques. (3,3,0)

SPT 1131 – Forensics I. Forensics is an activity course which includes: public speaking, oral interpretation and debate. Students participate in intercollegiate or community forensic contests and debate tournaments. (1,1,0)

SPT 1141 – Forensics II. A continuation of SPT 1131. (1,1,0)

SPT 1153 – Voice, Diction and Phonetics. A study of the International Phonetic Alphabet and training in the phonetic transcription of speech for improvement of voice and diction. Includes physical characteristics and production of sounds in American English, auditory training, articulation and standard pronunciations, and voice production. (3,3,0)

SPT 1222 – Movement for the Actor. Techniques in representing a character through movement. (2,2,0)

SPT 1233 – Acting I. An introduction to the training of the voice, body and imagination as the foundations of the work of an actor through the study of acting theory, vocabulary, theatrical games, mime, monologue, and scene work. (3,3,0)

SPT 1241 – Drama Production I. Participation in college drama productions. Required for theater majors. (1,1,0)

SPT 1251 – Drama Production II. Participation in college drama. Required for theater majors. (1,1,0)

SPT 1273 – Theatrical Makeup. Techniques in the application of makeup for the stage. (3,3,0)

SPT 2111 – Forensics III. A continuation of SPT 1141. (1,1,0)

SPT 2121 – Forensics IV. A continuation of SPT 2111. (1,1,0)

SPT 2143 – Oral Interpretation. Training is given in the techniques of oral interpretative presentation, its theories and practices. (3,3,0)

SPT 2173 – Interpersonal Communication. Theory and analysis of two-person relationships (one-on-one interactions). The course explores topics such as perception, listening, conflict management, relationship building and maintenance, and relational power. (3,3,0)

SPT 2223 – Stagecraft. An introduction to all technical elements of production design and operation. Concurrent enrollment in Drama Production (SPT 1241, 1251, 2241, or 2251 is required). (3,3,0)

SPT 2233 – Theatre Appreciation. An introduction of the cultural, historical and social aspects of drama. Class content provides an appreciation of theatre and performance art to develop audience standards through demonstration of the unique characteristics of theatre. A fine arts elective. (3,3,0)

SPT 2241 – Drama Production III. Participation in college drama. Required for theater majors. (1,1,0)

SPT 2251 – Drama Production IV. Participation in college drama. Required for theater majors. (1,1,0)

SPT 2263 – Directing. The student will learn the fundamentals of directing such a script analysis, conceptualization, staging, scheduling and communication. (3,3,0)

SURGICAL TECHNOLOGY (SUT)

SUT 1113 – Fundamentals of Surgical Technology. Basic introductory course including hospital and surgical suite organization and environment, history, legal responsibilities, terminology, and interpersonal relationships. (3,3,0)

SUT 1216 – Principles of Surgical Technique. A comprehensive study of aseptic technique, safe patient care, pharmacology, anesthesiology, and surgical techniques. Prerequisite: SUT 1113 (6,1,10)

SUT 1314 – Surgical Anatomy. Emphasis is placed on structure and function of the human body as related to surgery. Application of the principles of surgical anatomy to participation in clinical experience. Corequisite: SUT 1113, SUT 1216. (4,4,0)

SUT 1413 – Surgical Microbiology. Introduction to pathogenic microorganisms related to surgery and their effect on wound healing and infection. Includes principles of sterilization and disinfection. Prerequisite: SUT 1113, SUT 1216, SUT 1314. Corequisite: SUT 1518, SUT 1524. (3,3,0)

SUT 1518 – Basic and Related Surgical Procedures. This course includes instruction in regional anatomy, pathology, instrumentation, and surgical techniques in general, gynecology, obstetrics, urology, and anesthesia recovery. Prerequisite: SUT 1113, SUT 1216, SUT 1314. Corequisite: SUT 1524, SUT 1413. (8,4,0,12)

SUT 1524 – Specialized Surgical Procedures I. Instruction in regional anatomy, pathology, instrumentation, and techniques in surgical specialties of ear, nose, and throat, eyes, and plastics. Clinical experience in area hospital surgical suites and related departments. Prerequisite: SUT 1113, SUT 1216, SUT 1314. Corequisite: SUT 1413, SUT 1518. (4,2,0,6)

SUT 1534 – Specialized Surgical Procedures II. Instruction in regional anatomy, pathology, and techniques in the surgical specialty of pediatrics, geriatrics, and trauma. Clinical experience in area hospital surgical suites and related departments. Prerequisite: SUT 1113, SUT 1216, SUT 1314, SUT 1413, SUT 1518, SUT 1524. Corequisite: SUT 1538, SUT 1703. (4,2,0,6)

SUT 1538 – Advanced Surgical Procedures. Instruction in regional anatomy, pathology, instrumentation, and techniques in surgical specialty areas of orthopedics, neurosurgery, thoracic, and cardiovascular surgery. Clinical experience in area hospital surgical suites. Comprehensive final examination. Prerequisite: SUT 1113, SUT 1216, SUT 1314, SUT 1518, SUT 1524. Corequisite: SUT 1413, SUT 1534, SUT 1703. (8,4,0,12)

SUT 1703 – Certification and Role Transition. An in-depth study of the role of the surgical technologist and review for the certification examination. The course examines liability, ethical and legal issues of practice, adapting critical thinking skills to a variety of practice settings, effective team and professional behaviors and continuing education. Practice on computer simulations is required. Prerequisite: All 1st, 2nd semester coursework. Corequisite: SUT 1534, SUT 1538. (3,3,0)

TELECOMMUNICATIONS (TCT)

TCT 1114 – Fundamentals of Telecommunications. This course is designed to acquaint the student with the history of voice/data communication, fundamental concepts of analog and digital communications, and basic telephone service. (4,3,2)

TCT 2214 – Telephone Systems. This course gives the student information and hands – on experience in installation, operation, troubleshooting, and repair of commercial use telephone systems including analog and digital key systems. Pre/corequisites: TCT 1114. (4,3,2)

TCT 2224 – PBX Systems. This course is a continuation of the PBX section of Telephone Systems (TCT 2214). This course will further emphasize the installation, programming, and troubleshooting of PBX systems. Maintenance, cleaning, and paperwork will be covered. Pre/corequisites: TCT 2214. (4,2,4)

TCT 2314 – Digital Communications I. This course covers theories and applications of digital communications and analog pulse modulation. Pre/requisites: TCT 1114 or EET 1214. (4,2,4)

TCT 2324 – Digital Communications II. This course covers theories and applications of digital modulation methods and digital pulse modulation methods. Pre/requisites: TCT 2314. (4,2,4)

TCT 2414 – Microwave and Satellite Systems. This course is designed to develop understanding and skills associated with microwave and satellite applications in the telecommunications industry. Pre/corequisites: TCT 2314. (4,3,2)

TCT 2424 – Network Systems. This course covers networking fundamentals, voice networking, LANs and Internetworking. This course will cover upgrade of computers to support LAN technology including hardware and software and running and termination network media including Cat. 3 twisted pair cable, coaxial cable, and fiber optic cable. Pre/corequisites: TCT 2214, EET 2423. (4,2,4)

TCT 2914 – Special Project. This course is designed to provide the student with practical application of skills and knowledge gained in other telecommunications or telecommunications – related technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student’s learning experience. Pre/requisite: Consent of instructor. (4,0,8)

WIDE AREA NETWORK TECHNOLOGY (WAN)

WAN 1413 – Communication Hardware. This course is an introduction to communication hardware and its uses in wide area networks. Topics include modems, CSU/DSU, multi-plexers, wireless transceivers, and satellites. Prerequisite: CNT 1414. (3,2,2)

WEB DEVELOPMENT TECHNOLOGY (WDT)

WDT 1314 – Web Programming I. This course offers an introduction to building Web applications. Prerequisite: WDT 1123 or IST 1154. (4,2,4)

WDT 1414 – Web Design Applications I. Application of various professional and personal Web design applications. Students will work with the latest WYSIWYG editors, HTML editors, animation/multimedia products, and photo editors. (4,2,4)

WDT 1434 – Web Design Applications II. A continuation of Web Design Applications I with increased coverage of multimedia development. Students will work with the latest web authoring tools and video editing software. Prerequisite: WDT 1414 or by consent of instructor. (4,2,4)

WDT 2214 – Web Programming II. This course is a continuation of Web Programming I with an increased emphasis on data-driven content and client-side interaction. Prerequisite: WDT 1314. (4,2,4)

WDT 2224 – Web Programming III. Continuation of Web Programming II with increased emphasis on enhanced client-server interaction. Prerequisite: WDT 2214. (4,2,4)

WDT 2414 – Flash Game Programming. This course is an introduction to developing interactive web-based games using Flash and ActionScript programming. Upon completion of this course, students will be able to create a fully functional Flash game and post it on the web. Prerequisite: WDT 1414. (4,2,4)

WDT 2614 – Web Project Management. This course is the culmination of all concepts learned in the Web Development Technology curriculum. Emphasis will be placed on portfolio development, Web design and development, maintenance, security, and evaluation. Prerequisite: WDT 2214 (4,2,4)

WDT 2723 – E-Commerce Strategies. Provides opportunities for students to examine strategies and products available for building electronic commerce sites, examine how such sites are managed, and explore how they can complement an existing business infrastructure. Students get hands-on experience implementing the technology to engage cardholders, merchants, issues, payment gateways, and other parties in electronic transactions. (3,2,2)

WDT 2913 – Special Project. Practical applications of skills and knowledge gained in other Web Development Technology courses. The instructor works closely with the student to ensure that selection of a special project enhances the student's learning experiences. Prerequisite: Consent of the Instructor. (3,2,2)

WELDING (WLV)

WLV 1004 – Introduction to Welding and Cutting I. This course is designed for the student who has no previous training in the welding field. (4,2,4)

WLV 1116 – Shielded Metal Arc Welding I. This course is designed to teach students welding techniques using E-6010 electrodes. (6,1,10)

WLV 1124 – Gas Metal Arc Welding (GMAW). This course is designed to give the student experience in various welding applications with the GMAW welder including short circuiting and/or pulsed transfer. (4,1,6)

WLV 1136 – Gas Tungsten Arc Welding (GTAW). This course is designed to give the student experience in various welding applications using the GTAW process. (6,1,10)

WLV 1143 – Flux Cored Arc Welding (FCAW). This course is designed to give the student experience using FCAW process. (3,1,4)

WLV 1155 – Pipe Welding. This course is designed to give the student experience in pipe welding procedures. Prerequisites: WLV 1116, WLV 1226. (5,1,8)

WLV 1162 – Gas Metal Arc Aluminum Welding. This course is designed to give the student experience in Gas Metal Aluminum Welding. (2,1,2)

WLV 1171 – Welding Safety, Inspection and Testing Principles. This course is designed to give the student experience in safety procedures, inspection and testing of welds. (1,0,2)

WLV 1226 – Shielded Metal Arc Welding II. This course is designed to teach students welding techniques using E-7018 electrodes. (6,1,10)

WLV 1232 – Drawing and Welding Symbol Interpretation. This course is designed to give the student experience in reading welding symbols and drawings. (2,1,2)

WLV 1252 – Advanced Pipe Welding. This course is designed to give the student advanced pipe welding techniques using shielded metal arc and gas tungsten arc welding processes. Prerequisite: WLV 1155. (2,1,2)

WLV 1314 – Cutting Processes. This course is designed to give the student experience in oxyfuel cutting principles and practices, air carbon cutting and gouging, and plasma arc cutting. (4,2,4)

WLV 1913 – Special Problem in Welding and Cutting Technology. A course to provide students with an opportunity to utilize skills and knowledge gained in other Welding and Cutting Technology courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project. Prerequisite: Consent of instructor. (3,0,6)

Personnel

Technology makes a difference in everything we do these days. But the one thing that makes a marked difference in anyone's life, confidence and education is people. What makes our **employees** so fantastic is that we know our technology, but we also know our customer... you.

You drive a hard bargain when it comes to user-friendliness and customer service. That's why we deliver what you need on demand and have instructors who are experts in their fields. Perhaps it's true – the more things change, the more things remain the same.



Administrative Officers

Central Office

Executive Officers

President Dr. Willis H. Lott
Vice President for Administration and Finance Dr. Billy Stewart
Vice President for Instruction and Student Services Dr. Joan Haynes
Associate Vice President for Student Services and Enrollment Mgt Dr. Tyrone Jackson
Associate Vice President for Career-Technical Education
and Industrial Training John Shows
Associate Vice President for Nursing and Allied Health Dr. Bobbie Loveless
Comptroller Debbie Borgman
Coordinator of College/Career Planning Charlotte Snell
Director of District Printing Larry Falcon
Director of eLearning Jennifer Leimer
Director of Human Resources Glen Moore
Director of Information Technology David Besancon
Director of Institutional Research and Planning Lynn Tincher-Ladner
Director of Purchasing and Property Control Lynn Deegen
Coordinator of eLearning Buffy Matthews
Coordinator of Information Services Wilfred G. Broussard
Coordinator of Institutional Research Michael Knowles
Coordinator of Nursing and Allied Health Virginia Overstreet
Special Assistant to the President Monica Miller
Construction Manager Lavell Bond
Senior Network Administrator Randall Cornell
Assistant Network Administrator Arnell Finklea
Data Base Administrator Cory Walters
Programmer Analyst Dave Bishop
. Kyle Boyda
. Lisa Daymond
Superintendent of Transportation Ronnie Sims
President Emeritus Dr. Barry L. Mellinger

Community Campus

Vice President for Community Campus and Institutional
Development Anna Faye Kelley-Winders
Associate Vice President for Development Jere Hess
Alumni Officer Jenifer Freridge
College Grant Writer Millie Hyatt
Coordinator of Business Services Tracy Wilson
Coordinator, Grants and Special Projects Louise Brown
Coordinator, Institutional Development Brenda Davis
Director of Adult Basic Education Becky Layton
Director of Program Development and Continuing Education Deena Kuntz
Director of Workforce Development, Jackson County Campus Mark Landry
Director of Workforce Development, Jefferson Davis Campus Wayne Kuntz
Graphic Services and PR Project Manager Michael Sewell
Public Information Coordinator Kathy McAdams
Sports Information Director Bill Snyder
WIA Coordinator Brenda Donahoe

Administrative Officers

Jackson County Campus

Vice-President Dr. Jason Pugh
Dean of Instruction (Interim) Jonathan Woodward
Dean of Student Services Dr. Bill Yates
Dean of Business Services Tammy Franks
Assistant Dean of Career and Technical Instruction Brock Clark
Assistant Dean of Instruction Bobby Ghosal
Assistant Dean of LRC/Library Director Dr. Pam Ladner
Librarian. Timothy Koehn
. Gwen Carter
Director of Admissions Teresa Ormes
Director of Estuarine Education Center Todd Adams
Director of Financial Aid LaShanda Chamberlain
Director of Learning Laboratory Suzanna Brown
Honors/PTK Director. Dr. Mary Ann Sison
Workforce Development Director. Mark Landry
Lead Counselor Melissa Windham
Counselors Wiley Clark
. Debra Lee
. Sheila Lyon
. Sheri Stanford
. Cheryl Steele
Student Activities Counselor Sonya Edwards
Career/Technical Support Services Coordinator Gerry Woodward
. Kay Martin

Jefferson Davis Campus

Keesler Center

Naval Construction Battalion Center (Navy Base)

West Harrison County Center

Jefferson Davis Campus

Vice President Dr. Susan Scaggs
Dean of Student Services Jeff Donahoe
Dean of Instruction Larry Miller
Dean of Business Services Stacy Carmichael
Assistant Dean of Career and Technical Instruction Dr. Beverly Clark
Assistant Dean, LRC/Library Director Nancy Wilcox
Assistant Dean of Instruction Patricia Holloway
Director of Admissions & Records Bruce Layton
Director of Financial Aid Searcy Taylor
Director of Workforce Development Wayne Kuntz
Senior Librarian Charles Clark
Librarian. Dianne Hurlbert
Lead Counselor Pamela Skinner
Counselors Dr. Aldo Moran
. Joy Mitchell
Counselor/VA Certifying Roxanne Towles
Counselor/Special Projects Elaine Davis
Career/Technical Support Services Coordinator Gloria Smith
Honors/PTK Program Directors Teresa Wells
. Dr. Patricia West
Staff Development Coordinator. Sandra Peterson

Administrative Officers

Keesler Center

Director Tammy Uchello

Naval Construction Battalion Center (Navy Base)

Director Alrie Poillion

West Harrison County Center

Administrative Dean Dr. Janice Poole

Instructional Coordinator Shekira Fortenberry

Career/Technical Support Services Coordinator Lynne Fayard

Counselor Rhonda Maddox

Perkinston Campus

George County Center

Perkinston Campus

Vice President Dr. Mary Graham

Dean of Student Services Michelle Sekul

Dean of Business Services Sheree Bond

Dean of Instruction Dr. Janet Moody

Assistant Dean of Career and Technical Instruction Cheryl Bond

Assistant Dean, LRC/Library Director Dr. Brenda Rivero

Librarian Cynthia Wetzel

. Vanessa Ritchie

Director of Admissions Nichol Green

Director of Financial Aid Saadia Ridgle

Lead Counselor Kashanta Jackson

Counselor Betty Moak

Director of Athletics Ladd Taylor

Career/Technical Support Services Coordinator Dianne Hickman

Enrollment Specialist/Financial Aid Rep Cindy Watts

George County Center

Administrative Dean Dr. Dean Belton

Career/Technical Support Services Coordinator Suzan Bounds

Counselor Steve Edwards

Instructional Coordinator Will Overstreet

Staff Members

Central Office

Accountant	Marcia Taylor
Accounts Payable Clerk	Jane Boone
Accounts Payable Manager	Libby Alexander
Budget Assistant	Angela Cooksey
Budget Development and Position Control Specialist	Ann Abel
Computer Technician	Jeffery Matthews
.	Timothy Kallas
.	Harry Scovel
.	Danny Lawson
Courier/Clerk	Ervin Don Bond
Duplicating/Surplus Property Clerk	Mindy Harris
Human Resources Benefits Specialist	Janet Bond
Payroll Specialist	Chris Pierce
Printer	Aldridge Free
Printing Assistant	Michael Lee
Purchasing Clerk	Margaret Bounds
.	Dianne Raborn
Recruitment Specialist	Trudy Showles
Secretary, Associate Vice President for Nursing and Allied Health	Pam Farmer
Secretary, College Director for Institutional Research	Sharon Parker
Secretary, Computer Center	Betty Bennett
Secretary, eLearning	Mary Martha Alford
Secretary, President's Office	Rebecca Vowell
.	Cynthia Howze
Secretary, Associate Vice President for Career-Technical Education/ Industrial Training and Director of College/Career Planning	Denise Johnson
Secretary, Vice President for Instruction and Student Services	Anjelica Holliman
Secretary, Vice President for Administration and Finance	Jan Seals
Secretary, Associate Vice President for Student Services/Enrollment Mgt	Donna Butler
Senior Bookkeeper	Marilyn Beckham
Technical Services Librarian	Valerie Bonner
Telecommunications Technician	William McLeod
Transportation, Driver/Mechanic	David Newbill
Transportation, Driver/Operator	David Taylor
Transportation, Mechanic/Operator	Gary Moore

Staff Members

Community Campus

ABE/GED Secretary	Nellie Franklin
Admissions Specialist	Mollie Watts
.	Sharon White
Apprenticeship Instructor	Clifford Beardsley
Apprenticeship Instructor	Floyd Carson
Apprenticeship Instructor	Bruce Patton
Apprenticeship Instructor	Jeffrey Holmes
Apprenticeship Instructor	Mitchell Moorman
Apprenticeship Instructor	Carey Olsen
Apprenticeship Instructor	Jesse Tomek
Apprenticeship Instructor	Todd Thompson
Apprenticeship Instructor	Ronald Parrish
Building Trades Instructor	Obey Parker
Building Trades Instructor	Darrell Thomen
Computer Instructor, WIN Center	Yolanda Wilson
Computer Instructor, WIN Center	Kristine Twing
Continuing Education Specialist	Shara Tschulin
Continuing Education Specialist	Christina Mullins
Coordinator, Instructor	Thea Wells
Coordinator, Lifelong Learning Institute Jackson County Campus and Jefferson Davis Campus	Harriet Leckich
Coordinator, Lifelong Learning Institute, Perkinston Campus	Brenda Dyal
Coordinator, Lifelong Learning Institute, George County Center	Vacant
Curriculum Analyst	Vacant
Chief GED Examiner	Eric Light
Editor/Writer	Kimberly Jones
Employee Development Instructor	Heidi Jenkin
GED On-line Trainer and AEMS Input Manager	Betty Walley
Graphic Services Assistant	Jennifer Collier
In Plant Welding Instructor	William Jordan
In Plant Welding Instructor	Marcus White
Industrial Maintenance Instructor	Dewayne Delancey
Industrial Production Instructor	Doyle Smith
Intake Specialist	Theresa Williams
Intake Specialist	Sarah Wallen
Maintenance Supervisor, Advanced Manufacturing and Technology Center	Michael Martin
Master Trainer	Larry Porter
Photographer	Richard Kopp
Pre-Employment Welding Instructor	Herman Dykes
Pre-Employment Welding Instructor	Mitchell McDaniel
Pre-Employment Welding Instructor	Luke Overstreet
Pre-Employment Welding Instructor	Ollie Cochran
Recruiting Assistant/Academic Advisor	Vacant
Safety Instructor	Trevor Bounds
Secretary, Vice President of Community Campus	LaQuita Davis
Secretary, Director Program Development and Continuing Education	Debbie Murphy
Secretary, Adult Basic Education	Barbara French
Secretary, Alumni	Dee Dee Hatten
.	Terry Turan

Staff Members

Secretary, Institutional Development Lisa Alexander
 Secretary, Workforce Development Director,
 Jackson County Campus Angela Broussard
 Secretary, Workforce Development Director,
 Jefferson Davis Campus Maranda Broussard
 Secretary, Continuing Education, Perkinson Campus Lea Morgan
 Secretary, Workforce Development, Jackson County Campus Julia Nguyen
 Tech/Admissions Specialist - Recruitment Onnalea Gazzo
 Trainer, ABE/GED Deborah Fagan
 Trainer, ABE/GED Betty Walley
 Trainer, ABE/GED, George County Center Maureen Hooks-Moody
 Trainer, ABE/GED, Jefferson Davis Campus. Michelle Winsor
 Trainer, ABE/GED, Perkinson Campus Nora Newbill
 Trainer, ESL Ginger Creel
 Upgrade Welding Instructor. Glen Rogers
 Upgrade Welding Instructor. Danny Davis
 Webmaster. Philip Dixon
 Web Development/Recruitment Ian McElroy
 ABE Office Staff. Joanne Murray

Staff Members

Jackson County Campus

Assessment Center Proctor	Kelly Dye
. Vacant
Bookkeeper, Business Services	Charlette Willis
Bookstore Clerk	Rose Polk
.	Davez Love
Bookstore Manager	Sandra Shannon
Career Assessment Support	Debra Lee
Chief of Security.	Ron Dearmin
Child Care Aids	Susan Odom
.	Tomika Penton
.	Geraldine Swilley
Clerk, Admissions	Michelle Krebs
Clerk, AV	Jason Poirier
Computer Lab Assistants	Mary Noble
.	Ray Bigelow
Coordinator of Campus Recreation	Erin Morrison
Program Specialist, Financial Aid Vacant
Finance Clerk, Business Services	Barbara Richerson
.	Marina Causey
Operator.	Kim Nelson
Purchasing Clerk, Business Services.	Jessica Webb
Receptionist, Counseling Center	April Bosarge
Records Clerk	Kay Rosonet
Secretary, Academic Faculty	Christina Vice
Secretary, Admissions Director	Linda Otis
Secretary, Admissions/Records	Amanda Hester
Secretary, Assistant Dean of Instruction (Evening College).	Christina Vice
Secretary, Associate Degree Nursing.	Gina Edwards
Secretary, Health Occupations	Jackie Everett
Secretary, Career and Technical Instruction	Chloe Sharp
Secretary, Dean of Business Services	LaResa Tennant
Secretary, Dean of Instruction.	Pat Cameron
Secretary, Dean of Student Services.	Sue McGuff
Secretary, Financial Aid	Pat Read
.	Carolyn Coleman
.	Debra Lee
.	Florenda Porter
Secretary, Library Director	Johanna Martin
.	Michelle Roger
Secretary, Maintenance	Sarah Young
Secretary, Vice-President	Jan Yarber
Superintendent of Buildings and Grounds	Mark Thornton
Supervisor, Grounds	Burley Gallaspy
Supervisor, Janitorial Services	John Guice
Supervisor, Maintenance	Mark Thornton

Staff Members

Jefferson Davis Campus
Keesler Center
West Harrison County Center

Jefferson Davis Campus

Assessment Center Proctors	Steven McCurry
.	Josh VanZile
Assistant Superintendent of Building/Grounds	Marc Sivori
Associate Degree Nursing Skills/Computer Lab Manager	Rebecca Young
Bookstore Clerk	Nicci Wangerin
Bookstore Clerk	Cassandra Rivers
Bookstore Manager	Maria Baumann
Chief of Public Safety	Daniel Garner
Child Care Center Aides	Rebecca Barron
.	Dawn Huey
.	Tammy Houck
.	Stephanie McMahon
Clerk, Library	Kerry Ladnier
Computer Laboratory Assistant	Jenny Barnes
Console Operator	Mary Ellen Walters
Custodial Supervisor	Isaac Farley
Data Entry Clerk, Financial Aid	Latasha Pace
Finance Clerk, Business Services	Charla Bergmann
.	Dynne Easterling
.	Barbara Glass
.	Marcile Schruff
Finance Clerk, Financial Aid	Vacant
Grounds Supervisor	Robert Warren
Media Technician	Aaron Standberry
Records Clerk	Mary Joyce
Secretary, Associate Degree Nursing	Lacey McCreary
Secretary, Building/Maintenance	Ginger DuBose
Secretary, Counseling Center	Margo Hines
Secretary, Counseling Center, Veterans Affairs	Lola Peters
Secretary, Career/Technical Department	Daphne Flowers
Secretary, Dean of Business Services	Kim Coffell
Secretary, Dean of Student Services	Maria McNally
Secretary, Dean of Instruction	June Bounds
.	Linda Everett
Secretary, Admissions & Records	Tammy Mitchell
.	Dawn Williams
Secretary, Director of Admissions	Gweneth Bosarge
Secretary, Director of Financial Aid	Barbara Williams
Secretary, Evening Office	Lynne Rawls
Secretary, Financial Aid	Helen Peaks
Secretary, Financial Aid	Lisa Bozek
Secretary, Business Office	Eva Gates
Secretary, Learning Lab	Joy Smith
Secretary, Vice President	Libby Richmond
Shipping and Receiving Clerk	Ray Garlotte
Superintendent of Building/Grounds	William Lancon

Staff Members

West Harrison County Center

Business Office Finance Clerk Arlene Skerrit
 Secretary, Administrative Dean Denise Newman
 Maintenance Mechanic Kevin Brosh
 Maintenance/Grounds Gerald Dossett
 Janitorial Services Josh Fayard

Perkinston Campus

George County Center

Perkinston Campus

Assistant Bookkeeper Dawn Richardson
 Assistant Sup., Buildings and Grounds (Field Operations) Brian Hall
 Assistant Sup., Buildings and Grounds (Internal Operations). Jason Rouchon
 Associate Degree Nursing Skills/Computer Lab Manager Vacant
 Athletic Trainer Danny Anderson
 Bookkeeper Judy Cater
 Bookstore Clerk Brittany Tindel
 Bookstore Manager Tammie Weathers
 Campus Police Kevin Brignac
 Ben Carlisle
 Mindy Ladner
 Nellie Lott
 Sherry Sheffield
 Steve Shiffer
 Campus Programming/Inventory/Receiving Clerk II. Reid Wall
 Chief of Campus Police Greg Hartley
 Child Care Aide. Abbi Arrington
 Jane Brown
 Kelly Burke
 Irvette Dove
 Computer Lab Assistant, Computer Science Tammy Hall
 Computer Lab Assistant, Learning Lab Angela James
 Coordinator, Residence Life. Heather Edwards
 Coordinator, Student Life. Carissa Williams
 Coordinator, Wellness and Recreation Maria Scafide
 E-Learning Specialist/Proctor Kathleen Braun
 Financial Aid Office Manager LaShon Sellers
 Financial Aid Program Specialist Lesia McCarroll
 Operators/Dispatchers Candice Boone
 Dottie Daniels
 Janet Fairley
 Heather Grob
 Denise Husband
 Receptionist, Residence Hall Wyniki Breland
 Mary Ann Hunt
 Joyce Jackson
 Betty Johnson
 Elizabeth Johnson
 Aretha McLaughlin
 Charlene Murray
 Judy Naramore
 Jessie Riley
 Aurelia Walker
 Stella Warden
 Receptionist/Secretary, Admissions Angela Hawkins
 Records Clerk LaTrice McDonald

Staff Members

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 Secretary, Assistant Dean of Career and Technical Instruction Karen Tanner
 Secretary, Campus Police Geraldine Terrell
 Secretary, Career and Technical Vivian Clark
 Secretary, Buildings and Grounds Donna Rominger
 Secretary, Dean of Business Services Belinda Carlisle
 Secretary, Dean of Instruction Marie Keen
 Secretary, Dean of Student Services Vacant
 Secretary, Director of Admissions Carla Farmer
 Secretary, Faculty Jane Sullivan
 Secretary, Financial Aid Cassondra Searight
 Secretary, Fine Arts Stacy Fore
 Secretary, Housing Toni Naramore
 Secretary, Learning Laboratory Edna Bond
 Secretary, Library Debra Willis
 Secretary, Media Services Sonja Guthrie
 Secretary, Nursing Roxane Williams
 Secretary, Science Debra Rogers
 Secretary, Vice President Elaine Brockmeyer
 Secretary, Office of Vice President Susan Renot
 Student Center Clerks. Reba Clark
 Charles Garner Sr.
 Mercedes Jordan
 Superintendent, Buildings and Grounds Randy Fountain
 Supervisor of Residence Halls. Steve Davis
 Travis Dickey
 Matthew Mock
 Jessica Owens
 Trey Robertson
 Tabitha Williams

George County Center
 Janitorial Services Kay Cochran
 Alla Schonewitz
 Maintenance/Mechanical Johnny Ford
 Maintenance/Grounds Willie Hill
 Secretary, Student Services Colleen Murrach
 Secretary, Administrative Dean Jannie Smith
 Vonda Ford
 Campus Police Darrell Brewer

COLLEGE EXECUTIVE COUNCIL

President Mary Graham, Billy Stewart, Joan Haynes, Jason Pugh, Susan Scaggs, Anna Faye Kelley-Winders.

JACKSON COUNTY CAMPUS

Committees

- Administrative Committee:** J. Pugh, J. Woodward, B. Yates, T. Franks.
- Admissions Committee:** B. Yates, Chair; T. Ormes, J. Woodward, B. Clark, J. Moffett, S. Stanford, D. Buie (Admissions committees for Health Programs are appointed annually by the appropriate deans.)
- Judicial:** R. Moak, Chair; L. Melton; two Student Council students.
- Faculty Publicity:** S. Stanford, S. Brown.
- Graduation:** B. Yates, Chair; J. Woodward, T. Ormes, S. Stanford (Two students appointed by Student Council).
- Guidance:** M. Windham, Chair; S. Stanford, W. Clark, G. Woodward, S. Lyon, B. Yates (Ex-Officio).
- Instructional Affairs:** J. Woodward, Chair; and department chairpersons.
- Learning Resources:** P. Ladner, Chair; S. Brown, G. Carter, L. Fayard, T. Koehn, K. Held, C. Houston, D. Lyons, J. Martin, R. Moak, A. Nelson, C. Platt, J. Poelma, J. Poirier, N. Robasciotti, J. Sanderson, K. Sellers, R. Tanner, J. Woodward
- Scholarship:** LaShanda Chamberlain, Chair; S. Lyon, R. Harrell, B. Snell, G. Bhowmick, B. Yates, L. Melton, J. Hendrix.
- Student Activities:** Presidents of the Student Council, SkillsUSA, and PTK, Treasurer of Student Council, B. Yates, S. Edwards.
- Student Publications:** S. Edwards, B. Yates, Editors of Student Newspaper and Yearbook.

Department Chairpersons

- Nursing Joan Hendrix
- Business and Office Administration Marsha Cummings
- Developmental Studies Cecilia Frisbie
- Fine Arts. Jonathan Kilgore
- Health and Physical Education Amy Hunt
- Health Occupations Peggy Caldwell
- Language Arts Suzanna Brown
- LRC Pamela Ladner
- Mathematics Raymond Tanner
- Social Studies Becky Shumock
- Science. Jim Dunn
- Technical Education. John Poelma

Vice President's Committee

- Wiley Clark Appointed 2008-11
- Angie Nelson. Appointed 2008-11
- Tom Whalen Elected 2008-11
- Curtis Houston Appointed 2009-12
- Sonya Edwards Appointed 2009-12
- Debra Matthews Elected 2010-11
- Jordan Sanderson Appointed 2010-13
- Dorothy McDaniel Appointed 2010-13
- Raymond Tanner. Elected 2010-13
- LaShanda Chamberlain Appointed 2010-13
- Jan Yarber Ex Officio

JEFFERSON DAVIS CAMPUS

Committees

Administrative Committee: S. Scaggs, Chair; S. Carmichael; J. Donahoe; P. Holloway; B. Clark; J. Poole; L. Miller; W. Kuntz; N. Wilcox.

Admissions: B. Layton, Chair; B. Clark; J. Donahoe; L. Miller; P. Skinner.

Conduct: C. Bagwell, Chair; A. Johns; C. McClendon; A. Moran; D. Parker; G. Smith; K. Smith; Two Student Representatives; M. Gruich, Recorder.

Reception and Courtesy: B. Glass, Chair; D. Easterling; D. Knowles; L. Richmond; M. McNally; K. Coffell; B. Williams; M. Joyce; D. Flowers.

Food Service: S. Carmichael, Chair; N. Butts; I. Farley; B. Williams; President of the Student Council.

Graduation: J. Donahoe, Chair; B. Layton; L. Miller; M. Joyce; M. McNally.

Guidance: P. Skinner, Chair; G. Smith; E. Davis; B. Layton; J. Mitchell; J. Donahoe (Ex-Officio).

Instructional Affairs: L. Miller, Chair; and department chairpersons

Learning Resources: N. Wilcox, Chair; D. Hurlbert; P. Johnson; K. Morris; M. Holley; D. Clemons; J. Kopp; J. Mabry.

Physical Education and Health Services: L. Harrington; K. Stennis; R. Bennett; B. Oatis.

Publications: J. Speed; T. Wells; P. West.

Registration: J. Donahoe, Chair; B. Layton; P. Skinner; S. Taylor; Administrative Committee members.

Scholarships: S. Taylor, Chair; D. Knowles; M. Gruich; D. Parker; G. Smith; P. West.

Department Chairpersons

Nursing	Sandra Murphy
Business and Office Administration	Donna Parker
Developmental Studies	Chris DeDual
Fine Arts.	Ryan Pierini
Health, Physical Education and Recreation	Karen Stennis
Language Arts	Dr. Vernon LaCour
Mathematics/Computer Science	Susan Pagano
Science.	Stephen Roberts
Social Studies	Karla Smith

Vice President's Committee

Sandy Murphy.	Appointed	2008-11
Sam Napier	Appointed	2008-11
Isaac Farley	Appointed	2008-11
Christina Mullins	Appointed	2009-12
David Rankin	Appointed	2009-12
Lynne Fayard	Appointed	2009-12
Ryan Pierini.	Elected	2009-12
Chris Bagwell	Appointed	2010-13
Angela Bryan	Elected	2010-13
Fran Marchette	Elected	2010-13

Committees/Department Chairs

PERKINSTON CAMPUS

Committees

- Academic and Honors Scholarship:** J. Moody, Chair; G. Greene-Aguirre, Department Chairpersons
- Administrative Committee:** M. Graham, Chair; D. Belton, C. Bond, S. Bond, J. Moody, B. Rivero, M. Sekul, L. Taylor
- Admissions:** M. Sekul, Chair; H. Edwards, N. Green, K. Jackson, J. Moody
- Awards:** M. Sekul, Chair; C. Bond, E. Brockmeyer, H. Edwards, N. Green, J. Moody, L. Taylor
- Campus Athletic:** L. Taylor, Chair; S. Campbell, K. Long, G. Rath, M. Stone, B. Thrash, W. Weathers
- Centennial:** S. Bond, Co-Chair; L. Taylor, Co-Chair; D. Belton, C. Bond, S. Bounds, M. Lott, J. Rouchon, M. Sekul, T. Weathers, S. White
- Christmas:** S. Bond, Chair; M. Sekul, Co-Chair; T. Weathers, Co-Chair; E. Brockmeyer, J. Rouchon, C. Watts
- Faculty Housing:** Dr. Willis H. Lott, Chair; Dr. Mary Graham, Dr. Billy Stewart
- Graduation Task Force:** M. Sekul, Chair; S. Acres, K. Braun, J. Burnside, L. Courtney, N. Green, B. Hunter, K. Jackson, L. McIlrath, T. Moore, B. Rivero, J. Ross, L. Taylor, C. Watts, C. Williams, T. Williams
- Hospitality:** E. Brockmeyer, Chair; E. Bond, S. Davis, S. Fore, S. Guthrie, T. Naramore, J. Sullivan, G. Terrell, C. Watts, T. Weathers
- Instructional Affairs:** J. Moody, Chair; and department chairpersons
- Judicial:** N. Green, Chair; S. Fletcher, A. Lee, S. Payton, V. Ritchie; alternates: V. Fairley-Bonner, L. Fink, L. McDonald, L. McIlrath, S. Nix, S. Ridgle, J. Shows
- Learning Resources:** B. Rivero, Chair; D. Compston, D. Gray, S. McMahon, J. Ross, Student
- Professional Development:** S. McMahon, Chair; D. Belton, S. Bounds, J. Burnside, L. Courtney, R. Fountain, N. Green, T. Hall, J. Moody, T. Moore, W. Murray, S. Payton, B. Rivero, L. Taylor
- Recruitment/Retention:** M. Sekul, Chair; D. Belton, H. Edwards, S. Edwards, V. Fairley-Bonner, S. Fore, N. Green, K. Jackson, M. Lott, J. Moody, S. Moore, A. O'Neal, W. Overstreet, S. Ridgle, J. Ross, L. Taylor, S. Tringle, T. Weathers, N. White, C. Williams, T. Williams
- Salvage:** G. Hartley, Chair; S. Fletcher, T. Moore
- Scholarship:** M. Sekul, Chair; C. Bond, S. Bond, J. Moody, S. Ridgle, L. Taylor
- Student Activities:** M. Sekul, Chair; T. Dickey, H. Edwards, J. Owens, T. Robertson, M. Scafide, C. Williams, T. Williams
- Student Housing:** M. Sekul, Chair; S. Davis, T. Dickey, H. Edwards, J. Owens, T. Robertson, T. Williams
- Student Publications:** M. Sekul, Chair; T. Robertson, M. Weekley, C. Williams

Department Chairpersons

- Academic Business/Mathematics/Computer Science. Kathy Dedeaux
- Career and Technical Instruction Lisa Courtney
- Fine Arts. Marilyn Lott
- Health, Physical Education and Recreation Ladd Taylor
- Language Arts/Developmental Reading Sandra Acres
- Nursing Alice O'Neal
- Science. Sarah Tringle
- Social Studies Marie Paslay

Vice President's Committee

- Lynn Fink Appointed 2008-11
- Jason Ross Elected 2008-11
- Randy Fountain Appointed 2008-11
- Johnny Ford Appointed 2008-11
- Vanessa Ritchie Appointed 2008-11
- Cindy Watts Appointed 2008-11

**Administration
and Faculty**

Maria Scafide..... Appointed 2009-12
 Tommy Snell..... Elected 2009-12
 Sarah Nix. Appointed 2010-13
 Jason Shows..... Elected 2010-13

Central Office

Lott, Willis H. - President (1992). Ed.D., University of Southern Mississippi.
Besancon, David - Computer Center Director (1998). B.S., University of Southern Mississippi.
Bishop, David - Computer Analyst (2002). B.E., Louisiana State University.
Bond, Lavell - Construction Manager (2006). Drafting Certificate, Mississippi Gulf Coast Community College.
Borgman, Debbie - Comptroller (2009). B.S., University of Southern Mississippi. M.B.A., Mississippi College. CPA.
Boyda, Kyle - Programmer/Analyst (2001). A.A.S., Mississippi Gulf Coast Community College.
Broussard, Glynn - Coordinator of Information Services (1994). A.A.S., Mississippi Gulf Coast Community College. A+, CNA.
Cornell, Randall - Senior Network Administrator (1985). A.A.S., Phillips College. IC3, Network+.
Daymond, Lisa - Programmer/Analyst (2009). B.S., University of Southern Mississippi.
Deegen, Lynn - Director of Purchasing and Property Control (2008). B.S., Louisiana State University. MBA, William Carey University.
Falcon, Larry - Director of District Printing (1998). Journeyman Printer.
Finklea, Arnell - Network Technician (2009). High School Diploma.
Haynes, Joan - Vice President for Instruction and Student Services (2003). B.S., Mississippi State University. MBA., Florida Institute of Technology. Ph.D., Mississippi State University.
Jackson, Tyrone - Associate Vice President for Student Services and Enrollment Management (2008). B.S., M.Ed., Ed.D., Delta State University.
Knowles, Michael - Coordinator of Institutional Research (2004). A.A., Mississippi Gulf Coast Community College. B.S., Middle Tennessee State University.
Leimer, Jennifer - Director of eLearning (1995). B.S., M.S., Mississippi State University.
Loveless, Bobbie - Associate Vice President for Nursing and Allied Health (2003). ADN., Mississippi Gulf Coast Community College. B.S.N., M.S.N., William Carey University. D.N.P., Samford University.
Matthews, Buffy B. - eLearning Coordinator (2003). B.S., University of Southern Mississippi. M.B.A., William Carey University.
Miller, Monica - Special Assistant to the President (1996). B.A., University of Southern Mississippi. M.Ed., William Carey University.
Moore, Glen - Director of Human Resources (2008). B.S., MBA, Delta State University.
Overstreet, Virginia - Coordinator of Nursing and Allied Health Programs (1990). A.A., Mississippi Gulf Coast Community College. B.S., M.Ed., University of Southern Mississippi.
Shows, John - Associate Vice President for Career-Technical Education and Industrial Training (2000). A.A.S., Jones County Junior College. B.S., M.S., S.E., University of Southern Mississippi.
Sims, Ronnie - Superintendent of Transportation (1983). High School Diploma. Class B Commercial License.
Snell, Charlotte - Coordinator of College/Career Planning (2010). B.S., Oklahoma State University, IC3. Additional studies at University of Southern Mississippi.
Stewart, Billy - Vice President for Administration and Finance (2006). B.S., M.Ed., University of Southern Mississippi. Ph.D., Mississippi State University.
Tincher-Ladner, Lynn - Director of Institutional Research and Planning (1991). B.S., M.S., University of Southern Mississippi.
Walters, Cory - Database Administrator (2004). A.A., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi.

Community Campus

- Brown, Louise** – Coordinator of Grants and Special Projects (1981). A.S., Mississippi Gulf Coast Community College. B.S., Mississippi State University. M.B.A., University of Southern Mississippi.
- Davis, Brenda** – Coordinator of Institutional Development (2004). B.S., M.S., University of West Alabama.
- Donahoe, Brenda** – WIA Coordinator (1982). B.S., M.Ed., University of Southern Mississippi.
- Freridge, Jenifer** – Coordinator of Alumni Relations (2010). A.A., A.A.S., Mississippi Gulf Coast Community College. B.S., M.B.A., William Carey University.
- Hess, Jere** – Associate Vice President for Development (2003). B.S., M.B.A., Mississippi State University.
- Hyatt, Millie** – College Grant Writer (2005). A.A., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi.
- Kelley-Winders, Anna Faye** – Vice President (1969). B.S., M.Ed., University of Southern Mississippi. Additional study, University of Southern Mississippi.
- Kuntz, Deena** – Director of Development and Continuing Education (1999). B.S., University of Southern Mississippi. M.B.A., William Carey University.
- Kuntz, Wayne** – Director of Workforce Development (2001). B.S., North Dakota State University. M.B.A., William Carey University.
- Landry, Mark** – Director of Workforce Development (2008). B.S., University of Southern Mississippi.
- Layton, Becky** – Director of Adult Basic Education (2000). B.S., M.Ed., University of Southern Mississippi.
- McAdams, Kathy** – Public Information Coordinator (2006). B.A., University of South Alabama. M.E., University of Southern Mississippi.
- Sewell, Michael** – Graphic Services and PR Project Manager (2008). A.A.S., Mississippi Gulf Coast Community College. B.S., Regents College.
- Snyder, Bill** – Public Information Coordinator (2006). B.S., University of Southern Mississippi.
- Wilson, Tracy** – Coordinator of Business Services (2006). B.S., M.B.A., William Carey University.

Jackson County Campus

- Adams, Todd** – Estuarine Education Center Director (2005). B.S., University of Southern Mississippi. M.S., Mississippi State University.
- Baggett, James** – Science (1990). B.A., University of Mississippi. M.S., Ph.D., University of Southern Mississippi.
- Barrette, Lois** – Speech (2000). B.S., M.S., University of Wisconsin. Additional studies University of Aurora and St. Xavier College.
- Bhowmick, Gopa** – Mathematics (1997). B.S., University of Southern Mississippi. M.Ed., William Carey University.
- Bigelow, Ray** – Computer Lab Assistant (2008). A.A.S., Mississippi Gulf Coast Community College.
- Broome, Tommie Ann** – Process Operations Technology (2003). A.A., Mississippi Gulf Coast Community College. Additional study at the University of Southern Mississippi.
- Brown, Kimberly** – Science (1990). B.S., University of Mississippi, M.Ed., University of Southern Mississippi. Additional study at University of Southern Mississippi and Walden University.
- Brown, Steven** – Computer Science (1997). B.S., Lancaster Bible College, Th.M., Dallas Theological Seminary. M.S., University of South Alabama.
- Brown, Suzi G.** – Language Arts/Learning Lab Director (2004). B.A., M.A. University of Southern Mississippi.

**Administration
and Faculty**

Buie, Debra – Nursing (2002). A.A.S., Mississippi Gulf Coast Community College. B.S.N., M.S.N., University of South Alabama.

Butler, Angela – Business and Office Technology (2002). B.S., M.S., University of Southern Mississippi.

Caldwell, Peggy – Medical Laboratory Technology Program Director (1997). B.S., University of Southern Mississippi, M.A., Central Michigan University.

Carley, Michael – Coordinator of Education and Greenhouse Operations (2010). B.S., M.S., Delta State University.

Carter, Gwendolyn – Librarian (2001). B.A., Transylvania M.L.S., University of Kentucky.

Chamberlain, LaShanda – Director of Financial Aid (1997). A.A., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi, M.B.A., William Carey University.

Chatagner, Amy – Business (1991). B.S., University of South Alabama. M.B.A., University of Southern Mississippi. Additional studies at University of South Alabama and University of Southern Mississippi.

Clark, Wiley – Career Counselor (1998). A.A., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi. M.S., University of South Alabama.

Conerly, Tommy – Process Operations Technology (2007). B.S., B.A., University of Southern Mississippi. Thirty years work experience in business and industry. Additional studies, certificates of completion at Mississippi Gulf Coast Community College.

Cooley, Janice – Biology (2004). B.S., M.S., Ed.S., University of Southern Mississippi.

Copeland, Cynthia – Nursing (2004). B.S.N., University of Southern Mississippi. M.S.N., William Carey University.

Corban, Joely – Fine Arts (2008). M.F.A., Mississippi College.

Cummings, Marsha – Business and Office Technology (1999). B.S., M.S., Mississippi State University.

Davis, Sandra – Developmental Studies – English (1995). B.S., M.Ed., University of South Alabama.

Dickerson, Michelle – Mathematics (2010). B.S., M.S., Mississippi State University.

Dunn, Jim – Science (1989). B.S., Arkansas Tech University, M.S., Ph.D., University of Southern Mississippi.

Edwards, Sonya – Journalism (2004). B.A., University of Mississippi. M.S., University of Southern Mississippi.

Ehrman, Diane – Instructional Assistant, Learning Lab (2006). B.S., M.S., University of Minnesota.

Fahey, Debby – Nursing (2006). B.S.N., M.S.N., F.N.P., Graceland University.

Fayard, Linda – Psychology (2004). B.S., University of Southern Mississippi. M.S., University of South Alabama.

Ferguson, Ashleigh – Language Arts (2005). B.S., M.A., Mississippi State University.

Feris, Alessandra – Music (2008). D.M., Florida State University.

Fernandes, Lactancio – M.D., Department of Medicine, V.A. Medical Center, Co-Medical Director for the Respiratory Therapy Education Program.

Franks, Tammy – Dean of Business Services (1998). B.S., University of Southern Mississippi. M.B.A., William Carey University.

Frisbie, Cecilia – Mathematics (1995). B. S., M.Ed., University of Southern Mississippi.

Fuller, Robin – Business and Office Technology (2008). M.E., TUI University.

Garriga, Tara – English (1991). B.A., M.Ed., University of Southern Mississippi.

Ghosal, Bobby – Assistant Dean of Instruction (2004). B.S., Faulkner University. M.S., University of South Alabama. Additional coursework from Northcentral University.

Gilbert, James – Mathematics (1998). B.S., University of Southern Mississippi. M.Ed., William Carey University.

Gibson, Dorothy – Nursing (2009). B.S., University of Southern Mississippi. M.S.N., William Carey University.

Guice, Tara – Radiologic Technology, Clinical Coordinator/Instructor (2003). RT (R) (AART). A.A.S. Mississippi Gulf Coast Community College. B.S., Franklin University.

**Administration
and Faculty**

Harrell, Rebecca - Speech/Theatre (1991). B.A., M.A., University of Mississippi. Additional study at University of Memphis.

Harris, William - Welding (1977). Studies being done at University of Southern Mississippi toward B.S.

Harrison, Debra - English (2002). B.S., Jackson State University. M.S., University of Southern Mississippi.

Hayes, Robin - Database Administration Technology (2001). B.S. University of Southern Mississippi.

Haynes, Michael - Business (1999). B.S., M.S., University of Southern Mississippi. CPA

Held, Katie - Business & Marketing Management (2007). B.S., University of Southern Mississippi. M.B.A., William Carey University.

Hendrix, Joan - Nursing (2002). B.S.N., Mobile College. M.S.N., University of Mobile.

Hilton, David - Sociology Instructor (2007). B.A., Mississippi State University. M.Ed., University of Southern Mississippi. Additional study.

Houston, Curtis - Art Instructor (2007). B.F.A., University of Southern Mississippi. M.A., University of Alabama.

Hughes, Gloria - Nursing (2005). B.S., M.S.N., William Carey University.

Hunt, Amy - Physical Education (2001). B.S., University of Southern Mississippi. M.S., University of Memphis. Additional study at Walden University.

Ingram, Shelley - Language Arts (2010). B.A., Louisiana State University. M.A., University of Missouri.

Jackson, LaDaysha - Nursing (2009). B.A., B.S.N., M.S.N., University of South Alabama.

Johnson, Cheryl - Nursing (2006). B.S.N., M.S.N., University of South Alabama.

Johnson, Patricia - Nursing (2010). A.D.N., B.S.N., M.S.N., F.N.P., University of Mobile.

Jones, Faye - Social Studies (1989). B.S., Mississippi College. M.A., Mississippi State University. Additional study, University of South Alabama.

Jones, Stephanie - Science (1999). B.S., University of Alabama at Birmingham. M.S., University of South Alabama.

Karels, Art - Science (2008). B.S., University of Minnesota. M.S., University of Southern Mississippi. Additional study at University of Southern Mississippi.

Kilgore, Jonathan - Music (2008). D.M.A., University of Southern Mississippi.

King, Darlene Morgan - Child Care (1987). B.S., M.S., University of Southern Mississippi.

King, S. Lee - Respiratory Care Technology (2009). B.S., Weber State University. M.S., Wichita State University. RRT, National Board of Respiratory Care. Additional study at University of Kansas.

Koehn, Timothy - Librarian (2002). B.S., M.L.I.S., University of Southern Mississippi.

Ladner, Pamela - Assistant Dean LRC/Library Director (1993). A.S., Pearl River Community College. B.A., M.L.I.S., University of Southern Mississippi. Ph.D., University of Southern Mississippi.

Ladner, Wade - Secondary Industrial Drafting (2007). A.A.S., Mississippi Gulf Coast Community College.

Lawson, April - Language Arts (2003). B.S., M.A.T., University of West Alabama.

Lee, Debra - Enrollment Specialist (2002). A.A., Mississippi Gulf Coast Community College. B.S., B.A., University of Southern Mississippi. M.S., University of South Alabama.

Lewis, Judy - Radiologic Technology, Program Director/Instructor (1986) RT (R)(M) (CT) (QM)(ARRT). A.A.S., Mississippi Gulf Coast Community College. B.A., Ottawa University. M.Ed., Jones International University.

Lohmeier, Lynne - Science (1989). B.S., Miami University. Ph.D., Mississippi State University.

Lyon, Sheila - Health Occupations Counselor (1997) B.S., M.S., Jackson State University. Specialist, University of Southern Mississippi.

Lyons, Darla - Instructional Assistant, Learning Lab-Mathematics, English (1992), B.S., University of Southern Mississippi.

Magee, Amanda - Drafting (1993). A.S., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi. M.S., Capella University.

**Administration
and Faculty**

Mangum, Donald – Language Arts (2004). B. S., University of Southern Mississippi. M.A., Louisiana State University. Ph.D., University of Southern Mississippi.

Manis, Steve – Chemistry (2001). B.S., Colorado State, M.S., University of Utah, M.B.A., Lewis University.

Maranto, Debra – Psychology (2002). B.A., M.S., University of South Alabama.

Martin, Kay – Career/Technical Student Support Services (1997). A. S., Pearl River Junior College, B. S., University of Southern Mississippi, M. S., University of Southern Mississippi.

Matthews, Debra – Electrical Technology (1986). Certificate in Industrial Electricity, A.A.S., Occupational Education, Mississippi Gulf Coast Community College. B.S., Technical and Occupational Education, University of Southern Mississippi.

Mayberry, Yolanda – Human Services (1999). B.A., Northeast Louisiana University, M.B.A., William Carey University.

McAnally, John – History (2004). B.S., National University Med., M.S. University of Southern Mississippi.

McCary, Delema – Nursing (1989). B.S., Evangel College. M.S., M.S.N., University of South Alabama.

McCon, Angela – Nursing (2007). A.D.N., Mississippi Gulf Coast Community College. B.S., Xavier University. B.S.N., M.S.N., University of South Alabama.

Melton, Lena – Science (1985). B.S., Hampton Institute. M.S., Ed.D., University of Southern Mississippi.

Miller, John – Mathematics Instructor (2007). B.S., Mississippi State University. M.Ed., University of Southern Mississippi.

Moak, Rex – Science (1997). B.S., Millsaps, M.S., University of Southern Mississippi. Additional study Delta State University.

Moffett, Jennifer – Language Arts (2009). B.B.A., Harding University. M.A., University of Mississippi.

Mooney, Rodney – Language Arts (2010). B.A., M.A., University of Southern Mississippi.

Morrison, Erin – Coordinator for Campus Recreation (2010).

Nelson, Angie – Medical Laboratory Technology (2006). B.S., University of South Alabama.

Nero, Shana – Language Arts (2008). B.A., M.A., University of South Alabama.

O’Hara, John – Logistics Technology (2008). M.S., Florida Institute of Technology.

Olsen, Jill – Nursing (2008). A.A.S., Mississippi Gulf Coast Community College. B.S.N., University of South Alabama. M.S.N., William Carey University.

Ormes, Terri – Director of Admissions and Records (1991). B.S., M.Ed., University of Southern Mississippi.

Philippoff, Christy – Biology (2010). B.S., M.S., University of Southern Mississippi.

Pierce, Carol – Instructional Assistant, Learning Laboratory – Mathematics (1989). B.S., M.Ed., William Carey University.

Platt, Carin – Study Skills (1999). B.S., University of South Alabama. M.Ed., University of Southern Mississippi.

Poelma, John – Electronics Technology (1997). A.S., Community College of the Air Force, B.S., Park College. M.S., University of Southern Mississippi. Additional study at the University of Southern Mississippi.

Poole, Marc – Fine Arts (2008). M.F.A., Mississippi State University.

Pugh, Jason – Vice President (2008). Ph.D., Community College Leadership; Mississippi State University.

Reeves, Jerry – Business (2002). B.S., M.B.A., University of Southern Mississippi. Additional study University of Mississippi.

Riels, Andrea – Nursing (2010). B.S.N., University of South Alabama. M.S.N., William Carey University.

Robasciotti, Nancy – Nursing (2002). B.S.N., M.S.N., University of South Alabama.

Rodberg, Gary M. – M.D., Ocean Springs Hospital, Medical Director for the Respiratory Care Technology Program.

Roy, Sandra – Computer Science (2001). M.A., M.E., University of Mississippi, additional studies University of South Alabama.

Rutz, Rebecca – Business (1983). B.S., Wright State University. M.B.A., University of Southern Mississippi.

**Administration
and Faculty**

Ryan, Rachel – Biology (2010). B.S., University of Wisconsin. M.S., University of Southern Mississippi.

Sanderson, Jordan – Language Arts (2009). B.A., M.A., Ph.D., University of Southern Mississippi.

Sellers, Kimbra – Health, Physical and Aquatic Instructor (2006). B.S., M.Ed., Auburn University. Ph.D., University of South Alabama.

Showah, Willy – Machine Shop (1997). A.A.S.O.E., Mississippi Gulf Coast Community College. Additional study, University of Southern Mississippi.

Shumock, Becky – Psychology (1995). B.S., M.Ed., University of Southern Mississippi.

Sims, Angela – Mathematics (2010). B.S., University of Southern Mississippi. M.S., William Carey University.

Sison, MaryAnn – Social Studies (2003). B.A., University of New Orleans, M.A., Ph.D. University of Southern Mississippi.

Smith, Cindy Alexander – Foreign Language (1996) B.A., University of Southern Mississippi, M.A., Mississippi State University. Additional study at William Carey University and University of Grenoble, France.

Smith, Jacqueline – Respiratory Care Technology/Program Director (2006). A.A.S., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi.

Smith, James – Electrical Technology (1999). A.A., Mississippi Gulf Coast Community College.

Snell, William – Social Studies (1995). B.S., M.S., University of Southern Mississippi.

Stanford, Sheri B. – Counselor (1998). A.A., Mississippi Gulf Coast Community College. B.S., M.Ed., Mississippi State University.

Steele, Cheryl R. – Enrollment Specialist (2005). B.A., M.Ed., University of Southern Mississippi.

Stewart, Gean – Nursing (1999). B.S.N., M.S.N., University of South Alabama.

Stout, Carla – Speech (2003). B.A., M.A., University of South Alabama. Additional Study at University of South Alabama.

Stringfellow, Martin Van – Chemistry (1994). B.S., Mississippi State University. M.S., University of Alabama at Birmingham.

Tanner, Raymond – Mathematics (1983). B.S., University of Southern Mississippi. M.Ed., William Carey University.

Taylor, Wayne – Outdoor Recreation (2004). B.S., Mississippi State University. M.A., Southern Methodist University. M.S. Baylor University. Ph.D., University of Mississippi.

Thompson, Rebecca – Mathematics (1999). B.G.S., Delta State University. M.Ed., William Carey University.

Tibbs, Ashley – Instructional Assistant, Learning Lab (1997). B.A., University of Mississippi. Additional study, University of Mississippi.

Whalen, Thomas – Telecommunications Technology (2000). A.S., Community College of the Air Force, B.S., College Park. M.S., University of Southern Mississippi. Additional study University of Southern Mississippi.

Windham, Melissa – Psychology (2009). B.S., University of Southern Mississippi. M.S., University of South Alabama.

Woodward, Gerry A. – Career/Technical Support Services Coordinator (1990). B.S., M.S., University of Southern Mississippi.

Woodward, Jonathan – Dean of Instruction (2004). B.A., M.M., University of Southern Mississippi.

Yates, George W. “Bill” – Dean of Student Services (1997). B.S., M.S., Ph.D., University of Southern Mississippi.

Jefferson Davis Campus

Averhart, Paulette – Nursing (2005). B.S.N., William Carey University. M.S.N., University of Southern Mississippi.

Bagwell, Christopher – Student Activities Coordinator (2009). B.A., University of Southern Mississippi.

Bagwell, Kenneth – Physics Instructor (2002). M.Ed., and B. S., Delta State.

**Administration
and Faculty**

Bailey, Rita - Developmental English (2008). A.A., Mississippi Gulf Coast Community College. B.A., University of Southern Mississippi. M.Ed., William Carey University.

Barlow-Fain, Marsha - Nursing (2007). A.A., Mississippi Gulf Coast Community College. B.S.N., William Carey University. M.S.N., Nursing Education, William Carey University.

Bennett, Randi Health/Physical Education (2008). B.S., University of Southern Mississippi. M.Ed., William Carey University.

Bethea, Kay - Instructional Assistant, Learning Lab (1991). B.A., University of Mississippi. M.Ed., Southeastern Louisiana University. Additional study at University of Houston, University of Southern Mississippi.

Bond, Michael (Brent) - Electrical Technology (2006). A.A.S., Mississippi Gulf Coast Community College.

Bosarge, Susan - Language Arts (1998). B.A., University of South Alabama. M.Ed., University of Southern Mississippi.

Brandon, Deborah - Business & Office Technology (2008). B.S., M.S., University of Southern Mississippi.

Briester, Robert - Construction Management/Drafting & Design Technology (2008). A.A.S., Mississippi Gulf Coast Community College. B.A., University of Southern Mississippi.

Bruni, Angela - Biology (2009). B.S., Millsaps College. M.Ed., University of Southern Mississippi.

Bryan, Angela - Computer Programming Technology/Certified Novell Administrator (2000). B.S., M.S., University of Southern Mississippi.

Burrous, Brian - Computer Networking/Network Security Technology (2008). A.A.S., Computer Networking/Security, Mississippi Gulf Coast Community College.

Butts, Nanette - Developmental Studies (2002). A.S., Mississippi Gulf Coast Community College. B.S., M.Ed., University of Southern Mississippi.

Carmichael, Stacy - Dean of Business Services(1997). B.A., Stephens College, Missouri, M.B.A., University of Southern Mississippi. Additional studies at Mississippi State University.

Carriere, Brian - Social Studies (2005). B.S., M.S., University of Southern Mississippi; M.Ed., Delta State University.

Carousel, Laura - Nursing (2005). B.S.N., Northwestern State University. M.S.N., University of South Alabama.

Childers, Rex - Heating, Air Conditioning, & Refrigeration (2009). A.A.S., Mississippi Gulf Coast Community College.

Clark, Beverly - Assistant Dean, Career and Technical Instruction (1993). B.S., University of Mississippi. M.S., William Carey University. Ed.D., Mississippi State University.

Clark, Charles - Senior Librarian (1972). B.Ed., University of Miami. M.L.S., Florida State University.

Clemons, Debra - Nursing (1999). B.S.N., University of Southern Mississippi. M.S.N., William Carey University.

Coomer, Sheilah - Nursing (1999). A.A.S., Mississippi Gulf Coast Community College. B.S.N., M.S.N., C.N.S., University of South Alabama.

Craft, Linda - Hospitality and Tourism Management (1995). B.S., University of Southern Mississippi. Certified Culinary Educator, Johnson and Wales University.

Crocker, Christopher - Heating, Air Conditioning, & Refrigeration (2009). A.A.S., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi.

Dancer, Frances - Computer Science (2010). B.S., Jackson State University. M.S., Mississippi State University.

Daniels, JoAnne - Criminal Justice/Social Studies (2010). B.S., University of Southern Mississippi. M.Ed., William Carey University.

Davis, Charles R. - Social Studies (1991). B.S. and M.S., University of Southern Mississippi. Additional study at University of Southern Mississippi.

Davis, Elaine Dees - Counselor (1988). B.S., M.Ed., University of Southern Mississippi.

Davis, Scott - Social Studies (1994). B.A., M.S., University of Southern Mississippi. Licensed Professional Counselor.

DeDual, Christopher - Developmental Studies (2003). B.S. and M.Ed., University of Southern Mississippi. Additional studies at University of Southern Mississippi.

**Administration
and Faculty**

Donahoe, Jeff - Dean of Student Services (1982). B.S., University of Southern Mississippi. M.Ed., William Carey University. Additional study at University of Southern Mississippi.

Donegan, Brian - Drafting/Design/Construction Management Technology (2004). A.A.S., Mississippi Gulf Coast Community College.

Dougharty, Mary - Social Studies (2002). B. S., Louisiana State University, M.S., Shippensburg University. Additional studies William Carey University.

Fayard, Karen - Mathematics (1991). B.S., M.E., and Ed. Specialist, University of Southern Mississippi. Additional studies at University of Southern Mississippi and Millsaps College.

Fisher, Carolyn - Nursing (2009). B.S.N., University of Southern Mississippi. Additional study at University of South Alabama.

Frazier, Angela - Language Arts (2005). B.A., Mississippi University for Women; M.A. University of Mississippi.

Gatian, Becky - Interpreter Training (1995). A.A., Mississippi Gulf Coast Community College. B.S., Deaf Education, University of Southern Mississippi.

Gazzo, Jack - Economics, Real Estate & Legal Environment of Business (2000). B.B.A., University of Mississippi. M.B.A., William Carey University.

Gruich, Madelon - Business and Office Administration (2002). B.S., and M.Ed., Mississippi College.

Guider, Troy - Economics (1990). M.B.A., Ph.D., University of Southern Mississippi.

Halat, Sandra - Art (2003). B.F.A.; M.F.A., University of North Carolina. Additional Studies at the University of Tennessee and the Institution at San Miguel De Allende.

Hamlett, Jean - Nursing (2010). B.A., Florida State. M.S.N., University of Phoenix.

Harrington, Leslie - Nursing (2003). B.S.N., University of Southern Mississippi. M.S.N., William Carey University.

Hawk, Jena - English (2010). B.A., M.A., University of Southern Mississippi.

Hensley, Pat - Instructional Assistant, Learning Lab (1989). B.S., Ed., Math, Louisiana State University. Additional studies at William Carey University and University of Southern Mississippi.

Holley, Mary - Language Arts (1992). B.S., and M.S., University of Southern Mississippi.

Holloway, Patricia L. - Assistant Dean of Instruction (1981). B.S., M.Ed., and additional study at University of Southern Mississippi.

Holter, Melanie - Mathematics (2008). B.S., M.S., University of Southern Mississippi.

Hurlbert, Dianne Y. - Assistant Librarian (1980). B.A. and M.L.S., University of Southern Mississippi.

Hurlbert, Jennifer - Nursing (2002). A.A.S., Mississippi Gulf Coast Community College. B. S., Nursing, M.S.N., University of Southern Mississippi.

Jagmohan, Swarup Deepika - Computer Science (2003). B.E. Mangalore University; M.S., Lamar University.

Johns, Anita - Sociology (2004). B.A., Southern University of New Orleans; M.A. and additional study, University of New Orleans.

Johnson, Paul - Accounting (2007). A.A., Mississippi Gulf Coast Community College. B.S.B.A, University of Southern Mississippi. M.A., University of South Alabama.

Jones, Pamela - Early Childhood Education (2006). B.S., M.S., University of Southern Mississippi.

Kelner, Deborah - Social Studies (1992). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Kissick, Joanna - Business and Office Technology (2003). B.S., M.S., Mississippi State University.

Knowles, David - Music (1993). B.A., Mobile College. M.C.M., Southern Baptist Theological Seminary. Ph.D., University of Southern Mississippi.

Kopp, Janette - Social Studies (2003). B.S., University of Southern Mississippi; M.S., William Carey University.

LaCour, Vernon - French/Spanish (1998). B.A., Delta State University. M.A., M.A.T.L., University of Southern Mississippi; Ph.D., Berne University.

Layton, Bruce - Director of Admissions & Records (1988). B.S., Ouachita Baptist University. M.S., University of Mississippi. A.B.D., University of Southern Mississippi.

Locke, Ashli - Nursing (2009). B.S.N., University of Southern Mississippi. Additional study at William Carey University.

**Administration
and Faculty**

Mabry, Janice – Marketing Management (1998). B.B.A., Millsaps College, M.B.A., Mississippi State University. Additional studies at University of Southern Mississippi.

Maggard, Sandra Denise – Language Arts (2005). A.A., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi; M.A., William Carey University.

Marchette, Frances – Science (2005). B.S., University of South Carolina; M.Ed. and Ed.D., University of Southern Mississippi.

Mattina, Jane – Speech (2010). B.S. and M.S., Mississippi College. Ph.D., University of Southern Mississippi.

McClendon, Clay – Developmental Studies (2000). B.S., University of Southern Mississippi. B.S., Mississippi State University.

McDaniel, Clarence (Skip) – Chemistry (2006). B.A., Ph.D., University of Mississippi.

Miller, Larry L. – Dean of Instruction (1978). B.S.E., Delta State University. M.S., Mississippi State University.

Mitchell, Elvira Anne – Language Arts (1991). B.A., Lehman College of the City University of New York; M.A., English and Communications, Fordham University. Course work completed for doctorate, Fordham University.

Mitchell, Joy – Counselor (2005). B.S., Mississippi University for Women; M.S., University of Southern Mississippi.

Molsbee, Robert – Science (2003). B.S., Ph.D., University of Southern Mississippi; M.S. University of Mississippi.

Morris, Kathryn – Instructional Assistant, Learning Lab (2007). B.S., University of Southern Mississippi.

Murphy, Sandra – Nursing (1998). B.S.N., University of Southern Mississippi. M.S.N., University of South Alabama. C.N.E., National League of Nursing.

Napier, Samuel – Mathematics (2007). B.S., University of Southern Mississippi. M.S., University of South Alabama.

Newman, Marsha – Language Arts (2007). B.A., Louisiana State University. Ph.D., University of California.

Oatis, Bertha – Nursing (2003). C.P.N., Marquette University. A.A.S., Mississippi Gulf Coast Community College. B.S.N., University of Southern Mississippi. M.S.N., University of South Alabama.

Pagano, Susan – Mathematics (1972). B.S. and M.S., University of Mississippi.

Parker, Donna – Business and Office Technology (1994). B.S., University of Southern Mississippi. M.S., Mississippi State University.

Parkman, Megan – Accounting (2010). B.S., Master of Professional Accounting, University of Southern Mississippi.

Peterson, Sandra – Instructional Assistant, Learning Lab (1997). B.S., M.S., Mississippi State University.

Pham, Long Van – Computer Science (1988). A.A., Mississippi Gulf Coast Community College. B.S., M.S., Computer Science, University of Southern Mississippi. Certified Novell Administrator.

Phifer-Starks, Kimberly – Paralegal Technology (2004). B.A., M.S., University of Southern Mississippi. J.D. Mississippi College School of Law.

Pierini, Ryan – Theatre (2001). B.A., Georgia College & State University. M.F.A., University of Mississippi.

Pope, Karla – Criminal Justice (1994). B.S., M.S., Ph.D., University of Southern Mississippi.

Poulos, Candice – Reading/Psychology (2005). B.S., M.Ed., University of Southern Mississippi.

Rankin, David – Chemistry (2008). B.S., Morris Brown College. Ph.D., University of Southern Mississippi.

Rasmussen, LeeAnn – Social Studies (2000). B.A., Arizona State University. M.S., Mississippi College.

Ratcliffe, A. Jennifer – Nursing (2010). B.S.N., Mississippi College. M.S.N., F.N.P., University of Southern Mississippi.

Riggins, Mary – Science (2010). B.S., University of Southern Mississippi. M.Ed., University of South Alabama.

**Administration
and Faculty**

Roberts, Stephen – Science (1978). A.A., Jones Junior College. B.S. and M.S., Nursing, University of Southern Mississippi. Additional study at University of Southern Mississippi.

Roper, Denise – Biology (1984). B.S., University of Mary Hardin–Baylor. M.S., Baylor University.

Rouse, Kelly – Science (2005). B.S., William Carey University; M.S., University of Southern Mississippi.

Scaggs, Susan L. – Vice President (2007). A.A., Meridian Community College. B.A., Salem College. M.S., Stetson University. Ph.D., Mississippi State University.

Scholz, Marilyn – Nursing (2000). A.A.S., Mississippi Gulf Coast Community College. B.S.N., M.S.N., M.Ed., University of Southern Mississippi.

Shirley, Gary – EMT–Paramedic (1988). B.S., Technical and Occupational Education, University of Southern Mississippi.

Siegel, Jeffrey – Biology (2010). B.S., M.S., University of Southern Mississippi.

Simpson, Daron – Developmental Studies (2005). B.S., M.A., University of Southern Mississippi. Additional studies at University of South Alabama.

Skinner, Pamela M. – Lead Counselor (1982). B.S. and M.Ed., University of Southern Mississippi. Additional studies at William Carey University and University of Southern Mississippi.

Smith, Barbara – Music (1998). B.M., Baylor University. M.M., Florida State University. D.M.A., University of Alabama.

Smith, Gloria – Career/Technical Student Support Services (2002). B.S., M.S., University of Southern Mississippi.

Smith, Karla – Social Studies (2001). A.A., Mississippi Gulf Coast Community College. B.S., M.Ed., University of Southern Mississippi. Additional studies at University of Southern Mississippi.

Smith, Trevor – Social Studies (2007). B.S., University of Oklahoma. M.A., University of Southern Mississippi. Ph.D., University of Tennessee.

Speed, John – Language Arts (2007). B.A., Arkansas Tech University. M.A., M.A.L.S., University of Memphis. Additional study at University of Southern Mississippi.

Spence, Charles – Science (1992). B.S. and M.S.E., Arkansas State University. A.B.D., University of Southern Mississippi.

Steadman, Matthew – Visual Arts (2008). B.F.A., Arkansas Tech University. M.F.A., Tulane University.

Stennis, Karen – Health, Physical Education, Recreation (2001). B.S., University of Southern Mississippi. M.E. William Carey University.

Taylor, Searcy – Director of Financial Aid (1994). B.S., Millsaps College. M.S., University of North Texas. Additional study at University of Southern Mississippi.

Todd, Nora – Social Studies (2003). B.S., M.S., University of Southern Mississippi.

Towles, Roxanne – Counselor / VA Certifying Official (1991). B.S., M.Ed., University of Southern Mississippi.

Wells, Teresa – Language Arts (2005). B.A. and M.A., University of Southern Mississippi.

West, Margaret – Computer Science/Mathematics (1992). B.S. and M.Ed., Ph.D., University of Southern Mississippi. Additional study at University of California.

West, Patricia – Speech (1992). B.A., M.S., Ph.D., University of Southern Mississippi.

Wilcox, Nancy – Assistant Dean of Learning Resources Center/Librarian (1996). B.A., Mississippi State College for Women. M.L.S., University of Southern Mississippi.

Williams, Tracey – English (2010). B.A., University of Southern Mississippi. M.A., University of Hawaii. Additional study Vermont College.

Williamson, Kelly – Nursing (2008). A.A.S., Pearl River Community College. B.S.N., University of Southern Mississippi. M.S.N., William Carey University.

Young, Rebecca – Nursing (2006). B.S.N., University of Southern Mississippi.

**Administration
and Faculty****Keesler Center**

Uchello, Tammy – Director (1988). B.S., University of Southern Mississippi.

Naval Construction Battalion Center (Navy Base)

Poillion, Alrie – Director (2003). B.A. and M.S., University of Southern Mississippi.

West Harrison County Center

Clark, Marcy – Medical Billing & Coding Instructor (1993). B.S., University of Southern Mississippi.

Cook, Keith – Collision Repair Instructor (2009). Diploma, Collision Repair Technology, Mississippi Gulf Coast Community College. NATEF certified.

Fayard, Lynne – Career/Technical Support Services Coordinator (2003). B.S., University of Southern Mississippi.

Fortenberry, Shekira – Instructional Coordinator (2008). B.S., University of Southern Mississippi. M.A., University of Phoenix.

Gates, Robin – Landscape Management Technology (2008). A.A.S., Mississippi Gulf Coast Community College.

Ladner, Melissa – Surgical Technology (2007). Certificate of Proficiency, Surgical Technology, Pearl River Community College. A.A., Pearl River Community College. Certified Surgical Technologist.

Lafontaine, Dwayne – Electrical Technology (2006). A.A.S., Pearl River Community College. Master Licensed Electrician. Journeyman Electronic Technician.

Lee, William – Industrial Drafting Technology (2008). A.A.S., Pearl River Community College.

Maddox, Rhonda – Counselor (1999). B.S., Ed. Bob Jones University. M.S., Counseling, William Carey University. National Certified Counselor.

McDonald, William – Automotive Technology (1994). B.S., University of Southern Mississippi. A.S.E. certified: Master Automobile Technician, Master Heavy Truck Technician, and Certified Engine Machinist.

Poole, Janice – Administrative Dean (2007). A.A., Pearl River Community College. B.S., M.Ed., University of Southern Mississippi. Ph.D., Mississippi State University.

Ray, Joseph Corey – Food Production and Management (2008). B.A., Belhaven College. Culinary Arts Certificate and Diploma, University of Southern Mississippi.

Perkinston Campus

Acres, Dylan – Social Studies (2010). A.A., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi. M.A., Sam Houston State University.

Acres, Sandra T. – English (1977). B.A., M.A., University of Alabama. Additional study at University of Alabama.

Ainsworth, Melanie – Mathematics (2007). B.A.Ed., University of Mississippi. M.Ed., William Carey University.

Anderson, Vivian – Instructional Assistant, Learning Lab (2002). B.S. and M.S., William Carey University.

Barrett, Robert – Fine Arts (2007). B.S., Nebraska Wesleyan University. M.A., University of Arkansas.

Bond, Cheryl – Assistant Dean Career and Technical Instruction (2006). B.S., M.S., and Ed.S., University of Southern Mississippi.

Bond, Sheree J. – Dean of Business Services (1976). A.A., Mississippi Gulf Coast Community College. B.S. and M.B.A., William Carey University.

Burnside, Joanna – Music (1997). B.M. and M.M., University of Southern Mississippi. D.M.A., Louisiana State University and A & M College.

**Administration
and Faculty**

Campbell, Steve - Head Football Coach/Business (2004). B.S., Troy State University. M.B.A., Auburn University.

Campbell, Susanne - Nursing (2008). B.S.N., M.S.N., University of Southern Mississippi.

Cassibry, Sandra - Art (2006). B.S., University of Southern Mississippi Gulf Park. M.Ed., William Carey University on the Coast.

Compston, Deloris - Nursing (2008). A.D.N., Mississippi Gulf Coast Community College. M.S.N., University of Southern Mississippi.

Corley, John - Golf/Recreational Turf Management (1998). A.A.S., Pearl River Community College. B.S., and M.A., Mississippi State University.

Cortez, Leonard - Secondary Welding (2007).

Courtney, Lisa - Business and Office Technology (1985). A.A., Mississippi Gulf Coast Junior College. B.S., M.Ed., University of Southern Mississippi.

Davis, Steve - Assistance Football Coach/HPR (2004). B.S. and M.Ed., Livingston University.

Dedeaux, Kathern - Mathematics (1998). B.S. and M.Ed., William Carey University.

Fink, Lynn - Science (1996). B.S., Southeastern Louisiana University. M.S., Arkansas State University.

Fletcher, Sydney - Business (2003). B.B.A., University of Mississippi; M.B.A., University of South Alabama.

Graham, Mary Spring - Vice President (1987). B.S., M.Ed., Ph.D., University of Southern Mississippi.

Gray, Darlene - Mathematics (2009). A.A., Mississippi Gulf Coast Community College. B.S., M.B.A., University of Southern Mississippi. M.Ed., William Carey University.

Green, Nichol - Director of Admissions (2008). B.A., M.Ed., University of Southern Mississippi.

Greene-Aguirre, Gayle - History (1999). B.A., University of Connecticut. M.A., University North Texas. Additional studies at Kennesaw College at University of Georgia, University of Southern Mississippi and William Carey University.

Harvey, Bill - Funeral Service Director (2004). A.A.S., Commonwealth Institute. B.B.A., University of Texas. M.L.A., Houston Baptist University.

Hebert, Sadie M. - Web Development Technology (2002). B.S., University of Southern Mississippi.

Hickman, Dianne - Career/Technical Student Support Services Coordinator (2008). B.S., M.Ed., University of Southern Mississippi.

Hickman, Jane - Developmental Studies (2009). B.S., University of Southern Mississippi. M.Ed., William Carey College.

Huff, Chad - Assistance Football Coach/HPR (2004). B.S. and M.Ed., Delta State University.

Hunter, Brenda - Funeral Service Technology (2005). A.A., Kaskaskia College. A.A.S., Carl Sandburg College of Mortuary Science. B.S., Southern Illinois University. M.S., University of Southern Mississippi.

Jackson, Kashanta - Lead Counselor (2009). B.A., M.Ed., Delta State University. Additional studies at Delta State University.

Jones, Jeff - Graphic Design (1992). A.A., Hinds Community College. Additional studies at University of Southern Mississippi.

Jones, Tracy - Nursing (2010). B.S.N., M.S.N., University of Mississippi School of Nursing.

King, Ralph - Computer Networking Technology (2002). A.A.S., Mississippi Gulf Coast Community College. Additional studies at University of Southern Mississippi.

Lee, Allen - Computer Networking Technology (1997). A.A.S., Community College for the Air Force. Additional study at University of Southern Mississippi.

**Administration
and Faculty**

Long, Kenneth – Head Softball Coach/HPR (2001). B.S., M.S., University of Southern Mississippi.

Lott, Marilyn – Music (1990). B.M.E., and M.M.E., University of Southern Mississippi.

Loui, Michael – Science (2008). B.S., California Polytechnic State University. D.C., Palmer College of Chiropractic.

Lyons, Robin – Language Arts (2004). B.A. and M.A., University of Southern Mississippi.

Maddox, Jane Ann – Science (2009). A.A., Mississippi Gulf Coast Community College. B.S., M.Ed., University of Southern Mississippi.

McIlrath, Laurie – Psychology (1999). B.S., University of Southern Mississippi. M.S., Augusta University.

McMahon, Sharon – Instructional Assistant, Learning Lab (1992). B.A., Glassboro State College.

Moak, Betty – Career/Technical Counselor (2007). B.M.E., M.L.S., M.Ed., University of Southern Mississippi.

Moody, Jan – Dean of Instruction (1995). B.S. Mississippi Baptist Medical Center. B.S., Mississippi State University. M.S., Ph.D., University of Southern Mississippi.

Moore, Stevon – Assistant Football Coach/HPR (2003). B.S., University of Maryland University College.

Moore, Tracy – Science (2006). B.S., William Carey University. M.S., University of Alabama.

Moore, Trenita – Nursing (2009). A.A., A.S., Mississippi Gulf Coast Community College. B.S.N., M.S.N., F.N.P., University of Southern Mississippi.

Morris, Kelly – Nursing (2009). A.D., Hinds Community College. B.S.N., University of Southern Mississippi. M.S.N., William Carey University.

Murray, William – Computer Servicing Technology (1998). A.A.S., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi.

Myrick, Kenny – Music (2000). B.M.E., M.M.E., and M.M., University of Southern Mississippi.

Naramore, Buddy – Commercial Residential Maintenance (1991).

Nix, Sarah – Early Childhood Education Technology (2006). A.A., Mississippi Gulf Coast Community College. B.S., M.S., Jackson State University.

O’Neal, Alice – Nursing (1991). A.A.S., Mississippi Gulf Coast Community College. B.S.N., M.S.N., University of South Alabama.

Paslay, Marie – Political Science (1988). B.S. and M.S., University of Southern Mississippi.

Payton, Stacey – Developmental Studies/Language Arts (2004). B.A., University of Southern Mississippi. M.Ed., William Carey University.

Price, Dana – Computer Science (1987). B.S., M.S., University of Southern Mississippi.

Rath, Gary – Head Baseball Coach/HPR (2009). B.S., Troy University. M.S., United States Sports Academy.

Reid, Jefferson – Welding (2006). A.A.S.O.E., Mississippi Gulf Coast Community College.

Ridgle, Saadia – Director of Financial Aid (2009). M.A., B.S., Wayland Baptist University.

Ritchie, Vanessa – Librarian (2002). B.A., Humboldt State University. M.S., Augusta University.

Rivero, Brenda – Assistant Dean of Learning Resource Center/Librarian (1982). B.A., University of Southern Mississippi. M.Ed., William Carey University. M.Ed., M.L.S., Ph.D., University of Southern Mississippi.

Ross, Jason – Mathematics (2001). B.S. and M.Ed., University of Southern Mississippi.

Sandig, Sonja – Foreign Language (2007). B.A., and M.A., University of Southern Mississippi.

Schilling, Ryan – Social Studies (2010). A.A., Southwest Mississippi Community College. B.A., M.A., University of Southern Mississippi.

Sekul, Michelle – Dean of Student Services (1996). A.A., Mississippi Gulf Coast Community College. B.A., M.Ed., University of Southern Mississippi.

Shows, Jason – Social Studies (2009). A.A., Jones County Junior College. B.S., M.Ed., William Carey University.

**Administration
and Faculty**

Sligh, Adrian – Nursing (2010). B.S., University of Mississippi Medical Center. B.S.N., Mississippi University for Women. M.S.N., University of North Alabama.

Snell, Tommy – Language Arts/Gulf Coast (2003). B.S., University of Southern Mississippi. M.Ed., William Carey University.

Spicer, Heather – Assistant Band Director (2007). B.M., Murray State University. M.M., University of Southern Mississippi.

Stone, Melanie – Head Women’s Basketball Coach/HPR (2007). B.S. and M.S., University of Southern Mississippi.

Taylor, Ladd – Athletic Director (2002). A.A., Mississippi Gulf Coast Community College. B.S., M.S., University of Southern Mississippi.

Thrash, Bary – Head Soccer Coach (1987). A.S., Mississippi Gulf Coast Community College. B.S. and M.S., University of Southern Mississippi.

Tringle, Sarah – Biology (1992). B.S., M.S., University of Southern Mississippi.

Trotter, Dell – Band & Auxiliary Group Director (2010). B.M.E., Delta State University. M.S., Southern Oregon University.

Walker, Daisha – Speech (1994). M.S., University of Southern Mississippi.

Watts, Cindy – Enrollment Specialist/Financial Aid Rep. (2004). A.A., Mississippi Gulf Coast Community College. B.A., Ashford University.

Weathers, Wendell – Head Basketball Coach/Chemistry (1988). B.S., M.S., Delta State University.

Webb, Schuyler Laws – Instructional Assistant, Learning Lab (2007). B.S., University of Mississippi. M.S., University of Georgia.

Weekley, Marcus – Language Arts (2008). B.A. and M.A., University of Southern Mississippi. Ph.D., Texas Tech University.

Wetzel, Cynthia – Librarian (2009). A.A., Anne Arundel Community College. B.A., M.L.I.S., University of Southern Mississippi.

White, Nicole – Nursing (2007). B.S.N., Mississippi University for Women. M.S.N., William Carey University.

Wilcher, Patrick – Assistant Men’s Basketball Coach/Mathematics (2006). A.A., East Central Community College. B.A. and M.S., University of Mississippi.

Wilson, Roy – Science (2006). B.S. and M.S., University of Southern Mississippi.

Winter, Gaye – Language Arts (2009). B.A., M.A., Eastern Kentucky University. Ph.D., University of Southern Mississippi.

George County Center

Belton, Dean – Administrative Dean (1987). A.S., Mississippi Gulf Coast Community College, B.S., M.S., Ph.D., University of Southern Mississippi.

Bounds, Suzan – Career/Technical Support Services Coordinator (1991). B.S., M.Ed., William Carey University.

Byrd, Fran – Cosmetology (2008). A.A., Mississippi Gulf Coast Community College.

Dasinger, Jacob – Mathematics (2009). B.S., M.S., University of South Alabama. Additional study University of Southern Mississippi.

Drury, Houston – Commercial Truck Driving (2002). 35 years experience. Additional study Mississippi Gulf Coast Community College.

Edwards Jr., R. Steve – Counselor (2010). A.A., Mississippi Gulf Coast Community College. B.S., New Orleans Baptist Theological Seminary. M.Ed., William Carey University.

Frey, Jason – Secondary Welding (2009). A.A., Mississippi Gulf Coast Community College.

Goff, Cathy – Nursing (1998) B.S., College of St. Francis, A.D.N., St. Vincent School of Nursing, M.S., University of Mobile.

James, Sherry – Nursing (2001). A.D.N., Mississippi Gulf Coast Community College, B.S.N., M.S., University of Mobile.

Johnson, Beverly E. – Psychology/ Sociology (2009). B.A. University of Florida. M.L.S., University of Alabama, J.D., Faulkner University, Thomas Goode Jones School of Law.

O’Neal, Tara – Secondary Allied Health Occupations (2006) A.D.N. Mississippi Gulf Coast Community College.

**Administration
and Faculty**

Overstreet, Will - Instructional Coordinator (2000). A.A., Mississippi Gulf Coast Community College, B.A., M.Ed., University of Southern Mississippi.

Parker, Jaclyn - Secondary Culinary and Related Foods Technology (2007). A.A., Mississippi Gulf Coast Community College. Additional studies University of Southern Mississippi.

Price, Christy - Biology (2009). B.S., William Carey University, M.S., University of Southern Mississippi.

Sumrall, Jim - Apprentice Electric Lineman (2000). 48 years experience. Additional studies University of Southern Mississippi.

Tucker, Kimberly - Office Systems Technology (1993). B.S., M.S., University of Southern Mississippi.

Williams, Vickie - Secondary Allied Health (2009). A.D.N., Mississippi Gulf Coast Community College.

Woods, Joni - Language Arts (2009). A.A., Jones Junior College. B.A., University of Southern Mississippi. M.Ed., William Carey University.

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APPLICATION FOR ADMISSION

Complete both sides of this application. Please print in black or blue ink. Return to the campus/center that you plan to attend.

1. _____
Social Security Number

2. **Campus or Center** (check one) West Harrison Center
 Jefferson Davis Campus Keesler Center
 Jackson County Campus Community Campus/AMTC
 Perkinson Campus Naval Construction Battalion Center
 George County Center

3. **Year _____ and Term to enter** (check one below):
 Fall (August – December)
 Spring (January – May)
 Summer (May – August)
 Winter (Keesler Students Only)

4. _____
Last Name First Name Middle Jr., III, etc. **Other Names in which transcripts may be listed**

5. _____
Street or P.O. Box City State/ Province Zip Code County Nation

6. (_____) (_____) (_____) _____
Home Phone Number Work Phone Number Cell Phone Number

7. ____/____/____ Date of Birth mm / dd / yyyy

8. _____ Email Address

9. **Gender:** Male Female

10. **Citizenship:**
 U.S. Citizen
 Resident Alien
 Non-Resident (Complete International Student section on back)*

11. **Are you of Spanish / Hispanic / Latino origin?**
 Yes No

12. **Please check all that apply:**
 White American Indian/Alaska Native
 Black/African American Native Hawaiian/Other Pacific Islander
 Asian

13. **Which of the following applies to you? (Please check the description below that best describes you.)**

<input type="checkbox"/> High School Graduate <input type="checkbox"/> Cert of Completion <input type="checkbox"/> Cert of Attendance <input type="checkbox"/> Occupational Diploma <input type="checkbox"/> Will Graduate	Graduation Date ____/____/____ mm / dd / yyyy High School _____ City _____ State _____
<input type="checkbox"/> GED	GED Test Date ____/____/____ mm / dd / yyyy GED Test Location/City _____ State _____
<input type="checkbox"/> None Apply to me	Explain _____

14. **At MGCCC, have you previously enrolled in an academic, technical or career program?** Yes No If YES, what YEAR? _____

If YES, which campus/center (check all that apply)

- Jefferson Davis Campus Perkinson Campus George County Center West Harrison Center
 Jackson County Campus Community Campus/AMTC Keesler Center Naval Construction Battalion Center

15. **OTHER THAN MGCCC list below all universities, colleges, career-technical institutions previously attended**

Name of Institution	City	State	Date(s) Attended From - To	Did you Graduate?
			-	<input type="checkbox"/> Yes <input type="checkbox"/> No
			-	<input type="checkbox"/> Yes <input type="checkbox"/> No
			-	<input type="checkbox"/> Yes <input type="checkbox"/> No
			-	<input type="checkbox"/> Yes <input type="checkbox"/> No

16. **Admission Type:** (please check one)
 New College Freshman (never attended college)
 Re-enter (have attended MGCCC but no other institution)
 Re-enter Transfer (MGCCC & transfer credit)
 Transfer from another college/university/career-technical institution
 Non-degree seeking (Classes Only. Not eligible for financial aid or veterans benefits)
 Dually Enrolled (will attend high school & MGCCC)

17. **What is your primary objective at MGCCC?** (please check one)
 To earn an associate degree in a technical field or academic field
 To earn transfer credits for a four-year college degree
 To earn a diploma in a career field
 Classes only, non-degree seeking
 Other (please specify)

18. **Choice of Major/Field of Study** _____

19. **State of Legal Residency** _____
 (Refer to the MGCCC Catalog for questions about residency requirements)

20. **Have you been convicted of a felony or misdemeanor (other than a traffic violation) or convicted in a court-martial proceeding?** Yes No
 If YES, on a separate sheet of paper, write a detailed description of the offense and your present state. Submit the explanation with your application.

PLEASE CONTINUE ON BACK

21. Have you taken the ACT? Yes No If YES, have you sent your scores to MGCCC? Yes No

22. Whom should we contact in case of an emergency?

Name _____ Relationship _____
Address _____ City _____ State _____ Zip _____
(_____) _____ (_____) _____ (_____) _____
Daytime Phone Number Evening Phone Number Other Phone Number

***Complete the following if you are an international student applying for Student Visa (F1) status**

Current Immigration Status _____ Country of Birth _____ Country of Citizenship _____

Home Country Address _____

United States Address (where you will be living while enrolled at MGCCC) _____

ACKNOWLEDGEMENT OF ADMISSION REQUIREMENTS AND COLLEGE POLICY

I acknowledge that it is my responsibility to submit to the Office of Admissions all official documents related to requirements listed in this application on or before the fourth week of attendance. After the fourth week, I hereby authorize the Office of Admissions to request, on my behalf, transcripts or other data required from other educational institutions in order to complete admissions requirements. Any fees incurred with such requests will be charged to my account. I certify that the information provided on this application is correct. Further, I understand that failure to give accurate, truthful and complete information may invalidate my application and/or result in disciplinary action or denial of continued enrollment. I also acknowledge that while enrolled at Mississippi Gulf Coast Community College I will comply with all established college policies, procedures and guidelines as stated in the online Student Handbook (www.mgccc.edu).

Applicant Signature _____

Date _____

ADMISSION REQUIREMENTS

- High school transcripts or GED scores:** High school graduates are required to have their high schools send official copies of final transcripts directly to the campus Office of Admissions. Copies issued directly to students are not acceptable. Students who have completed the General Education Development Test Battery (GED) are required to provide the Office of Admissions with official score reports.
- Individualized Education Program:** A student who has been enrolled in a high school Individualized Education Program and who has received a Certificate of Completion or Certificate of Attendance is subject to the following restrictions. To enroll in a career program the student must earn satisfactory scores on an ability to benefit test (COMPASS). To enroll in an academic or technical program, the student must have a (GED) or high school diploma.
- College/university transcripts.** Students who have attended previous colleges/universities must request official copies of transcripts from each institution be sent to the campus Office of Admissions. Copies issued directly to students are not acceptable.
- Entrance examination:** Students who plan to follow an academic or technical degree program must submit a copy of their American College Test (ACT) Scores to the Admissions Office or take the COMPASS which will be administered by the college. Students who plan to enter career programs are not required to take the ACT. All students who plan to enter MGCCC healthcare program are required to take the ACT regardless of age.

JEFFERSON DAVIS CAMPUS

2226 Switzer Road
Gulfport, MS 39507
(228) 896-2500

JACKSON COUNTY CAMPUS

PO Box 100
Gautier, MS 39553
(228) 497-7629

PERKINSTON CAMPUS

PO Box 548
Perkinston, MS 39573
(601) 928-6333

NAVAL CONSTRUCTION BATTALION CENTER

Bldg 60
1800 Dong Xoai Avenue
Gulfport, MS 39501
(228) 865-0675

COMMUNITY CAMPUS/AMTC

10298 Express Drive
Gulfport, MS 39505
(228) 897-4360

GEORGE COUNTY CENTER

PO Box 77
Lucaledale, MS 39452
(601) 947-4201

KEESLER CENTER

PO Box 5008
Keesler Air Force Base, MS 39534
(228) 432-7198

WEST HARRISON COUNTY CENTER

21500 B Street
Long Beach, MS 39560
(228) 868-6057

Call Toll Free at 1-866-735-1122 or visit us online at www.mgccc.edu

***Information relating to your ethnic background is requested for reporting requirements to the Department of Education. The data requested will be used only for the required reports to this agency and will not be used in any way in the admission process.*

Mississippi Gulf Coast Community College is an Equal Opportunity Employer and welcomes students and employees without regard to race, color, religion, national origin, sex, age or qualified disability. For further information, contact the Equal Opportunity Officer at a Mississippi Gulf Coast Community College Center, Campus, or the Central Office. Compliance is coordinated by the Vice President for Administration and Finance, Perkinston Campus, P. O. Box 609, Perkinston, Mississippi 39573, telephone number 601-928-5211.

***FAMILY INCOME:**

Below \$15,000 _____
\$15,000-\$25,000 _____
\$25,001-\$50,000 _____
\$50,001 and above _____

Number in family _____

Number in college _____

Your major field of study: _____

Are you applying for a specific scholarship? Yes No
(If you are applying for multiple scholarships, you only need to complete one application.)

If yes, please list: _____

Amount Needed: _____

Are you receiving, or do you anticipate receiving, any other type of financial aid?

Yes No (If yes, please specify:) _____

Are you related to the donor of the loan or scholarship fund for which you are applying?

Yes No (If yes, please specify:) _____

**Please attach any additional information (high school and/or college transcript) which you feel would be helpful to the committee in evaluating your need and eligibility for the loan or scholarship for which you are applying. In order for students to be eligible for institutional and alumni/foundation scholarships, they must complete the Free Application for Federal Student Aid (FAFSA) annually and eligibility for federal aid confirmed. Since many scholarships are based on a determination of need, you are encouraged to attach a copy of the federal Student Aid Report (SAR) or copies of your most recent federal tax return.*

ACT Scores: _____

Year the ACT was taken: _____

Signature

Mississippi Gulf Coast Community College is an Equal Opportunity Employer and welcomes students and employees without regard to race, color, religion, national origin, sex, age or qualified disability. For further information, contact the Equal Opportunity Officer at a Mississippi Gulf Coast Community College Center, Campus, or the Central Office. Compliance is coordinated by the Vice President for Administration and Finance, Perkinson Campus, P. O. Box 609, Perkinson, Mississippi 39573, telephone number 601-928-5211.

Campus or Center you plan to attend (check below):

Community Campus
Advanced Manufacturing & Technology Center
10298 Express Drive
Gulfport, MS 39503
228-897-4360

Jackson County Campus
POB 100
Gautier, MS 39553
228-497-9602

Jefferson Davis Campus
2226 Switzer Road
Gulfport, MS 39507
228-896-3355

Keesler AFB Center
POB 5008
Biloxi, MS 39534
228-432-7198

West Harrison County Center
21500 B Street
Long Beach, MS 39560
228-868-6057

Perkinson Campus
POB 548
Perkinson, MS 39573
601-928-5211

George County Center
POB 77
Lucedale, MS 39452
601-947-4201



ACADEMIC SCHOLARSHIPS

In order for students to be eligible for any Institutional Scholarship, they must complete the Free Application for Federal Student Aid (FAFSA) annually and eligibility for federal aid confirmed.

PRESIDENTIAL SCHOLARSHIP
ACT Score 28 and above
or Valedictorian / Salutatorian of High School graduating class.
Full tuition, book service and room/board

Awarded to full-time, "first-time to enter college" freshmen (hours taken as a dually enrolled high school student do not affect scholarship eligibility). To be eligible, a student must be a legal resident of Mississippi and enrolled in a minimum of 15 semester hours. This scholarship is renewable up to four consecutive semesters, not including summer.

To remain eligible, students must maintain a 3.5 or higher *cumulative* grade point average as a full-time student. *Students who drop below the 3.5 will be placed on scholarship probation for one probationary semester to allow the student to regain the 3.5 cumulative GPA. If the student does not bring the cumulative GPA up to 3.5 or above the next semester, the student will no longer receive the scholarship.* Priority deadline is April 1.
 (Residence halls are only available at the Perkinston Campus).

DEANS SCHOLARSHIP
ACT Score 25-27
Full tuition

Awarded to full-time, "first-time to enter college" freshmen (hours taken as a dually enrolled high school do not affect scholarship eligibility). To be eligible, a student must be a legal resident of Mississippi and enrolled in a minimum of 15 semester hours. This scholarship is renewable up to four consecutive semesters, not including summer.

To remain eligible, students must maintain a 3.0 or higher *cumulative* grade point average as a full-time student. *Students who drop below the 3.0 will be placed on scholarship probation for one probationary semester to allow the student to regain the 3.0 cumulative GPA. If the student does not bring the cumulative GPA up to 3.0 or above the next semester, the student will no longer receive the scholarship.* Priority deadline is April 1.

INCENTIVE SCHOLARSHIP
ACT Score 21-24
Half tuition

Awarded to full-time, "first-time to enter college" freshmen (hours taken as a dually enrolled high school student do not affect scholarship eligibility). To be eligible, a student must be a legal resident of Mississippi and enrolled in a minimum of 15 semester hours. This scholarship is renewable up to four consecutive semesters, not including summer.

To remain eligible, students must maintain a 2.5 or higher *cumulative* grade point average as a full-time student. *Students who drop below the 2.5 will be placed on scholarship probation for one probationary semester to allow the student to regain the 2.5 cumulative GPA. If the student does not bring the cumulative GPA up to 2.5 or above the next semester, the student will no longer receive the scholarship.* Priority deadline is April 1.

REQUEST FOR SCHOLARSHIP

Name _____ Social Security No. _____ / _____ / _____
Last First Middle Initial

Mailing Address _____
Street

City _____ State _____ Zip Code _____

Telephone No. _____ High School Attended _____ ACT Composite Score* _____

E-Mail Address _____ Campus: _____

Today's Date: _____ Application for Fall Spring 20 Semester _____

Signature: _____

*If the ACT Profile is not on file with MGCCC, please attach a copy. **Return completed request to the campus of your choice.**

Dean of Student Services
 JACKSON COUNTY CAMPUS
 P.O. Box 100
 Gautier, MS 39553
 228-497-7648

Dean of Student Services
 JEFFERSON DAVIS CAMPUS
 2226 Switzer Road
 Gulfport, MS 39507
 228-896-2507

Dean of Student Services
 PERKINSTON CAMPUS
 P.O. Box 548
 Perkinston, MS 39573
 601-928-6309

OFFICE USE ONLY: Verification of Scholarship	
Amount	Verified By

SS-FA-23 (Rev. 12/10)

STUDENT HOUSING INFORMATION

Students interested in living in a residence hall on the Perkinson Campus must apply and be accepted for admission to the college. Once you have been accepted to the college, you can access Web Services at www.mgccc.edu to complete the Online Housing Application. The Housing Application must be accompanied by a \$50 nonrefundable housing application fee payable online at the time you complete your application. If you are a new student, the Admissions Office will notify you of your orientation date and/or registration date at which time you will register for classes. Returning students in good standing may register for classes during preregistration. Once you have registered for classes, you will have access to select a room and roommate in the Online Housing Selection System in Web Services. If you do not have a roommate, the Housing Office can match you to a suitable roommate based on your selected interests.

Rooms are available on a first come first serve basis. The Housing Office does not guarantee that all students requesting housing will receive a room or the room of their choice. If you decide to cancel your room reservation, you may do so online. Please do so as soon as possible or at least two weeks prior to registration. Students who reside on campus must purchase a meal plan and will do so in the online selection system.

WHAT TO EXPECT FROM YOUR ON-CAMPUS LIVING EXPERIENCE:

- Perkinson Campus offers double and triple occupancy rooms; 12 person suites, quad suites and community style. We do not offer apartments, single occupancy, or co-residential buildings.
- Your room comes equipped with a desk and chair, single bed, chest of drawers, individual closets and blinds for windows. All rooms are air-conditioned and heated. Most rooms have tile flooring with the exception of Harrison Hall.
- Lobbies are equipped with community furniture, computer flat screen television, and vending machines.
- Cable/Satellite is provided for each resident's room, lounge, and lobby areas at no extra charge.
- Internet Service is provided in each residence hall. (Both wired and wireless internet is available.) Routers are not allowed and will be confiscated.
- Coin-operated laundry machines are available in each hall laundry room. Rates are \$1.25 per wash, \$1.00 per dry.
- Telephone service is available in each room with local telephone service only. Collect calls or long-distance calls require a calling card. Students must provide their own telephone.

WHAT TO BRING:

Below is a list of items that you may bring to make your room more comfortable and for day-to-day living. Many of these items are optional. MGCCC does not require you to purchase any of these items; however, in most cases we do not provide these items either.

- Pillow, sheets, blanket, or comforter - All beds are regular twin size except Owen Hall, which are extra-long (39"x80")
- Towels, plastic shower caddy, shower slippers, hairdryer, trashcan, sewing kit, tissues, first-aid kit, toiletries, and toilet paper for Bryan, George, Hayden, and New Women's Halls
- Computer and printer, Alarm clock, MP3/CD player, flashlight, batteries, Alarm clock, telephone, TV (with co-axial cable), desk lamp, power strip, connecting cords, and Ethernet cable (if computer requires one)
- Laundry bag/basket, laundry detergent, clothes hangers, iron and small iron board
- Umbrella, raincoat, and other wet weather necessities
- Refrigerator and microwave for Owen, Moran, Andrews, and Hayden Halls. Bryan, George, and New Women's Halls come equipped with refrigerator and microwave.
- Kitchenware, utensils, microwavable containers and cleaning supplies
- Backpack, calendar, school supplies
- Student ID, Social Security card, driver's license or passport, insurance card
- Checks, credit or debit card
- Copies of prescriptions
- Photos of friends and family, posters, other decorative items (you may not use nails or make holes in the walls) and under the bed/closet storage containers

PROHIBITED ITEMS:

- Alcohol, drugs, and drug paraphernalia. MGCCC is alcohol and drug free!
- Additional refrigerators/microwaves (Only one per room is allowed.) Andrews, Moran, Owen, and Hayden do not have refrigerators/microwaves provided.
- Weapons of any kind (including fireworks, pellet guns, paintball guns, knives)
- ANY pets. No animals (except documented guide animals) are allowed inside residence halls.
- Halogen lamps, incense burners, candle warmers, candles or open coil appliances (toasters are allowed)
- Extra bed or mattress, TV wall mounts, drills, hammers, nails

SPECIAL NEEDS HOUSING:

If you have a qualifying disability that requires special accommodations, contact our student support services coordinator, before June 1 at 601-928-6325. We will help you get the reasonable accommodations you need to make your housing experience comfortable and workable. (Official documentation and an explanation of your special need is required.)

RESIDENCE HALL CLOSURES

All residence halls will be closed on the following dates:

11/22/11 - 11/27/11 (Tuesday-Sunday)	Thanksgiving Holidays
12/15/11 - 01/05/12 (Thursday-Wednesday)	Winter Holidays (Halls reopen at 10am on 1/5/12)
03/09/12 - 03/18/12 (Friday-Sunday)	Spring Holidays

The residence halls will close at 3:00pm and will re-open at 3:00pm on these dates. Please make plans to stay elsewhere during these dates.

THERE WILL BE NO EXCEPTIONS.

CELEBRATING 100 YEARS

WE MAKE A POSITIVE DIFFERENCE IN PEOPLE'S LIVES EVERY DAY.

COMMUNITY CAMPUS / ADVANCED MANUFACTURING &
TECHNOLOGY CENTER
10298 EXPRESS DRIVE, GULFPORT, MS 39503 • 228.897.4360

JACKSON COUNTY CAMPUS
P.O. BOX 100, GAUTIER, MS 39553 • 228.497.9602

JEFFERSON DAVIS CAMPUS
2226 SWITZER ROAD, GULFPORT, MS 39507 • 228.896.3355

PERKINSTON CAMPUS
P.O. BOX 548, PERKINSTON, MS 39573 • 601.928.5211

GEORGE COUNTY CENTER
P.O. BOX 77, LUCEDALE, MS 39452 • 601.947.4201

WEST HARRISON COUNTY CENTER
21500 B STREET, LONG BEACH, MS 39560 • 228.868.6057

KEESLER CENTER
P.O. BOX 5008, KEESLER AFB, MS 39534 • 228.377.2287

NAVAL CONSTRUCTION BATTALION CENTER
1800 DONG XOAI AVENUE, GULFPORT, MS 39501
228.865.0675

“In compliance with Title VI of the Civil Rights Act of 1964, Title IX, Education Amendments of 1972 of the Higher Education Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and other applicable Federal and State Acts, the Board of Trustees of the Mississippi Gulf Coast Community College hereby adopts a policy assuring that no one shall, on the grounds of race, religion, color, national origin, sex, age or qualified disability be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity of the College. The Mississippi Gulf Coast Community College is an Equal Opportunity Employer and welcomes students and employees without regard to race, religion, color, national origin, sex, age or qualified disability.”

Compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, Title II of the Age Discrimination Act and Title IX of the Education Amendments of 1972 is coordinated by Dr. Billy Stewart, Vice-President for Administration and Finance, Perkinston Campus, P. O. Box 609, Perkinston, Mississippi 39573, telephone number 601-928-5211, email address billy.stewart@mgccc.edu.

www.mgccc.edu