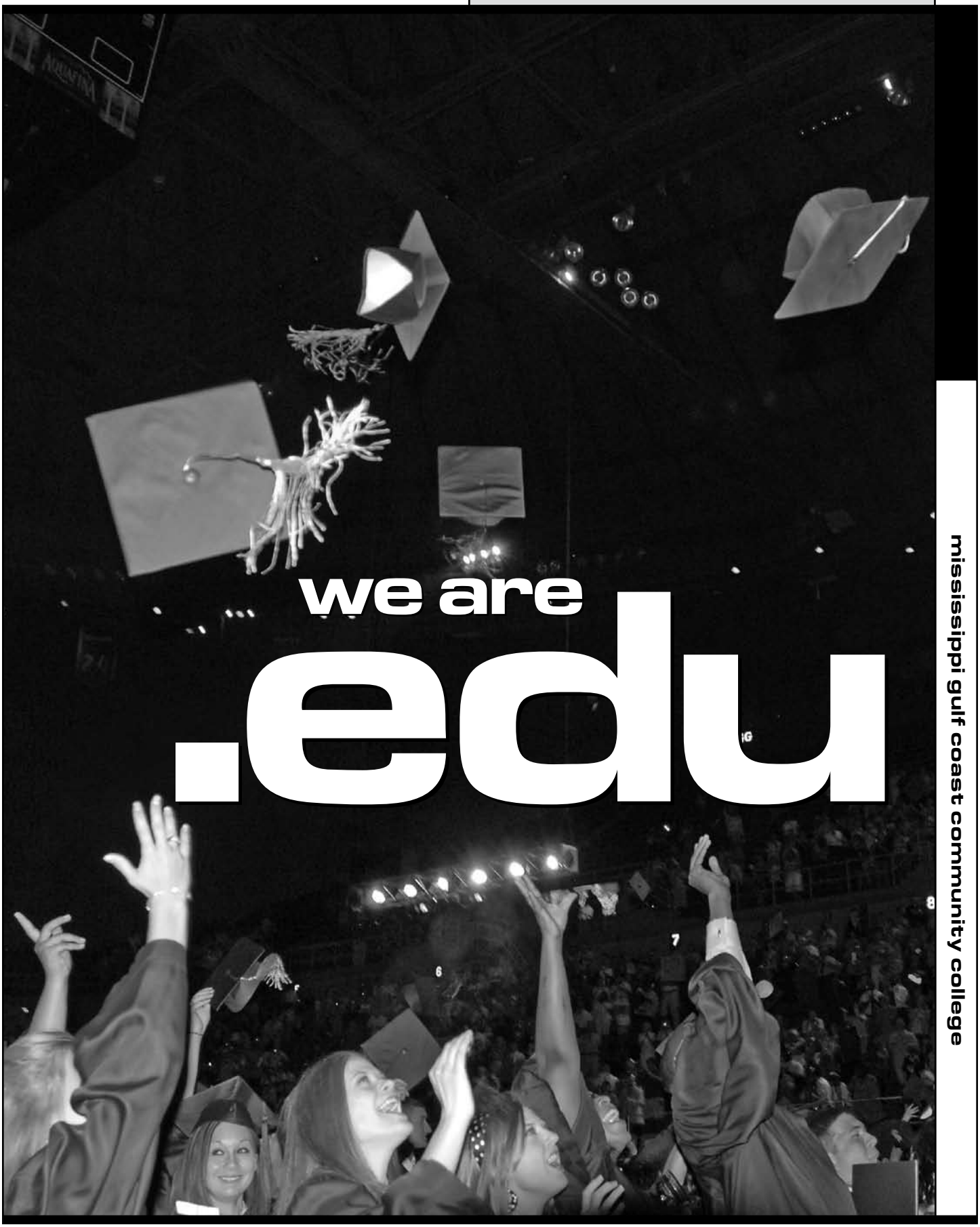
college catalog 2008-09



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

mississippi gulf coast community college

Foreward

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, and the Keesler Air Force 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 associage degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accrediation 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 (NLNAC), 61 Broadway, 33rd Floor, New York, NY 10006, Telephone number 212-363-5555.

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 SERVICES TECHNOLOGY — American Board of Funeral Service Education, 3432 Ashland Avenue, Suite U, St. Joseph, MO 64506, Telephone number 816-233-3747. Website www.abfse.org

MEDICAL LABORATORY TECHNOLOGY (NAACLS) — National Accrediting Agency for Clinical Laboratory Sciences, 8410 West Byrn Mawr Avenue, Suite 670, Chicago, IL 60631, Telephone number 773-714-8880.

PRACTICAL NURSING — Department of Education, State of Mississippi. National League for Nursing Accrediting Commission (NLNAC), 61 Broadway, New York, NY 10006, Telephone number 212-363-5555.

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 TECHNICIAN — (COARC) Committee on Accreditation for Respiratory Care Programs, 1218 Harwood Road, Bedford, TX 76021.

SURGICAL TECHNOLOGY (CAAHEP) — Commission on Accreditation of Allied Health Education Programs, 7108C South Alton Way, Englewood, CO 80112, Telephone number 303-694-9262.

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: Billy Stewart, Joan Haynes (alternate).
Jackson County Campus: Bill Yates, Jonathan Woodward (alternate).
Perkinston Campus: Sheree Bond, Michelle Sekul (alternate).
Jefferson Davis Campus: Foster Flint, Stacy Carmichael (alternate).
Keesler Center: Patricia Holloway
George County Center: Suzan Bounds, Dean Belton (alternate).
West Harrison County Center: Janice Poole
Advanced Manufacturing and Technology Center: Tracy Wilson

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.

table of contents

August 14	Thursday	New Personnel Orientation
August 15	Friday	District Faculty Workshop (Jackson County Campus)
August 18	Monday	Campus Faculty Workshops
August 19-20	Tuesday-Wednesday	Registration

FALL SEMESTER, 2008

August 19-20	Tuesday-Wednesday	Registration
August 19	Tuesday	Residence halls open at 10:00 a.m.
August 21	Thursday	Classes begin.
August 25	Monday	MSVCC (online) classes begin.
August 27	Wednesday	End of late registration; last day to officially withdraw without a grade; last day to change schedule.
September 1	Monday	Labor Day Holiday (classes that meet on Monday nights only will make up on Friday, Sept 12).
October 13-14	Monday-Tuesday	Columbus Day Holidays. (all offices closed)
October 15	Wednesday	2nd Term classes begin.
November 26-28	Wednesday-Friday	Thanksgiving Holidays.
December 15-19	Monday-Friday	Final Examinations.
December 19	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 24	August 20	September 3
1st 8 week term	September 26	August 20	August 28
2nd 8 week term	November 25	October 10	October 22
MSVCC (online)	November 7	August 22	September 5

** 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.*

SPRING SEMESTER, 2009

January 5	Monday	All administrative & faculty offices open
January 6	Tuesday	Registration; Residence halls open at 10:00 a.m.
January 7	Wednesday	Classes begin
January 13	Tuesday	End of late registration; last day to officially withdraw without a grade; last day to change schedule.
January 19	Monday	Martin Luther King, Jr.'s Holiday. MSVCC (online) classes begin.
February 23-24	Monday-Tuesday	Mardi Gras Holidays (Monday night only classes will make up on Friday, February 27 and Tuesday night only classes will make up on Friday, March 6.
March 4	Wednesday	2nd Term classes begin.
March 16-20	Monday-Friday	Spring Holidays
April 10	Friday	Good Friday Holiday
May 4-8	Monday-Friday	Final Examinations.
May 14	Thursday	Graduation – Coast Coliseum

Term	Last day to withdraw with a "W" grade	Last day for 100% refund	Last day for 90% refund
Full Term	March 27	January 6	January 21
1st 8 week term	February 11	January 6	January 14
2nd 8 week term	April 15	March 3	March 20
MSVCC (online)	April 13	January 16	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, 2009

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

May 21	Thursday	Registration
May 25	Monday	Memorial Day Holiday.
May 26	Tuesday	Classes begin.
June 25-26	Thursday-Friday	Final examinations; first session ends.

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

June 26	Friday	Registration
June 29	Monday	Classes begin.
July 3	Friday	Independence Day Holiday.
July 30-31	Thursday-Friday	Final examinations; second session ends.

Ten-Week Summer Term • Class Schedule

May 21	Thursday	Registration.
May 25	Monday	Memorial Day Holiday (Monday night classes will make up on Friday, June 5).
May 26	Tuesday	Classes begin.
June 1	Monday	MSVCC (online) classes begin.
July 3	Friday	Independence Day Holiday observed.
July 27-31	Monday-Friday	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 10	May 22	June 4
1st Session	June 12	May 22	May 29
2nd Session	July 16	June 26	July 3
MSVCC (online)	July 10	May 29	June 5

** 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, 2008-2009

FALL TERM: August 25, 2008 - November 7, 2008

August 12	Tuesday	Begin Registration
August 21	Thursday	End Registration
August 25	Monday	Classes Begin
September 1	Monday	Labor Day Holiday
October 13-14	Monday-Tuesday	Columbus Day/Fall Break
November 3-6	Monday-Thursday	Final Examinations

WINTER TERM: November 17, 2008 - February 20, 2009

November 6	Thursday	Begin Registration
November 13	Thursday	End Registration
November 17	Monday	Classes Begin
November 26-28	Wednesday-Friday	Thanksgiving Holidays
December 19	Friday	Christmas Holidays Begin
January 7	Wednesday	Classes Resume
January 19	Monday	MLK, Jr. Holiday
February 16-19	Monday-Thursday	Final Examinations

SPRING TERM: March 2, 2009 - May 15, 2009

February 17	Tuesday	Begin Registration
February 25	Wednesday	End Registration
March 2	Monday	Classes Begin
April 10	Friday	Good Friday Holiday
May 11-14	Monday-Thursday	Final Examinations

SUMMER TERM: May 25, 2009 - August 7, 2009

May 14	Thursday	Begin Registration
May 20	Wednesday	End Registration
May 25	Monday	Memorial Day Holiday
May 26	Tuesday	Classes Begin
July 3	Friday	Independence Day Holiday
August 3-6	Monday-Thursday	Final Examinations

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

FALL SEMESTER, 2008 • All Campuses

Date	Exam Time	Class Time	
Saturday, December 13	8:00 a.m.-10:00 a.m.	Saturday morning classes	
Monday, December 15	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 16	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 17	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 18	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
	4:30 p.m.-6:30 p.m.	5:00 p.m.-6:20 p.m.	TT
Friday, December 19	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, 2009 • All Campuses

Date	Exam Time	Class Time	
Saturday, May 2	8:00 a.m.-10:00 a.m.	Saturday morning classes	
Monday, May 4	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 5	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 6	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 7	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
	4:30 p.m.-6:30 p.m.	5:00 p.m.-6:20 p.m.	TT
Friday, May 8	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.

BOARDS OF SUPERVISORS

Harrison County

Wendy 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	McHenry
Wendell Patton	Beat 4	Perkinston
Dale Bond	Beat 5	Wiggins
Gerald Bond	Chancery Clerk	Wiggins

Jackson County

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

George County

Fred Croom	Beat 1	Lucedale
Kelley 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

Name	*Term Expires*	*Address*
Millie Page	June 2008	Biloxi
Susan D. Hunt	December 2012	Biloxi
Dr. Joe Truhett	December 2011	Gulfport
Jimmy Estes	June 2011	Gulfport
Robert Watters	December 2011	Gulfport
Bobby Spayde	December 2009	Long Beach
Michael Andrews	June 2010	Biloxi
David Ford	December 2011	Biloxi
Lynn Franklin	June 2009	Gulfport

Stone County

L.D. Stringfellow	December 2007	Wiggins
Thomas E. Hall	December 2011	Wiggins
Clyde Strickland	December 2009	Perkinston

Jackson County

Mary Ann Goff	December 2007	Lucedale
Geraldine Barnes	December 2008	Pascagoula
Jim Epting	December 2009	Moss Point
Patricia Descher	December 2011	Ocean Springs
Delores Sumrall	December 2010	Ocean Springs
Moreno Jones	June 2012	Pascagoula
Donald Massengale, Jr.	June 2009	Pascagoula
Harry Roberts, Jr.	June 2009	Pascagoula

George County

James Whittington	December 2008	Lucedale
Arlie R. Howell	December 2011	Lucedale
Wilbur G. Ward	December 2012	Lucedale

mississippi gulf coast community college

MISSION

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

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 life-long learning, responsible citizenship and progressive leadership in a dynamic setting.

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.

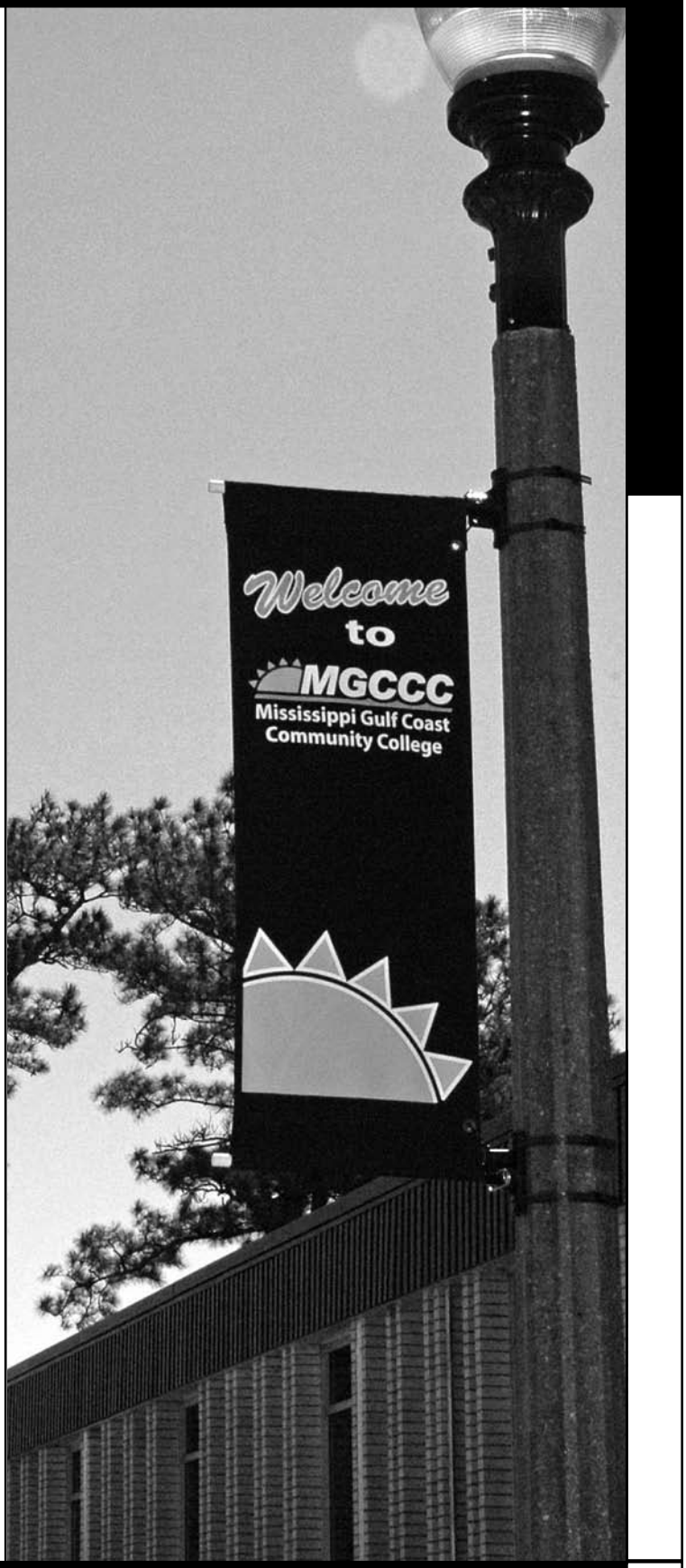
Learning: To improve the quality of life by providing knowledge and skills.

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 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 Seabee 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-present)

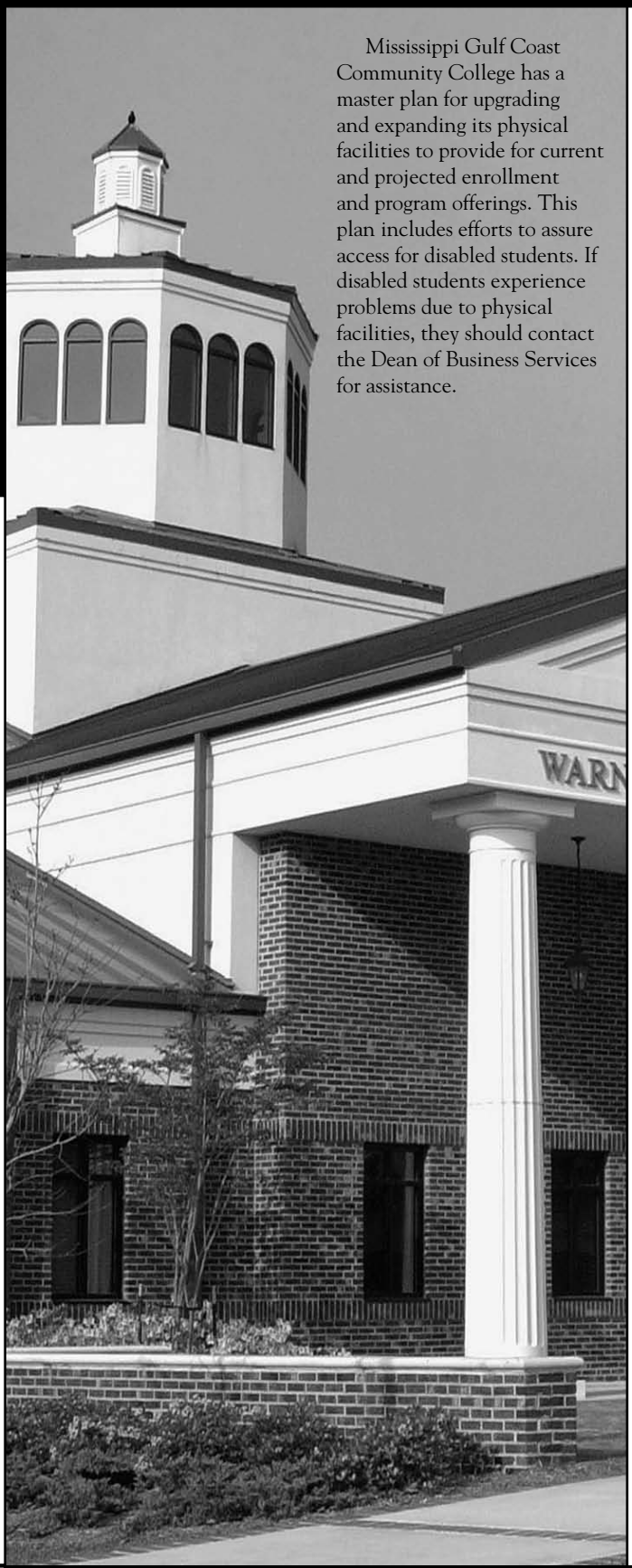
THE MULTIPLE-CAMPUS COLLEGE

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 Business 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. The Television Studio/Control Room and the darkroom are also housed in this building.

Maintenance & Security/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. In addition, maintenance, 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 & Environmental Technology: Constructed in 1965, this two-story circular building is home to the drafting and design technology department.

Career & Technical Education: Built in 1968, this building houses various career-technical education and support services offices, electronics, welding, pipefitting/plumbing, 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.

Automotive, Marine and Machine Tool: A career-technical education building erected in 1976 to support marine engine mechanics, automotive mechanics, and machine shop programs.

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 technician 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 and computer science labs.

Admissions, Counseling & Career Center: Built in 1997, this building houses Admissions and Records, Workforce Development, Career Center 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.

University of Southern Mississippi: Owned by MGCCC and used in partnership with the University of Southern Mississippi, this building was constructed in 1991. The center works closely with MGCCC to provide fully articulated programs entailing freshman/sophomore through the community college and junior/senior/graduate programs through USM.

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 — 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, and one Fashion Merchandising Technology lab.

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. 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.

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 both secondary and post-secondary career and technical programs. High school students from both the Long Beach and Pass Christian schools are bused to the Center for career and technical instruction.

The secondary and post-secondary offerings encompass programs of instruction in the following occupations: Office Systems Technology, Health Occupations, Culinary and Related Foods Technology, Precision Metalwork, Technology Applications, Drafting, Automotive Body Repair, Automotive Technology, Landscape Construction and Design, Aquaculture 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. The campus offers numerous resident summer camps at the dormitories.

A.L. May Memorial Stadium constructed in 1948, has a seating capacity of 5,000 and includes a press box, dressing

room and storage area for equipment. The stadium, which was renovated in 2000, is completely fenced and provides a football playing field, track and the S. George Sekul Field House.

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 and will accommodate 198.

The Colmer Building was constructed in 1950 and houses the campus maintenance department.

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 house 200 men. Each room opens into a courtyard area.

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 houses two female students with a total capacity of 100 students.

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

The Barry L. Mellinger Student Center was constructed in 1982, and an addition was completed in 1993. This building houses the bookstore, wellness center, student housing offices, and a student grill as well as many other student activities.

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 for male students in 1970. This residence hall will house 84 male students.

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

The Original Gymnasium, one of the first in South Mississippi, was constructed in 1929 and is now used for intramurals and other recreational activities.

Owen Hall is a two-story brick residence hall constructed in 1970 for male students. This building will house 88 male students.

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 were completed for the Power Plant Technology, Information Technology and Golf/Turf Technology programs.

The Weathers/Wentzell Center, constructed in 1957, houses the main gymnasium with a seating capacity of 1,800, as well as dressing rooms.

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.

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

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.

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 ASSET / COMPASS Test Battery.
   a. All students who display an overall weakness in high school grades or low scores on the ACT, ASSET / 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 ASSET / COMPASS Test Battery before enrolling in college math and/or English classes for the first time.
5. Attend an appropriate orientation session as scheduled.
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.

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 a degree, certificate, 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 ASSET) or the GED Test to enroll in a career program. (Note: Commercial Truck Driving students are exempt from this requirement.)
4. Applicants to career health occupations 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 health occupations 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 Special Populations/Disability Support Service Office, 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 Special Populations/Disability Support Service Office.
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.

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 letter of recommendation from their high school counselor or 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.
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 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 a degree or certificate program, they may continue to pay resident tuition and fees in subsequent terms while continuously enrolled in the same degree or certificate 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-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 ($10,900.00).
8. To secure housing, complete the Housing Application and submit a $50 housing application fee to the housing office. Residence hall rooms are available on the Perkinston 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 must 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 following agencies have been approved to evaluate student transcripts. The evaluation service is at the expense of the student. For further information and necessary forms, call or contact the agency at the appropriate web site. The documentation required by the agency is listed on their web site. Allow two to three weeks for the evaluation.

Josef Silny & Associates, Inc.
(305) 273-1616 • Translation fax: (305) 273-1984
www.jsilny.com

Global Credential Evaluators, Inc.
(804) 639-3660 or (228) 818-4487
www.gcevaluators.com

World Educational Service, Inc.
800-937-3899 • www.wes.org

Education Evaluators International
(401) 521-5340 • www.educei.com

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.

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	$790.00
Registration Fee	50.00
Book Service (per book)*	25.00
Technology Fee	36.00
($3 per semester hour not to exceed $36)	

ROOM & BOARD:

Five-Day Meal Plan	$1,765
Seven-Day Meal Plan	$1,885

*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 an additional $100.00 administrative fee each semester. Part-time, out-of-state resident students pay $157.00 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 $790 each semester except during summer session(s). The cost of courses during the summer is $80 per semester hour. Exceptions: Health Occupations 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)	$80.00
Registration Fee	50.00
Book Service (per book)*	25.00
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, the student 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 use science laboratories and equipment in scheduled courses.
4. To receive private music lessons and use instruments and practice facilities required in his/her curriculum.
5. 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 electing this plan will be served meals from Sunday night 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.

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 $25.00 for each book on Book Service. Workbooks and dated material that cannot be reissued must be purchased separately by students.

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 $30 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. In addition, the student will not be allowed to register for any future semester until his/her account balance is satisfied.

Miscellaneous Fees

Medical Malpractice Insurance — All students who enroll in a health occupations 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.

Graduation Fees — These include costs of caps, gowns, and diplomas and are payable during the semester before graduation. Cost is dependent upon current prices. Diploma charges once diplomas are ordered are non-refundable.

Housing Application Fee — A $50 fee must accompany the housing application. This non-refundable fee will be applied toward the room cost. Applicants who do not check into the residence hall will not receive a refund.

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

Private Music Lessons — When not required in a curriculum, these may be arranged at a cost of $125 per semester for one half hour per week. These fees are non-refundable.

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 ADN courses and Allied Health Programs.

Nurse Entrance Test (NET) – A nonrefundable fee of $25 per test.

Paralegal Lab Fee – A nonrefundable fee of $40.00.

Computer Competency Exam – A nonrefundable fee of $25 per test.

Refund Policy

To be eligible for a refund of any 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.
- 0% refund thereafter.

Exceptions to the above are as follows:

- Meal costs on the Perkinston 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.

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.ed.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**.

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**.

Institutional Scholarships

The college is committed to assisting students with financial resources based on academic and participatory performance. The combined use of funds from Institutional Scholarships is limited to the actual cost for commuter students (tuition, fees, books, meals) and residential students (tuition, fees, books, room/board). Institutional funds are not eligible for cash refund.

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 HS graduating class.

Full Tuition, book rental fees and room/board (Residence halls are only available at the Perkinston 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 12 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

To be eligible, a student must be a legal resident of Mississippi and enrolled in a minimum of 12 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 Program. Interested students should contact the program sponsor at the campus they plan to attend. Priority deadline is April 1.

Career-Technical Scholarships: Full-tuition scholarship awarded to full-time, "first-time to enter college" freshmen career/technical students who have a high-school diploma and have completed a two-year career/technical training program with an overall high school average of B or above at a high school that has an articulated training agreement with MGCCC.

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 2.5 or higher and to successfully complete a minimum of 12 semester hours each fall and spring semester (an IP grade does not count as successfully completing a course).

For career programs, these scholarships are renewable for the length of the program. For career/technical programs, it is renewable for the length of the program, which may include summer enrollment for programs that require summer attendance as indicated in the college catalog. For two-year programs that do not require summer attendance, the scholarship is renewable for four consecutive fall/spring semesters.

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 and book rental fees.

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 and book rental fees.

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.

Performance and Service Scholarships: These scholarships are awarded on a student's individual abilities. Interested students should contact the appropriate departments regarding tryouts.

This scholarship is limited to six total semesters. To remain eligible, students must maintain a 2.0 or higher cumulative grade point average as a full-time student. Students who drop below the 2.0 will be placed on scholarship probation for one probationary semester to allow the student to regain the 2.0 cumulative GPA. If the student does not bring the cumulative GPA up to 2.0 or above the next semester, the student will no longer receive the scholarship. Priority deadline is April 1.

Employee Scholarship: Full-time employees/retirees, their spouse, and dependents who are children of full-time employees/retirees are awarded a full-tuition scholarship. 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 scholarship are expected to maintain "satisfactory academic progress" as outlined in the financial aid section of the MGCCC catalog.

Mississippi Jr. Miss and Miss Mississippi America 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.

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.

Athletic Scholarships: These scholarships are awarded on a student's individual abilities. Athletic Scholarships require students to comply with all MACJC and NJCAA policies.

*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.

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.

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 Family Education Loan Programs are low interest loans that students and parents of dependent students may obtain from lending institutions such as banks and credit unions. They include the Federal Subsidized Stafford Loan, Federal Unsubsidized Stafford Loan and the Federal PLUS Loan. Students must complete the Free Application for Federal Student Aid (FAFSA), loan counseling and separate application forms with the school 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.ed.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.

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 Stafford 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 certificate 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 a degree or certificate program within a certain time frame. Federal regulations allow a maximum time frame of 150% of the number of credits needed to complete the degree or certificate 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.

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 is an administrative, service-oriented unit within MGCCC. Student Services provides many facilitating and developmental activities and programs for students. Six 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 or ACT's ASSET 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, 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.

CONDUCT AND DISCIPLINE

Mississippi Gulf Coast Community College expects its students to act responsibly and conduct themselves with dignity as adults as outlined in Statement No. 242-01, Student Rights and Responsibilities. The Student Rights and Responsibilities, Statement No. 242-01, can be found in the student handbook which is located on the MGCCC college website at **http://www.mgccc.edu/TCstudent_handbooks.htm**. Statement No. 242-01 can also be found in the administrative handbook located on the MGCCC college website at **http://www.mgccc.edu/AH/ah.cgi.**

Right of Appeal

A student has the right to appeal disciplinary action taken against him or her by the judicial committee. This appeal should be in the following order (a) Judicial Committee, (b) Vice-President, and (c) College President. See the student handbook for specific directions.

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.

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.

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.

Skills USA-VICA. 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 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, Perkette 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.

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, snooker, card games and TV are available. Tennis courts and swimming pools are also on all campuses.

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. On-campus housing facilities include four men's and three women's residence halls. Each residence hall has its own distinctive features, along with certain standard conveniences. Air conditioned rooms are designed for double 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 should not keep valuables in their rooms. The student/resident will be requested to release and hold harmless the College from any liability for theft of any personal property from student/resident's room. Each residence hall has coin-operated laundry facilities, pay telephones and live-in residence hall supervisors and student resident assistants. To reserve a room or for additional information, contact the Housing Department, P.O. Box 548, Perkinston, MS 39573, phone number (601) 928-6220. A $50 non-refundable application fee is required before an assignment can be made.

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. There are organized chapters in each of the four counties, which meet in September. District meetings are held at Homecoming in the fall and in the spring.

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 alumni meeting. Monies are solicited to assist students through the Alumni Scholarship and Loan Fund program.

A student representative serves in an advisory capacity on the Board of Directors of the Association. Student organizations and individuals are encouraged to make nominations for the Instructor of the Year. The Association presents each graduate with a complimentary one-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.

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.

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.mgccc.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 page #).

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).

3 semester hours X 4 quality points =
12 quality points for English Composition I.
4 semester hours X 3 quality points =
12 quality points for General Biology I.
24 total quality points / 7 semester hours attempted =
3.43 GPA

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 Health Occupations programs, see the Cosmetology and Health Occupations Handbook.

Withdrawal Procedures

The official withdrawal period for full-term classes ends on the Friday of the 10th week of the semester. Students who officially withdraw during this period will receive the grade of "W". Please refer to the Student Handbook at the campus where you are registered or plan to register for more detailed information on the withdrawal process. Student Handbooks can be found on the MGCCC college website at **http://www.mgccc.edu/TCstudent_handbooks.htm**

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*

Cumulative Semester Hours Attempted	*Cumulative Grade Point Average (GPA)*
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.

Health Career Programs

Certain Health Career programs require students to meet "program standards of progress" 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 health occupation 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/TCstudent_handbooks.htm**

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.

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 health occupation programs should consult department chairperson about acceptable credit.)

CLEP Subject Area	MGCCC Equivalent	Sem. Hrs.	Score Required
Business:			
Information Systems and Computer Applications	CSC 1113	3	50
Principles of Accounting	ACC 1213 ACC 1223	6	50
Business Law and The Legal Environment of Business	BAD 2413	3	50
Principles of Marketing	MMT 1113	3	50
Principles of Management	MMT 2213	3	50
Education:			
Human Growth and Development	EPY 2533	3	50
English:			
American Literature	ENG 2223, 2233	6	50
English Composition	ENG 1113, 1123	6	50
English Literature	ENG 2323,2333	6	50
Humanities:*		6	50
Modern Languages: (Level 2 scoring 4 semesters awarded)			
College French Levels 1 & 2	MFL 1113,1123	6	50
	MFL 2113, 2123	12	62
College Spanish Levels 1 & 2	MFL 1213, 1223	6	50
	MFL 2213, 2223	12	63
Mathematics:			
College Math*	MAT 1213, 1233	6	50
Calculus	MAT 1613	3	50
College Algebra	MAT 1313	3	50
Trigonometry	MAT 1323	3	50
Sciences:			
Biology	BIO 1134, 1144	8	50
General Chemistry	CHE 1214	4	50
Natural Sciences*		6	50
Social Sciences:			
American Government	PSC 1113	3	50
U.S. History I	HIS 2213	3	50
U.S. History II	HIS 2223	3	50
General Psychology	PSY 1513	3	50
Principles of Macroeconomics	ECO 2113	3	50
Principles of Microeconomics	ECO 2123	3	50
Introductory Sociology	SOC 2113	3	50
Western Civilization I	HIS 1113	3	50
Western Civilization II	HIS 1123	3	50
Social Sciences and History:*		6	50

**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.

E. To be awarded Local and Statewide Articulation credit a student must enroll at Mississippi Gulf Coast Community College within 18 months of graduation.
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 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 certificate 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 certificate 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."

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 Office of Cooperative 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 1103, MAT 1203, MAT 1233, REA 1103, and ENG 1013).

Distance Learning

Credit and non-credit courses are delivered online via the Internet through the Mississippi Virtual Community College (MSVCC) consortium. The courses will carry the same credit as the on-campus equivalent course. College admission requirements apply to credit distance learning courses. Although the tuition will be the same for distance learning courses as for on-campus equivalent courses, additional fees are charged for distance learning. Distance learning courses will meet graduation requirements in the same manner as on-campus equivalent courses.

Honors Program

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 Program 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 Program Director, and meet any two of the appropriate criteria.

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

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.

Each semester courses may be available for honors credit to program participants. If these courses are not available or not part of the required curriculum, the student may select other courses for honors credit. In this event, he/she must meet with the instructor to discuss the extra work that will be required.

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 library 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, a wide variety of current media materials for curriculum support of classroom instruction, and extension video production for college use.

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 degree or certificate 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.

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, including two semester hours of physical education where shown as a requirement. (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 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 a degree, diploma, or certificate must complete a formal application available in the Records Office 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 Associates degrees from Mississippi Gulf Coast Community College must demonstrate computer competency by one of the following:

- Successful completion of a required computer course in a degree program, e.g., Business Technology, Computer Science, etc.;
- 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 software that is applicable to their specific program or career.
- 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."

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.

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)*
Math, 3 semester hours *(MAT 1313 or higher math)*
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.

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)*
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.

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" or "Apprenticeship 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, or completion of approved indentured apprenticeship *(Student is allowed a maximum of 36 hours for the apprenticeship)*; 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)*
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.

Certificates of Completion

Certificates of Completion may be granted on request to students who successfully complete an adult career education or continuing education course.

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 one-year career education or apprenticeship.

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 Franklin University, 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.

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

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

Franklin University

Accounting
Applied Management
Business Administration
Computer Science
Digital Communication
Health Care Management
Public Safety Management
Management Information Systems

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

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
Special Education
Technical and Occupational 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

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

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. 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.

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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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 twelve weeks to one-year and lead to MGCCC diplomas. Students completing Career and Apprenticeship programs may elect to pursue the Associate of Applied Science in Occupational Education degree.

Technical Programs

Career Programs

Cooperative Education Programs

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

***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 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	
Freshman Year		**1 Sem.**	**2 Sem.**
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.*

Sophomore Year		**1 Sem.**	**2 Sem.**
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

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

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	
Freshman Year		**1 Sem.**	**2 Sem.**
ENG 1113, 1123	English	3	3
HIS 1163, 1173	World Civilization	3	3
MAT 1313	College Algebra	3	
	Laboratory Science	4	4
	Foreign Language *(single language)*	3	3
	Fine Arts Elective	3	
	ART 1113, ART 1233, MUS 1113, SPT 2233		
HPR Elective	Physical Education	3	
Sophomore Year		**1 Sem.**	**2 Sem.**
ENG 2423			
ENG 2433	World Literature	3	3
	Foreign Language *(single language)*	3	3
PHI 2113 or	Introduction to Philosophy		
PHI 2613	World Religions	3	or 3
	Social Science Elective*	3	3
	Social Science Elective*	3	
	**No more than 3 hours from one area*		
	Choose 3:		
	(1) SOC 2213, (2) ECO 2113, PSC 1113, PSY 1513, (3) GEO 1123, (4) SOC 2113		
HIS 2213 or			
HIS 2223	American History I or II	3	
SPT 1113	Public Speaking I	3	

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

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

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	3
HPR 1591, 1751	Physical Education	1	1

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	Economics I & II	3	3
ENG 2423	World Literature	3	
PSY 1513	General Psychology	3	or 3
SOC 2113	Intro. to Sociology	3	or 3
BAD 2533	Microcomputers & Business Mgt	3	or 3
or			
CSC 1113	Intro. to Computer Concepts	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	Economics I & II	3	3
ENG 2423	World Literature	3	
PSY 1513	General Psychology	3	or 3
SOC 2113	Intro. to Sociology	3	or 3
BAD 2533	Microcomputers and		
	Business Management	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

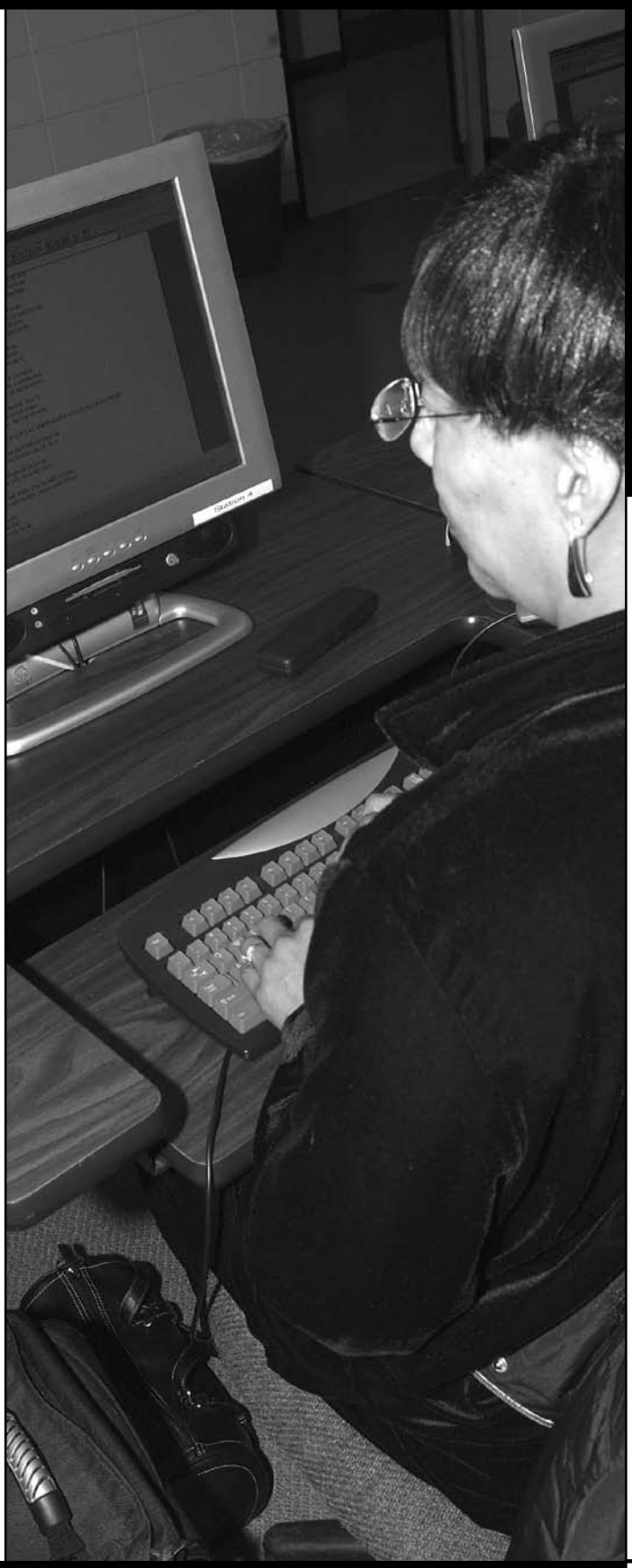
Curricula are designed as guides. Consult the university of your choice for specific transfer requirements.

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

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 1843	Keyboard Concepts	3	
PSY 1513	General Psychology	3	
BAD 2413	Legal Environment of Business	3	or 3
HPR 1591, 1751	Physical Education	1	1
Sophomore Year		**1 Sem.**	**2 Sem.**
ACC 1213, 1223	Accounting I & II	3	3
ENG 2423	World Literature I	3	or 3
ECO 2113	Economics I	3	or 3
BOT 2133	Desktop Publishing	3	
BAD 2533	Microcomputers and Business Management	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.



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
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, ART 1233, MUS 1113, SPT 1213, or SPT 2233		
PSY 1513	General Psychology	3	
SOC 2113	Introduction to Sociology		3
ART 1453	Three Dimensional Design		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
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, ART 1233, MUS 1113, SPT 1213, or SPT 2233		
	Mathematics or Science Elective	3	or 4
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.

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 MAT 1753	College Algebra. Quantitative Reasoning	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 or MUA 1572, 1382	Class Piano or Piano	2	2
MUO 1211, 1221 or MUO 1111, 1121	Choir or Band	1	1
	*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 or MUA 2511, 2521	Piano or Class Piano	2	2
MUO 2211, 2221 or MUO 2111, 2121	Choir or Band	1	1
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 MAT 1753	College Algebra. Quantitative Reasoning	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 or MUA 1572 ,1582	Class Piano or Piano	2	2
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 or MUA 2511, 2521	Piano or Class Piano	2	2
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.

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	
MAT 1753	Quantitative Reasoning		
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 1572, 1582			
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 2572, 2582	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.

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.

Engineering 4000

Freshman Year		Semester Hours 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

Freshman Year		Semester Hours 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	
MAT 1623	Calculus II		3
PHY 2424	General Physics II		4
ECO 2113	Principles of Economics I		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

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

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	
PSY 1513	General Psychology.	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	
	ART 1111, ART 1233, MUS 1113, SPT 1213, or SPT 2233		
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: 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	
	Social Science	3	3
Sophomore Year		**1 Sem.**	**2 Sem.**
English	World, English, or American Literature	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	
SPT 1113	Public Speaking I	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.

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	Principles of Chemistry I & II	4	4
AGR 1313	Plant Science	3	
AGR 1214	Animal Science		4
HPR	Physical Education	1	1
ECO 2113	Economics I	3	
PSY 1513	General Psychology		3
Sophomore Year		**1 Sem.**	**2 Sem.**
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
CRJ 1313	Introduction to Criminal Justice	3	
CRJ 1363	Introduction to Corrections		3
MFL 1213, 1223	Spanish I & II	3	3
Sophomore Year		**1 Sem.**	**2 Sem.**
SPT 1113	Public Speaking I		3
MAT 1313	College Algebra	3	
MFL 2213	Spanish III		3
CSC 1113	Intro, to Computer Concepts	3	
CRJ 1323	Police Organization and Administration		3
CRJ 2513	Law Enforcement & the Juvenile		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 2333	Criminal Investigations I		
CRJ 1383	Criminology		
CRJ 2343	Criminal Investigations II		
CRJ 2323	Criminal Law-Evidence		
CRJ 2413	Administration of Criminal Justice		
CRJ 2393	Survey of Criminalistics		

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

Interior Design 5111

		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
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 Economics I		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	
Freshman Year		**1 Sem.**	**2 Sem.**
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
GEO 2413	The Oceans		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.

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	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 1225, 1235	Organic Chemistry I & II	5	5
PHY 2414, 2424 or PHY 2514, 2524	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.

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	Economics I	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.

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.

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.

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	4
SOC SCI Electives:	Psychology, Sociology, Economics I	3	3
MAT 1613	Calculus I	3	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 Economics II	3	3
Fine Arts	Any Appreciation Course	3	3
	Humanities Elective	3	3
HPR	Physical Education	1	1
SPT 1113	Public Speaking I	3	3
	General Elective	3	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 or HIS 2213, 2223	World Civilization I & II or 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	3
English	Any Literature Course	3	3
PSY 1513	General Psychology	3	3

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

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	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	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	Economics I or II		3
	Fine Arts Appreciation		3
	Physical Education	1	1
FPW 1111	Forest Resource Survey	1	
BIO 2314	Dendrology	4	
AGR 2314	Soils		4

Addtional Courses by Options:

Fisheries Science Option
CHE 2424 Organic Chemistry
GEO 2313 Maps & Remote Sensing
PHY 2414 General Physics I
Electives:* 3 hrs. Humanities**
3 hrs. Social Science**

Wildlife Law Enforcement Option
PHI 1123 Intro. to Ethics
PSY 1513 Gen. Psychology***
SOC 2113 Intro. Sociology***

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.

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 professional teacher education in a Mississippi public university must have first successfully passed a nationally accepted test or the PRAXIS I. 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	World Civilization I & II	3	3
or			
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 *(choose one)*		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
	No more than 3 hours from one area 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.

Secondary Teacher Certificate 6040 English

		Semester Hours	
Freshman Year		**1 Sem.**	**2 Sem.**
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 *(one language)*	3	3
Sophomore Year		**1 Sem.**	**2 Sem.**
ENG	Literature (continuous year sequence)	3	3
SPT 1113	Public Speaking I	3	
MFL	Foreign Language *(one language)*	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	
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	
PSY 1513	General Psychology	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
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.

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	FORTRAN Programming and Application	3	
MAT 1313, 1323	College Algebra, Trigonometry	3	3
PSC 1113	American Government	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 *(one language)*	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
	Choose from the following		
	CSC 1113, EPY 2513, MAT 1723		
	ART 1913, MUS 2513,		
	Social Science Elective	3	6
	No more than 3 hours from one area		
	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.

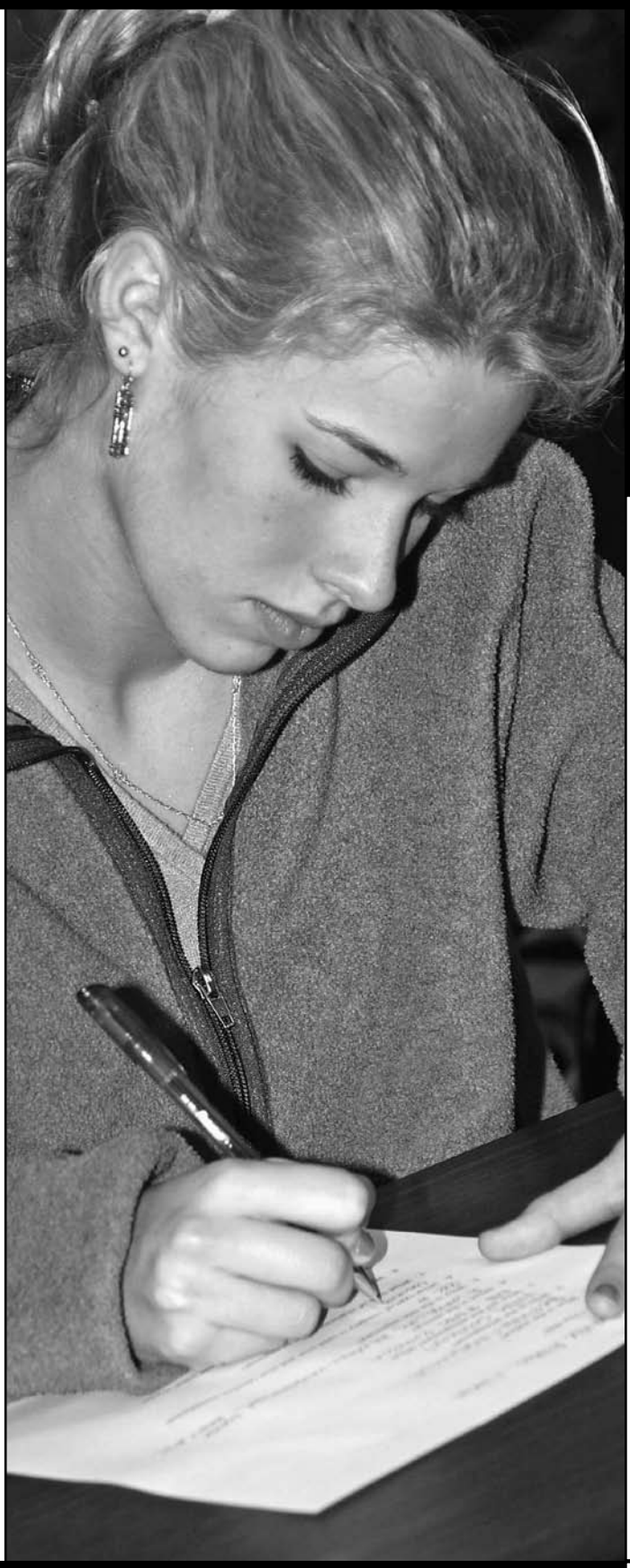
Technical & Occupational Education 6020

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 Economics		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.



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/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 Health		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

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

career and 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, technical, and adult 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.

Career Programs

Career education programs lead to MGCCC diplomas. Students who earn a diploma or complete 36 semester hours in a career or apprenticeship program may elect to pursue a two-year Associate of Applied Science in Occupational Education (AASOE) degree. Refer to the "Graduation Information" section for specific requirements.

Associate Degree Nursing 7000

(Jefferson Davis, Jackson County and Perkinston Campuses)

The Associate Degree Nursing (ADN) Program is a two-year course of study 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 and nationally accredited by the National League for Nursing Accrediting Commission (NLNAC), 61 Broadway – 33rd Floor, New York, NY 10006 (212-363-5555). Successful completion of the ADN program leads to the award of an Associate of Applied Science Degree and permits the graduate to apply to take the National Council Licensure Examination for Registered Nurses®. Permission to take the licensure examination may be denied by the Board of Nursing for reasons which include, but are not limited to, fraud/ deceit in making application, felony or misdemeanor convictions or charges pending in any state, and drug and alcohol misuse.

Admission Requirements

All applicants are required to take the American College Test (ACT) and the Nurse Entrance Test (NET) and must meet the general admission requirements of the college.

To qualify for admission to the ADN Program, an applicant must:

1. Make application and be accepted to Mississippi Gulf Coast Community College.
2. Make a separate application to the ADN Program, specifying the campus to attend. Students may apply to attend the ADN Program on one MGCCC campus only.
3. Submit official copies of ACT scores and transcripts of all college work to the campus Admissions Office. A residual ACT is not accepted.
4. Achieve a Grade Point Average (GPA) of 2.5 or higher on the required pre-requisite courses (ENG 1113, PSY 1513, and BIO 2514) plus any other degree-required courses that have been completed.
5. Achieve an ACT score of 18 or higher. To waive an ACT score of less than 18, applicant must complete twenty-three (23) semester hours of degree-required courses with a GPA of 2.5 or higher. The twenty-three (23) credit hours must include Anatomy and Physiology I & II. Science courses require a grade of "C" or better, must be less than five years old and may be repeated only once.
6. Score a 69 or above on the Essential Math Skills section and a 59 or above on the Reading Comprehension section of the Nurse Entrance Exam (NET). Applicants who make less than the minimum scores may attempt the NET again as soon as designated remediation through the campus Learning Lab is completed. Without the remediation, individuals may re-take the NET only once every 12 months.

Selection Process

Applicants are admitted using a competitive selection process based on the ADN admissions requirement listed above and residency. Applicants are ranked according to ACT Composite Score, GPA on degree-required courses, NET math and reading scores and residency. All in-district applicants (Harrison, Jackson, Stone and George County residents) are admitted before any out-of-district applicants (Mississippi residents who live in counties other than Harrison, Jackson, Stone and George). Out-of-state residents are admitted after all in-district and out-of-district applicants are admitted. Application deadlines apply. 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 a nursing or allied health program under adverse circumstances (e.g. unsafe clinical practice, cheating on tests or paperwork, etc.) may be denied admission to the nursing program. Application information and details of the Selection Process are available from the ADN Division or Campus ADN Departments.

Prerequisites to the First Nursing Course

Prior to starting the first nursing course, the student must:

1. Comply with Mississippi law requiring a Criminal Background History.
2. Obtain a physical examination documented on the MGCCC ADN Health Form within three months prior to the first nursing class.
3. Provide proof of current immunizations against Measles, 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 the first nursing class.
5. Provide a current Cardiopulmonary Resuscitation (CPR) Card for Health Care Providers issued by the American Heart Association (or equivalent).

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, ADN 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 ADN faculty recommends for progression and continuation in the program only those students who, in the judgment of the faculty, satisfy the requirements 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, ADN 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 ADN Student Handbook and the ADN Website.
3. ADN students must maintain Cardiopulmonary Resuscitation (CPR) Certification for Health Care Providers (or equivalent) throughout enrollment in the program.
4. ADN students must maintain currency on required immunizations and provide proof of an annual negative PPD Tuberculin test (or clearance for positive TB tests).
5. ADN students must submit to substance testing in accordance with the ADN and Allied Health Programs Substance Testing Policy and Procedures.
6. ADN students must provide their own transportation to and from clinical agencies.
7. ADN students must abide by the policies and procedures of health care agencies used for clinical experiences.
8. Evening and weekend clinical rotations may be required.
9. ADN students must be full-time.
10. ADN students must follow the latest version of the college catalog and ADN policies throughout enrollment in the ADN 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 1210 or NUR 2310 and one to NUR 2410. Students who do not successfully complete NUR 1110 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 ADN Division Transfer Policy. Residency priorities apply to transfer applicants in the same manner as for all first time applicants to the ADN 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 ADN course but may apply for admission to NUR 1110 as a new student.

Associate Degree Nursing 7000

Curriculum Plan

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

Freshman Year **Semester Hours**

Prerequisites
The following three (3) 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

Freshman Year Semester Hours

1st Semester

NUR 1110	Nursing – Promotion of Health/Prevention of Illness I	10
NUR 1100	Nursing – Professional Development I	0
•BIO 2524*	Anatomy and Physiology II (with lab)	4
•EPY 2533	Human Growth and Development	3

2nd Semester

NUR 1210	Nursing – Promotion of Health/Prevention of Illness II.	10
NUR 1200	Nursing – Professional Development II	0
+BIO 2924*	Microbiology (with lab).	4
+ENG 1123	English Composition II	3

Sophomore Year **Semester Hours**

1st Semester

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

2nd Semester

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

TOTAL: 72 Sem. Hours

*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 1110 unless already successfully completed.

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

LPN-To-RN Mobility Track

The LPN-to-RN Mobility Track in the ADN 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 of the required ADN courses (NUR 1100, 1110, 1200 and 1210) and enter the second year ADN course NUR 2310. 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. An overall GPA of 2.0 or higher on the degree-required courses and a cumulative GPA of 2.0 or higher are required for graduation. 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. Make application and be accepted to Mississippi Gulf Coast Community College.
4. Make a separate application to the ADN Mobility Track, specifying the campus to attend. Students may apply to attend the Mobility Track on one MGCCC campus only.
5. Submit official copies of ACT scores and transcripts of all college work to the campus Admissions Office. Residual ACT scores are not accepted.
6. Achieve a GPA of 2.5 or higher on the required prerequisite courses (ENG 1113, ENG 1123, PSY 1513, EPY 2533, BIO 2514, and BIO 2524) 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.
7. 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.
8. Score a 69 or above on the Essential Math Skills section and a 59 or above on the Reading Comprehension section of the Nurse Entrance Test (NET). Applicants who make less than the minimum scores may attempt the NET again as soon as designated remediation through the campus Learning Lab is completed. Without the remediation, individuals may re-take the NET only once every 12 months.

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. Students who successfully complete NUR 1116 may be placed in the fall or spring semester of NUR 2310. Students must enter NUR 2310 within one year of successful completion of NUR 1116.

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, 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 Health Care 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 ADN Student Handbook and the ADN Website.
3. Mobility Track students must maintain Cardiopulmonary Resuscitation (CPR) Certification for Health Care 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. Mobility Track students must submit to substance testing in accordance with the ADN and Allied Health Programs Substance Testing Policy and Procedures.
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 health care 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 ADN policies throughout enrollment in the ADN 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 2310. NUR 1116 may be taken one time only. If unsuccessful in NUR 1116, applicant may apply for admission to NUR 1110 as a new student.

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:

*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
	TOTAL:	10

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
	TOTAL:	16

Spring Semester

NUR 2401	Nursing-Professional Development. IV	1
NUR 2410	Nursing-Provision of Care II	10
NUR 2421	Nursing-Comprehensive Seminar	1
	TOTAL:	12

*Advanced science courses have a prerequisite 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 but not later than the listed semester.

See ADN Course Descriptions in the College Catalog for nursing course pre- and corequisite requirements.
+ Prerequisite course to NUR 2310.
++ Prerequisite course to NUR 2410.

Banking and Finance Technology 7020

(Jefferson Davis Campus)

The Banking and Finance Technology program is a two-year course of study designed to help present and prospective banking and finance students and employees prepare for and take advantage of the varied career opportunities available to them in the ever-growing field of finance.

The program is designed to provide an introduction and an overview of the finance industry and the opportunities for the student or employee to develop basic financial knowledge and abilities, the required competencies, and the social skills necessary for employment in the field of finance. Financial institutions include banks, savings and loan operations, etc

All banking and finance technology courses (BFT prefix) are taught at night and sometimes off-campus.

This program will lead to an Associate of Applied Science degree. If 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	Written Communications	3
BAD 2533	Business Management	3
or		
BOT 1133	Microcomputer Applications	3
BFT 1213	Principles of Banking	3
BOT 1313	Applied Business Math	3
BFT 1313	Consumer Lending	3
BFT 1411	Professional Development in Financial Institutions*	1
	Approved Elective	3
SPT 1113	Public Speaking I	3
BOT 1223	Electronic Spreadsheet	3
BFT 1223	Money and Banking	3
BFT 1323	Commercial Lending	3
BOT 1713	Mechanics of Communication	3
BFT 1421	Professional Development in Financial Institutions*	1
	TOTAL:	35

Sophomore Year		**Semester Hours**
ACC 1213	Principles of Accounting I	3
BFT 2431	Professional Development in Financial Institutions*	1
	Math/Natural Science Elective**	3
	Social/Behavioral Elective	3
BFT 2113	Business Policy	3
BOT 2813	Business Communications	3
	Humanities/Fine Arts Elective	3
BFT 2523	Business Finance	3
BFT 2441	Professional Development in Financial Institutions*	1
BFT 2914	Work-based Learning in Banking and Finance	4
BOT 2833	Integrated Computer Applications	3
	Approved Elective	3
	TOTAL:	33

*BOT 1213 can be used for 3 semester hours of Professional Development in Financial Institutions.
**College Algebra or above/any laboratory science.

Approved Electives

BOT 2723	Administrative Office Procedures	3
ECO 2113	Principles of Economics (Macroeconomics)	3
BAD 2413	Legal Environment of Business	3
BOT 2423	Income Tax Accounting	3
BOT 2433	Payroll Accounting	3
ACC 1223	Principles of Accounting II	3
BOT 1433	Business Accounting	3
BOT 2413	Computerized Accounting	3
BOT 1213	Professional Development	3
BFT 2783	Mortgage Lending	3

BFT 1411, 1421, 2431, 2441 - This course provides practical exercises in both technical and social skills necessary for employment in the finance banking industry. Involvement in a program of leadership and personal development in occupational competencies and high standards in personal and professional relationships are stressed.

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.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Accounting Technology Concentration 7173

(Jackson County, Jefferson Davis and Perkinston Campuses)

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	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

*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.

****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.

Medical Office Technology Concentration 7131

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 health care 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	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
BCT 2123	CPT Coding	3
BCT 2133	ICD Coding	3
BOT 2743	Medical Office Concepts	3
	Math Elective/Natural Science Elective*	3/4
BCT 2143	Advanced Coding	3
BOT 2753	Medical Information Management	3
BCT 2153	Medical Insurance Billing	3
SPT 1113	Public Speaking I	3
BOT 2413	Computerized Accounting	3

*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

Medical Transcription Option (Jefferson Davis Campus)

Freshman Year		Semester Hours
BOT 1613	Medical Terminology I	3
BOT 1113	Document Formatting	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
BCT 2123	CPT Coding	3
BCT 2133	ICD Coding	3
	Humanities/Fine Arts Elective	3

*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.

Medical Office Technology
Concentration 7131

Medical Information Specialist Technology Option (Jefferson Davis Campus)

Freshman Year		Semester Hours
BOT 1713	Mechanics of Communication	3
BOT 1613	Medical Office Terminology I	3
BOT 2514	Anatomy and Physiology I	4
BOT 1133	Microcomputer Applications	3
	Humanities/Fine Arts Elective	3
	Certified Nursing Assistant* (non-credit)	0
BOT 1843	Document Formatting and Production***	3
BOT 2813	Business Communication	3
BOT 1623	Medical Office Terminology II	3
	Social/Behavioral Science Elective**	3
BCT 1113	The Medical Environment, Law and Ethics	3
	Phlebotomy* (non-credit)	0

Summer Session		Semester Hours
BOT 2523	Medical Machine Transcription I	3
BOT 2533	Medical Machine Transcription II	3

Sophomore Year		Semester Hours
BOT 2743	Medical Office Concepts	3
BOT 1313	Applied Business Math	3
BCT 2133	ICD Coding	3
BCT 2123	CPT Coding	3
	Written Communication Elective	3
BOT 2753	Medical Information Management	3
BCT 2153	Medical Insurance Billing	3
BCT 2143	Advanced Coding	3
BOT 2913	Supervised Work Exp.	3
SPT 1113	Public Speaking I	3

Total hours: 67 + *Two Non-credit classes: CAN and Phlebotomy
Degree: Associate of Applied Science

*MAT 1313 or higher or any laboratory science

** ECO 2113 recommended.

***BOT 1843 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.

Bus. Mgmt. Technology Concentration 7172

(Jackson County, Jefferson Davis and Perkinston 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	Professional Development	3
BOT 1713	Mechanics of Communication	3
BOT 1313	Applied Business Math	3
BAD 2413	Legal Environment of Business	3
ACC 1213	Principles of Accounting I	
or		
BOT 1433	Business Accounting	3
BOT 2413	Computerized Accounting	3
MMT 2233	Human Resource Management*	3
BOT 2623	Principles of Business Finance	3
BOT 1113	Document Formatting and Production****	3
	Elective	3

Sophomore Year		**Semester Hours**
	Humanities/Fine Arts Elective	3
BOT 1813	Electronic Spreadsheet	3
BOT 2513	Business in Global Markets	
or		
BAD 1213	Introduction to International Business	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
BOT 2833	Integrated Computer Applications	3

*Or approved business elective.

**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.

Office Systems Tech. Concentration 7165

(Jackson County, Jefferson Davis and Perkinston Campuses)

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	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

*MAT 1313 or higher or any laboratory science.

**ECO 2113 recommended.

***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.

Computer Programming Concentration 7032

(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. An associate of applied science degree is earned upon successful completion of the computer programming curriculum. Successful completion of the first year entitles a student to receive a certificate of completion in Computer Operations.

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
CPT 1144	Programming Development Concepts	3
CPT 1214	Visual BASIC	4
BOT 1433	Business Accounting	
or		
ACC 1213	Principles of Accounting I.	3
CPT 1323	Survey of Microcomputer Applications	3
	Social/Behavioral Science Elective**	3
CPT 1333	Operating Platforms.	3
CPT 1353	Database Design Fundamentals	3
ACC 1223	Principles of Accounting II	
or		
BOT 2413	Computerized Accounting	3
	Programming Language Elective*	4

Sophomore Year		**Semester Hours**
CNT 2373	Network Fundamentals	3
	Programming Language Elective*	4
SPT 1113	Public Speaking I.	3
MAT 1313	College Algebra	3
	Programming Language Elective*	4
BOT 1213	Professional Development	
or		
BOT 2813	Business Communication	3
CPT 2353	Systems Analysis and Design.	3
	Programming Language Elective*	4
	Humanities/Fine Arts Elective	3
	Physical Science Survey I or II	4

*Choose from the following (CPT 1214) Visual BASIC Programming Language; (CPT 1414) Java Programming; (CPT 2424) Advanced C Programming Language; (CPT 2434) Advanced Visual BASIC Programming; (CPT 2444) Script Programming; (CPT 2244) Database Programming; (CPT 2284) C Programming Language.

**ECO 2113 recommended.

***MAT 1313 or higher or any laboratory science.

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.

Computer Networking Technology 7036

(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.

Freshman Year		**Semester Hours**
ENG 1113	English Composition I	3
CPT 1333	Operating Platforms	3
CNT 1414	Fundamentals of Data Communications	4
CNT 1513/ WDT 1123	Web Development Concepts	3
	Social/Behavioral Science Elective	3
CPT 1323	Survey of Microcomputer Applications	3
	Network Operating Systems Elective*	4
CNT 1524	Network Components	4
	Network Operating Systems Elective*	4
	Programming Elective**	4
SOPHOMORE YEAR		
BOT 2813 or BOT 1213	Business Communication / Professional Development	3
CNT 2423 or CST 1123	System Maintenance / Basic Computer Systems	3
CNT 2534	Network Planning and Design	4
SPT 1113	Public Speaking I	3
CNT 2544	Network Implementation	4
	Technical Elective **	3/4
	Humanities/Fine Arts Elective	3
	Elective***	3/4
MAT 1313	College Algebra	3
	Physical Science I or II	4
	TOTAL:	67/70

*CNT 1614, CNT 2634, CNT 1624, CNT 2644, CNT 2654, CNT 1634 or any Instructor-approved network operating course.

**CNT 1614, CNT 2634, CNT 1624, CNT 1654, CST 1123, CNT 2644, CNT 2654, CNT 1634, CPT 1323, or any Instructor-approved technical course.

***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.

Network Security Technology 7033

(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.

Freshman Year		**Semester Hours**
CNT 2423	System Maintenance	3
NST 1113	Computer Forensics & Legal Issues	3
CNT 1624	Network Administration Using Windows	4
NST 1123	Principles of Network Security	3
CNT 1414	Fundamentals of Data Communication	4
ENG 1113	English Composition I	3
NST 1213	Security Policies	3
MAT 1313	College Algebra*	3
SPT 1113	Public Speaking I	3
NST 1324	Network Security Fundamentals	4
	Social Behavioral Science Elective	3

Sophomore Year		**Semester Hours**
	Humanities/Fine Arts Elective	3
NST 1523	Wireless Security & Privacy	3
NST 1624	Network Administration using Linux	4
NST 1623	Network Defense & Countermeasures	3
NST 2123	Security Threats, Management and Response	3
NST 2433	Linux/Unix Security	3
NST 2543	Windows Security	3
NST 2644	Network Attacks & Computer Crime	4
	Technical Elective*	4
	Physical Science I or II	4

* Instructor-approved elective

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.

Database Admin. Technology 7070

(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 Professional (OCP) 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.

Freshman Year		**Semester Hours**
DBT 1113	SQL Programming	3
CPT 1323	Survey of Microcomputer Applications	3
ENG 1113	English Composition	3
CPT 1144	Programming Development Concepts*	4
CPT 1333	Operating Platforms	3
BOT 2323	Database Management	3
DBT 1123	Advanced SQL Programming	3
DBT 1214	Database Architecture and Administration	3
	Physical Science Survey I or II	4
MAT 1313	College Algebra	3

Sophomore Year		**Semester Hours**
DBT 2224	Advanced Database Architecture and Administration	4
DBT 2313	Database Design Concepts	3
CPT 1214	Visual BASIC Programming	4
	Social/Behavioral Science Elective	3
	Humanities/Fine Arts Elective	3
DBT 2714	IT Project Management	4
DBT 2614	Linux Operating System Fundamentals	4
CNT 1513	Internet Concepts	3
DBT 2324	Advanced Database Design Concepts	4
SPT 1113	Public Speaking I	3

*Or other programming course approved by instructor.

**CPT 2133 Career Development or BOT 1213 Professional Development or DBT 2913 Supervised Work Experience, or DBT 2923 Special Problem in Database Adm. Tech.

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.

Web Development Technology 7080

(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.

For more information, please visit the WDT departmental website at http://www.mgccc.edu/~webdevelopment or call 601-928-6328.

Freshman Year		**Semester Hours**
CST 1333	Operating Platforms	3
ENG 1113	English Composition I	3
MAT 1313	College Algebra	3
SPT 1113	Public Speaking I	3
WDT 1123	Web Development Concepts	3
WDT 1314	Client-Side Programming	4
WDT 1414	Web Design Applications	4
	Technical Elective*	3
	Humanities/Fine Arts Elective	3
	Social/Behavioral Science Elective	3

Sophomore Year		**Semester Hours**
BOT 2323	Database Management	3
BOT 2813	Business Communication	3
PHY 2224/2254	Physical Science I or II	4
WDT 2214	Server-Side Programming I	4
WDT 2224	Server-Side Programming II	4
WDT 2614	Website Development	4
WDT 2723	E-Commerce Strategies	3
WDT 2823	Web Server	3
	Technical Elective*	3
	Programming Elective**	4

*CAT 1213, CPT 1323, CNT 1414, CST 1123, WDT 2263, or instructor approved course

**CPT 1214, WDT 2323, WDT 2414, or instructor approved programming 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.

Paralegal Technology Concentration 7179

(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
BOT 1313	Applied Business Math	3
LET 1113	Intro to Law	3
	Humanities/Fine Arts Elective	3
LET 1213	Legal Research	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
BOT 2813	Business Communication	3
LET 1713	Legal Writing	3
LET 2313	Civil Litigation I	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	3
LET 2463	Real Property II	3
LET 2923	Internship for Paralegal	3
LET 2323	Torts	3
	Social/Behavioral Science Elective**	3
BOT 1133	Microcomputer Applications	3

*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.

Early Childhood Education Tech. 7015

(Jackson County, Jefferson Davis and Perkinston 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 requires a minimum of 68 semester hours of course work. These minimum course requirements are 18 semester hours of general education and 50 semester hours of Child Development and Guidance management courses. This 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 1013*	Introduction to Child Development Technology	3
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

**MAT 1313 or any natural science with a lab.

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.

Computer Servicing Technology 7034

(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.

Freshman Year		**Semester Hours**
ENG 1113	English Composition	3
CPT 1323	Survey of Microcomputer Applications	3
CST 1114	Electronics for Computer Servicing	4
CST 1123	Basic Computer Systems	3
CST 1333	Operating Platforms	3
CNT 1414	Fundamentals of Data Communications	4
EET 1214	Digital Electronics	4
MAT 1313	College Algebra	3
CNT 1513 or		
WDT 1123	Internet Concepts or Web Dev. Concepts	3
CNT 1524	Network Components	4

Sophomore Year		**Semester Hours**
WAN 1413	Communications Hardware	3
MFT 1613	PC Upgrade and Repair	3
CST 2113	Computer Servicing Lab I	3
CST 2123	Computer Servicing Lab II	3
CST 2134	Diagnostic and Troubleshooting	4
CST 2913	Special Project	3
SPT 1113	Public Speaking I	3
	Humanities/Fine Arts Elective	3
	Social Science Elective	3
	Physical Science I or II	4

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.

Construction Mgmt. Technology 7115

(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.

Freshman Year		**Semester Hours**
CON 1113	Survey of Modern Construction	3
CON 1213	Construction Materials	3
MAT 1313	College Algebra	3
DDT 1114	Fundamentals of Drafting	4
CPT 1323	Survey of Microcomputer Applications	3
CON 1223	Plans and Document Interpretation	3
CON 1233	Construction Systems I	3
DDT 1313	Principles of CAD	3
DDT 1413	Elementary Surveying	3
ENG 1113	English Composition I	3
MAT 1323	Trigonometry	3

Summer Session		**Semester Hours**
CON 2613	Internship I	3
CON 2623	Internship II	3

Sophomore Year		**Semester Hours**
CON 2313	Construction Layout	3
CON 2123	Construction Cost Estimation	3
SPT 1113	Public Speaking I	3
	Humanities/Fine Arts Elective	3
CON 2113	Construction Job Site Management	3
CON 2413	Construction Safety Standards	3
CON 2233	Construction Systems II	3
	Social/Behavioral Science Elective	3
PHY 2244	Physical Science Survey	4
CON 2513	Leadership and Organization	3

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.

Criminal Justice 7120

(Jefferson Davis Campus)

Freshman Year		**Semester Hours**
ENG 1113, 1123	English Composition I & II	6
PSC 1113	Government	3
PSY 1513	Psychology	3
CRJ 1313	Introduction to Criminal Justice	3
CRJ 1363	Introduction to Corrections	3
CRJ 2333	Investigations I	3
CRJ 2343	Investigations II	3
	Electives*	9
	TOTAL:	33

Sophomore Year		**Semester Hours**
SPT 1113	Public Speaking I	3
BIO 1134	General Biology	4
or		
MAT 1313	College Algebra	3
CRJ 2323	Criminal Law Evidence	3
CRJ 1383	Criminology	3
CRJ 2413	Administration of Criminal Justice	3
CRJ 1353**	Internship in Criminal Justice	3/12
HIS 2223	History	3
SOC 2113	Sociology	3
MFL 2243	Conversational Spanish for Law Enforcement	3
	Electives*	6
	TOTAL:	37

*Electives can be taken from the following areas:

CRJ 1323 Police Organization and Administration; CRJ 2393 Survey of Criminalistics; CRJ 2513 Law Enforcement and the Juvenile; HPR 1213 Health; HPR 2221 Lifesaving; HPR 2211 First Aid; ECO 2113 Economics; 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 1350.

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.

Drafting and Design Technology 7050

(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.

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 2233	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

*Technical course with instructor permission.

**Substitution may be made from the Drafting curriculum for students wanting to fulfill the requirements for the Fundamentals of Surveying (FLS) exam. Requirements include 9 hours in surveying (DDT 2443; DDT 2453; DDT 2453); 9 hours in Math; 8 hours in Physics; 9 hours in English/Writing; 6 hours computer science; 3 hours in graphics; and 18 hours electives (DDT courses).

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

(Jackson County and Jefferson Davis Campuses)

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.

Freshman Year		**Semester Hours**
EET 1192	Fundamentals of Electronics	2
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	3
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
EET 2514	Interfacing Techniques	4
	Technical Electives	6
SPT 1113	Public Speaking I	3
	Social/Behavioral Science Elective	3

Technical Electives, EET 1713, EET 1613, EET 2913, EET 2923, EET 2423 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.

Emergency Medical Tech. - Paramedic 7065

(Jefferson Davis Campus)

This program is designed to prepare qualified Emergency Medical Technicians (EMT-B) to become professional health care 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 Committee on Accreditation of Education Programs for the Emergency Medical Services Professions (CAAHEP). Paramedic students successfully completing the program receive an associate degree from the college and are eligible to write the National Registry Examination for EMT-Paramedic. If successful with this examination, certification as an EMT-Paramedic may be obtained from the Mississippi Department of Health, Division of Emergency Medical Services.

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. Must be physically and emotionally able to meet the requirements of the program as determined by a qualified physician.
4. Must be a Mississippi certified Emergency Medical Technician – Basic Level.
5. Must score at least a tenth grade level of reading proficiency on a level A TABE test 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 ADN and Allied Health Programs Substance Testing Policy and Procedures.

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

Successful completion of the above courses constitutes completion of the EMT-Paramedic Program and earns the student a Certificate of Program Completion from MGCCC. On completion, the student will be eligible to write the National Registry Examination for EMT-Paramedic.

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

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.

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.

Fashion Marketing Technology 7041

(Jefferson Davis Campus)

The Fashion Marketing Technology program of study is designed to provide specialized instruction in all phases of fashion marketing in order to prepare students for careers in fashion and its related professions and industries such as store manager, wardrobe consultant, buyer, sales representative, visual merchandiser, and fashion director. 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 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	3
MMT 1113	Marketing I	3
FMT 1113	Fashion Design Fundamentals	3
FMT 1213	Fashion Marketing	3
	Computer Elective	3
FMT 2513	Image & Wardrobe Consulting	3
MMT 1413	Merchandising Math	3
	Elective**	3
SPT 1113	Public Speaking I	3
FMT 1313	Textiles in Fashion	3

Sophomore Year		**Semester Hours**
	Humanities/Fine Arts Elective	3
FMT 2414	Visual Merchandising	4
	Elective*	3
	Math/Science Elective	3/4
FMT 1233	Buying	3
FMT 2613	Fashion Sales Direction	3
FMT 2936	Supervised Work Experience	6
	Social/Behavioral Science Elective	3
MMT 1313	Salesmanship	3
MMT 2513	Entrepreneurship	3

*MMT 2233—Human Resource Management; MMT 2213—Management; MMT 1323—Advertising; ACC 1213—Accounting I; or other instructor approved related technical or academic 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.

Funeral Service Technology 7005

(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 72 Reading/ 34 Math (Pre-Algebra) on the COMPASS test or equivalent on ASSET (39 Reading/38 Numerical Skills).

or

- If student does not meet testing requirements in reading, then successful completion of (1) REA1103, (2) EDU1413 and (3) ENG1113 with at least a grade of C in each course. If student does not meet testing requirements in math, then successful completion of (1) EDU1413 and (2) MAT1233 with at least a grade of C in each course.

or

- A Bachelor's degree from a regionally accredited Institution of Higher Learning.

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), 3432 Ashland Ave., Suite U, St. Joseph, Missouri 64506, (816) 233-3747. Web: www.abfse.org

Funeral Service Technology 7005

(Perkinston Campus)

The Funeral Service Technology program 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.

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.

Funeral Service Technology 7005

(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
CPT 1323	Survey of Microcomputer Applications*****	3
FST 1523	Restorative Art / Color and Cosmetics	3
	TOTAL:	15
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
	TOTAL:	18/19

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
	TOTAL:	18
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:	19
	PROGRAM 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)
*****BOT 1133, 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 ABFSE web site (www.afbse.org)

Golf/Recreational Turf Mgmt. Tech. 7025

(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.

Freshman Year		**Semester Hours**
DDT 1413	Elementary Surveying	3
CPT 1323	Survey of 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

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.

Graphic Design Technology 7045

(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.

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
MMT 1323	Advertising	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

*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.

Hotel & Restaurant Mgmt. Concenctration 7090

(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
CPT 1233	Microcomputer Applications	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

*Electives (with advisor's approval)
Any other HRT course, MMT 1323, MMT 2233, MMT 2513, BAD 2413, HEC 1253, ACC 1213.

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.

Travel & Tourism Mgmt. Concenctration 7092

(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
CPT 1323	Microcomputer Applications	3
SPT 1113	Public Speaking I	3
HRT 1123	Hospitality and Tourism Industry	3
HRT 1414	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	Seminar 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

*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.

Human Services 7010

(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	3
PSY 1513	General Psychology	3
HIS 1163	World Civilization I	3
HPR 1213	Personal Health	3
or		
HPR 1593	Health Concepts/Wellness	3
HUS 1123	Interpersonal Communication	3
ENG 1123	English Composition	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
PSC 1113	American Government	3
EPY 2533	Human Growth and Development	3
	Elective	3
MAT 1213	College Math	3
or		
MAT 1233	Intermediate Algebra	3
HUS 2133	Exploring Social Issues	3
SPT 1113	Public Speaking I	3
	Computer Related Elective*	3
	Restricted Elective**	3/4
	Any Appreciation Course***	3

*BAD 2533 or CSC 1113.

**Restricted elective to be chosen from science or mathematics (BIO 1134, PHY 1114, PHY 2244, MAT 1313).

***ART 1113, MUS 1113, or SPT 2233.

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.

Interpreter Training Technology 7085

(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.

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
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	Business Management and Microcomputers	3
	Math or Science Elective*	3
	Elective**	3

*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.

Landscape Management Technology 7151

(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
CPT 1323	Survey of Microcomputer Apps	3
MAT 1313	College Algebra	3
GTT 2313	Golf Course Business	3
GTT 2824	Irrigation Systems	4
HLT 1124	Plant Materials II	3
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

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

(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	Introduction to Logistics	3
ENG 1113	English Composition	3
LGT 1313	Supply Chain Management	3
LGT 1233	Materials Management	3
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
	Logistics/Technical Elective*	3

Sophomore Year		**Semester Hours**
LGT 2113	Logistics Management	3
SPT 1113	Public Speaking I	3
LGT 2513	Maintenance Management	3
BOT 2323	Database Management	3
ECO 2113	Principles of Economics I	3
LGT 2533	Configuration Management	3
PSY 1513	General Psychology	3
BAD 2413	Legal Environment of Business	3
LGT 2813	Special Project	3
	Logistics/Technical Elective*	3
	Physical Science Survey I or II	4

* LGT 1243 Purchasing, LGT 1253 Traffic Management, LGT 2313 Supply Chain Management II, LGT 2323 Supply Chain Information Systems, Technical elective approved by advisor.

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.

Business & Marketing Mgmt. Technology 7040

(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	3
MMT 1113	Marketing I	3
	MMT Elective*	3
MMT 1313	Salesmanship	3
	Computer Related Elective	3
SPT 1113	Public Speaking I	3
	Social Behavioral Science Elective	3
MMT 1413	Merchandising Math	3
MMT 1123	Marketing II	3
ACC 1213	Principles of Accounting	3
MMT 1323	Advertising	3
	MMT Elective*	3

Sophomore Year		**Semester Hours**
MMT 2213	Management	3
MMT 2313	E-Commerce Marketing	3
	Math/Natural Science Elective	3/4
MMT 2233	Human Resource Management	3
BAD 2413	Legal Environment of Business	3
MMT 2323	Internet Marketing	3
	Elective**	6
	Humanities /Fine Arts Elective	3
MMT 2513	Entrepreneurship	3

*MMT 2333-Multimedia Presentations, MMT 2343-Web Page Design, MMT 2423-Retail Management, MMT 2523-Event Marketing, or MMT 1753 Marketing Seminar.

**ECO 2113-Economics I, ECO 2123-Economics II, MMT 2916-Supervised Work Experience, or other instructor approved related technical or academic 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.

Medical Laboratory Technology 7130

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. Applicant must be physically and emotionally able to meet the requirements of the program.
8. Applicants must submit a completed Health Occupations physical exam form and criminal background check prior to clinical practice.
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. Students admitted to the Medical Laboratory Technician program must submit to substance testing in accordance with the Associate Degree Nursing and Health Programs Substance Testing Policy and Procedures. These tests will reveal substance use within the last three months.

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

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	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

*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.

Petrochemical Refining 7207

(Jackson County Campus)

The Petrochemical Refining 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.

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 2613	Technical Communication	3
PPT 1434	Process Systems	4
CPT 1323	Survey of Microcomputer Applications	3
	Social/Behavioral Science Elective	3

Sophomore Year		**Semester Hours**
PPT 2113	Oil and Gas Production I.	3
PPT 2313	Quality Concepts.	3
PPT 2444	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

*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.

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.

Power Generation Technology 7300

(Perkinston Campus)

The Power Generation 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.

This curriculum leads to an Associate of Applied Science degree. Students who complete this program receive an AAS degree in Power Generation Technology. They 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. They will also have the team building skills, safety awareness, environmental awareness, communication skill and computer skills so vital to performing well in industry today. They will have a working knowledge of state and federal regulations on safety and the environment. Through an internship program, students have the opportunity to work in a position related to process technology where they will receive work related application of their classroom training.

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
PGT 1513	Safety, Health & Environment	3
PGT 1133	Introduction to Process Technology	3
PGT 1424	Process Equipment	4
PGT 1714	Process Instrumentation I	4
PGT 1613	Technical Communication	3
CPT 1323	Survey of Microcomputer Applications	3
PGT 2313	Quality Concepts	3
SPT 1113	Public Speaking I	3
PGT 1434	Process Systems	4

Sophomore Year		**Semester Hours**
PGT 2323	AC/DC Fundamentals	3
PGT 2214	Boilers/Fuel & Combustion	4
PHY 2244	Physical Science I	4
MAT 1313	College Algebra	3
PGT 2523	Plant Safety and Compliance	3
PPT 2444	Process Operations	4
PGT 2333	Troubleshooting for Power Generation	3
	Technical Elective*	3
	Humanities/Fine Arts Elective**	3
	Social Science Elective**	3

*PGT 2926 or PGT 2913

**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.

Radiologic Technology (Radiography)

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 Radiologic Technology (RT) program is competitive (see "Selection Process"). GPA from high school and/or college work completed, ACT scores and scores on a personal interview will be considered as selection tools.

Plan to provide two (2) copies of ALL documents!

Admission Requirements

Students seeking admission must:

1. Make application and be accepted to Mississippi Gulf Coast Community College, Jackson County Campus prior to making application to the RT Program.
2. In a separate process using different forms, make application to the Radiologic Technology (RT) Program:
   a. Pick up an application packet from the Health Occupations secretary or RT program faculty.
   b. Return completed application to the Health Occupations secretary or the RT program faculty no later than 2:00p.m. on the second Friday in February.
   c. Incomplete applications will not be considered.
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. Have a minimum Grade Point Average (GPA) of 2.5 on college work with no grade less than "C" on any core courses in the current RT curriculum (see current college catalog). If no college work has been completed, have a GPA of 2.5 or higher for core courses from high school.
6. Achieve a composite score of 21 or higher on the enhanced version of the ACT (version after 1989). The program selection committee will not consider a score less than 16 (refer to special entrance requirements). SAT scores are not accepted or converted.

Special Entrance Requirements

- Applicants having a composite score less than 21 on the enhanced version of the ACT or a GED equivalency should meet with the Career and Technical Counselor or RT Program faculty for guidance on special entrance requirements.
- No ACT score less than 16 will be considered.
- No SAT score or conversion will be considered.
- Special entrance requirements include successful completion of the following courses with a grade of "C" or better (core course GPA must be 2.5 or higher): Anatomy & Physiology I, College Algebra, English Composition I, and Psychology or Sociology (refer to course descriptions for required prerequisites) prior to making application.

Radiologic Technology (Radiography)

Pre-Professional Phase 1702
Professional Phase 7200
(Jackson County Campus)

All academic and technical courses must be completed with a grade of "C" or better (core course GPA must be 2.5 or higher) to make application to the Program or to continue in the Program after admission. Students making less than a grade of "C" on any academic course after admission to the program will have one semester to complete the course with the required "C". Failure to meet this requirement will result in dismissal from the program. Failure of any technical course will result in automatic dismissal from the program.

Application Process *(refer to RT Program "Admissions Requirements")*

- Make application and be accepted to MGCCC
- File copies of official transcripts of all college work in the Office of Admissions
- Provide copies of all college transcripts with the RT Program application (selection committee will not retrieve copies from the Office of Admissions)
- Provide copy(ies) of high school transcript(s) or GED equivalency with RT Program application (selection committee will not retrieve copies from the Office of Admissions)
- Provide documentation of ACT composite score with RT Program application (selection committee will not retrieve copies from the Office of Admissions)
- Complete and enclose the Health Occupations Education Application
- Provide your current contact information (sometimes differs from college records)
- Complete Information Form (in the application packet)
- Sign the release form granting permission for the Selection Committee to view all records

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 Health Care 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 for the RT Program is a two-phase process:

Phase I

- Application screening
- Applicants selected for interview:
  - Selection for an interview is competitive, not all applicants will be interviewed
  - Previous application or interview does not guarantee selection for an interview
  - An application does not guarantee acceptance into the RT Program or an interview with the RT Program Selection Committee
- Notification of applicants by mail

Phase II

- Applicants selected for interview must participate in an observation in a clinical affiliate of the MGCCC RT Program, as scheduled by Program faculty. (Patient confidentiality training and documents of agreement will be required)
- Interview with Selection Committee, as scheduled
- After interviews are completed, the Selection Committee will make final selection.
- Applicants selected will be notified by mail, which includes:
  - Deadline to accept or decline seat. If seat is accepted, immediately begin checking on summer financial aid options.
  - Instructions for summer and fall registration
- Applicants not selected will be notified by mail.

Radiologic Technology (Radiography)

Pre-Professional Phase 1702
Professional Phase 7200
(Jackson County Campus)

NOTE: 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, 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.arrt.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.

Important Substance Testing Information

Students selected for the RT Program are required to submit to mandatory substance testing as specified by college and program policies. Testing begins in the first semester. Testing methods are usually via hair cutting samples and results are effective for 3 to 6 months prior to the sampling date. Students with positive results on substance tests are terminated from the RT Program, following due process.

Health Requirements

- Must be physically and emotionally able to meet the requirements of the RT program. The job of a radiographer is physically demanding, mentally challenging, and emotionally stressful.
- A completed health form, signed by a Medical Physician, is required prior to the first Clinical Education assignment (Fall Semester-First Year).
- Proof of current immunizations prior to the first Clinical Education assignment. Required immunizations: measles and rubella, diphtheria-tetanus (within last 10 years), and current TB skin test.
- The Hepatitis B series is recommended. (A waiver acknowledging this recommendation is required).

Promotion Policies

Students in the Radiologic Technology (RT) Program must earn at least seventy-two (72) semester hours with a GPA of 2.0 to graduate. A grade of at least a "C" is required in all core courses in the current RT curriculum, academic and technical. Academic core courses may only be repeated once during the program and must be repeated with a "C" or higher the following semester. Promotion in the RT Program is contingent upon successful completion of technical courses in the scheduled order. Therefore, technical courses may not be repeated while a student is in-progress in the RT Program.

A student may petition the RT Program Selection Committee for readmission, after successful completion of the academic portion of the core curriculum. The faculty of the RT Program recommends for progression and continuation, only those students who, in the judgment of the faculty, satisfy the requirements and aptitude for the RT profession. Whenever a student's performance is not consistent with safe and/or professional practice, the student may be asked to withdraw. A student who has been dismissed, withdraws, or otherwise leaves an allied health or nursing program under adverse circumstances (e.g. unsafe clinical practice, cheating on test or paperwork, etc). may be denied admissions to the RT program.

Readmission/Transfer

Readmission/transfer to the RT Program is based on individual merit and subject to the RT Program Selection Committee's approval. A student who has been dismissed, withdraws, or otherwise leaves an allied health or nursing program under adverse circumstances (e.g. unsafe clinical practice, cheating on test or paperwork, failure of a core course or clinical education course, etc.) may be denied admission to the MGCCC RT Program. A student may be allowed one readmission to the program. A student may not repeat any core course for the RT Program, academic or technical, more than once. Transfer credit, for radiography courses completed prior to admission, is subject to RT Program faculty review and approval (such as RT courses completed online, distance education, etc.)

Radiologic Technology (Radiography)

Pre-Professional Phase 1702
Professional Phase 7200
(Jackson County Campus)

Freshman Year		**Semester Hours**
Summer Session		
RGT 1213	Fundamentals of Radiography**	3
RGT 1223	Patient Care and Radiography**	3
Fall Semester		
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 1613	Radiation Physics**	3
RGT 1513	Radiographic Procedures I**	3
Spring Semester		
ENG 1113	English Composition I	3
BIO 2524	Human Anatomy and Physiology II*	4
RGT 1523	Radiographic Procedures II*	3
RGT 1124	Clinical Education II**	4
RGT 1413	Radiation Exposure I**	3
RGT 2132	Social and Legal Responsibilities*	2
Summer Session (Full Ten Weeks)		
RGT 1139	Clinical Education III**	9

Sophomore Year		**Semester Hours**
Fall Semester		
	Elective Social/Behavioral Sciences	3
	Elective Humanities/Fine Arts	3
RGT 2147	Clinical Education IV**	7
RGT 2532	Radiographic Procedures III*	2
RGT 1423	Radiation Exposure II*	3
Spring Semester		
SPT 1113	Public Speaking I	3
RGT 2157	Clinical Education V**	7
RGT 2921	Radiographic Pathology**	1
RGT 2542	Radiographic Procedures IV*	2
RGT 2933	Certification Fundamentals**	3
RGT 2911	Radiation Biology**	1

*Check course description in the college catalog for prerequisites.

** All core courses as scheduled.

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.

Respiratory Care Technology

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).

Admission Requirements for Respiratory Care Program

Acceptance into the Respiratory Care Technology Program is competitive. GPA from high school and/or college work completed and scores on the personal interview will be considered as selection tools.

Students seeking admission must:

1. Complete all admissions requirements to Mississippi Gulf Coast Community College, Jackson County Campus.
2. Pick up an application packet from the office of the Program Director of the Respiratory Care Technology Program or Vocational Counselor at the Jackson County Campus.
3. Complete Application packets and drop them off in the office of the Vocational Counselor no later than 3:00 p.m. on the first Friday in April.
4. Have an interview with Program Director, Director of Clinical Education and/or members of the Respiratory Care Admissions committee.
5. Be physically and emotionally able to meet the requirements of the program.
6. Have a minimum of a 2.0 GPA on prerequisite courses.
7. Have an ACT score of 20 or an 18 with the completion of Anatomy I & II, College Algebra, English Composition I, General Psychology, Microbiology, and Medical Terminology.
8. Respiratory Care Technology students must submit to substance testing in accordance with the ADN and Allied Health Programs Substance Testing Policy and Procedures.

Upon admission to the Respiratory Care Technology Program students must maintain a 2.0 GPA on the required courses and complete each course with a C or better.

A completed health form signed by a Medical Physician and Hepatitis C are required immediately prior to the first Clinical assignment, with a TB skin test required every 6 months. A Background check including fingerprinting are due prior to admission in to the program.

Promotion Policies

The faculty of the Respiratory Care Technology 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 practice, the student may be asked to withdraw. Any student who fails or withdraws from a respiratory care course may reapply under the guidelines of the Respiratory Care Technology Policy for Readmission of Students. Students are allowed two readmissions. Students cannot repeat any respiratory care course more than once.

Readmission/Transfer

Readmission/transfer to the program is in accordance with the RCT Policy on Readmission/transfer and is determined on individual merit.

Note: Any student convicted of a felony will not be allowed to make application to the NBRC until all of his/her civil rights have been restored. Students convicted of a misdemeanor are subject to approval by the registry board before being allowed to sit for the board exam.

Respiratory Care Technology

Pre-Professional Phase 1707
Professional Phase 7048
(Jackson County Campus)

Prerequisites		**Semester Hours**
BIO 2514	Anatomy and Physiology I	4
MET 1113	Medical Terminology	3
	And one of the following:	
BIO 2524	Anatomy and Physiology II	4
MAT 1313	College Algebra	3

Freshman Year		**Semester Hours**
Fall Semester		
RCT 1223	Patient Assessment and Planning	3
RCT 1214	Respiratory Care Science	4
RCT 1313	Cardiopulmonary Anatomy and Physiology	3
PSY 1513	General Psychology	3
	And one of the following:	
BIO 2524	Anatomy and Physiology	4
MAT 1313	College Algebra	3
Spring Semester		
RCT 1416	Respiratory Care Practitioner I	6
RCT 1613	Respiratory Care Pharmacology	3
ENG 1113	English Comp I	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
	Humanities/Fine Arts Elective	3

Sophomore Year		**Semester Hours**
Fall Semester		
RCT 2434	Respiratory Care Practitioner III	4
RCT 2613	Neonatal/Pediatrics Management	3
SPT 1113	Public Speaking I	3
BIO 2924	Microbiology	4
RCT 1525	Clinical Practice II	5
Spring Semester		
RCT 2534	Clinical Practice III	4
RCT 2546	Clinical Practice IV	6
RCT 2712	Respiratory Care Seminar***	2

** Computer course elective or other program requirements electives 3
** Suggested computer courses, if not taking the College Computer Proficiency Exam, prior to graduation to meet SACS requirement for graduation include:

BAD 2533	Microcomputers and Business
BOT 1133	Microcomputer Applications
CSC 1113	Introduction to Computer Concepts.

***Course requires 85% proficiency on NBRC software simulations.

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.

Telecommunications Technology 7215

(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.

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

**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
TCT 2924	Supervised Work Experience

***Computer Related Elective:*

EET 1613 Computer Fund. for Electronics
CPT 1124 Computer Concepts
CPT 1333 Operating Platforms
CPT 1413 Fund. of Data Communications
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.

Apprentice Electric Lineman 8192

(George County Center)

Students will receive specialized instruction in areas covering special certification areas required by the power industry. These areas include CDL training, forklift training, truck operation, computer instruction, basic electricity, OSHA standards, CPR instruction, and interpersonal skills.

Students should contact the George County Center Counselor by June 1 for August admission and by October 1 for January admission.

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.

Applicants must meet general admission requirements as well as the following special requirements:

- 18 years of age by program graduation date
- high school diploma or GED
- valid driver's license and good driving record
- enjoy outdoor work
- physically able to climb
- TABE test complete battery, Level A, with a minimum score of 10-0 on Language, Reading and Math (within the past year) or ACT Language, Reading, and Math minimum of 16 (within the last five years)

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)

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

Power Company Specific

Pole Climbing
Pole Top Rescue and Bucket Truck
System Protection and Operation Basic
Transformer Change Out from Pole
Rigging

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.

Auto Collision Repair Technology 8010

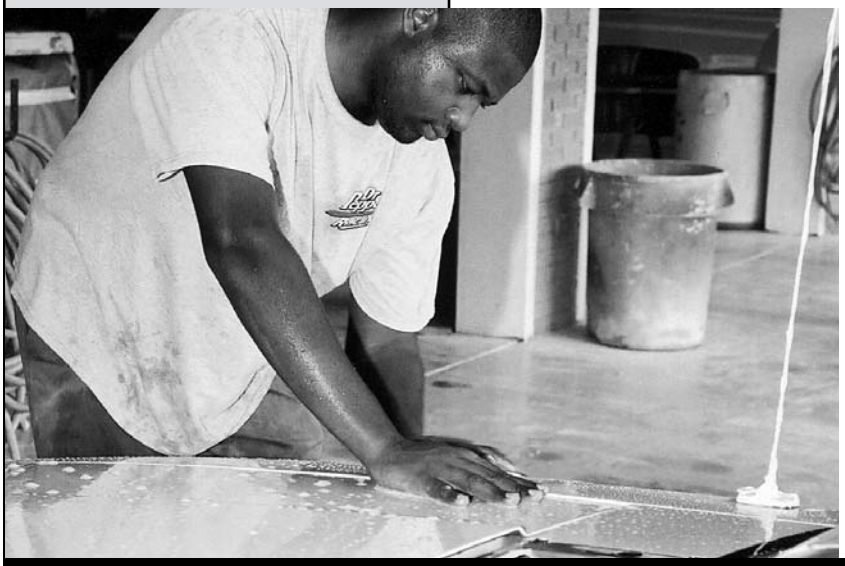
(West Harrison County Center)

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.

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 2913	Special Problem in Collision Repair	3
ABT 1154	Structural Analysis and Damage Repair II	4
ABT 1233	Non-Structural Analysis and Damage Repair II	3
ABT 1453	Mechanical and Electrical Components II	3
ABT 1324	Refinishing II	4
ABT 2923	Work-Based Learning in Collision Repair	3
	TOTAL SEMESTER HOURS	34

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.



Automotive Technology 8020

career programs

(Jackson County Campus and 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.

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 1314	Manual Drive Trains/Transaxles	4
ATT 2325	Automatic Transmissions/Transaxles	5
ATT 2614	Heating and Air Conditioning	4
	TOTAL SEMESTER HOURS	42

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.

Office Systems Technology 8190

(George County and West Harrison County Centers)

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.

Major Units of Instruction		Semester Hours
BOT 1213	Professional Development	3
BOT 1313	Applied Business Math	3
BOT 1413	Records Management	3
BOT 1713	Mechanics of Communication	3
BOT 1113	Document Formatting*	3
BOT 1133	Microcomputer Applications	3
BOT 1123	Keyboard Skillbuilding	3
BOT 1143	Word Processing	3
BOT 1433	Business Accounting**	3
BOT 1813	Electronic Spreadsheet	3
BOT 2813	Business Communication	3
ENG 1113	English Composition I	3
	TOTAL SEMESTER HOURS	36

*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

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.

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 certificate 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.

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
	Vocational Technical Electives*	2
CRM 1414	Plumbing	4
CRM 1514	Electrical	4
CRM 1615	Heating, Ventilation, and Air Conditioning (HVAC)	5
	Career Technical Electives*	4
	TOTAL SEMESTER HOURS	32

***Career Technical Electives**

CRM 1222	Surface Finishes	2
CRM 1422	Pool and Spa Maintenance	2
CRM 1432	Landscape Irrigation	2
CRM 1713	Welding	3
CRM 291 (1-3)	Special Project in Commerical/Residential Maintenance	1-3
CRM 292 (1-6)	Supervised Work Experience in Commerical/Residential Maintenance	1-6

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.

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.

Post-secondary Commercial Truck Driving is a certificate program designed to provide advanced skills to its students. The program consists of one level of instruction, which must be obtained at the community/junior college level.

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.

Program Requirements

A certificate 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 or ASSET test.

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 Commercial Driver's License and pass the DOT Commercial Driver Written Examination in order to complete the course.

Major Units of Instruction		**Semester Hours**
DTV 1114	Commercial Truck Driving I	4
DTV 1124	Commercial Truck Driving II	4
VRE 1000	Employability Skills	
VRE 1010, 1020	Related Education	
	TOTAL SEMESTER HOURS	8

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.

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.

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.

Major Units of Instruction		Semester Hours
Fall Semester		
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
Spring Semester		
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
Summer Semester		
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.

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.

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.

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.

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 certificate 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

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.

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.

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 2614	Menu Planning and Cost Control	4
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	36

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.

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.

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
	Technical Electives*	3
	TOTAL SEMESTER HOURS	33

Technical 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

This is a competency-based program of instruction. Minimum standards of progress must be met. Students progress according to their ability and determination to a level of competency that is measured by written, oral, and performance evaluations. The instruction is designed for a balance of theory and practical application achieved by individual instruction, a planned written program, audio visual aids, and proven practical experiments. A student completing this program must demonstrate a minimum level of competency in all major areas of electricity as prescribed by the curriculum.

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.

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.

Major Units of Instruction		Semester Hours
First Year		
ACT 1125	Basic Compression Refrigeration	5
ACT 1713	Electricity for Heating, Ventilation, Air Conditioning, and Refrigeration	3
	Technical Elective*	3
ACT 1133	Tools and Piping	3
ACT 1313	Refrigeration System Components	3
ACT 1813	Professional Service Procedures	3
ACT 1213	Controls	3
	Technical Elective*	3
Second Year		
ACT 2414	Air Conditioning I	4
ACT 2513	Heating Systems	3
ACT 2624	Heat Load and Air Properties	4
	Technical Elective*	3
ACT 2424	Air Conditioning II	4
ACT 2324	Commercial Refrigeration	4
ACT 2433	Refrigerant, Retrofit, and Regulations	3
	Technical Elective*	3
	TOTAL SEMESTER HOURS	54

Technical Electives*

BOT 1133	Microcomputer Applications
ELT 2613	Programmable Logic Controllers
ACT 2913	Special Project in Heating, Ventilation, Air Conditioning, and Refrigeration Technology
ACT 2923	Supervised Work Experience in Heating, Ventilation, Air Conditioning, and Refrigeration Technology

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.

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.

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
	Technical Electives*	6
DDT 2163	Machine Drafting II	3
DDT 1613	Architectural Design I	3
DDT 1323	Intermediate CAD	3
DDT 2153	Civil Drafting	3
	Technical Electives*	6
DDT 2623	Architectural Design II	3
DDT 2343	Advanced CAD	3
DDT 2913	Special Project	3
	TOTAL SEMESTER HOURS	46

Technical Electives*:

DDT 1213	Construction Materials
DDT 2233	Structural Drafting I
DDT 2243	Cost Estimating
DDT 2523	Pipe Drafting
DDT 2923	Supervised Work Experience in Drafting and Design Technology

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.

Industrial Maintenance Trades 8149

(Jackson County Campus)

The Industrial Maintenance curriculum is designed to prepare students for entry-level employment as multi-skilled maintenance workers. Industrial technology trade workers are responsible for assembling, installing, and maintaining/repairing machinery used in the manufacturing process. Students receive basic information in a wide variety of areas including safety, machinery maintenance and troubleshooting/service, blueprint reading, basic welding and cutting operations, basic machining operations, fundamentals of piping and hydro-testing, and fundamentals of industrial electricity. This is accompanied by rotating thru the Electrical, Machine, Plumbing/ Pipefitting, and Welding programs.

The Industrial Technology curriculum requires a minimum of 42 semester hour's credit.

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.

Major Units of Instruction		Semester Hours
MST 1117	Power Machinery I	7
MST 1413	Blueprint Reading	3
MST 1313	Machine Tool Mathematics	3
PPV 1113	Fundamentals of Plumbing/Pipefitting	3
	Technical Electives	2
ELT 1192	Fundamentals of Electricity	2
PPV 1456	Advanced Pipefitting	6
WLV 1116	Shielded Metal Arc Welding I	6
	Technical Electives	4
IMM 1415	Pump and Valve Operations	5
PPV 1812	Rigging and Signaling	2
	Technical Electives	3
	TOTAL SEMESTER HOURS	46

Technical Electives:

ELT 1144	AC and DC Circuits
ELT 1213	Electrical Power
ELT 1223	Motor Maintenance and Troubleshooting
ELT 1413	Motor Control Systems
IMM 1524	Preventive Maintenance and Service of Equipment
MST 1013	Introduction to Machine Tool Operation I
MST 1023	Introduction to Machine Tool Operation II
MST 291(1-3)	Special Problem in Machine Tool Operation
MST 292(1-6)	Supervised Work Experience in Machine Tool Operation
PPV 1004	Introduction to Plumber/Pipefitter
PPV 1323	Sketching
WLV 1004	Introduction to Welding and Cutting I
WLV 1013	Introduction to Welding and Cutting II
WLV 1232	Drawing and Welding Symbol Interpretation

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.

Landscape Management Technology 8151

(West Harrison County Center)

The Landscape Management Technology program is designed to provide students with skills which could 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.

Major Units of Instruction		**Semester Hours**
First Semester		
HLT 1114	Plant Materials I	4
HLT 1614	Landscape Equipment Operation & Maintenance	4
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
	Technical Electives*	6
	TOTAL SEMESTER HOURS	44

Technical Electives*:

HLT 1222	Green Industry Seminar
HLT 2413	Floral Design
HLT 2913	Special Problem in Landscaping
HLT 2923	Supervised Work Experience in Landscaping

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.

Machine Tool Technology 8090

(Jackson County Campus and West Harrison County Center)

Machine Tool 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.

Major Units of Instruction		Semester Hours
MST 1313	Machine Tool Mathematics	3
MST 1413	Blueprint Reading	3
MST 1117	Power Machinery I	7
MST 1127	Power Machinery II	7
MST 1613	Precision Layout	3
MST 1423	Advanced Blueprint Reading	3
MST 2135	Power Machinery III	5
MST 2714	Computer Numerical Control Operations	4
MST 2144	Power Machinery IV	4
MST 2725	Computer Numerical Control Operations II	5
	Career Electives*	5
	TOTAL SEMESTER HOURS	47

*MST 2812 Metallurgy, DDT 1153 Quality Assurance, CPT 1113 Fundamentals of Microcomputer Applications, MST 2926 Work-Based Learning in Machine Tool Operation/Machine Shop, MST 2913 Special Problem in Machine Tool Operation/Machine Shop, MST 1013 Introduction to Machine Tool Operation/Machine Shop I, MST 1023 Introduction to Machine Tool Operation/Machine Shop II.

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.

Marine Engine Mechanics 8092

(Jackson County Campus)

Marine Engine Mechanics is an instructional program which prepares individuals to maintain and repair inboard and outboard gasoline engines; test, maintain, and repair steering devices and electrical systems; and perform minor repairs on wood, metal, and fiberglass components found on pleasure craft.

This program is designed to satisfy the fundamental needs of the beginner in the field of marine maintenance. In addition to the specific field of marine maintenance, the graduate of this program of study would also be qualified as an entry-level mechanic in the field of small engine repair and automotive engine repair. This program leads to the MGCCC diploma. Students who complete diploma requirements or 36 semester hours may elect to pursue the MGCCC Associate of Applied Science degree in Occupational education.

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.

Major Units of Instruction		Semester Hours
MAV 1115	Fundamentals of Outboard Marine Engine Repair	5
MAV 1126	Advanced Outboard Marine Engine Repair	6
MAV 1216	Inboard Gasoline Engines	6
MAV 1222	Marine Fuel Systems	2
MAV 1232	Marine Engine Lubrication Systems	2
MAV 1242	Marine Engine Cooling Systems	2
MAV 1253	Inboard Transmissions	3
MAV 1264	Outdrives	4
MAV 1424	Boat Maintenance and Repair	4
MAV 1312	Marine Accessories	2
MAV 1511	Trailers	1
MAV 1612	Electrical Systems	2
MAV 1718	Tune-up and Troubleshooting	8
VRE 1000	Employability Skills	
VRE 1010, 1020	Related Education	
	TOTAL SEMESTER HOURS	45

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.

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. The plumbing program is designed to prepare a student for a variety of entry-level positions in residential plumbing.

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.

Major Units of Instruction		Semester Hours
Fall Semester		
PPV 1004	Intro to Plumber/ Pipe fitter	4
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 1423	Basic Pipe Fabrication	3
PPV 2913	Special Project in Pipefitting	3
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
	TOTAL SEMESTER HOURS	36

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.

Plumbing Concentration 8125

PIPEFITTER/PLUMBER 8120

(Jackson County Campus)

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 HOURS	38

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.

Practical Nursing 8140

(Jackson County, Jefferson Davis and Perkinston 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. Contact the Career Counselor's office to have the candidate's name placed on the Practical Nursing Mailing List prior to May 15.

2. One of the five 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 16 or above in the reading and math sections on the enhanced ACT test.
   or
   B. ASSET: Students will take the Reading and Numerical Skills sections of the ASSET test and score at least a 39 in reading and a 38 in numerical skills.
   or
   C. COMPASS: Students will take the Reading and Pre-Algebra sections of the COMPASS test and score at least a 72 in reading and a 34 in pre-algebra.
   or
   D. NET: Students will take the Reading Comprehension and Math sections of the NET test and score at least 59 percent in reading comprehension and 69 percent in math which are the minimum scores used by the Associate Degree Nursing program.
   or
   E. 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 II
      HEC 1253 Nutrition or BIO 1613 Nutrition
   The 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.

3. 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.

4. The student must be physically and emotionally able to meet the requirements of the program as stated in the admissions packet.

5. 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 health occupations application form.
   C. An official high school transcript verifying graduation or General Education Development (GED) test scores certifying high school graduation equivalency.

6. Final notification of acceptance will be pending completion of the Health Occupations physical form.

7. All students accepted for admission must agree to abide by those Practical Nursing departmental policies, procedures, and guidelines outlined in the current PN Student Handbook.

8. Submit a notarized Background History Affidavit.

9. Practical Nursing students must submit to substance testing in accordance with the ADN and Allied Health Programs Substance Testing Policy and Procedures.

Practical Nursing 8140

(Jackson County, Jefferson Davis and Perkinston 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.

Major Units of Instruction		**Semester Hours**
Fall Semester		
PNV 1213	Body Structure and Function	3
PNV 1426	Fundamentals of Nursing	6
PNV 1436	Fundamentals of Nursing Lab/Clinical	6
Spring Semester		
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
Summer Semester		
PNV 1715	Maternal-Child Nursing	5
PNV 1813	Mental Health Concepts	3
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.

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 sub-specialties and related areas.

Graduates of the Surgical Technology program receive a MGCCC diploma. Those students who complete diploma requirements of 36 semester hours may pursue a 2-year Associate of Applied Science Degree in Occupational Education. Additional academic courses include:

English, *3 semester hours*
Social Science, *3 semester hours*
Math/Natural Science, *3 semester hours*
Humanities/Fine Arts, *3 semester hours*
Public Speaking, *3 semester hours*
Electives
Computer Competency

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's office prior to September 1 for admission in January (George County Center) or prior to May 1 for admission in August (West Harrison County Center)
   B. Submit college application for admission indicating Surgical Technology major to the George County Center or West Harrison County Center
   C. Submit official high school / GED transcript and 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 72.
         or
      3. ASSET (Assessment of Skills for Successful Entry and Transfer) – Numerical Skills score of 38, Elementary Algebra score of 33, Intermediate Algebra score of 32, College Algebra score of 27 and a Reading score of 39.

II. Interview

III. Selection Requirements: Students who complete admission requirements by the deadline will be considered for selection on the following basis:
   A. Timely completion of specific program documentation, including:
      1. Official background check letter
      2. Physical examination and immunizations (including HepB series)
      3. Health Occupations Application
      4. American Heart Association CPR for Health Care Providers certification

Major Units of Instruction		**Semester Hours**
Spring Semester		
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
Summer Semester		
SUT 1413	Surgical Microbiology	3
SUT 1518	Basic and Related Surgical Procedures	8
SUT 1524	Specialized Surgical Procedures I	4
Fall Semester		
SUT 1534	Specialized Surgical Procedures II	4
SUT 1538	Advanced Surgical Procedures	8
SUT 1703	Certification and Role Transition	3
	TOTAL SEMESTER HOURS	46

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.

Welding 8220

(Jackson County Campus, Perkinston 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), developed by the American Welding Society and funded by the U.S. Department Education under Grant V.244 B 3006. The contributions of this resource are hereby acknowledged.

The American Welding Society provides a series of reference materials to support this curriculum. For additional information on AWS Educational Membership contact: American Welding Society, AWS Education Department, 550 NW LeJeune Road, Miami, FL 33161, (800) 443-WELD, FAX: (305) 443-7559, (www.aws.org)

Industry standards are based on the American Welding Society Standards EG2.0-95.

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.

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**	3
	TOTAL SEMESTER HOURS	35

A Basic SMAW Certificate will be offered to students who exit the Welding and Cutting program after the first semester.

*Students who lack entry level skills in Math, English, Science, etc. will be provided related studies.

**Career Electives:

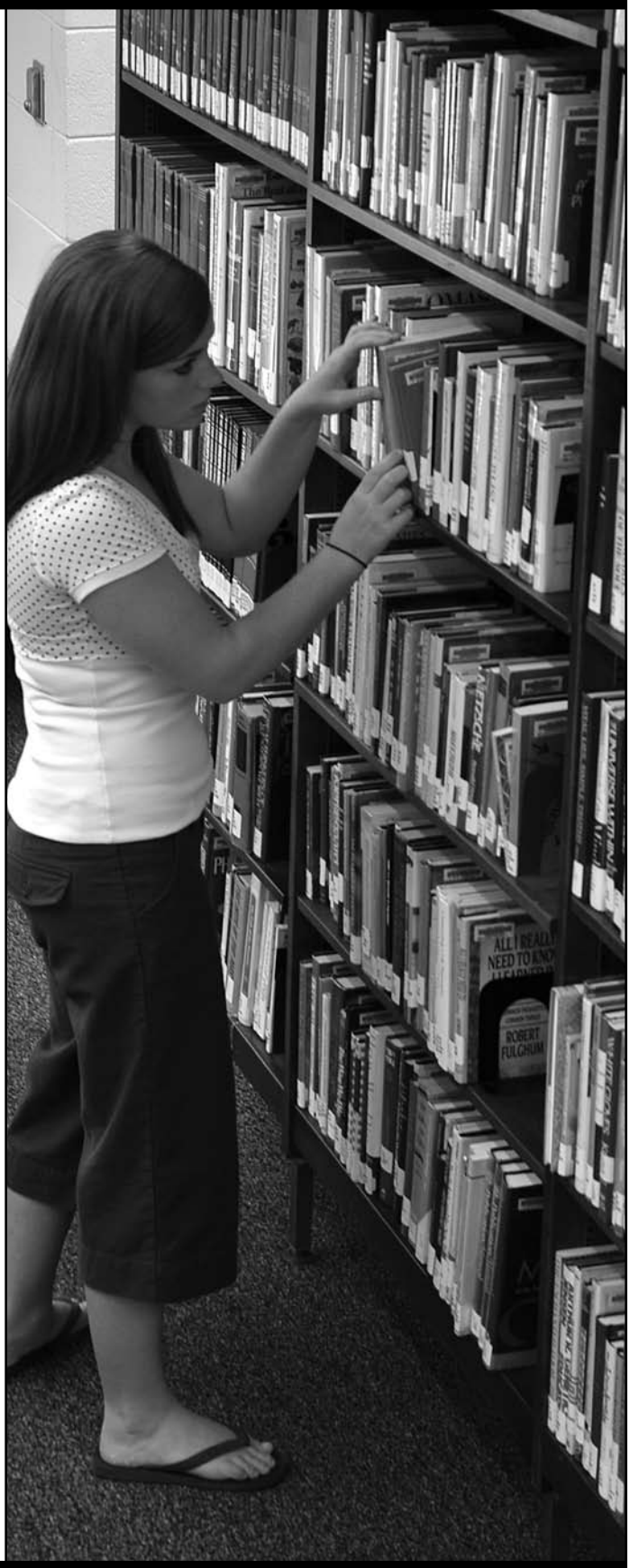
WLV 1155	Pipe Welding
WLV 1252	Advanced Pipe Welding
WLV 1162	Gas Metal Arc Aluminum Welding
WLV 2913	Welding Code
WLV 2812	Welding Metallurgy
WLV 1913	Special Problem in Welding and Cutting Technology
WLV 1923	Supervised Work Experience in Welding and Cutting Technology
WLV 1003	Intro to Welding I
WLV 1013	Intro to Welding II

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.

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.



The following are the official catalog designations used by Mississippi Gulf Coast Community College.

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. (3,2,2)

ABT 1154 — 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. (3,1,4)

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 — 1223 — Principles of Accounting I and II. These courses are designed to give an understanding of recording, classifying, and summarizing of business transactions and events with insight into interpreting and reporting the resulting effects upon the business. Previous knowledge of accounting is not required for ACC 1213. Prerequisite for 1223 is ACC 1213. (3,3,0)

ACC 2113 — Introduction to Financial Accounting. This course is designed to give a basic understanding of the financial accounting process of sole proprietorship and corporations. Emphasis is on the recording, summarizing, reporting and interpreting the economic data for a business operating for profit. Previous knowledge of accounting is not required. This course is designed for transfer to universities that do not require 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)

ACT 2923 — Supervised Work Experience in Heating and Air Conditioning Technology I. A course which is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. (3,0,6)

ACT 2933 — Supervised Work Experience in Heating and Air Conditioning Technology II. A course which is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial 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 (AGR)

AGR 1214 — Animal Science. Fundamental principles and practical application of livestock, dairy, and poultry science. (4,3,2)

AGR 1313 — Plant Science. Scientific principles as the basis for practice in producing, handling, processing, marketing, and utilizing agronomic and horticultural crops. (3,2,2)

AGR 2314 — Soils. A study of the physical, chemical and biological nature of soils, and fundamentals of soil classification and the relationship between soils and growing plants. Prerequisite: CHE 1214 (4,3,2)

AGR 2343 — Forest Measurements. This course is designed to introduce the student to the techniques, instruments and practices of measuring forest inventories and cutwood products for sales, timber management planning and forest studies. (3,3,0)

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)

AQUACULTURE TECHNOLOGY (AQC)

AQC 1113 — Basic Principles of Aquaculture. A study of the history, current status, future prospectus, terminology, sources of information, species of aquaculture importance, and safety related to aquaculture. Ninety hours instruction. Three semester hours.

AQC 1214 — Water Quality Management. A study of learning to use and maintain water quality equipment, the role of plankton, measurement and manipulation of water quality parameters and aeration. One hundred twenty hours instruction. Four semester hours.

AQC 1313 — Facilities Design and Construction. A study of site selections, permits, state and federal regulations, pond layout, construction, future growth, estimating cost, and funding. Ninety hours instruction. Three semester hours.

AQC 1323 — Facilities Maintenance. A study of safety, use of hand and power tools, identification of fittings, valves, pipes, and sizes; maintenance and fabrication of piping systems; operation, installation, troubleshooting, and minor repairs of electric motors; basic operation of gasoline and diesel engines; basic carpentry, and fiberglass repair. Ninety hours instruction. Three semester hours.

AQC 1413 — Biological Principles of Aquatic Species. A study of fish, crustaceans, mollusks, and reptiles including anatomy and physiology, terms and definitions, pond ecology, and aquatic plants related to aquaculture. Ninety hours instruction. Three semester hours.

AQC 1424 — Aquaculture Production I. This course is designed to provide basic aquaculture principles and specific production techniques for catfish, shrimp, baitfish, hybrid stripped bass, and other species as an ongoing process. Included in this course of study are alternative species and culture methods, minor aquaculture crops, aquariums, ornamental ponds, and ponds fertilizer. One hundred twenty hours instruction. Four semester hours.

AQC 1434 — Broodstock and Hatchery Management. A study of the selection and care of broodstock, hatching eggs, care and feeding of young, natural and artificial propagation, grading, stocking, hatchery equipment. One hundred twenty hours instruction. Four semester hours.

AQC 1444 — Aquaculture Production II. This course is designed to provide basic aquaculture principles and specific production techniques for catfish, crawfish, shrimp, baitfish, hybrid stripped bass, and other species as an ongoing process. Included in this course of study is aquatic nutrition, health and disease, use of aquatic chemicals, transportation of aquaculture products, management of farm ponds. One hundred twenty hours instruction. Four semester hours.

AQC 1511 — Professional Development. This course is designed to provide career — planning strategies to include employment sources, resume writing, interview skills, and job ethics. Thirty hours instruction. One semester hour.

AQC 1613 — Aquabusiness. Management skills in planning and operating an aqua business including personnel management, supervision, budgeting, scheduling, future planning, recordkeeping, and financing and purchasing. Three semester hours.

AQC 1622 — Aquaculture Processing and Marketing. This course is designed to present techniques and procedures utilized for processing and marketing aquaculture products. Sixty hours instruction. Two semester hours.

AQC 1626 — Special Problems. This course will provide students the opportunity to apply skills and knowledge obtained in this program through a supervised work setting, special research project, or other project approved by instructor. One hundred eighty hours instruction. Six semester hours.

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 1213 — Introductory Art. A studio course designed to familiarize the student with the fundamental elements of art and develop in the student a visual literacy. (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. Prerequisite: ART 1443 or permission of instructor (3,0,6)

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 2353 — Figure Drawing I. Drawing from the live model in various media. A study of proportion in the human figure through the use of contour, gesture, and model drawing. (3,0,6)

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. Prerequisite/Corequisite: ART 1453 (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 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)

ATT 291(1 — 3) — Special Problem in Automotive Technology. A course to provide students with an opportunity to utilize skills and knowledge gained in other Automotive Technology courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project. (1 — 3 sch; 2 — 6 hr. lab)

ATT 292(1 — 6) — Supervised Work Experience in Automotive Technology. This internship course provides actual work experience in an automotive mechanics business under the direction of the employer and the instructor. (1 — 6 sch; 3 — 18 hr. externship)

BUSINESS ADMINISTRATION (BAD)

BAD 1113 — Introduction to Business. Provides the student with a general background of the nature of business and a preliminary idea of the various areas of business specialization. (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 the concepts of international business theory and practices. Emphasis is placed on terminology and the understanding of 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. Prerequisite: MAT 1313. (3,3,0)

BAD 2413 — Legal Environment of Business. This course is designed to acquaint the students with the fundamental principles of law as they relate to the basic legal problems of business transactions in our economy. Special attention will be given to an introduction to business, law of contracts, agency and employment, negotiable instruments, and commercial paper. (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 — Microcomputers and Business Management. An introduction to microcomputer software packages used in business and to the components of an information system to include Windows, spreadsheets, database, word processing, graphics, and electronic communication. (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 transferal 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. Prerequisite/Corequisite: BAD 2713 or Real Estate Sales License or Broker License. (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. Prerequisite/Corequisite: BAD 2713 or Real Estate Sales License or Broker License. (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)

BILLING & CODING TECHNOLOGY (BCT)

BCT 1113 — The Medical Environment, Ethics and Legal Issues. An introductory course designed to orient the student to the field of allied health care and to employment in common types of medical facilities. Topics include administrative career paths in allied health care; current health care systems, organizations, and trends; ethical and legal responsibilities of the allied health employee as related to administrative duties; professionalism; patient rights and associated responsibilities; and professional organizations and certifications. (3,3,0)

BCT 2123 — 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)

BCT 2133 — ICD Coding. This course is an introduction to the field of diagnostic coding. Prerequisites: BOT 1613, BOT 1623. (3,2,2)

BCT 2143 — Advanced Coding. This course includes advanced analysis of diagnostic and procedural coding systems. Prerequisites: BCT 2123, BCT 2133. (3,2,2)

BCT 2153 — 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. Prerequisite: BCT 2123. (3,2,2)

BANKING AND FINANCE (BFT)

BFT 1183 — Officer Calling Skills. This course will prepare students to call on a prospect, create call goals, obtain appointments, map client needs, create strategies to overcome obstacles, and close the sale of bank services. (2,2,0)

BFT 1213 — Principles of Banking. This course represents the fundamentals of bank functions and operations, and is the basic course for further studies in finance and banking. (3,2,2)

BFT 1223 — Money and Banking. This course presents the basic economic principles most closely related to the subject of money and banking in a context of related topics of interest to strengthen knowledge and appreciation of the role of financial institutions in the functioning of the American economy. This course stresses the practical applications of the economics of money and banking to the individual bank. (3,3,0)

BFT 1313 — Consumer Lending. Financial management approached from the personal and family standpoint in this course addresses such topics as budgeting and record keeping, consumer credit, banking, investments, insurance, income tax, social security, home ownership, and estate planning. (3,3,0)

BFT 1323 — Commercial Lending. Fundamentals of bank functions related to commercial lending. (3,3,0)

BFT 1411, 1421, 2431, 2441 — This course provides practical exercises in both technical and social skills necessary for employment in the finance and banking industry. Involvement in a program of leadership and personal development in occupational competencies and high standards in personal and professional relationships are stressed.

BFT 2113 — Business Policy. This course uses the learn — by — doing approach with activities drawn from the field of business administration and economics to illustrate how the spreadsheet can be used in the daily tasks performed by business professionals. (3,2,2)

BFT 2333 — Installment Credit. This course provides specific concepts as well as the role consumer plays in a commercial bank. Topics include the loan application, investigating the credit, evaluating credit risks, making credit decisions, documenting the credit and consumer compliance. (3,2,2)

BFT 2414 — Professional Development in Financial Institutions. This course provides practical exercises in both the technical and social skills necessary for employment in the finance and banking industry. Involvement in a program of leadership and personal development in self — confidence, occupational competencies, and high standards in personal and professional relationships is stressed. The Banking Chapter of Delta Epsilon Chi (Distributive Education Clubs of America) meets during this period. (4,2,4)

BFT 2523 — Business Finance. Fundamental processes of problem solving are emphasized. Application of these fundamental processes is applied toward the problem of businesses, which are encountered in the various banking fields. (3,2,2)

BFT 2783 — Mortgage Lending. A survey class including the mortgage lending process, governmental regulations and compliance issues involved in interviewing mortgage loan applicants, and the process of loan applications. (3,3,0)

BFT 2914 — Work — Based Learning in Banking. An advanced course dealing with concepts, terminology, and theory and Banking and Finance Programs with direct applications. The student will be placed in a work environment where he/she will have to solve problems as encountered in industry. (4, 12 hour externship)

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 relationship of humans to their environment, the diversity of life, classification of organisms, ecology and environmental concerns. 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 1134H — Honors General Biology I. An advanced 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. (By invitation only.) (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 adaptation by natural selection, 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 1144H — Honors General Biology II. An advanced 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 adaptation by natural selection, 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 1134H or by instructor invitation. (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 animal phyla with emphasis on the vertebrates 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 special senses and the endocrine, circulatory, 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 survey of the microbes (microscopic organisms) with emphasis on those affecting other forms of life, especially man. Labs associated with this course are devoted to lab safety and gaining hands — on experience in the areas of: microscopy, culturing techniques (pure culture and isolation and media preparation), staining techniques, aseptic technique, diagnostic procedures and effectiveness of antimicrobial agents. Prerequisite: * (4,3,2)

BUSINESS AND OFFICE CLUSTER (BOT)

BOT 1013 — Introduction 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. Students must achieve a speed of 35 GWPM on a 5-minute timed writing, with a maximum of 1 error per minute. (3,3,0)

BOT 1113 – Document Formatting and Production. This course emphasizes formatting and production of mailable letters, forms, reports, and tabulations from rough drafts and straight copies using word processing functions. Development of keyboarding speed and accuracy is also emphasized. Prerequisite: 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 — 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. Ten-key touch method on the electronic desktop calculator is stressed. (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: paper, image, and digital 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 recording, classifying, and summarizing business transactions and events 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. 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 presents graphic design techniques, principles of page layout and design, and electronic publishing terminology and applications to create a variety of documents such as flyers, brochures, newsletters, and business cards. Prerequisite: BOT 1143. (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 is designed to be an introductory tax accounting class with insight in federal income tax laws and preparation of reports. 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 2413. (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 2513 — Business in Global Markets. Analysis of business concepts and practices in the global markets; levels of involvement; global versus multinational strategies; legal considerations; political, cultural, societal, and economic differences of world economic systems and communities. (3,3,0)

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 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 analyzing and summarizing information in a logically written presentation. 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. 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)

BOT 2913 — Supervised Work Experience. This course provides related on — the — job training in the accounting area. Employing firm and type of work experience to be approved by the Department of Career and Technical Business Technology. Must be at least 135 clock hours of on-the-job training. Prerequisite: BOT 1433. (3, 135 clock hours)

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 (Prepress Production). 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 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 2913 — 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 Graphic Design Technology program. (3,3,0)

CAT 2923 — Supervised Work Experience in Graphic Design Technology. This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. Prerequisite: Consent of instructor and the completion of two semesters of coursework in the Graphic Design Technology program. (Three semester hours, based on 135 industrial contact hours)

EARLY CHILDHOOD EDUCATION TECHNOLOGY (CDT)

CDT 1013 — Introduction to Child Development Technology. This course contains the baseline competencies and suggested objectives from the high school Child Care and Guidance Management and Services curriculum which directly relates to the community college Child Development Technology program. This course is designed for students entering the community college who have had no previous training or documented experience in the field. (3,2,2)

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. (3,3,0)

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 atomic and molecular structure, nomenclature and chemical formulas, chemical reactions, mole concept and stoichiometry, bonding, and gases. 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 1214H — Honors General Chemistry I. An advanced combined lecture and laboratory course that covers atomic and molecular structure, nomenclature and chemical formulas, chemical reactions, mole concept and stoichiometry, bonding, and gases. 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 1224H — Honors General Chemistry II. An advanced 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. (Open through invitation only). (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, and reaction mechanisms. 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, reaction mechanisms, and nomenclature. 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)

COMPUTER NETWORKING TECHNOLOGY (CNT)

CNT 1414 — Fundamentals of Data Communications. This course introduces students to fundamentals of networking. It provides coverage of architectures, topologies, and protocols. Course must be taken on campus. Online version not acceptable as prerequisite. (4,2,4)

CNT 1513 — Web Development Concepts. This course is an introduction to the Internet and its uses in the world of business. It includes basic and advanced features of the Internet, World Wide Web, browsers, list servers, and creating web pages. Upon completion of this course, students will be able to create and post a personalized home page, download files using a browser and a FTP program, and send e-mail messages. (3,2,2)

CNT 1524 — 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. Prerequisite: CNT 1414. On-campus class. No online class acceptable for prerequisite. (4,2,4)

CNT 1624 — 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. Prerequisites: CPT 1333 and CNT 1414. (4,2,4)

CNT 1634 – Windows XP Installation and Configuration. This course is designed to help the student install, support, and troubleshoot the current operating system. Emphasis will be placed on common user's operations as well as the network administrator's support of the operating system. (4,2,4)

CNT 1654 — 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. Prerequisites: CNT 1414 and CPT 1333. (4,2,4)

CNT 2423 — System Maintenance. This course covers the diagnosis, troubleshooting, and maintenance of computer components. Topics include hardware compatibility, system architecture, memory, input devices, video displays, disk drives, modems, and printers. Prerequisite: CPT 1333. (3,2,2)

CNT 2534 — 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 analysis, and designing a solution. Prerequisites: Network Operating Systems Elective and Network Components, CNT 1524. (4,2,4)

CNT 2544 — 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. Prerequisite: CNT 2534. (4,2,4)

CNT 2553 — Network Security. This course provides an introduction to network and computer security. Topics such as ethics, security policies, legal issues, vulnerability testing tools, firewalls, and operating system hardening will be discussed. Students will receive a deeper understanding of network operations and protocols through traffic capture and protocol analysis. Prerequisites: CNT 1513 or WDT 1123; CNT 1524 (3,2,2)

CNT 2634 — Advanced Network Administration Using Novell. This course is a continuation of Network Administration Using Novell. Emphasis is placed on installation, configuration, and implementation of a Novell Network. Prerequisite: CNT 1614. (4,2,4)

CNT 2644 — Advanced Network Administration Using Microsoft Windows Server. This course is a continuation of Network Administration Using Microsoft Windows Server. Emphasis is place on installation, configuration, and implementation of a functional Server. Prerequisite: CNT 1624. (4,2,4)

CNT 2654 — Advanced Network Administration Using Linux. This course is a continuation of Network Administration Using Linux. This is an advanced administration course in network services for Linux users who wish to increase their skills. Students will learn how to apply security to network users and resources, manage and compile the Linux kernel, mange network clients, and troubleshoot network processes and services. Prerequisites: CNT 1513 or WDT 1123; CNT 1524; CNT 1654. (4,2,4)

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. The work experience is under the supervision of the Cooperative Education Coordinator. 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. (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. (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 3 semester hour per 45 hours of on-site experience. (3 sch: 45 work hrs.)

CON 2623 — Internship II. Continuation of CMT 2616 with advanced placement in the on-site construction. Offer only in the summer term. Credit is awarded on the basis of 3 semester hour per 45 hours of on-site experience. (3 sch: 45 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. Two Semester Hours (2 hours lecture).

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. Five Semester Hours (3 hours lecture and 6 hours lab).

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. Five Semester Hours (3 hours lecture and 6 hours lab).

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. Three Semester Hours (2 hours lecture and 3 hours lab).

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. Six Semester Hour (2 hours lecture and 12 hours lab)

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. Six Semester Hour (2 hours lecture and 12 hours lab)

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. Three Semester Hour (9 hours lab)

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. Two Semester Hours (1 hour lecture, 3 hours lab).

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. Two Semester Hours (1 hour lecture, 3 hours lab).

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. Two Semester Hours (6 hour lab).

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. Two Semester Hours (1 hour lecture and 3 hours lab).

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. Two Semester Hours (1 hour lecture and 3 hours lab).

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. Two Semester Hours (6 hours lab).

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. Two Semester Hours (1 hour lecture and 3 hours lab).

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. Two Semester Hours (1 hour lecture and 3 hours lab).

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. Six Semester Hours (3 hours lecture and 9 hour lab).

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. Six Semester Hours (3 hours lecture and 9 hours lab).

COV 2836 — Cosmetology Teacher Training III. Instruction will be given in development of appropriate lesson plans and practical application of cosmetology instruction. Six Semester Hours (3 hours lecture and 9 hours lab).

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. Six Semester Hours (3 hours lecture and 9 hours lab).

COMPUTER PROGRAMMING (CPT)

CPT 1144 — Programming Development Concepts. This course is an introduction to programming logic and computer systems. Students will gain hands-on experience in the development of computer programs. (4,2,3)

CPT 1214 — Visual BASIC. Introduces the student to object-oriented programming and a graphical integrated development environment. (4,2,4)

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 1333 — Operating Platforms. This course will provide experience in a variety of operating platforms. Emphasis will be placed on support personnel interaction with the platform to assist users in business environments. (3,2,2)

CPT 1353 — Database Design Fundamentals. This course is a study of the design of databases. Additional emphasis is placed on creating, manipulation, extraction, and display of data from existing databases. Prerequisites: Any programming class. (3,2,2)

CPT 1414 — Java Programming Language. Introduction to the Java programming language to include sore, loops, arrays, and Applets. (4,2,4)

CPT 2133 — Career and Technical 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)

CPT 2244 — Database Programming. This course will introduce programming using a database management software application. Emphasis will be placed on menus and file maintenance. Prerequisite: CPT 1214 (4,2,4)

CPT 2284 — C Programming Language. This course is designed to introduce the student to the C Programming Language and its basic functions. (4,2,4)

CPT 2353 — 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 systems. (3,2,2)

CPT 2373 — Network Fundamentals. This course focuses on the fundamentals of computer networking. Prerequisite: CPT 1333. (3,2,2)

CPT 2423 — Advanced Network Management. This course is a continuation of Network Management with emphasis placed on menus, log in scripts, and sharing devices. Prerequisite: BOT 2153. (3,2,2)

CPT 2424 — Advanced C Programming Language. This course is a continuation of the study of the C programming language. Prerequisite: CPT 2284. (4,2,4)

CPT 2433 — System Maintenance. This course covers the diagnosis, troubleshooting, and maintenance of computer components. Topics include hardware compatibility, system architecture, memory, input devices, video displays, disk drives, modems, and printers. Prerequisite: CPT 1333. (3,2,2)

CPT 2434 — Advanced Visual BASIC Programming Language. This course is a continuation of the Visual BASIC Programming Language. Prerequisite: CPT 1214. (4,2,4)

CPT 2444 — Script Programming. This course is an introduction to the use of integrating scripts to add functionality to web pages. Prerequisite: CNT 1513 or permission of the instructor. (4,2,4)

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 Organization and Administration. 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 school 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 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 2323 — Criminal Law-Evidence. Criminal evidence for the law enforcement officer furnishing a practical insight into the rules of evidence; kinds of degrees; and considerations governing the admissibility of evidence in court. (3,3,0)

CRJ 2333 — Criminal Investigation I. Principles involved in the investigation of crimes; crime scene searches and care of evidence; surveillance and undercover work; interrogation of victims, witnesses and suspects; obtaining confessions and written statements; and report writing. (3,3,0)

CRJ 2343 — Criminal Investigation II. Use of scientific techniques in investigation; investigate problems in major crimes; arrests, apprehension and raids; fingerprinting, rules of evidence and testifying in court. (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 — Law Enforcement and the Juvenile. 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 1422 — Pool and Spa Maintenance. Basic skills and techniques for the safe and proper maintenance of pools and spas. (2,1,2)

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 1713 — Welding. Basic course in the development of welding skills in the safe use of the oxyfuel and arc welding techniques. (3,1,4)

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)

CRM 292(1-6) — Supervised Work Experience in Commercial Residential Maintenance. A cooperative program between industry and education and is designed to integrate the student's technical studies with work experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. Prerequisites: Consent of the instructor. (1-6,0,3-18 hr externship)

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. (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. Prerequisite: CSC 1113 or permission of instructor. (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 statement, 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 managment. 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 2134 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. Corequisite: College Algebra (MAT 1313) or permission of the 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 1613 or permission of instructor. (3,3,0)

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. (3,3,0)

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. (4,3,2)

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 1414 — Fundamentals of Data Communications. Concepts of telephony, local area networks, wide area networks, data transmission, and topology methods. (4,3,2)

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)

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. (1,0,2)

DAN 1581 — Dance II. Lecture and participation in Ballet Dance Technique. (1,0,2)

DAN 2571 — Dance III. Lecture and participation in beginning Tap Dance Technique. (1,0,2)

DAN 2581 — Dance IV. Lecture and participation in beginning Jazz Dance Technique. (1,0,2)

DATABASE ADMINISTRATION TECHNOLOGY (DBT)

DBT 1113 — SQL Programming. This course is the first of a two-part series which 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)

DBT 1123 — Advanced SQL Programming. This course is the second of a two-part series which 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. Prerequisite: DBT 1113. (3,2,2)

DBT 1214 — 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: DBT 1113 and BOT 2143 or CPT 1332. (4,3,2)

DBT 2224 — 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 them to design, create and maintain a database. Students will gain 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. Prerequisite: DBT 1214 (4,3,2)

DBT 2313 — Database Design Concepts. This course is a theoretical study of the database design concepts. Emphasis is placed on Database Management Systems (DBMS) functions, the relational model, and Query-by example (QBE) applications. Prerequisite: BOT 2323 and DBT 1113. (3,2,2)

DBT 2324 — Advanced Database Design Concepts. This course will introduce programming using a database management software application. Emphasis will be placed on manipulating data using advanced features and customizing the user interface. Prerequisite: DBT 2313 and CPT 1214. (4,3,2)

DBT 2614 — 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. Prerequisite: BOT 2143 or CPT 1333. (4,3,2)

DBT 2714 — 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. Prerequisite: CPT 1324 or CPT 1333. (4,3,2)

DBT 2913 — Supervised Work Experience. A course which is a cooperative program between industry and education designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. Prerequisite: Consent of instructor and completion of at least one semester of advanced coursework in Database Development Technology. (3,0,15 hr. externship)

DBT 2923 — Special Problem in DBT. A course to provide students with an opportunity to utilize skills and knowledge gained in other Program Name 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)

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. (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 Fundamentals of Drafting. (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 Principles of CAD. (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. Prerequisites: DDT 1114, DDT 1313. (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: Fundamentals of DDT 1114 Drafting and DDT 1313 Principles of CAD. (3,1,4)

DDT 2153 — Civil Drafting. Course dealing with basic principles of surveying and the development of topographical maps. Prerequisite: DDT 1114 Fundamentals of Drafting. (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 Machine Drafting I. (3,2,2)

DDT 2213 — Structural Drafting II. Study of the miscellaneous areas of structural drafting including stairs, handrails, and cage ladders. Prerequisites: DDT 1323 Intermediate CAD and DDT 2233 Structural Drafting I. (3,1,4)

DDT 2233 — Structural Drafting I. Structural section, terms, and conventional abbreviations and symbols used by structural fabricators and erectors are studied. Knowledge is gained I 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 Fundamentals of Drafting and DDT 1313 Principles of CAD. (3,1,4)

DDT 2243 — Cost Estimating. Preparation of material and labor quantity surveys from actual working drawings and specifications. (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 College Algebra. (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 Intermediate CAD. (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 Intermediate CAD. (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. Pre/s: DDT 1413 Elementary Surveying and DDT 1323 Intermediate CAD. (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 Elementary Surveying. (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 Elementary Surveying. (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 Elementary Surveying. (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 Fundamentals of Drafting and DDT 1313 Principles of CAD. (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 Fundamentals of Drafting and DDT 1323 Intermediate CAD. (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: Fundamentals of Drafting 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 Architectural Design I. (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)

DDT 2926 — Supervised Work Experience in Drafting and Design Technology. Cooperative program between industry and education designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. Prerequisite: Consent of instructor and the completion of at least one semester of advanced coursework in the drafting program. (6,0,18 externship)

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 Economics I. This course is an analysis of the basic economic principles and problems in our American capitalistic economic system. It is an introduction to macroeconomics with reference to production, distribution, exchange, and consumption with the study of the Federal Reserve System, monetary policy, employment, taxation, national income analysis, and the rudiments of supply and demand as they operate in our political economy. (3,3,0)

ECO 2113H — Honors-Principles of Economics I. An introduction to economic principles, policies and problems with emphasis on the level of national production and income, the level of employment, the level of prices, and the rate of economic growth. Note: The intent of this course is to go beyond basic principles to a more in-depth analysis of the application of economic principles; and policies to real world problems and events. (Open through invitation only). (3,3,0)

ECO 2123 — Principles of Economics II. This course places emphasis on microeconomics principles in the study of pricing, the factors of production: land, labor, capital, and management and their returns. Also included are the determination of values and prices, along with supply and demand, under pure competition, monopoly, oligopoly, and monopolistic competition, and an introduction of international trade and finance, economic growth, and the price level. 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 philosophical thought and inquire in relation to educational assumptions, questions, problems and alternatives. Includes a minimum of 40 hours field experience in the elementary schools. (3,3,0)

EDU 2613 — Introduction to Secondary Education. Early field experience in the secondary school, formulation of a basic philosophy of education. Includes a minimum of 40 hours field experience in junior and/or senior high schools. (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, lays and formulae, and the use of test equipment to analyze AC circuits. Pre/corequisite: EET 1114 (3,2,2)

EET 1192 — Fundamentals of Electronics. This course is designed to provide fundamental skills associated with all electronics courses. This course includes safety, breadboarding, use of calculator, test equipment familiarization, soldering, electronic symbols, and terminology. (2,1,2)

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 2813 — Television Systems. This course is a study of the circuits and systems used in the production, transmission, and reception of video information to include color systems and computer-video interfacing. Prerequisite: EET 1334. (3,2,2)

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)

EET 2923 — Supervised Work Experience. This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of semester hours per 45 industrial contact hours. Prerequisite: Consent of instructor and completion of at least one semester of advanced course work in program.

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, Calculus II-A. (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: Fundamentals of Electricity (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: Fundamentals of Electricity (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. (2,2,0)

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: Fundamentals of Electricity (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: Fundamentals of Electricity (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: Fundamentals of Electricity (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: Motor Control Systems (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: Motor Control Systems (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: Programmable Logic Controllers (ELT 2613) and Motor Control Systems (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)

ELT 2923 — Supervised Work Experience. This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of semester hour per 45 industrial contact hours. Prerequisites: Consent of instructor and completion of at least one semester of advanced coursework in electrical program.

EMERGENCY MANAGEMENT (EMS)

EMS 1113 — Emergency Management Planning. This course focuses on the preparation for and response to natural or man — made disasters. This course provides the opportunity for student to apply the concepts presented in mock tabletop and mass casualty experiences. (3,3,0)

EMERGENCY MEDICAL TECHNICIAN — PARAMEDIC (EMT)

**The Prerequisite for all advanced-level EMT courses identified by an * is the successful completion of EMT-Basic (EMT-1116). 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 1116 — 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.

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 pharmodynamics 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 1013 — Beginning English. ENG 1013 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. (3,3,0)

ENG 1113H — Honors Composition I. Course develops the expository writing skills of academically talented students. Logical thinking, objective analysis, clear organization, and precise thinking are emphasized. Enrollment by invitation. (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 1123H — Honors Composition II. This composition course builds upon the skills acquired in Honors Composition I through written analysis based on critical reading of selections from various literary genres. Documented papers are required. Enrollment by invitation. Prerequisite: ENG 1113H. (3,3,0)

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 2213 — Survey of American Literature (One semester). ENG 2213 surveys American literature from its beginnings to the present. 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 2323H — Honors British Literature I. Designed for students who have a special interest in English Literature and who have at least a "B" average in Freshman Composition. A survey of English beginning with the old English period and extending into the Neo-Classical Age. (Enrollment through invitation) 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 2333H — Honors British Literature II. Designed for students who have special interest in English Literature and who have at least a "B" average in Freshman Composition. A survey of English Literature from the age of Revolution and Romance to the present time. (Enrollment through invitation) 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 2423H — Honors World Literature I. Designed for students who have a special interest in World Literature and who have at least a "B" average in Freshman Composition. A survey of selected writings of the Ancient World, Middle Ages, and the Renaissance. (Enrollment through invitation.) 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 2433H — Honors World Literature II. Designed for students who have a special interest in World Literature and who have at least a "B" average in Freshman Composition. A continuation of ENG 2453. Selected writings from the 17th century to the present. (Enrollment through invitation.) 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. (Human Growth and Development I). This is a study of the development of the child from the potential period through adolescence, including the physical, mental and social characteristics of the child, and the major problems in child development. Prerequisite: PSY 1513. (3,3,0)

EPY 2533 — Human Growth and Development. A study of the growth and development of the human organism from conception through old age to death. Topics include changes in abilities and interests, social and emotional adjustments of each maturity level, and implications of growth and development to health professionals and others who work with people. Prerequisite: PSY 1513. (3,3,0)

FAMILY AND CONSUMER STUDIES (FCS)

FCS 1253 — Nutrition. This course is a study of nutrients required for normal growth, the selection of foods for ingestion metabolic processes of digestion, assimilation and absorption. Prerequisite: BIO 1134, BIO 2514, and BIO 2524 recommended. (3,3,0)

FORENSICS/CRIME SCENE TECNOLOGY (FCT)

FCT 1112 — Crime Scene Safety. This course covers potential health and safety hazards one may encounter at a crime scene. The course will also introduce the proper protective techniques to minimize risk to self and others. Emergency procedures and state and federal regulations are included. (2,2,0)

FCT 1122 — Crime Scene Visuals. This course will introduce the student to basic crime scene photography skills including camera operation and exposure control, relational photos and flash control for crime scene. Evidentiary documentation will include photography (both digital and 35 mm) sketching and computer assisted drafting. (2,1,2)

FCT 1213 — Crime Scene Technology I. The theory and practice of crime scene investigation. Topics include scene response issues including initial report writing, scene documentation, management of blood and body fluids, impression evidence, glass fractures, and firearms identification. (3,3,0)

FCT 1223 — Crime Scene Technology II. This course includes advanced principles, theories and applications in crime scene technology. Topics include specialized collection procedures for weapons, arson, gunshot residue, blood spatter and body recovery. Full service crime scene processing will be conducted. (3,2,2)

FCT 1314 — Introduction to Forensic Science. This course exposes the student to the capabilities and functions of a full service crime laboratory. Discussions will include standards for lab submission, chain of custody and care and packaging of physical evidence. Laboratory exercises will introduce students to methods utilized in the analysis and interpretation of physical evidence. (4,3,2)

FCT 1324 — Fingerprint Development and Classification. This course emphasizes techniques involved in detection, enhancement and recovery of latent fingerprints from physical evidence. Proper techniques of acquiring known prints and classifying these prints utilizing Henry classification will prepare the student for the course of study required of certified latent print examiners. (4,3,2)

FCT 2113 — Understanding Mind Altering Substances. This course focuses on increasing knowledge of mind-altering substances and is interdisciplinary in that it involves science, communications and research. Insight from particular sub-fields of practice, i.e. enforcement, treatment, clandestine operations, etc. will prepare the student for safe and proper recognition and preservation of drug evidence. (3,3,0)

FCT 2123 — Legal Aspects of Law Enforcement. This course will entail the use of police authority, responsibilities, Constitutional restraints, laws of arrest, search and seizure and police liability within the law enforcement community. (3,3,0)

FCT 2133 — Criminal Law. This course will provide the student with the scope, purpose, definition and classification of crimes. Topics include criminal intent, acts of omission and commission and offenses against persons and property. Elements of common offenses, their prosecution and defense are studied in-depth. (3,3,0)

FCT 2213 — The Courts and Criminal Procedure. This course will emphasize the judiciary in the criminal justice system, structure of the American court system, prosecution, right to counsel, pretrial release, grand juries, adjudication process, types and rules of evidence and sentencing. (3,3,0)

FCT 2223 — Criminal Investigation. This course will provide the student with the necessary investigative theory regarding: collection and preservation of evidence, sources of information, interview and interrogation, uses of forensic science and case trial preparation. (3,3,0)

FCT 2233 — Courtroom Presentation of Scientific Evidence. This course covers dress, grooming, speaking, listening and stress control during courtroom proceedings. Visual aid preparation and presentations of all evidence collected at the crime scene are also included. (3,3,0)

FCT 2413 — Seminar in Forensic Science. This course focuses on recent advances and/or changes in the field of Forensics/Crime Scene Technology. Topics may include scientific advances, court decisions or in-depth studies of forensics subfields that require specialized and/or advanced training. (3,3,0)

FCT 2423 — Field Study in Forensic Science. This course focuses on relations with local, state and federal agencies charged with Forensic/Crime Scene duties. Topics may include self-marketing, employment opportunities, practical experiences in local/state/federal settings and networking. Various presentations by professionals currently employed in Crime Scene Technology. (3,3,0)

FCT 2433 — Internship. Credit for related work experience approved by instructor and coordinated through MGCCC. (3,0,6)

HAZARDOUS MATERIALS CONCENTRATION (FFT)

FFT 1613 — Hazardous Materials. An introductory course that emphasizes the identification and recognition of hazardous materials. Various types and classes of hazardous materials are discussed, as well as methods of transportation and storage. (3,3,0)

FFT 2613 — Chemistry of Hazardous Materials. This course examines hazardous materials chemical behavior and is designed to improve decision-making, safety, operations, and handling of hazardous materials incidents. It prepares the student to evaluate potential and real hazards and predict behavior of hazardous materials. (3,3,0)

FFT 2623 — Hazardous Materials Practices. This course focuses on the strategies for alleviating the danger at a hazardous materials incident. Other topics include integrating information about the chemical properties, storage, transportation, local conditions and resources in dealing with hazardous materials problems. (3,3,0)

FFT 2633 — Hazardous Materials Incident Management. This course provides the student with basic and advanced response procedures, techniques, and methods for dealing with a variety of hazardous materials situations. Focusing on the hazardous materials situation's complexity, this course prepares the student to manage emergency response operations. (3,3,0)

FASHION MARKETING (FMT)

FMT 1113 — Fashion Design Fundamentals. Examines factors influencing fashion color, line, and design. Includes applications of principles of art to clothing creation and selection. (3,2,2)

FMT 1213 — Fashion Marketing. An introduction to the fashion industry, fashion terminology, nature of fashion, and the creating, manufacturing, and marketing of fashion. (3,2,2)

FMT 1223 — Product Knowledge. Study of the buying and selling function with emphasis on the origin and composition of products, methods of production, quality indicators, the sale of merchandise, and the care of merchandise. (3,2,2)

FMT 1233 — Buying. Study of the functions of the buyer within the retail operation including logical sequences for activities and information necessary for buying fashion merchandise. (3,2,2)

FMT 1313 — Textiles in Fashion. Examination of fibers, yarns, fabric construction, finishes, and design as applied to the selection of clothing and household fabrics. (3,2,2)

FMT 2414 — Visual Merchandising. Application of fundamental principles of design, perspective, and color theory to advanced projects in merchandise presentation. (4,2,4)

FMT 2513 — Image and Wardrobe Consulting. Assessing and developing an appropriate client image for individuals in a variety of occupations and careers. Emphasis on solving figure problems, makeup techniques, wardrobe coordination, and the use of modeling techniques to improve image. (3,1,4)

FMT 2613 — Fashion Sales Direction. Principles and application of retail sales promotion with emphasis on in — store activities, advertising, publicity, fashion shows, and other special events. (3,1,4)

FMT 2936 — Supervised Work Experience in Fashion Marketing. Direct application of concepts, terminology and theory of fashion technology. Students must be employed in a work environment where they will have to solve problems as encountered in industry. (6,0,18 externship)

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. Three semester hours (2 hr. lecture, 2 hr. lab)

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, arid 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. (6,2,8)

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 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, 9)

FPV 2913 (1-3) — Supervised Work Experience in Food Production and Management I. A course that is a cooperative program between industry and education and is designed to integrate the students' technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. (1-3, 3-9)

FPV 2923 (1-3) — Supervised Work Experience in Food Production and Management I. A course that is a cooperative program, between industry and education and is designed to intake the student's technical studies with industia1 experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. (1-3, 3-9)

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/Color and Cosmetics. 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. (3,2,2)

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.

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. Preliminary training in freehand drawing, the use of instruments, geometric construction, iso — metric and orthographic projection, section drawings and dimensioning. Preliminary and special lettering exercises are given. (2,0,4)

GRA 1122 — Engineering Drawing. This course offers advanced study of working, drawings, detail and assembly, requiring self — reliance in the selection of views, sheet layout and manner of representations. Neatness, accuracy and economy of time are stressed. (2,0,4)

GRA 1143 — Graphic Communication. This course consists of instrumental drawing, geometric construction, and orthographic projection; includes instruction in geometrical and graphical problems dealing with lines and planes in determining true relations of one element to another. Computer-assisted design (CAD) and drafting problems are also included. (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 to include reel mowers, reel grinder/lapping machine, spraying equipment, top dressing equipment, aerator, small engines, tractors, and tractor attachments. (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 survey of man's struggle for civilization from early times to the Commercial Revolution and the New Society. Covers all major areas of the globe with all receiving appropriate attention. (3,3,0)

HIS 1163H — Honors World Civilization I. This course is the same as HIS 1163 except in those areas such as projects, activities, etc. normally associated with Honors courses. (Open through invitation only.) (3,3,0)

HIS 1173 — World Civilization II. A continuation of HIS 1163 from the Age of Absolutism through a survey of Modern World Problems. Emphasis again placed, as appropriate, on all areas of the world. (3,3,0)

HIS 1173H — Honors World Civilization II. This course duplicates HIS 1173 in content and contains those special projects and activities in Honors courses. (Open through invitation only.) (3,3,0)

HIS 2213 — American History I. This course is a survey of U.S. history from the period of discovery and exploration 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. Four semester hours. (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. Four semester hours. (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 — Horticulture Principles. 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. Three semester hours. (3,1,4)

HLT 1411 — Survey of Landscape Management. A course to provide opportunities for students to gain knowledge of current trends in landscape contracting. Includes the preparation and delivery of reports on current topics, field trips, guest speakers, and other activities. Thirty hours instruction. One semester hour.

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. Three semester hours. (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. Four semester hours. (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. Three semester hours. (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. Four semester hours. (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. Three semester hours. (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. Three semester hours. (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. Three semester hours. (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. Three semester hours. (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. Four semester hours. (4,2,4)

HONORS (HON)

HON 1911 — Honors Forum I. Interdisciplinary study of issues confronting the individual and society. Approached through a diverse range of experiences to include research, community service projects, and opportunities for educational contacts beyond the normal classroom. (Open through invitation only.) (1,1,0)

HON 1921 — Honors Forum II. A continuation of HON 1911. (1,1,0)

HON 2911 — Honors Forum III. A continuation of HON 1921. (1,1,0)

HON 2921 — Honors Forum IV. A continuation of HON 2911. (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 1113 – 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 1213 — Personal Health. The function of the human body as related to problems of health and disease. Designed to give the individual an understanding and awareness of modern, contemporary health issues as they affect adult life. (3,3,0)

HPR 1313 — Introduction to Physical Education. A complete survey is made of the history, objectives, methods, psychology and philosophy of physical education. (3,3,0)

HPR 1531 — Recreational Sports. A course designed to acquaint the student with the less vigorous individual and dual type recreational activities. Included will be a brief history, rules, etiquette of the activity, along with participation in the various activities, including ping-pong, horseshoes, deck tennis, darts, shuffleboard, etc. (1,0,2)

HPR 1591 — Health Concepts of Physical Activity. A thorough investigation of contemporary health fitness concepts as they pertain to the individual student. This course contains three phases: (1) scientific information concerning values and preventative medical benefits of exercise, (2) individual (personal) evaluations and experiments to determine present health fitness, status; (3) development of a personal exercise program based on a student's needs. (1,1,0)

HPR 1593 — Health Concepts / Wellness. This course is designed to help students develop an understanding of physical fitness and nutrition as they contribute to a healthy lifestyle and reduce disease risk. 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 1751 — Nutrition and Weight Control. A survey course designed to expose the student to the importance and significance of nutrition in health and physical education, with emphasis on weight control through diet and therapeutic exercise. (1,1,0)
HPR 2113 – Parks and Recreation Program Leadership. Planning and leadership techniques for conducting organized parks and recreation programs for all age groups. (3,3,0)

HPR 2113 – Parks and Recreation Program Leadership. Planning and leadership techniques for conducting organized parks and recreation programs for all age groups. (3,3,0)

HPR 2211 — First Aid. This course is the standard first aid course of the American Red Cross. Emphasis is placed on preparing students in the knowledge and skills needed in preventing accidents as well as rendering aid to the sick and injured. Does not transfer to some colleges/ universities to meet physical education requirements. (1,0,2)

HPR 2212 — First Aid and CPR. This course is the standard first aid and CPR course of the American Red Cross. Emphasis is placed on preparing students in the knowledge and skills needed in preventing accidents as well as rendering aid to the sick and injured. Does not transfer to some colleges/universities to meet physical education requirements. (2,0,4)

HPR 2221 — Water Safety and Lifesaving. This is the American Red Cross lifeguarding course. The purpose of this course is to provide minimum skills training for a person to serve as a non-surf lifeguard. Red Cross certification (C-3416) will be awarded for successful completion. Prerequisite: Completed American Red Cross swimmer level course or have equivalent skills. (1,0,2)

HPR 2223 — Program Planning and Development. Techniques and processes in program planning, implementation, development, and evaluation in recreation settings. (3,3,0)

HPR 2231 — Water Safety Instructor. Emphasis on knowledge and skills beyond the scope of lifeguard training, certifying personnel to conduct water safety courses in schools and communities. (1,0,2)

HPR 2323 — Recreation Leadership. This course is an introduction to the history, principles, programs, opportunities and values of recreation. The contributions and responsibilities of community recreation departments and programs are described. Field work with local area recreation programs is an essential part of this course. (3,3,0)

HPR 2443 — Athletic Training & Treatment of Injuries. A practical study of safety and first aid, taping, bandaging, and use of massage, and the uses of heat, light, and water in the treatment and prevention of injuries; conditioning of athletes as to diet, rest, work, and proper methods of procedures in training for sports. (3,3,0)

Courses will be specified on the semester schedule and on the student's transcript.

HPR 1111, 1121, 2111, 2121 — General Activity Course. These courses include varied exercises and activities such as volleyball, etc. No lecture is involved. Not designed for physical education majors. (1,0,2)

HPR 1111, 1121, 2111, 2121 — Marching Band. Participation and instruction in the production of marching band shows and parades. (1,0,2)

HPR 1112, 1122, 2112, 2122 — General Physical Education Activities. These courses include varied exercises and activities such as volleyball, etc. No lecture is involved. Not designed for physical education majors. (2,0,4)

HPR 1131, 1141, 2131, 2141 — Varsity Sports. Participation in varsity sports. (1,0,2)

HPR 1511, 1521, 2511, 2521 — Team Sports. Lectures on rules and techniques. Participation in activities. (1,0,2)

HPR 1531, 1541, 2531, 2541 — Individual and Dual Sports. Lecture and participation in activities. (1,0,2)

HPR 1551, 1561, 2551, 2561 — Fitness and Conditioning Training. Lecture and practice in body mechanics, weight training, or gymnastics. (1,0,2)

HPR 1711 — Sports Appreciation. Designed to develop spectator awareness and appreciation of the major spectator sports in our society today. Covering a brief history of the sport, rules, equipment and etiquette associated with the sport. (1,1,0)

HPR 2423 — Football Theory. A survey of the leading coaching methods in use of football. A discussion of strategy, conditioning, scheduling making, and other coaching problems in football. (3,3,0)

HPR 2453 — Baseball Theory. A theoretical study of baseball from a coaching standpoint; study of fundamentals and team play; methods of teaching fundamentals; team organization. (3,3,0)

HOSPITALITY AND TOURISM MANAGEMENT, HOTEL AND RESTAURANT MANAGEMENT CONCENTRATION, TRAVEL AND TOURISM 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 1514 — Hospitality Seminar. Leadership and management skills necessary for success in hospitality and tourism management. The course addresses computer based management systems. (4,2,4)

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 — Seminar 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 — Humanities I. A humanistic approach to man's and woman's creative achievements in music, art, literature, 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)

INDUSTRIAL MAINTENANCE (IMM)

IMM 1415 — Pump and Valve Operations. Instruction on the different types of pumps and valves used in industry and their disassembly, inspection, and repair/replacement. (5,2,6)

IMM 1524 — Preventive Maintenance and Service of Equipment. Instruction in basic maintenance and troubleshooting techniques, use of technical manuals and test equipment, and inspection/evaluation/repair of equipment. (4,1,6)

JOURNALISM (JOU)

JOU 1111 — College Publications. This laboratory course is designed to give practical experience in working with the college newspaper or 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 1121 — College Publications. A continuation of JOU 1111. (1,0,2)

JOU 1223 — Basic News Reporting. A course designed to teach news writing and editing with emphasis on news, features, sports and interview stories and editorials. (3,3,0)

JOU 1313 — Principles of Journalism I. A course designed to introduce basic principles and careers in mass communications with emphasis on the newspaper. (3,3,0)

JOU 2111 — College Publications. This laboratory course will include coverage of news events on campus, sports writing, and editorial writing. Advancement in skills in headline writing, copy editing, and make-up design will also be stressed. Admission by consent of instructor only. (1,0,2)

JOU 2121 — College Publications. A continuation of JOU 2111. (1,0,2)

JOU 2513 — Beginning Photography. An introduction to basic photography. Students learn to take pictures, process film and print pictures. No previous experience is required. (3,3,0)

JOU 2523 — Advanced Photography. Advanced camera and darkroom techniques. Emphasis is placed on the composition and use of photographs. Color film processing. Prerequisite: Beginning Photography or permission of the instructor. (3,3,0)

JOU 2613 — Fundamentals of Digital Photography. This course is designed to give students an introduction to the world of digital photography. Included are features of the digital camera and managing your digital assets by editing, printing, and archiving images or preparing them for web distribution. (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 organization. Includes parliamentary procedure, communication, conducting effective meetings, and working with volunteers. (1,1,0)

LEA 1813 — Leadership Development I. A study of leadership styles and skills, roles and functions of officers of student organization. Includes parliamentary procedure, communication, conducting effective meetings, and working with volunteers. (3,3,0)

LEA 1821 — Leadership Organization Skills II. This course is designed for ice breakers, traits of members and joiner, non-verbal communication, role functions in groups, time management, stress management, and role of constitution. Prerequisite: LEA 1811. (1,1,0)

LEA 1823 — Leadership Development II. This course is designed for ice breakers, traits of members and joiner, non-verbal communication, role functions in groups, time management, stress management, and role of constitution. Prerequisite: LEA 1813.

LEA 1831 — Leadership and Organization Skills III. Experiential roles chairing committees and events, lead decision making techniques, nominal group technique, and consensus building. Prerequisite: LEA 1811, LEA 1821. (1,1,0)

LEA 1841 — Leadership and Organization Skills IV. This course is a continuation of activities and events of LEA 1811, LEA 1821, and LEA 1831. Prerequisite: LEA 1811, LEA 1821, LEA 1831. (1,1,0)

LEA 1911, 1921, 2911, 2921 — Leadership and Communication Skills I, II, III, IV. This course is primarily designed for Reflection members, student workers, resident assistants, and the student recruiting team. Its purpose is to teach leadership skills and give the student a better understanding of the overall operation of the college. Among the leadership skills to be taught are listening skills, time management, salesmanship, and information giving techniques. (1,1,0)

LEGAL CLUSTER (LET) PARALEGAL COURT REPORTING

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 2523 — Bankruptcy Law. This course is an introduction to federal bankruptcy law. Emphasis is placed on federal bankruptcy statutes, chapters and forms. PrerequisiteS: LET 1113, LET 1213. (3,3,0)

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 — Introduction 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 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 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 1253 — Traffic Management. This course is designed to provide managerial information concerning the movement of freight through the entire 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 2313 — Supply Chain Management II. This course is a continuation of Supply Chain Management. Students will learn about emerging trends and drivers in supply chain management , map existing networks, integrate information flow, and incorporate strategic cost management techniques to an efficient supply chain. (3,3,0)

LGT 2323 — Supply Chain Information Systems. This course outlines key project management concepts and demonstrates how to apply them to real world problems. (3,3,0)

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 2813 — Special Project. This course provides practical application of skills and knowledge gained in other logistics courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. (3,3,0)

LGT 2913 — Supervised Work Experience in Logistics. This course is a cooperative program between industry and education and is designed to integrate the student's technical skills with industrial experience. Valuable credit is awarded on the basis of semester hours per 45 industrial contact hours. Prerequisite: Consent of instructor and completion of at least one semester of advanced course work in the program. (3,0,15)

LIBRARY SCIENCE (LIS)

LIS 1121 — Library Science II. A continuation of Library Science 1111 with a greater emphasis on electronic information.

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. It teaches effective study habits, reading methods, use of the library, note taking, report writing, and gives the student guidance in collegiate life. (1,1,0)

LLS 1323 — Career Education. A course designed to assist students in determining career goals through self-awareness and career/education information. Students are prepared for the world of work with personal management skills. (3,3,0)

LLS 1413 — Improvement of Study: College Survival and Study Skills. A college survival and study skills course designed to promote student success. Major emphases will be on study/learning skills including memory training and listening techniques, career development and decision making, self — esteem, critical thinking, and time management strategies. (3,3,0)

MATHEMATICS (MAT)

MAT 1103 — 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 1203 — 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. (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 1213. (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 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. MAT 1613 and MAT 1323 may be taken during the same semester. (3,3,0)

MAT 1613H — Honors Calculus I. Coordinate systems, basic theorems of analytics, functions, limits, the derivative, the integral and the differentiation of algebraic functions, applications. (Open through invitation only.) (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 1623H — Honors Calculus II. Differentiation and integration of transcendental functions, the definite integral, methods of integration, applications. (Open through invitation only.) (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 or MAT 1815. (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 intergrals; 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 or MAT 1825. (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)

MARINE ENGINE MECHANICS (MAV)

MAV 1115 — Fundamentals of Outboard Marine Engine Repair. Instruction on principles of theory and operation and skills related to the repair and maintenance of the basic outboard marine engine. (5,2,6)

MAV 1126 — Advanced Skills for Outboard Marine Engine Repair. A continuation of Fundamentals of Outboard Marine Engine Repair. Includes instruction in the rebuilding of two-stroke outboard engines and the inspection/repair of these engines. Pre/corequisite: Fundamentals of Outboard Marine Engine Repair (MAV 1115) (6,2,8)

MAV 1216 — Inboard Gasoline Engines. Maintenance and repair of the basic engine block of a four stroke-cycle inboard marine engine. Includes instruction in engine disassembly, inspection, maintenance/repair, and reassembly. Pre/corequisite: Fundamentals of Outboard Marine Engine Repair (MAV 1115) (6,2,8)

MAV 1222 — Marine Fuel Systems. Functions, maintenance, and service of fuel tanks, pumps, carburetors, intake manifolds, flame arresters, filters, and fuel injection systems used in marine engines. Prerequisite: Inboard Gasoline Engines (MAV 1216) (2,1,2)

MAV 1232 — Marine Engine Lubrication Systems. Lubrication systems used on four-stroke and two-stroke marine engines including types of lubrication systems, lubricants, service, and maintenance of the systems. Prerequisite: Inboard Gasoline Engines (MAV 1216) (2,1,2)

MAV 1242 — Marine Engine Cooling Systems. Maintenance of cooling systems for marine engines including open-style and closed-style systems. Prerequisite: Inboard Gasoline Engines (MAV 1216) (2,1,2)

MAV 1253 — Inboard Transmissions. Disassembly, maintenance, repair, and reassembly/installation of the three major types of transmissions commonly associated with inboard marine engines. Ninety clock hours. Prerequisite: Fundamentals of Outboard Marine Engine Repair (MAV 1115) (3,1,4)

MAV 1264 — Outdrives. Operation and maintenance of outdrive units associated with inboard marine engines including components, functions, outdrive steering, shifting systems, alignment, and repair. Prerequisite: Fundamentals of Outboard Marine Engine Repair (MAV 1115) (4,1,6)

MAV 1312 — Marine Accessories. Installation and repair of accessories commonly found on a pleasure craft including bilge pumps, ventilation systems, horns, instruments, lights, and other accessories. (2,1,2)

MAV 1424 — Boat Maintenance and Repair. Instruction in the repair of boats including instruction in the minor repair of hull and structure damage. (4,1,6)

MAV 1511 — Trailers. Rigging and maintenance of trailers used to transport a pleasure craft including rigging, wheel bearings, lighting, and positioning boats. (1,0,2)

MAV 1612 — Electrical Systems. Electrical systems associated with marine engines including the charging circuit, starting circuit, and ignition circuit. Theory of operation and maintenance/repair are discussed. Prerequisite: Fundamentals of Outboard Marine Engine Repair (MAV 1115) (2,1,2)

MAV 1718 — Tune-up and Troubleshooting. Tune-up and diagnosis of problems associated with a variety of marine engines including operation of test equipment, system diagnosis, and tune — up procedures. Pre/corequisites: Fundamentals of Outboard Marine Engine Repair (MAV 1115), Inboard Gasoline Engines (MAV 1216), and Electrical Systems (MAV 1612) (8,0,16)

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 1223 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)

AUTOMATED MANUFACTURING (MFT)

MFT 1613 — Computer Upgrade and Repair. This course is designed to develop skills required to upgrade, repair, maintain, and troubleshoot IBM compatible computers used in manufacturing operations. (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 — Marketing I. 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 II. A continuation of MMT 1113. Prerequisite: MMT 1113 (3,3,0)

MMT 1313 — Salesmanship. 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. (3,2,2)

MMT 1323 — Advertising. The role of advertising as a promotional tool. Topics included are product and consumer analysis, media selection, and creation of advertising. (3,2,2)

MMT 1413 — Merchandising Math. Study of the mathematical calculations involved in the merchandising process. Fundamental principles and operations in buying, pricing, and inventory control. (3,2,2)

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. (3,2,2)

MMT 2213 — 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. (3,2,2)

MMT 2243 — Marketing Management Decision Making. The study of effective marketing management decision making through case study analysis. (3,2,2)

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. (3,2,2)

MMT 2323 — Internet Marketing. Study of effective marketing principles as they apply to the electronic market place. Prerequisite: MMT 1113 Marketing I and computer related elective. (3,2,2)

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. (3,2,2)

MMT 2523 — Event Marketing. Design a plan for special events, trade and consumer shows, exhibitions, and conventions. (3,2,2)

MMT 2533 — Purchasing/ Supply Management. Principles and techniques for developing an effective and efficient purchasing/ supply/materials system. Emphasis on procedures, quantities, delivery, suppliers, price determination, outsourcing, service purchasing, international purchasing, and quality specifications. (3,3,0)

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)

MMT 2916 — Supervised Work Experience in Marketing. Direct application of concepts and theory of business and marketing management technology. Students will work in a marketing related environment. Prerequisite: Permission of instructor. (6,0,18 hr. externship)

MACHINE TOOL TECHNOLOGY (MST)

MST 1013 — Introduction to Machine Tool Operation/Machine Shop I. This course is designed for the student entering the community college who has had no previous training or documented experience in the field. (3,2,2)

MST 1023 — Introduction to Machine Tool Operation/Machine Shop II. This course is designed for the student entering the community college who has had no previous training or documented experience in the field. (3,2,2)

MST 1117 — Power Machinery I. A course in the operation of power machinery. Includes instruction and practice in the operation of lathes, drill presses, power saws, and vertical mills. Two hundred ten clock hours. Seven semester hours. (7,2,10)

MST 1125 — Power Machinery II. A continuation of Power Machinery I with emphasis on more advanced applications of lathes, mills, shapers, and precision grinders. (5,2,6)

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 1413 — Blueprint Reading. A course in blueprint reading designed for machinists. Includes instruction and practice in reading industrial blueprints. (3,2,2)

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 2135 — Machinery III. A continuation of the Power Machinery II course with emphasis on advanced applications of the engine lathe, milling machine, and grinding machine. (5,2,6)

MST 2144 — Power Machinery IV. A continuation of Advanced Power Machinery III with emphasis on highly advanced operations on the radial arm drill, milling machine, engine lathe, and precision grinder. (4,2,4)

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 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)

MST 2926 — Supervised Work Experience in Machine Tool Operation/Machine Shop Technology. This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. (6,0,18)

MUSIC (MUA, MUO, MUS)

MUA 1171, 1181 or 1172, 1182 — Brass for Music Education Majors I, II. 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. (1,1/2,0) (2,1,0)

MUA 1211, 1221 or 1212, 1222 — Class Guitar I, II. Instruction for beginning guitar player's that includes basic accompanying styles and an introduction to classical guitar technique. (1,1,0) (2,2,0)

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, 21 or equivalent. (1,1/2,0) (2,1,0)

MUA 1471, 1481 or 1472, 1482 — Percussion for Music Education Majors I, II. Percussion instruction for music education 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. (1,1/2,0) (2,1,0)

MUA 1511, 1521 or 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. (1,1,0) (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) (2,1,0)

MUA 1611, 1621 or 1612, 1622 — Applied Strings I, II. Group instruction in tone production, bowings, fingerings, and positions for bowed string instruments. (1,1,0) (2,2,0)

MUA 1671, 1681 or 1672, 1682 — Strings for Music Education Majors I, II. Bowed string instrument instruction for music majors with strings as their area of emphasis. Introduction to string technique, literature, etudes and performance standard literature. (1,1/2,0) (2,1,0)

MUA 1711, 1721 or 1712, 1722 — Class Voice I, II. 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) (2,2,0)

MUA 1741, 1751, 2741, 2751 — Voice for Non-Majors I, II, III, IV. Voice for non-major/music education majors is designed to teach the fundamental principles of singing, explore moderate levels of vocal literature and develop and improve the student's vocal ability. (1,1/2,0)

MUA 1771, 1781 or 1772, 1782 — Voice for Music Education Majors I, II. 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. (1,1/2,0) (2,1,0)

MUA 1871, 1881 or 1872, 1882 — Woodwinds for Music Education Majors I, II. 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. (1,1/2,0) (2,1,0)

MUA 2171, 2181 or 2172, 2182 — Brass for Music Education Majors 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. (1,1/2,0) (2,1,0)

MUA 2211, 2221 or 2212, 2222 — Class Guitar III & IV. Instruction for beginning guitar player's that includes basic accompanying styles and an introduction to classical guitar technique. (1,1,0) (2,2,0)

MUA 2471, 2481 or 2472, 2482 — Percussion for Music Education Majors III, IV. Percussion instruction for music education 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. (1,1/2,0) (2,1,0)

MUA 2511, 2521 or 2512, 2522 — Class Piano III, IV. A continuation of MUA 1511, 1521 Class Piano II, III. (1,1,0) (2,2,0)

MUA 2571 or 2572 — Piano for Music Education Majors III. A continuation of MUA 1582 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) (2,1,0)

MUA 2581 or 2582 — Piano for Music Education Majors IV. A continuation of MUA 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) (2,1,0)

MUA 2611, 2621 or 2612, 2622 — Applied Strings III & IV. Group instruction in tone production, bowings, fingerings, and positions for bowed string instruments. (1,1,0) (2,2,0)

MUA 2671, 2681 or 2672, 2682 — Strings for Music Education Majors III, IV. Bowed string instrument instruction for music majors with strings as their area of emphasis. Introduction to string technique, literature, etudes and performance standard literature. (1,1,0) (2,2,0)

MUA 2711, 2721 or 2712, 2722 — Class Voice 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) (2,2,0)

MUA 2771, 2781 or 2772, 2782 — Voice for Music Education Majors 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. (1,1/2,0) (2,1,0)

MUA 2871, 2881 or 2872, 2882 — Woodwinds for Music Majors 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. (1,1/2,0) (2,1,0)

MUO 1112, 1122, 2112, 2122 — Band I, II, III, IV. Performance and rehearsal instruction. Designed to teach the fundamental principles of playing, 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 — Small Band Groups I, II. 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 1211, 1221 — Choir I, II. 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 — Small Singing Groups I, II. A course for select singers focused on performing from one or more genres of music. Open to all students by audition. (1,1,0)

MUO 2141, 2151 — Small Band Groups 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. (1,1,0)

MUO 2211, 2221 — Choir 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 2241, 2251 — Small Singing Groups III, IV. A course for select singers focused on performing from one or more genres of music. (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 1113H — Honors Music Appreciation. An advanced 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, 1224 — Music Theory I, II. Study of functional harmony through analysis and part writing, sight — singing, and ear training. Prerequisite: MUS 1214 (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. (1,1,0)

MUS 1821 — Music Theatre Workshop II. The workshop is designed to introduce the student to all facets of music theatre. One public performance will be given each semester. (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 2214, 2224 — Music Theory III, IV. Continued study of functional harmony through analysis and part writing, sight — singing, and ear training. Prerequisites: MUS 1224 and MUS 2214 (4,3,2)

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 the Classical period and continuing to present day. Study includes Classical, Romantic and twentieth century music and the various aspects of style and genres 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)

NETWORK SECURITY TECHNOLOGY (NST)

NST 1113 — Computer Forensics and Legal Issues. 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)

NST 1123 — Principles of Network Security. 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. (3,3,0)

NST 1213 — Security Policies. This course provides the knowledge and practical experience necessary for the development and documentation of security policies. Topics include investigating and creating policies to include physical security, acceptable use policy, security planning and prevention, organizational behavior and crisis management. Prerequisites: NST 1123, CNT 1414. (3,2,2)

NST 1324 — 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: NST 1123, CNT 1414. (4,2,4)

NST 1523 — Wireless Security 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: NST 1123, CNT 1414. (3,2,2)

NST 1623 — Network Defense and Countermeasures. The course provides a solid foundation of network security and the understanding of the process to create a network defense and countermeasure policy obtained form intrusion detection. Topics include Network Address Translation, packet filtering, proxy servers, firewalls, and Virtual Private Networks used to design a network defense strategy. Prerequisites: NST 1324, CNT 1414. (3,2,2)

NST 2123 — Security Threats, Management and Response. This course provides understanding of current internal security threats, current methodologies and new technologies used in response to these threats. Topics include Trojans, worms, spam, rootkits and other malicious code. Course takes management approach in resolving these threats through the implementation of training plans and system/network configurations utilizing software and new technologies. Prerequisites: NST 1324, CNT 1414. (3,2,2)

NST 2423 — Biometrics for Network Security. This course is an introduction to the utilization and implementation of biometrics into a network infrastructure. Topics include biometric technologies, statistical measures of biometrics, design and implementation of biometrics, and prepare security policies to enforce biometric technology. Prerequisites: NST 1123, CNT 1414. (3,2,2)

NST 2543 — 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: NST 1123/1324/1623/2123, CNT 1414/1624. (3,2,2)

NST 2433 — Linux/Unix Security. This course covers 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, use port scanners, network scanners, and additional Linux/Unix security topics. Prerequisites: NST 1113/1123/121 3/1324/1523/1623/2123/2423, CNT 1414/1624/1654. (4,2,4)

NST 2644 — Network Attacks and Computer Crime. These courses provide an in-depth exploration of various methods for gaining unauthorized access, and explore Network Security concepts from the point of view of a hacker and their methodologies. Topics include hackers, crackers, ethical hackers, attacks, Intrusion Detection Systems, malicious code, computer crime, and industrial espionage. Prerequisites: All NST Core Classes. (4,2,4)

ASSOCIATE DEGREE NURSING (NUR)

NUR 1011 — Dosage Calculations (Nursing Elective). This 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. (1,1,0)

NUR 1021 — Medical Terminology (Nursing Elective). This course acquaints students with medical terminology. Terms related to anatomy and physiology, diagnostics, symptoms, special procedures, and pharmacology are addressed. Abbreviations, pre — fixes, suffixes and case studies are included. (1,1,0)

NUR 1031 — Managing Stress for Health and Well-being (Nursing Elective). This course is designed to acquaint students with fundamental theories and applications of the mind-body phenomenon. Coping strategies and relaxation techniques are integrated into the course. (1,1,0)

NUR 1041 — Documentation in Nursing (Nursing Elective). This course exposes the student to various formats of documentation related to client assessment and care in a variety of health care settings. Emphasis is placed upon proper documentation techniques and legal considerations for health care providers. The student will practice various types of documentation using simulated client scenarios. (1,1,0)

NUR 1052 — Pharmacology (Nursing Elective). This course introduces students to clinical drug therapy with emphasis on knowledge and interventions needed to maximize therapeutic effects and prevent or minimize adverse effects of drugs. Major content areas include basic concepts of pharmacology, classifications of therapeutic drugs, prototypes of drug classifications, commonly prescribed drugs, drug effects on body tissues, human responses to drug therapy, and applying the steps of assessment, planning, intervention, and evaluation in relation to prescribed drug therapy regimens. Prerequisites: NUR 1110. (2,2,0)

NUR 1061 — Critical Thinking in Nursing (Nursing Elective). This course assists the student in defining, developing, and using critical thinking in nursing theory, practice, testing situations and clinical judgment. Prerequisites: NUR 1110. (1,1,0)

NUR 1071 — Substance Abuse and Related Disorders (Nursing Elective). This course focuses on the most common substances open to misuse and abuse. The purpose is to give the student a working knowledge of types of substances abused, effects of substances, withdrawal patterns, family dynamics and treatment approaches. (1,1,0)

NUR 1081 — Advanced Dosage Calculations (Nursing Elective). This course focuses on math skills needed to perform advanced dosage calculations to administer medications. (1,1,0)

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 students in activities of professional nursing development. The 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 2401. Prerequisites: Each Professional Development Course is prerequisite to the next Professional Development Course. Corequisites: NUR 1110 (for NUR 1100); NUR 1210 (for NUR 1200); NUR 2310 (for NUR 2300); NUR 2410, NUR 2421 (for NUR 2401). (1,0,1)

NUR 1110 — Nursing-Promotion of Health/Prevention of Illness I. This course focuses on the promotion of health and prevention of illness in communities, families, and individuals across the lifespan. Emphasis is on nursing concepts, growth and development, therapeutic communication, teaching — learning skills, and mental health concepts. Fundamental psychomotor skills and physical assessment skills in preparation for providing nursing care to clients are introduced. Clinical opportunities are provided in a variety of health care and community settings. Prerequisites: Admission to the ADN program, BIO 2514, ENG 1113, PSY 1513. Corequisites: NUR 1100, BIO 2524, EPY 2533. (10,6,12)

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 1210 — Nursing-Promotion of Health/Prevention of Illness II. This course continues the focus on promotion of health and prevention of illness in communities, families, and individuals across the lifespan. Emphasis is on nursing concepts related to reproductive health, normal maternal/newborn, prevention of illness, mental health concepts, and pharmacology. Advanced psychomotor skills for providing nursing care to clients are introduced. Clinical opportunities are provided in a variety of health care and community settings. Prerequisites: BIO 2514, BIO 2524, ENG 1113, PSY 1513, EPY 2533, NUR 1100, NUR 1110. Corequisites: NUR 1200. (10,6,12)

NUR 2011 — Diet Therapy (Nursing Elective). This course discusses diet therapy and its relation to the treatment of diseases and/or conditions requiring special diets. The roles of health care providers when providing nutritional therapy are discussed. Prerequisites: NUR 1110. (1,1,0)

NUR 2031 — Holistic Nursing (Nursing Elective). This course integrates the art and science of caring and healing. It consists of seminar discussions of holistic practice and interventions, demonstrations, and experiential sessions to foster a better understanding of a holistic perspective in nursing practice and daily living. This course assists students to comprehend the meaning of a holistic perspective in theory, practice and life fulfillment. (1,1,0)

NUR 2310 — Nursing-Provision of Care I. This course focuses on the care of individuals, families, and communities. Components include commonalties 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 2410 — Nursing-Provision of Care II. This course continues the focus on the care of the individuals, families and communities. Components include commonalties 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 2421 — Nursing-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)

POWER GENERATION (PGT)

PGT 1133 — Introduction to Process Technology. This course is an introduction to power plant operations. 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)

PGT 1424 — Process Equipment. This course provides instruction in the use of common process equipment. It will include purposes and functions. (4,3,2)

PGT 1434 — Process Systems. This course will provide an introduction to the major systems and components that make up a modern power plant. Students will learn how boilers, turbines and condensers operate. And what the general responsibilities of plant operators are during phases of plant operation. Attention is given to the flow rate of water and steam through the steam cycle, how combustion occurs, types of boilers and turbines, operation of steam cycle support systems, bearings and lubrication, turbine control, and pollution control. Prerequisite: PPT 1424. (4,3,2)

PGT 1513 — Safety, Health, and the Environment. This course provides for the development of knowledge and skills to reinforce the attitudes and behaviors required for safe and environmentally sound work habits. Emphasis is on safety, health and environmental issues in the performance of all job tasks and regulatory compliance issues. (3,3,0)

PGT 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 and presentations, procedures, resumes, documentation, training materials, etc.). (3,3,0)

PGT 1714 — Process Instrumentation I. This course is an introduction to study of the instruments and instrument systems used in power plant industry including terminology, primary variables, symbols, control loops, and basic troubleshooting. (4,3,2)

PGT 2214 — Boilers/Fuels and Combustion. In this course the various types of boilers, systems, components and auxiliary systems associated with steam generators are covered. Including low/high pressure, fire tube/water tube, negative/positive draft, drum type, supercritical and fluidized bed boilers. Boiler operation, combustion, safety and emission control equipment will be covered along with efficiency measures. This course also covers the theory of combustion, types of fuel, fuel analysis, heat loss, burning fuels for maximum energy. Students will gain the knowledge necessary to comprehend overall combustion control and operating logic. (4,2,4)

PGT 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)

PGT 2323 — AC/DC Fundamentals. This course covers basic direct current and alternating current theories and applies those theories to the electrical system and related equipment. Students will study methods of producing a voltage, such as batteries, magnetic fields, basic series and parallel circuits. Students will also study basic generator and motor design, construction and operating principles. Students will also study basic DC circuit calculations. Prerequisite: MAT 1313. (3,2,2)

PGT 2333 — Troubleshooting for Power Generation. Students will gain the knowledge necessary to respond to abnormal operating conditions. Course covers troubleshooting systems and as well as processes. Students will also participate in root cause analysis exercises while troubleshooting different operating scenarios. Prerequisites: PPT/PGT 1133, PPT/PGT 1714. (3,3,0)

PGT 2444 — Process Operations. Students will gain the knowledge necessary to comprehend overall power plant operations and respond to normal and abnormal operating conditions. Students will become familiar with daily routine and emergency operations. Course covers different start-up and shut-down situations. (4,3,2)

PGT 2523 — Plant Safety/Compliance Training. This consists of multiple Safety/Compliance training courses required of new hires by Power Generation. These courses are delivered to new hires prior to reporting to their daily job responsibilities. Training is very location specific. (3,3,0)

PGT 2913 — Special Problems in Power Generation 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. (3,0,3)

PGT 2926 — Supervised Work Experience. This course is a cooperative program between industry and education and is designed to integrate the student studies with industrial experience. Prerequisite: Instructor Approval. (3,0,135)

PHILOSOPHY AND BIBLE (PHI)

PHI 1113 — Old Testament Survey. This course is designed to give the student a basic foundation in the study of the Old Testament. Attention is given to the historical setting of each book with emphasis on Hebrew custom and ritual. Some time is spent teaching the importance of the Old Testament in an understanding of the New Testament and fundamental principles of interpretation. (3,3,0)

PHI 1133 — New Testament Survey. This study is for the purpose of giving the student a working knowledge and appreciation of the New Testament. It is basically a lecture course using the Bible as the text. Some attention is given to the writing, preservation, and translation of the Scripture; the historical and geographical setting of each book; and the development of the Christian movement in the First Century. (3,3,0)

PHI 2113 — Introduction to Philosophy. This course is designed to expose the students to the fundamental questions, ideas, and methods of thought of great thinkers and to aid the student in building a constructive personal philosophy of life. (3,3,0)

PHI 2613 — World Religions I. Comparison of the beliefs and developments of the Christian religion with those of Buddhism, Islam, Hinduism, and other important religions. (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: College algebra and trigonometry 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. (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: General Physics with Calculus I. (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 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 onocological considerations, for various disorders is included. Pre/corequisites: all first 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 I health in systems selected from the following: vascular; respiratory; sensory and integumentary; musculoskeletal; gastrointestinal; blood, lymphatic, and immunosuppressive; urinary; reproductive; endocrine; and nurological. 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 first semester courses. Concurrent enrollment in PNV 1642 is required. It also requires a passing grade 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 fist semester courses. Concurrent enrollment in PNV 1634 is required. It also requires a passing grade 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 first 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 first 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 first 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 hours/45 clinical hours/3 semester hours. Prerequisites: All first semester PNV courses.

PETROCHEMICAL REFINING (PPT)

PPT 1133 — Introduction to Process Technology. Introduction to chemical and refinery plant operations. 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 1213 — Process Chemistry. An introduction to general and organic chemistry as applied to the Process Industry. Includes instruction on matter, energy, atoms, chemical reactions, and chemical bonding. (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 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 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. (3,3,0)

PPT 2444 — 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 2613 — 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 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)

PPT 2926 — Supervised Work Experience. This course is a cooperative program between Industry and Education and is designed to integrate the student studies with industrial experience. Prerequisite: Instructor Approval. (6,0,18)

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 1423 — Basic Pipe Fabrication. A course of instruction in the use of pipefitting tools and equipment, different ways of cutting and fitting pipes, methods of calculating pipe fitting, and various types of fit — ups for different types of pipe. (3,1,4)

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 plans 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 plumbingand 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 Southern Standard 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. This course is designed to provide students with information about the structure of a ship and allows them to become familiar with the abbreviation of parts and sections of ships. Instruction is provided in various types of piping systems, including both building and marine pipefitting systems. (3,2,2)

PPV 2913 — 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)

PPV 2923 — Supervised Work Experience in Pipefitting. This course is a cooperative program between industry and education and is designed to integrate the student's studies with industrial experience. Prerequisite: Consent of instructor. (3,0,9)

POLITICAL SCIENCE (PSC)

PSC 1113 — American Government. This course is designed to familiarize the student with the development, organization, principles, and operation of the Federal Government. The course of study includes familiarizing the student with political parties and their roles in government, election machinery, civil rights and how they are protected, and the ways in which the votes influence the direction of our American Government. (3,3,0)

PSC 1123 — American State and Local Government. Relationship between state and federal government and between states and their subdivisions. The organization, function and operation of executive, legislative and judiciary branches are discussed with an emphasis on Mississippi State government. (3,3,0)

PSYCHOLOGY (PSY)

PSY 1513 — General Psychology. This course is designed to give the student a broad understanding of human development from birth. A scientific study of the human will, intellect, emotions, and motivating factors. (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: General Psychology (PSY 1513). (3,3,0)

RESPIRATORY CARE TECHNOLOGY (RCT)

RCT 1214 — 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: Anatomy and Physiology I (BIO 1514) and Anatomy and Physiology II (BIO 1524). (4,3,2)

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: Anatomy and Physiology I (BIO 1514) and Anatomy and Physiology II (BIO 1524). (3,3,0)

RCT 1322 — Pulmonary Function Testing (PFT). This course is an introduction to pulmonary function technique and testing equipment. Prerequisites: Cardiopulmonary Anatomy and Physiology (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: Respiratory Care Practitioner I (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: Anatomy and Physiology I (BIO 1514), Anatomy and Physiology II (BIO 1524), Respiratory Care Science (RCT 1214), Patient Assessment and Planning (RCT 1223), and Cardiopulmonary Anatomy and Physiology (RCT 1313). Corequisite: Respiratory Care Practitioner I (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: Clinical Practice I (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: Respiratory Care Science (RCT 1214), Cardiopulmonary Anatomy and Physiology (RCT 1313), and Patient Assessment and Planning (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: Cardiopulmonary Anatomy and Physiology (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: Clinical Practice II (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: Clinical Practice I (RCT 1516) and Clinical Practice II (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: Clinical Practice I (RCT 1516), Clinical Practice II (RCT 1525), and Clinical Practice III (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: Respiratory Care Practitioner III (RCT 2434). Corequisite: Clinical Practice IV (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: Clinical Practice II (RCT 1525). (2,1,2)

READING (REA)

REA 1103 — Reading Comprehension I. A laboratory course designed to offer special reading instruction to students deficient in reading skills. (3,2,2)

RADIOLOGIC TECHNOLOGY (RADIOGRAPHY) (RGT)

RGT 1114 — Clinical Education I. Clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures.** (4,0,12)

RGT 1124 — Clinical Education II. Clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures.** (4,0,12)

RGT 1139 — Clinical Education III. Clinical practice and instruction in the clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures.** (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 health care organizations are incorporated. (2,2,0)

RGT 1413 — Radiation Exposure I. This course is a study of principles involving manipulation of factors controlling and influencing exposure and radiographic quality. Included are the prime factors of radiographic exposure. Basic technical conversions, problem solving procedures, and the production and nature of x-rays are addressed. (3,2,2)

RGT 1423 — Radiation Exposure II. This course is a continuation of Radiation Exposure I. Included are beam limiting devices, filtration, production and control of scatter and secondary radiation, exposure systems, and advanced 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. Prerequisite: Radiation Exposure I (RGT 1413). (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, digestive system. Included is a review of radiographic anatomy on each procedure. (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: Radiographic Procedures I (RGT1513). (3,2,2)

RGT 1613 — Physics of Imaging Equipment. This course is designed to establish a knowledge base 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 — Social 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 patient, the patient's family, and professional peers through comparison of diverse populations based on their value systems, cultural and ethnic influences, communication styles, socio-economic influences, health risks, and life stages. Prerequisite: Fundamentals of Radiography (RGT 1213). (2,2,0)

RGT 2147 — Clinical Education IV. Clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures. **(7,0,21)

RGT 2157 — Clinical Education V. Clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment, and radiologic procedures.** (7,0,21)

RGT 2532 — Radiographic Procedures III. This course includes principles and procedures involved in radiographic positioning of the entire cranium, facial bones, and reproductive systems. Included is a review of radiographic anatomy on each procedure. Prerequisite: Radiographic Procedures II (RGT 1523). (2,1,2)

RGT 2542 — Radiographic Procedures IV. This course is a study of special radiographic procedures, which utilize sterile techniques and/or specialized equipment. It also includes patient preparation and contrast media utilized for these procedures. Prerequisite: Radiographic Procedures III (RGT 2532). (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, instrumentation for detection, and measurement and calculation of dosage.** (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 2933 — Certification Fundamentals. This course is designed to correlate scientific components of radiography to entry-level knowledge required by the profession.** (3,3,0)

** *All core courses as scheduled.*

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 ardaeological 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 1113H — Honors Public Speaking I. An advanced study and practice in making speeches for a variety of public forums. Major emphasis is placed on speech preparation and delivery. (Open through invitation only). (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. Ninety hours of instruction. Three semester hours.

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) 6 semester hours.

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. One hundred twenty hours of instruction. Four semester hours. Corequisite: SUT 1113, SUT 1216.

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. Ninety hours of instruction. Three semester hours. Prerequisite: SUT 1113, SUT 1216, SUT 1314. Corequisite: SUT 1518, SUT 1524.

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. Two hundred forty hours of instruction. Eight semester hours. Prerequisite: SUT 1113, SUT 1216, SUT 1314. Corequisite: SUT 1524, SUT 1413.

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. One hundred twenty hours of instruction. Four semester hours. Prerequisite: SUT 1113, SUT 1216, SUT 1314. Corequisite: SUT 1413, SUT 1518.

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. One hundred twenty hours of instruction. Four semester hours. Prerequisite: SUT 1113, SUT 1216, SUT 1314, SUT 1413, SUT 1518, SUT 1524. Corequisite: SUT 1538, SUT 1703.

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. Two hundred forty hours of instruction. Eight semester hours. Prerequisite: SUT 1113, SUT 1216, SUT 1314, SUT 1518, SUT 1524. Corequisite: SUT 1413, SUT 1534, SUT 1703.

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. Ninety hours of instruction. Three semester hours. Prerequisite: All 1st, 2nd semester coursework. Corequisite: SUT 1534, SUT 1538.

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)

TCT 2921 — Supervised Work Experience. This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of semester hour per 45 industrial contact hours. Pre/corequisites: Consent of instructor and completion of at least one semester of advanced course work in Telecommunication/Telecommunications-related programs. Three semester hours, based on 135 industrial contact hours. (3,0,18)

CAREER RELATED EDUCATION COURSES (VRE)

VRE 1000 — Employability Skills. Learning experiences in applying for a job, job interviewing and employer-employee relations.

VRE 1010 — Related Education. Learning experiences in communication skills both oral and written as applied to the occupation in which the student is enrolled.

VRE 1020 — Related Education. Learning experiences in mathematics skills as applied to the occupation in which the student is enrolled.

*Students are scheduled into the Employability Skills and Related Education class if they have an academic functional grade level below the tenth grade, as determined by achievement tests administered during admission.

Those students required to attend the employability skills and related education class must maintain regular attendance in class and make satisfactory progress. Failure to maintain such attendance and progress will jeopardize the student's enrollment in the career education class (i.e., student will be dropped from the class).

The time students are scheduled into the employability skills and related education class is a graduation requirement for those students required to take the class.

Successful completion of related education may be accomplished by one or more of the following: (a) achievement of tenth grade level by testing; (b) passing a written test administered by the occupational instructor and the related education instructor; (c) approval of related education review committee.

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 Prerequisites: CNT 1414 (3,2,2)

WEB DEVELOPMENT TECHNOLOGY (WDT)

WDT 1123 — Web Development Concepts. Introduce the Internet and its uses in the world of business, including basic and advanced features of the Internet, World Wide Web, browsers, and creating web pages. Upon completion of this course, students will be able to send e-mail messages, download files using a browser and an FTP program, and create a web page using HTML and post it on the Internet. (3,2,2)

WDT 1314 — Client-Side Programming. This course offers a comprehensive understanding of programming using JavaScript and CSS. Prerequisite: WDT 1123. (4,2,4)

WDT 1414 — Web Design Applications. Application of various professional and personal web design techniques. Students will work with the latest WYSIWYG editors, HTML editors, animation/multi-media products, and photo editors. Prerequisite: WDT 1123. (4,2,4)

WDT 2214 — Server-Side Programming I. An introduction to creating dynamic web applications using server-side technologies. Prerequisite: WDT 1314. (4,2,4)

WDT 2224 — Server-Side Programming II. Continuation of Server-Side Programming I with increased emphasis on data-driven content. 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 — Website Development. 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/ Corequisite: WDT 2214, WDT 2723. (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. Prerequisite: WDT 2214. (3,2,2)

WDT 2823 — 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. Prerequisite: CST 1333. (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 1003 — Introduction to Welding Technology I. This course contains the baseline competencies and suggested objectives from the high school Metal Trades curriculum which directly relate to the community college Welding and Cutting 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)

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 1013 — Introduction to Welding Technology II. This is a continuation of WLV 1003 and contains the baseline competencies and suggested objectives from the high school Metal Trades curriculum which directly relate to the community college Welding and Cutting 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)

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)

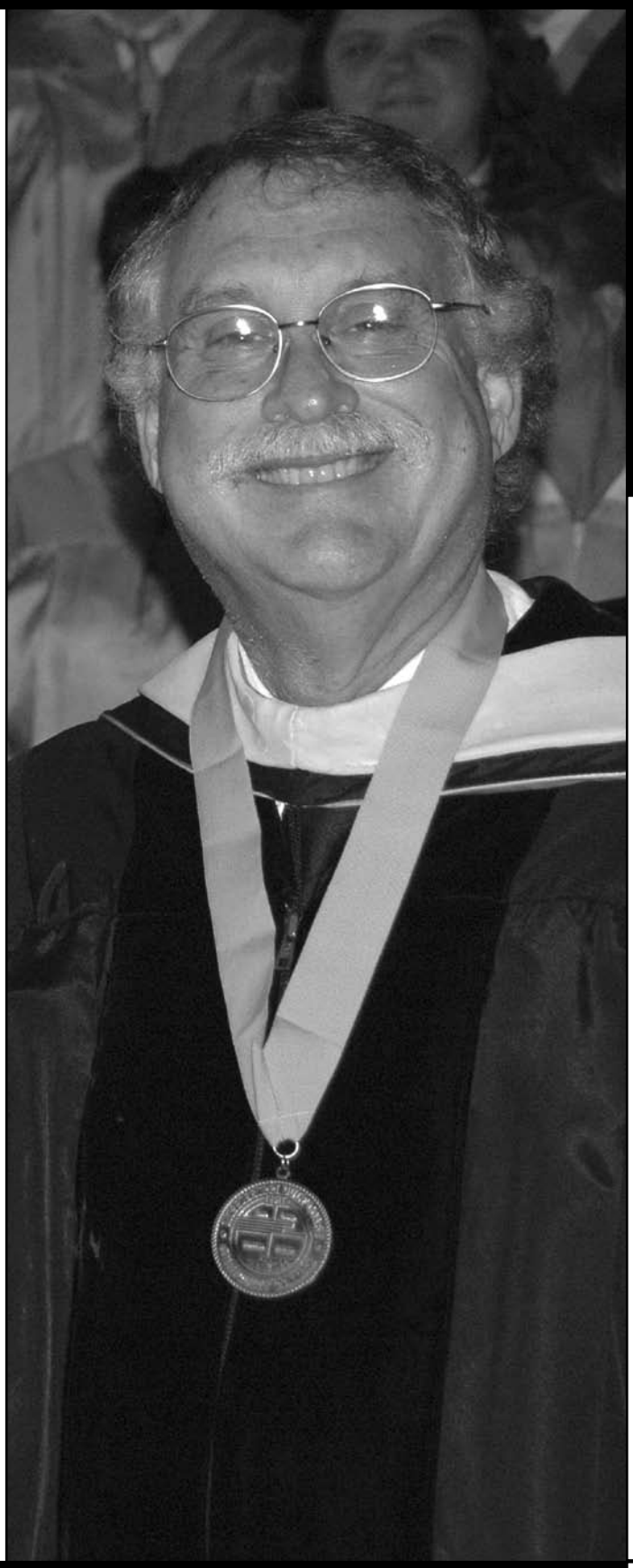
WLV 1923 — Supervised Work Experience in Welding and Cutting Technology. A course which is a cooperative program between industry and education designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. Prerequisite: Consent of instructor and completion of at least one semester of advanced coursework in Welding and Cutting Technology. (3,0,9)

WLV 2812 — Welding Metallurgy. This course is designed to give the student experience in the concept of metallurgy and how metals react to internal and external strains and temperature changes. (2,2,1)

WLV 2913 — Welding Code. This course is designed to give the student experience in the various welding codes and the experience in interpretation of these codes. (3,3,0)

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.



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. . . . . Vacant
Associate Vice President for Career-Technical Education and Industrial Training . . . . . John Shows
Comptroller . . . . . Scott Wilson
Director of Institutional Research and Planning . . . . . Lynn Tincher-Ladner
Construction Manager . . . . . Lavell Bond
Associate Vice President for Nursing and Allied Health. . . . . Bobbie Loveless
Director, Information Technology . . . . . David Besancon
Database Administrator. . . . . Cory Walters
Senior Network Administrator . . . . . Randall Cornell
Network Administrator . . . . . Chris Collins
Programmer Analyst . . . . . Kyle Boyda
. . . . . Dave Bishop
. . . . . Michael Knowles
Lead Computer Technician . . . . . Wilfred G. Broussard
Coordinator, Distance Learning . . . . . Buffy Matthews
College Director of Allied Health and External Programs . . . . . Sharon Gordon
Director of Distance Learning . . . . . Jennifer Leimer
Coordinator, Tech-Prep . . . . . Roxie Hatten
Coordinator, Title III Grant . . . . . Leslie Gilliland
Director of District Printing . . . . . Larry Falcon
Director of Purchasing & Property Control . . . . . Lynn Deegen
Director of Human Resources. . . . . Glen Moore
Superintendent of Transportation . . . . . James Willis
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/Foundation Officer. . . . . Brenda Donahoe
Coordinator of Business Services . . . . . Tracy Wilson
Coordinator, Grants and Special Projects . . . . . Louise Brown
Coordinator, Institutional Development . . . . . Allison Matthews
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
Career and Workforce Advisor, Perkinston Campus . . . . . Brenda Davis
Graphic Services and PR Project Manager . . . . . Rachael Cardella
Project Director, GEO-ITech Grant . . . . . Sean Hodges
Project Director, H1B Pathways to Construction Grant . . . . . Mark Bounds
Public Information Coordinator . . . . . Kathy McAdams
Sports Information Director . . . . . Bill Snyder
Work-Based Coordinator, GEO-ITech Grant . . . . . Joe Perkins
WIA Coordinator . . . . . Virginia Overstreet

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
Assistant Librarian . . . . . Timothy Keohn
. . . . . Gwen Carter
Financial Aid Director . . . . . LaShanda Chamberlain
Director of Admissions . . . . . Teresa Ormes
Director of Learning Laboratory . . . . . Vacant
Workforce Development Director . . . . . Brock Clark
TV Technician, Publicity Photographer . . . . . Paul "Doug" Mansfield
Counselors . . . . . Sheila Lyon
. . . . . Linda Mizell
. . . . . Wiley Clark
. . . . . Sheri Stanford
. . . . . Lane Hoggard
Student Activities Counselor . . . . . Sonya Edwards
Career/Technical Student Support Coordinator . . . . . Gerry Woodward
. . . . . Darla Lyons
. . . . . Kay Martin

Jefferson Davis Campus

Keesler Center
Naval Construction Battalion Center (Seabee 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 . . . . . Foster Flint
Director of the Learning Laboratory . . . . . Thomas G. Taylor
Director of Admissions . . . . . Bruce Layton
Director of Financial Aid . . . . . Searcy Taylor
Director of Workforce Development . . . . . Wayne Kuntz
Senior Librarian . . . . . Charles Clark
Assistant Librarians . . . . . Nancy Wilcox
. . . . . Dianne Hurlbert
Counselors . . . . . Denise Daniel
. . . . . Elaine Davis
. . . . . Joy Mitchell
. . . . . Candice Poulos
. . . . . Pamela Skinner
. . . . . Roxanne Towles
Career/Technical Student Support Services Coordinator . . . . . June Jefferson
. . . . . Gloria Smith

Keesler Center
Assistant Dean . . . . . Patti Holloway

Naval Construction Battalion Center (Seabee Base)
Director . . . . . Alrie Poillion

West Harrison County Center
Administrative Dean . . . . . Dr. Janice Poole
Evening/Weekend Instructional Coordinator . . . . . Shekira Fortenberry
Career/Technical Student Support Services Coordinator . . . . . Sandra Porter
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 . . . . . Glenda Redmond
. . . . . Vanessa Ritchie
Media Services Director . . . . . Richard Marlowe
Director of Admissions . . . . . Ladd Taylor
Director of Financial Aid . . . . . Sheree Bond
Counselors . . . . . Joyce Calcote
. . . . . Betty Moak
Career and Workforce Advisor . . . . . Brenda Davis
Coordinator of Student Housing and Discipline . . . . . Vacant
Director of Student Life . . . . . Vacant
Director of Athletics . . . . . Ladd Taylor
Career/Technical Student Support Services Coordinator . . . . . Iris Menge

George County Center
Administrative Dean . . . . . Dr. Dean Belton
Career/Technical Student Support Services Coordinator . . . . . Suzan Bounds
Counselor . . . . . Robert Hitt
Evening/Weekend Instructional Coordinator . . . . . Will Overstreet

Central Office

Accountant . . . . . Marcia Taylor
Accounting/Special Projects . . . . . Louise Brown
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 . . . . . Irvin Don Bond
Central Office Data Entry Clerk . . . . . Genette Scruggs
Duplicating/Surplus Property Clerk . . . . . .Mindy Harris
Finance Clerk . . . . . Jeanette Wells
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 Degree Nursing . . . . . Roxane Williams
Secretary, College Director for Institutional Research . . . . . Sharon Parker
Secretary, Computer Center . . . . . Betty Bennett
Secretary, Distance Learning . . . . . .Mary Martha Alford
Secretary, President's Office . . . . . .Gloria Breland
. . . . . Vonda Ford
. . . . . Cynthia Howze
Secretary, Vice President for Instruction and Student Services . . . . .Anjelica Holliman
Secretary, Vice President for Administration . . . . . Jan Seals
Secretary, Vice President for Institutional Relations and Student Services . . .Becky Franks
Senior Bookkeeper . . . . . Marilyn Beckham
Technical Services Librarian . . . . . Valerie Fairley
Senior Telecommunications Technician . . . . . Charles B. Blakeney
Telecommunications Technician . . . . . .William McLeod
Transportation, Driver/Mechanic . . . . . David Newbill
Transportation, Driver/Operator . . . . . .David Taylor
Transportation, Mechanic/Operator . . . . . Gary Moore
. . . . . .Ronnie Sims

Community Campus

ABE/GED Aide . . . . . .Nellie Franklin
ABE/GED Aide . . . . . Sonya Seals
Admissions Specialist . . . . . .Randi Page
. . . . . .Mollie Watts
. . . . . Sharon White
Apprenticeship Instructor . . . . . Clifford Beardsley
Apprenticeship Instructor . . . . . .Floyd Carson
Apprenticeship Instructor . . . . . Lewis McLeod
Apprenticeship Instructor . . . . . .Christopher Flynn
Apprenticeship Instructor . . . . . Darren Haas
Apprenticeship Instructor . . . . . Warren Howard
Apprenticeship Instructor . . . . . Nina Martin
Apprenticeship Instructor . . . . . Jason Hudson
Apprenticeship Instructor . . . . . .Scott Ellifritt
Apprenticeship Instructor . . . . . Doris Allen
Apprenticeship Instructor . . . . . Ben Ellis
Apprenticeship Instructor . . . . . Mitchell Moorman
Apprenticeship Instructor . . . . . Carey Olsen
Apprenticeship Instructor . . . . . Ronald Phillips
Apprenticeship Instructor . . . . . Jesse Tomek
Apprenticeship Instructor . . . . . Todd Thompson
Apprenticeship Instructor . . . . . .Harron Wise
Apprenticeship Instructor . . . . . .Ronald Parrish
AutoCAD Instructor . . . . . Debra Hallmark
Building Trades Instructor . . . . . Obey Parker
Building Trades Instructor . . . . . Darrell Thomen
Computer Instructor, WIN Center . . . . . Marcy Clark
Computer Instructor, WIN Center . . . . . Vacant
Continuing Education Specialist . . . . . Renea Hurt
Continuing Education Specialist . . . . . Vacant
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 . . . . . .Jannie Smith
Curriculum Analyst . . . . . Stephanie McLendon
Chief GED Examiner . . . . . Laura Bragg
Editor/Writer . . . . . .Kimberly Jones
Electronics Instructor . . . . . Mark Smith
Employee Development Instructor . . . . . Heidi Stritar
GED On–line Trainer and AEMS Input Manager . . . . . .Betty Walley
Graphic Services Assistant . . . . . Donovan Fannon
In Plant Welding Instructor. . . . . .Tom David
In Plant Welding Instructor. . . . . Jefferey Holmes
In Plant Welding Instructor. . . . . William Jordan
In Plant Welding Instructor. . . . . Vacant
In Plant Welding Instructor. . . . . .Jimmy Nance, Jr.
In Plant Welding Instructor. . . . . Luke Overstreet
In Plant Welding Instructor. . . . . Herman Dykes, Jr.
In Plant Welding Instructor. . . . . Ronald Pierce
In Plant Welding Instructor. . . . . Marcus White
Industrial Production Trainer . . . . . Doyle Smith
Intake Specialist. . . . . Theresa Williams
Intake Specialist. . . . . Sarah Wallen
Industrial Maintenance Instructor . . . . . Dewayne Delancey
Maintenance Supervisor, Advanced Manufacturing and
Technology Center . . . . . Michael Martin

Management Development Instructor . . . . . .Rob Wise
Master Trainer, ABE/GED . . . . . Cathy Nevels
Photographer . . . . . Richard Kopp
Pre–Employment Welding Instructor. . . . . Mitchell McDaniel
Pre–Employment Welding Instructor. . . . . Glen Rogers
Pre–Employment Welding Instructor. . . . . Ollie Cochran
Pre–Employment Welding Instructor. . . . . Larry Porter
Project and Marketing Manager . . . . . Vacant
Safety Instructor. . . . . Trevor Bounds
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Secretary, Director Program Development and Continuing Education . . Debbie Murphy
Secretary, Adult Basic Education . . . . . .Barbara French
Secretary, Alumni . . . . . Dee Dee Hatten
. . . . . .Terri Shavers
Secretary, Director of Business Services and Industrial Training. . . . . Vacant
Secretary, Institutional Development. . . . . .Lisa Alexander
Secretary, Tech–Prep Coordinator . . . . . .Angela Hawkins
Secretary, Vice President of Community Campus . . . . . Monica Miller
Secretary, Workforce Development Director,
Jackson County Campus . . . . . Angela Broussard
Secretary, Workforce Development Director,
Jefferson Davis Campus . . . . . Christina Mullins
Secretary, Career and Workforce Advisor, Perkinston Campus . . . . . Donna Butler
Secretary, Workforce Development, Jackson County Campus. . . . . Diane Northrop
T & D Instructor . . . . . Wayne Hemmingway
Tech/Admissions Specialist – Recruitment. . . . . .Onnalea Gazzo
Trainer, ABE/GED . . . . . .Deborah Fagan
Trainer, ABE/GED . . . . . .Tinker Harris
Trainer, ABE/GED, George County Center . . . . . .Maureen Hooks–Moody
Trainer, ABE/GED, Jefferson Davis Campus . . . . . Vacant
Trainer, ABE/GED, Perkinston Campus . . . . . Nora Newbill
Trainer, ESL . . . . . .Ginger Creel
Upgrade Welding Instructor . . . . . .James Burroughs
Upgrade Welding Instructor . . . . . .Danny Davis
Webmaster . . . . . .Philip Dixon
Workforce Data Specialist/ABE Office Staff . . . . . .Joanne Murray

Jackson County Campus

Assessment Center Proctor . . . . . Dr. Angie Bridges
. . . . . Vacant
Bookkeeper, Business Services . . . . . Charlette Willis
Bookstore Clerk . . . . . Rose Polk
. . . . . .Davez Love
Bookstore Manager . . . . . .Sandra Shannon
Chief of Security . . . . . Ron Dearmin
Child Care Aids . . . . . Susan Odom
. . . . . Tomika Penton
. . . . . Geraldine Swilley
Clerk, Admissions . . . . . Amanda Hester
Computer Lab Assistants . . . . . Mary Noble
. . . . . Nancy Crawford
. . . . . Ray Bigelow
Coordinator of Campus Recreation . . . . . Amber Kuecker
Data Entry, Financial Aid . . . . . .Pat Cameron
Finance Clerk, Business Services . . . . . Barbara Richerson
. . . . . LaResa Tennant
LRC Technician . . . . . Paula Thorp
Maintenance Supervisor . . . . . Mark Thornton
Operator/Receptionist . . . . . .Sarah Adams
Purchasing Clerk, Business Services . . . . . Quismunda Aanderud
Records Clerk . . . . . Kay Rosonet
Secretary, Academic Faculty . . . . . Christina Vice
Secretary, Admissions Director . . . . . Vacant
Secretary, Admissions/Records . . . . . Amanda Hester
Secretary, Apprentice Coordinator . . . . . Nina Martin
Secretary, Assistant Dean of Instruction (Evening College) . . . . . .Kim Ellerson
Secretary, Associate Degree Nursing . . . . . April Bosarge
Secretary, Health Occupations . . . . . Jackie Everett
Secretary, Career and Technical Instruction . . . . . Jessica Webb
Secretary, Dean of Business Services . . . . . .Jane Boone
Secretary, Dean of Instruction . . . . . .Thea Wells
Secretary, Dean of Student Services . . . . . Sue McGuff
Secretary, Financial Aid . . . . . Pat Read
. . . . . Carolyn Coleman
. . . . . Debra Lee
Secretary, Learning Lab . . . . . .Withee Brabston
Secretary, Library Director . . . . . Johanna Martin
. . . . . .Elizabeth Minter
Secretary, Vice–President . . . . . Jan Yarber
Superintendent of Buildings and Grounds . . . . . Mark Thornton
Supervisor, Janitorial Services . . . . . .Alvin Carter
Supervisor, Grounds . . . . . Burley Gallaspy

Jefferson Davis Campus

Keesler Center
West Harrison County Center

Jefferson Davis Campus

Assessment Center Proctors . . . . . Renita Mouchett
. . . . . Josh VanZile
Assistant Superintendent of Building/Grounds . . . . . Marc Sivori
Associate Degree Nursing Skills/Computer Lab Manager . . . . . .Rebecca Young
Bookstore Clerk . . . . . .Abby Faulk
Bookstore Clerk . . . . . Gweneth Bosarge
Bookstore Manager . . . . . Maria Baumann
Chief of Security . . . . . Daniel Garner
Clerk, Admissions/Records . . . . . Vacant
Clerk, Library . . . . . Kathy McCann
Computer Laboratory Assistant. . . . . .Jenny Barnes
Computer Laboratory Monitor . . . . . Vacant
Console Operator . . . . . Mary Ellen Walters
Custodial Supervisor . . . . . .Isaac Farley
Data Entry Clerk, Financial Aid . . . . . .Latasha Pace
Finance Clerk, Business Services . . . . . Tiffany Alford
. . . . . Barbara Glass
. . . . . .Angel Webber
. . . . . Marcile Schruff
Finance Clerk, Financial Aid . . . . . Bernadette Young
Instructional Facilitator . . . . . Kerry Ladnier
Records Clerk . . . . . .Mary Joyce
Secretary, Associate Degree Nursing . . . . . Della Fayard
Secretary, Building/Maintenance . . . . . .Ginger Dubose
Secretary, Career Center . . . . . .Margo Hines
Secretary, Career Center, Veterans Affairs . . . . . .Lola Peters
Secretary, Career/Technical Department . . . . . Tammy Uchello
. . . . . Daphne Flowers
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Secretary, Dean of Student Services . . . . . .Maria McNally
Secretary, Dean of Instruction . . . . . June Bounds
. . . . . Linda Everett
Secretary, Director of Admissions . . . . . Cheryl Steele
Secretary, Director of Financial Aid . . . . . Barbara Williams
Secretary, Evening Office . . . . . Lynne Rawls
Secretary, Financial Aid . . . . . Helen Peaks
Secretary, Financial Aid . . . . . .Jennifer Warfield
Secretary, Health Occupations . . . . . Eva Gates
Secretary, Learning Lab . . . . . Joy Smith
Secretary, Vice President . . . . . .Libby Richmond
Shipping and Receiving Clerk . . . . . .Ray Garlotte
Superintendent of Building/Grounds . . . . . William Lancon

Keesler Center

Secretary, Office of Assistant Dean . . . . . Linda Otis

West Harrison County Center

Secretary, Administrative Dean . . . . . .Denise Newman
Secretary, Administrative Dean's Office . . . . . .Elaine Eveland
Maintenance Supervisor . . . . . Vacant

Perkinston Campus

George County Center

Perkinston Campus

Assessment Center Proctor . . . . . .Michelle Pickering
Assistant Bookkeeper . . . . . Millie Hyatt
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 . . . . . .Nicci Martinez
Bookstore Manager . . . . . Tammie Weathers
Campus Police . . . . . Kevin Brignac
. . . . . Mindy Ladner
. . . . . Andy Lott
. . . . . .Nellie Lott
Campus Programming/Inventory/Receiving Clerk II . . . . . Reid Wall
Chief of Campus Police . . . . . Keith Davis
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
Console Operator . . . . . Karen Hayes
Coordinator, Student Activities/Wellness Center/Residence Hall Supervisor .Brad Bailey
Data Entry, Financial Aid. . . . . .Amanda Monk
Housemothers . . . . . Mary Ann Hunt
. . . . . Elizabeth Johnson
. . . . . Aretha McLaughlin
. . . . . Cheryl McDonald
. . . . . Charlene Murray
. . . . . Jesse Riley
. . . . . Aurelia Walker
. . . . . Stella Warden
Information Technology Lab Specialist. . . . . Vacant
Operators/Dispatchers. . . . . Dottie Daniels
. . . . . Heather Grob
. . . . . Amber Hayes
Receptionist/Secretary, Admissions. . . . . Lea Fore
Records Clerk/Veterans Affairs . . . . . Lashonna Ramey
Secretary, Athletics . . . . . Sylvia Davis
Secretary, Assistant Dean of Career and Technical Instruction . . . . . Karen Tanner
Secretary, Campus Police . . . . . Geraldine Terrell
Secretary, Career and Technical . . . . . Carol Craven
Secretary, Buildings and Grounds. . . . . Donna Rominger
Secretary, Dean of Business Services . . . . . Belinda Carlisle
Secretary, Dean of Instruction . . . . . Marie Keen
Secretary, Dean of Student Services . . . . . Cindy Watts
Secretary, Director of Admissions . . . . . .LaTrice McDonald
Secretary, Faculty . . . . . .Jane Sullivan
Secretary, Financial Aid . . . . . Lesia McCarroll
Secretary, Financial Aid Director. . . . . Dawn Richardson
Secretary, Fine Arts . . . . . Stacy Fore
Secretary, Housing . . . . . .Toni Naramore
Secretary, Learning Laboratory . . . . . .Edna Bond
Secretary, Library . . . . . Debra Willis

Secretary, Media Services Director . . . . . Sonja Guthrie
Secretary, Science . . . . . Brandy Herrin
Secretary, Vice President . . . . . .Elaine Brockmeyer
Secretary, Office of Vice President . . . . . Cindy Floyd
Student Center Clerks . . . . . .Reba Clark
. . . . . .Charles Garner Sr.
. . . . . .Mercedes Jordan
Superintendent, Buildings and Grounds . . . . . Randy Fountain
Supervisor of Residence Halls . . . . . Mandy Bailey
. . . . . Rachael Bolden
. . . . . Steve Davis
. . . . . Travis Dickey
. . . . . .Trey Robertson

George County Center
Janitorial Services . . . . . .Alla Schonewitz
Maintenance/Mechanical. . . . . Johnny Ford
Maintenance/Grounds . . . . . Vacant
Secretary, Student Services . . . . . .Marina Causey
Secretary, Administrative Dean . . . . . .Jannie Smith
Campus Police . . . . . .Darrell Brewer

COLLEGE EXECUTIVE COUNCIL

President Willis H. Lott, Billy Stewart, Joan Haynes, Jason Pugh, Susan Scaggs, Mary Graham, Anna Faye Kelley–Winders, Jere Hess, Chuck Benigno.

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, C. Broome, S. Stanford, D. Buie (Admissions committees for Health Programs are appointed annually by the appropriate deans.)
Judicial: R. Moak, Chair; L. Melton; P. Grady, two Student Council students.
Faculty Publicity: S. Stanford, D. Mansfield.
Graduation: B. Yates, Chair; J. Woodward, T. Ormes, S. Stanford (Two students appointed by Student Council).
Guidance: T. Ormes, Chair; B. Yates, L. Mizell.
Instructional Affairs: J. Woodward, Chair; and department chairpersons.
Learning Resources: S. Alexander, Chair; B. Shumock, D. Matthews, A. Hunt, P. Caldwell, J. Poelma, J. Sutherland, R. Hatten, B. Rutz, C. Houston, P. Hancock, B. Helms, P. Ladner, P. Grady, W. Martin.
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, VICA, and PTK, Treasurer of Student Council, B. Yates, S. Edwards.
Student Publications: S. Edwards, B. Yates, Editors of Student Newspaper and Yearbook.

Department Chairpersons

Associate Degree Nursing . . . . . Jane Brenden
Business and Office Administration . . . . . .Marsha Cummings
Career Education . . . . . William "Rick" McDonald
Developmental Studies . . . . . Cecilia Frisbie
Fine Arts . . . . . .Jonathan Woodward
Health and Physical Education . . . . . Amy Hunt
Health Occupations . . . . . .Peggy Caldwell
Language Arts . . . . . Marilyn Moss
Mathematics . . . . . Raymond Tanner
Social Studies . . . . . Becky Shumock
Science . . . . . Jim Dunn
Technical Education . . . . . John Poelma

Vice President's Committee

Chuck Rosonet	Appointed	2007–09
Linda Fayard	Appointed	2005–08
Carin Platt	Appointed	2005–08
Lena Melton	Elected	2006–09
Pam Ladner	Appointed	2007–10
Wiley Clark	Appointed	2007–10
Angie Nelson	Appointed	2007–10
Tom Whalen	Elected	2007–10
Amanda Magee	Appointed	2007–08
Jan Yarber	Ex Officio	

JEFFERSON DAVIS CAMPUS

Committees

Administrative Committee: S. Scaggs, Chair; J. Donahoe; F. Flint; P. Holloway; B. Clark; G. Sessum; J. Poole; L. Miller; W. Kuntz.
Admissions: J. Donahoe, Chair; B. Layton; L. Pham; P. Skinner; T. Taylor.
Judicial: J. Scafide, Chair; S. Bosarge; D. Daniel; A. Johns; C. McClendon; B. Layton; D. Parker; K. Smith; President of the Student Council and a student appointed by the Student Council; M. Gruich, Recorder.
Reception and Courtesy: B. Glass, Chair; T. Alford; F. Flint; D. Knowles; L. Richmond; M. McNally; K. Coffell
Food Service: G. Sessum, Chair; J. Alston; B. Lancon; S. Roberts; President of the Student Council.
Graduation: J. Donahoe, Chair; D. Knowles; S. Roberts; L. Miller; two students appointed by Student Council.
Guidance: D. Daniel, Chair; B. Layton; P. Skinner; J. Mitchell; C. Poulos; J. Donahoe (Ex–Officio).
Instructional Affairs: L. Miller, Chair; and department chairpersons
Learning Resources: F. Flint, Chair; S. Kallas; M. Dougharty; J. Gazzo; D. Hurlbert; D. Roper; T. Taylor; M. VanCourt; N. Wilcox.
Physical Education and Health Services: L. Harrington; K. Stennis; P. White; B. Oatis.
Publications: A. Frazier; C. Harvey; D. Maggard; T. Wells.
Registration: L. Miller, Chair; P. Skinner; S. Taylor; T. Taylor; Administrative Committee members.
Scholarships: S. Taylor, Chair; D. Knowles; M. Gruich; D. Parker; G. Smith; P. West.

Department Chairpersons

Associate Degree Nursing	Bobbie Loveless
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	Susan Pagano
Science	Stephen Roberts
Social Studies	Karla Smith
Technical Programs	Kirk Drennen

Vice President's Committee

Karen Fayard	Elected	2004–07
Nora Todd	Elected	2004–07
Tom Taylor	Appointed	2004–07
Christopher DeDual	Appointed	2005–08
Vernon LaCour	Appointed	2005–08
Billy Lancon	Appointed	2005–08
Daphne Flowers	Elected	2006–09
Debbie Kelner	Elected	2006–09
Rhonda Maddox	Appointed	2006–09
Robert Molsbee	Appointed	2006–09
Sarah Williams	Appointed	2006–09

PERKINSTON CAMPUS

Committees

Academic and Honors Scholarship: J. Moody, G. Greene–Aguirre, Department Chairpersons
Admissions: M. Sekul, Chair; C. Bond, J. Calcote, R. Layton, J. Moody, L. Taylor
Awards: M. Sekul, Chair; C. Bond, C. Calcote, E. Brockmeyer, R. Layton, J. Moody, L. Taylor
Campus Athletic: L. Taylor, Chair; S. Campbell, C. Farris, K. Long, M. Stone, B. Thrash, W. Weathers
Faculty Housing: Dr. Willis H. Lott, Chair; Dr. Mary Graham, Dr. Billy Stewart
Hospitality: E. Brockmeyer, Chair; E. Bond, S. Davis, S. Fore, S. Guthrie, I. Menge, T. Naramore, J. Sullivan, G. Terrell, T. Weathers
Instructional Affairs: J. Moody, Chair; and department chairpersons
Judicial: B. Foster, Chair; C. Farris, L. Hill, L. McDonald, S. Moore, V. Ritchie, M. Ainsworth, K. Dedeaux, V. Fairley, A. Lee, M. Paslay, L. Ramey, L. Taylor.
Learning Resources: Dr. B. Rivero, Chair; L. Hill, S. Kimbrough, R. Marlowe, S. McMahon, Student
Recruitment/Retention: M. Sekul, Chair; M. Bailey, D. Belton, C. Calcote, J. Calcote, V. Fairley, S. Fore, J. Haynes, R. Hitt, R. Layton, J. Long, M. Lott, J. Moody, S. Moore, A. O'Neal, J. Ross, L. Taylor, S. Tringle, T. Weathers, N. White
Salvage: R. Calvert, Chair; F. Davis, P. Wilcher
Scholarship: M. Sekul, Chair; C. Bond, S. Bond, J. Haynes, J. Moody
Student Activities: M. Sekul, Chair; B. Bailey, M. Bailey, R. Beggs, R. Bolden, S. Davis, R. Layton, J. Long, K. Long
Student Housing: M. Sekul, Chair; R. Layton, Residence Hall Supervisors
Student Publications: M. Sekul, Chair; R. Bolden, Yearbook Editor

Department Chairpersons

Academic Business/Mathematics/Computer Science . . . . . Kathy Dedeaux
Associate Degree Nursing. . . . . .Alice O'Neal
Career and Technical Instruction. . . . . Lisa Courtney
Developmental Studies . . . . . Linda Hill
Fine Arts . . . . . .Marilyn Lott
Health, Physical Education and Recreation . . . . . Cooper Farris
Language Arts. . . . . .Sandra Acres
Science . . . . . Sarah Tringle
Social Studies . . . . . .Marie Paslay

Vice President's Committee

Shirley Cossey. . . . . Appointed 2005–08
Rebecca Layton. . . . . Appointed 2005–08
Lashonna Ramey. . . . . Appointed 2005–08
Jason Rouchon . . . . . Appointed 2005–08
Daisha Walker. . . . . Appointed 2005–08
Vivian Anderson. . . . . Appointed 2006–09
Robin Lyons . . . . . Elected 2006–09
Brenda Hunter . . . . . Appointed 2007–10
Joanna Burnside . . . . . Elected 2007–10

Central Office

Lott, Willis H. – President (1992). Ed.D., University of Southern Mississippi.
Benigno, Chuck – Vice President for Student Services and Enrollment Management (2007). B.S., M.Ed., Ph.D., University of Southern Mississippi.
Besancon, David – Computer Center Director (1998). B.S., University of Southern Mississippi.
Bond, Lavell – Construction Manager (2006). Drafting Certificate, Mississippi Gulf Coast Community College.
Deegen, Lynn – Director of Purchasing and Property Control (2008). B.S., Louisiana State University. MBA, William Carey University.
Donahoe, Brenda – Alumni/Foundation Officer (1982). B.S., M.Ed., University of Southern Mississippi.
Gilliland, Leslie N. – Title III Grant Coordinator and Activity Director (2006). B.A., University of New Orleans. M.A., Southeastern Louisiana University.
Haynes, Joan – Vice President for Academic and General Instruction (2003). B.S., Mississippi State University. MBA., Florida Institute of Technology. Ph.D., Mississippi State University.
Hess, Jere – Associate Vice President for Development (2003). B.S., M.B.A., Mississippi State University.
Leimer, Jennifer – Director of Distance Learning (1995). B.S., M.S., Mississippi State University.
Matthews, Allison – Coordinator of Institutional Relations, (2003). B.A., Mississippi State University. M.A., University of Mississippi.
Matthews, Buffy B. – Distance Learning Coordinator (2003). B.S., University of Southern Mississippi. M.B.A., William Carey College.
Moore, Glen – Director of Human Resources (2008). B.S., MBA, Delta State University.
Snyder, Bill – Public Information Coordinator (2006). B.S., University of Southern Mississippi.
Stewart, Billy – Vice President for Administration (2006). B.S., M.Ed., University of Southern Mississippi. Ph.D., Mississippi State University.
Wilson, Scott – Grants and Special Projects Coordinator (2004). B.S., M.B.A., William Carey College. Certified Public Accountant.

Community Campus

Bounds, Mark – Project Director, H1B Pathways Grant (2002). B.S., University of Southern Mississippi. M.Ed., William Carey College. Ed.S., University of South Alabama.
Carmichael, Stacy – Director of Business Services, Industrial Training, and Adult Basic Education (1997). B.A., Stephens College, Missouri, M.B.A., University of Southern Mississippi. Additional study, Mississippi State University.
Clark, Brock – Workforce Development Director (1997). B.S., University of Southern Mississippi. M.B.A., William Carey College.
Davis, Brenda – Career and Workforce Advisor (2004). B.S., M.S., University of West Alabama.
Gordon, Sharon – College Director of Allied Health and External Programs (2004). A.A.S., Nursing, Mississippi Gulf Coast Community College. B.S., Nursing, University of Southern Mississippi. M.S.N., University of South Alabama.
Hatten, Roxie – Tech Prep Coordinator (1991). B.S., M.Ed., University of Southern Mississippi. Additional study at William Carey College.
Hodges, Sean – Project Director, GEO–ITech Grant (2006). B.S., M.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 College.
Kuntz, Wayne – Director of Workforce Development (2001). B.S., North Dakota State University. Additional study, Mississippi State University.
Overstreet, Virginia – WIA Coordinator (1990). A.A., Mississippi Gulf Coast Community College. B.S., M.Ed., University of Southern Mississippi.
Perkins, Joe – Work–Based Coordinator, GEO–ITech Grant (2005). A.A.S., Copiah–Lincoln Community College.
Shows, John – Assistant District Director for Career and Technical Education and Director of Cooperative Education (2000). A.A.S., Jones County Junior College. B.S., M.S., S.E., University of Southern Mississippi.

Jackson County Campus

Adams, Todd – Environmental Technology (2005). B.S., University of Southern Mississippi. M.S., Mississippi State University.
Alexander, Stephanie – Science (1999). B.S., University of Alabama at Birmingham. M.S., University of South Alabama.
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, IL and St. Xavier College Illinois.
Bevier, Donna – Nursing (2006). B.S.N., Northwestern State University. M.S.N, University of Tennessee.
Bhowmick, Gopa – Mathematics (1997). B.S., University of Southern Mississippi. M.Ed., William Carey College.
Blavos, Lawrence – Logistics Technology (2006). B.S., Shepherd College. MBA, West Coast University.
Block, Paul – Respiratory Care Technology (2007). B.S., University of Central Florida. RRT, Director of Clinical Education.
Brenden, Jane C. – Nursing (1991). B.S.N., M.S.N., University of South Alabama. Ph.D., University of Southern Mississippi.
Bronis, April – Language Arts (2003). B.S., M.A.T., University of West Alabama.
Broome, Cynthia – English (1989). B.S., M.A., University of Southern Mississippi.
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 (2004). B.A., M.A. University of Southern Mississippi.
Buie, Debra – Nursing (2002). A.A.S., Mississippi Gulf Coast Community College. B.S.N., M.S.N., University of Southern Mississippi.
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.
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 College.
Chataginer, 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.

Chavarria, Ricardo – Marine Engine Mechanics (1999).
Clark, Wiley – Career Counselor (1998). A.A., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi. M.S., University of South Alabama.
Cooley, Janice – Biology (2004). B.S., M.S., Ed.S., University of Southern Mississippi.
Copeland, Cynthia – Associate Degree Nursing (_____). Need degree information and credentials here.
Cruthirds, James – Pipefitting/Plumbing (1999). Diploma Mississippi Gulf Coast Community College. Additional study, University of Southern Mississippi.
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.
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
Egerton, Charles – Science (1992). B.A., Duke University, B.S., University of Oklahoma, M.S., M.P.H., Ph.D., University of Southern Mississippi.
Ehrman, Diane – Instructional Assistant, Learning Lab (2006). B.S., M.S., University of Minnesota.
Fahey, Debby – Nursing (2006). B.S., M.S.N., Graceland University.
Fairley, JoAnna – Nursing (2002). B.S.N., M.S.N., University of Southern Mississippi.
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.
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 College.
Frisbie, Cecilia – Mathematics (1995). B. S., M.Ed., University of Southern Mississippi.
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.
Gilbert, James – Mathematics (1998). B.S., University of Southern Mississippi. M.Ed., William Carey College.
Grady, Patricia – Learning Laboratory Director (1978). B.S., M.A., University of Southern Mississippi. Additional study at University of Southern Mississippi.
Guice, Tara – Radiologic Technology, Clinical Coordinator/Instructor (2003). RT (R)(AART). A.A.S. Mississippi Gulf Coast Community College.
Hancock, Pat – Reading (1988). B.S., Mississippi State University. M.S., University of Southern Mississippi.
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.
Harte, Denissa – Nursing (1999). B.S.N., University of Southern Mississippi. M.S.N., University of South Alabama.
Hatten, Romaine D. – Nursing (2002). B.S.N., Troy State University. M.S.N., University of South Alabama.
Hayes, Robin – Database Administration Technology (2001). B.S. University of Southern Mississippi.
Haynes, Michael – Business (2000). B.S., M.S., University of Southern Mississippi. CPA
Heard, Pamela L. – Nursing (2002). B.S., M.S.N., University of Southern Mississippi.

Helms, Brenda – Mathematics (1984). B.S., Delta State University. M.Ed., William Carey College.
Hendrix, Joan – Nursing (2002). B.S.N., Mobile College. M.S.N., University of Mobile.
Hill, Deborah – Nursing (1983). B.S.N., Mississippi University for Women. M.N., University of Mississippi.
Hilton, David – Sociology Instructor (2007). B.A., Mississippi State University. M.Ed., University of Southern Mississippi. Additional study.
Hoggard, Lane – Counselor (1993). B.S., M.Ed., Mississippi State University.
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 College.
Hunt, Amy – Physical Education (2001). B.S., University of Southern Mississippi. M.S., University of Memphis.
Johnson, Cheryl – Nursing (2006). B.S.N., M.S.N., University of South Alabama.
Jones, Faye – Social Studies (1989). B.S., Mississippi College. M.A., Mississippi State University. Additional study, University of South Alabama.
Koehn, Timothy – Librarian (2002). B.S., M.L.I.S., University of Southern Mississippi.
King, Darlene Morgan – Child Care (1987). B.S., M.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.
Lee, Cynthia – Practical Nursing (2003). B.S.N., M.S.N., William Carey College.
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.
Lott, Gary – Nursing (1994). B.S., M.S., Nursing, University of Southern Mississippi. Family Nurse Practitioner, University of Mobile.
Lyon, Sheila – Health Occupations Counselor (1997) B.S., M.S., Jackson State University. Specialist, University of Southern Mississippi.
Lyons, Darla – Career/Technical Student Support Services (1992), B.S., University of Southern Mississippi.
MacInnis, Judy – Art Instructor (2007). B.S., M.S., University of Southern Mississippi. M.A., University of Mississippi.
Magee, Amanda – Drafting (1993). A.S., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi. Additional study at Capella University.
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.
Mansfield, Doug – T.V. Technician, Publicity Photographer (1971). A.S. Mississippi Gulf Coast Community College. Additional study, University of Southern Mississippi.
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 College.
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., University of South Alabama.

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.

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.

Miller, Rosemary – Nursing (1984). B.S.N., M.S.N., University of South Alabama. Additional Nurse Practitioner studies at Emory University and University of Mobile.

Mizell, Linda – Counselor (1979). B.S., University of Southern Mississippi. M.A., University of South Alabama.

Moak, Rex – Science (1997). B.S., Millsaps, M.S., University of Southern Mississippi. Additional study Delta State University.

Moore, Patrick – Drafting (1998). B.S. University of Southern Mississippi.

Morris, Kathryn – Instructional Assistant, Learning Lab (2007). B.S., University of Southern Mississippi.

Moss, Marilyn – English (1991). B.S., M.S., University of Southern Mississippi.

Nelson, Angie – Medical Laboratory Technology (2006). B.S., University of South Alabama.

Ormes, Terri – Director of Admissions and Records (1991). B.S., M.Ed., University of Southern Mississippi.

Perkins, Martha M. – Language Arts (2003). B.A., Speech and English, University of Mississippi; M.Ed., Mississippi College.

Pierce, Carol – Instructional Assistant, Learning Laboratory – Mathematics (1989). B.S., M.Ed., William Carey College.

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.

Reeves, Jerry – Business (2002). B.S., M.B.A., University of Southern Mississippi. Additional study University of Mississippi.

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.

Rosetti, Katherine – Business & Marketing Management (2007). B.S., University of Southern Mississippi. M.B.A., William Carey University.

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.

Sellers, Kimbra – Health, Physical and Aquatic Instructor (2006). B.S., M.Ed., Auburn University. Additional study at University of South Alabama.

Shields, Kelly – Nursing (2007). A.D.N., Mississippi Gulf Coast Community College. B.S., Liberty University.

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.

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 College 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 Mississipp.

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, Christopher – Music Instructor (2006). B.M., University of South Alabama. M.M., Florida State University.
Stewart, Gean – Practical Nursing (1999). 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.
Sutherland, Duke – English (1993). B.A., M.A., University of Southern Mississippi.
Tanner, Raymond – Mathematics (1983). B.S., University of Southern Mississippi. M.Ed., William Carey College.
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 College.
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.
Woodward, Gerry A. – Career/Technical Student Support Services Coordinator (1990). B.S., M.S., University of Southern Mississippi.
Woodward, Jonathan – Music (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

Alston, Joanna – Business and Office Technology (2003). B.S., M.S., Mississippi State University.
Averhart, Paulette – Nursing (2005). B.S.N., William Carey College. M.S.N., University of Southern Mississippi.
Bagwell, Kenneth – Physics Instructor (2002). M.Ed., and B. S., Delta State.
Barlow, Marsha – Nursing (2007). A.A., Mississippi Gulf Coast Community College. B.S.N., William Carey University. M.S.N., Nursing Education, 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.
Bourdin, Robert – Air Conditioning/Refrigeration (1991). B.S., University of Southern Mississippi.
Bryan, Angela – Computer Programming Technology/Certified Novell Administrator (2000). B.S., M.S., University of Southern Mississippi.
Buckheister, Stephen – Heating, Air Conditioning & Refrigeration (2004). Diploma, Trident Technical College.
Butts, Nanette – Developmental Studies (2002). A.S., Mississippi Gulf Coast Community College. B.S., M.Ed., University of Southern Mississippi.
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.

Carter, John – Science (1991). B.S., William Carey College. M.S., University of Southern Mississippi. Additional study at Troy State University and Auburn University.
Clark, Beverly – Assistant Dean, Career and Technical Instruction (1993). B.S., University of Mississippi. M.S., William Carey College. 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.
Daniel, Denise – Counselor (1988). B.S., Millsaps College. M.S., University of Southern Mississippi.
Davenport, Bridgette – Nursing (2006). A.D.N., Mississippi Gulf Coast Community College. B.S.N., M.S.N., University of Southern Mississippi.
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/Special Projects (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 University of Southern Mississippi.
Donahoe, Jeff – Dean of Student Services (1982). B.S., University of Southern Mississippi. M.Ed., William Carey College. Additional study at University of Southern Mississippi.
Donegan, Brian – Drafting/Design 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 College.
Drennen, Kirk R. – Electronics Technology (1993). A.A.S., Community College of the Air Force. B.S. in I.V.E., University of Southern Mississippi. M.S. in I.V.E., University of Southern Mississippi.
Emery, Deborah Lee – Instructional Assistant, Learning Lab (1989). B.S., University of Montevallo. M.Ed., University of Alabama.
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.
Flint, Foster – Assistant Dean, Learning Resources Center, and Library Director (1992). A.B., Princeton University. M.S., M.L.S., University of Southern Mississippi. Additional study at University of Southern Mississippi.
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 College.
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.
Harrington, Leslie – Health Occupations (2003). B.S.N., University of Southern Mississippi. M.S.N., William Carey University.
Harvey, Chance – Language Arts (2005). B.A., Millsaps College; M.A., Duke University; Ph.D., Tulane University.

Hensley, Pat – Instructional Assistant, Learning Lab (1989). B.S., Ed., Math, Louisiana State University. Additional studies at William Carey College and University of Southern Mississippi.

Herbert, Kimberly – Speech (2004). B.A., and M.S., University of Southern Mississippi.

Herman, Cynthia – Nursing (2006). B.S.N., University of Alabama. M.S.N., William Carey College.

Higdon, Nancy – Accounting (1995). B.S., University of South Alabama. M.T.A., University of Alabama. Additional study, Auburn University.

Holley, Mary – Language Arts (1992). B.S., and M.S., University of Southern Mississippi.

Hosley, Marjorie – Nursing (2007). B.S.N., M.S.N., William Carey University.

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.

Jefferson, June – Career/Technical Student Support Services Coordinator (1992). B.S., Our Lady of Holy Cross. M.A., University of Southern Mississippi.

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.

Kallas, Susan M. – Nursing (1983). B.S.N., M.S.N., Northern Illinois University.

Kelner, Deborah – Social Studies (1992). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

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 College.

LaCour, Vernon – French/Spanish (1998). B.A., Delta State University. M.A., M.A.T.L., University of Southern Mississippi; Ph.D., Berne University.

Laubmeier, Archae –Nursing (2003). B.S., Nursing, M.S., Nursing, University of Southern Mississippi.

Lawson, Barbara – English (1998). B.S., M.S., University of Southern Mississippi.

Layton, Bruce – Director of Admissions & Records (1988). B.S., Ouachita Baptist University. M.S., University of Mississippi. A.B.D., University of Southern Mississippi.

Loveless, Bobbie – Nursing (2003). A.A.S., Mississippi Gulf Coast Community College. B.S.N., M.S.N., William Carey College.

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 College.

Marchette, Frances – Science (2005). B.S., University of South Carolina; M.Ed. and Ed.D., University of Southern Mississippi.

Martin, Barbara – Developmental Studies (1989). B.A., Mississippi University for Women. M.Ed., William Carey College. Additional studies at University of Southern Mississippi and Mississippi State University.

McClendon, Clay – Developmental Studies (2000). B.S., University of Southern Mississippi. B.S., Mississippi State University.

McDaniel, Clarence (Skip) – Chemistry (2006). B.A., PhD., University of Mississippi.

McKinney, Christy – Practical Nursing (2006). B.S.N., M.S.N., William Carey College.

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.

Modenbach, Patricia – Language Arts (2004). B.A., Incarnate Word College; M.Ed., University of Southern Mississippi.

Molsbee, Robert – Science (2003). B.S., Ph.D., University of Southern Mississippi; M.S. University of Mississippi.

Murphy, Sandra – Nursing (1998). B.S.N., University of Southern Mississippi. M.S.N., University of South Alabama.

Myers, Elana – Computer Network Technology (2003). A.A.S., Jones County Junior College; B.S., M.S., University of Southern Mississippi; MS, CCNA, CCAI.

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 S. – 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.

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.

Poulos, Candice – Student Activities Coordinator/Counselor (2005). B.S., M.Ed., University of Southern Mississippi.

Rasmussen, LeeAnn – Social Studies (2000). B.A., Arizona State University. M.S., Mississippi College.

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.

Robinson, Charles – Biology (1998). B.S., Birmingham–Southern. D.M.D., University of Alabama.

Rood, Virginia – Art (2005). B.F.A., Mississippi State University; M.F.A., University of Wales Institute.

Roper, Denise – Biology (1984). B.S., University of Mary Hardin–Baylor. M.S., Baylor University.

Rouse, Kelly – Science (2005). B.S., William Carey College; M.S., University of Southern Mississippi.

Scafide, Jean – Mathematics and Computer Science (1988). B.A.E. and M.S., University of Mississippi. Additional study at University of 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.

Sessum, Gina – Dean of Business Services (1983). B.S., and M.S., University of Southern Mississippi.

Shirley, Gary – EMT–Paramedic (1988). B.S., Technical and Occupational Education, University of Southern Mississippi.

Simpson, Daron – Developmental Studies (2005). B.S., M.A., University of Southern Mississippi.
Skinner, Pamela M. – Counselor (1982). B.S. and M.Ed., University of Southern Mississippi. Additional studies at William Carey College 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.
Spence, Charles – Science (1992). B.S. and M.S.E., Arkansas State University. A.B.D., University of Southern Mississippi.
Stennis, Karen – Health, Physical Education, Recreation (2001). B.S., University of Southern Mississippi. M.E. William Carey College.
Taylor, Searcy – Director of Financial Aid (1994). B.S., Millsaps College. M.S., University of North Texas. Additional study at University of Southern Mississippi.
Taylor, Thomas G. – Learning Laboratory Director (1976). B.S.E., University of Arkansas. M.E.D., 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.
VanCourt, Marilyn S. – Fashion Merchandising (1976). A.S., Mississippi Gulf Coast Community College. B.S., University of Southern Mississippi and M.S., 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.
White, Pierce – Health, Physical Ed., Recreation (1997). B.S., University of Southern Mississippi. M.A., University of Iowa, M.A., Spring Hill College. Study at U.S. Sports Academy.
Wilcox, Nancy – Assistant Librarian (1996). B.A., Mississippi State College for Women. M.L.S., University of Southern Mississippi.
Williams, Sarah – Business Education (1975). B.S., Alcorn State University. M.B.E., Jackson State University. Additional study at University of Southern Mississippi.

Keesler Center

Holloway, Patricia L. – Assistant Dean (1981). B.S., M.Ed., and additional study at University of Southern Mississippi.

Naval Construction Battalion Center (Seabee Base)

Poillion, Alrie – Director (2003). B.A. and M.S., University of Southern Mississippi.

West Harrison County Center

Bryant, James (Phil) – Secondary Culinary Arts (2006). A.A.S., Mississippi Gulf Coast Community College.

Carver, Matthew – Post Secondary Culinary Arts (2007). A.A.., Mississippi Gulf Coast Community College.

Clark, Danny – Post–secondary Auto Technology (2006). ASE Certified Master Technician. Technical Training from Atlas (Division of Chevron). Diploma, General Motors University of Automotive Management.

Cooper, Greg – Secondary Automotive Technology (2003).

Crochet, Gregory V. – Aquaculture, Secondary (1994). B.S., University of Southwestern Louisiana.

Eason, Marla – Secondary Health Occupations (1985). A.S., Dekalb Community College. Additional study at University of Southern Mississippi.

Fayard, Viana – Secondary Technology Applications (2003). B.S., University of Southern Mississippi.

Hill, Charlie – Machine Tool Operation/Machine Shop, Post–secondary (1996). A.A.S., Northwest Mississippi Community College. Additional study at University of Southern Mississippi and Mississippi State University.

Ladner, Melissa – Surgical Technology (2007). Certificate of Proficiency, Surgical Technology, Pearl River Community College. A.A., Pearl River Community College.

Ladner, Wade – Post–Secondary Industrial Drafting (2007). A.A.S., Mississippi Gulf Coast Community College.

Lafontaine, Dwayne – Post Secondary Electrical Technology (2006). A.A.S., Pearl River Community College.

Maddox, Rhonda – Counselor (1999). B.S. , Ed. Bob Jones University; M.S., Counseling, William Carey College. Board Eligible National Certified Counselor.

McCoy, X. Earl – Landscape Design and Construction (1991). S.S., Louisiana State University. M.S., University of Southern Mississippi.

Necaise, Chevis – Secondary Metal Trades (2000). Mississippi Gulf Coast Community College. Two–year certificate in Machine Shop/Tools.

Peterman, Cody – Secondary Auto Collision & Repair Technology (2006). Diploma in Collision Repair from Mississippi Gulf Coast Community College.

Poole, Janice – Administrative Dean (2007). A.A., Pearl River Community College. B.S., M.Ed., University of Southern Mississippi. Ph.D., Mississippi State University.

Porter, Sandra – Career/Technical Student Support Services (1988). B.S., University of Southern Mississippi.

Slade, Ricky – Post–secondary Auto Collision & Repair Technology (2006). ASE Certification in Auto Body Refinishing/Repair. I CAR Certification in Auto Body Refinishing/Repair. DuPont Paint Training. Chief E–Z Liner Frame School. Air Respirator Certified. International Mobile Air Conditioning Association Certified.

Smith, James – Secondary Electricity (1999). A.A., Mississippi Gulf Coast Community College.

Sparks, Melissa – Post–Secondary Office Systems Technology (2004). B.S., M.S., University of Southern Mississippi.

Towles, Bill – Industrial Drafting Instructor (1969). A.S. in Drafting Technology, Mississippi Gulf Coast Community College. Additional study, University of Southern Mississippi. Thirty–one years work experience.

Perkinston Campus

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 College.
Anderson, Vivian – Instructional Assistant, Learning Lab (2002). B.S. and M.S., William Carey College.
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. – Director of Financial Aid (1976). A.A., Mississippi Gulf Coast Community College. B.S. and M.B.A., William Carey College.
Braun, Kathleen – Choreographer/Dance (1987). B.F.A. and M.F.A., University of Southern Mississippi.
Burnside, Joanna – Music (1997). B.M. and M.M., University of Southern Mississippi. D.M.A., Louisiana State University and A & M College.
Calcote, Chris – Athletic Director (1992). B.S. and M.S., Delta State University.
Calcote, Joyce – Academic Counselor, (1993). M.S., University of Southern Mississippi, M.Ed., University of Southern Mississippi.
Calvert, Robert – Power Generation Technology (1998). A.A.S., Community College of the Air Force. B.S., University of Southern Mississippi.
Campbell, Steve – Head Football Coach/Business (2004). B.S., Troy State University. M.B.A., Auburn University.
Cassibry, Sandra – Art (2006). B.S., University of Southern Mississippi Gulf Park. M.Ed., William Carey College 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).
Cottrell, Claire – Nursing (2005). A.A.S., Pearl River Community College. B.S.N., M.S.N., William Carey College.
Courtney, Lisa – Business and Office Technology (1985). A.A., Mississippi Gulf Coast Junior College. B.S., M.Ed., University of Southern Mississippi.
Davis, Frances – Nursing (2002). A.A.S., Mississippi Gulf Coast Community College. B.S.N. and M.S.N., 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 College.
Dueitt, David – Director of Bands (1988). B.S. and M.M., University of Alabama.
Farris, Cooper – Head Baseball Coach/HPR (1989). A.S., Mississippi Gulf Coast Community College, B.S.E. and M.S., Delta State 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.
Goreth, Kraig – Assistant Band Director (2007). B.M., Eastern Illinois University. M.M., University of Mississippi.
Graham, Mary Spring – Vice President (1987). B.S., M.Ed., Ph.D., 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.
Hill, Linda – Developmental Mathematics (1992). B.S., University of South Alabama. 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. Additional studies at University of Southern Mississippi.
Jones, Jeff – Graphic Design (1992). A.A., Hinds Community College. Additional studies at University of Southern Mississippi.
King, Ralph – Computer Networking Technology (2002). A.A.S., Mississippi Gulf Coast Community College. Additional studies at University of Southern Mississippi.
Layton, Rebecca – Director of Student Life (2000). B.S., M.Ed., 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.
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.
Marlowe, Richard – Media Services Director (1979). M.F.A., University of Alabama.
Massengale, Rebecca – Developmental Studies (2001). B.A., Central Methodist College. M.Ed., University of Missouri.
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.
Menge, Iris – Career/Technical Student Support Services (2004). B.S., Louisiana State University. M.S., Ed.S., University of Southern Mississippi.
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 College. M.S., University of Alabama.
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).
Nero, Shana – Language Arts (2008). B.A. and M.A., University of South Alabama.
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, Jefferson Davis Campus. 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 College.
Price, Dana – Computer Science (1987). B.S., M.S., University of Southern Mississippi.

Redmond, Glenda – Librarian (1981). A.A., Mississippi Gulf Coast Community College. B.S. and M.L.I.S., University of Southern Mississippi.
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 College. M.Ed., M.L.S., Ph.D., University of Southern Mississippi.
Rodrick, Michelle – Nursing (2006). A.A., Mississippi Gulf Coast Community College, Perkinston Campus. B.S.N., University of Southern Mississippi. M.S.N., William Carey College.
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.
Sekul, Michelle – Dean of Student Services (1996). A.A., Mississippi Gulf Coast Community College. B.A., M.Ed., University of Southern Mississippi.
Snell, Tommy – Language Arts/Gulf Coast (2003). B.S., University of Southern Mississippi. M.Ed., William Carey College.
Spicer, Heather – Assistant Band Director (2007). B.M., Murray State University. M.M., University of Southern Mississippi.
Starita, Cynthia – Forensics (2007). B.S., University of Southern Mississippi. M.Ed., William Carey University. Ph.D., University of Southern Mississippi.
Stone, Melanie – Head Women's Basketball Coach/HPR (2007). B.S. and 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.
Thrash, Christie – Nursing (2007). B.S.N., William Carey College. M.S.N., University of South Alabama.
Tringle, Sarah – Biology (1992). B.S., M.S., University of Southern Mississippi.
Walker, Daisha – Speech (1994). M.S., University of Southern Mississippi.
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 Univeristy.
White, Nicole – Nursing (2007). B.S.N., Mississippi University for Women. M.S.N., William Carey College.
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.
Wynn–Hebert, Sadie M. – Web Development Technology (2002). B.S., 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 Student Support Services Coordinator (1991). B.S., M.Ed., William Carey University.

Clark, Marcy – Secondary Business Computer Technology (1993). B.S., University of Southern Mississippi.

Cossey, Shirley R. – Cosmetology (1985). Thirty years experience.

Drury, Houston – Commercial Truck Driving (2002). 34 years experience. Additional study Mississippi Gulf Coast Community College.

Goff, Cathy – Practical Nursing (1998) B.S., College of St. Francis, A.D.N., St. Vincent School of Nursing, M.S., University of Mobile.

Havard, Ed – Secondary Welding (2006) A.A., Mississippi Gulf Coast Community College.

Hitt, Robert – Counselor (2006). A.A., Mississippi Gulf Coast Community College, B. S., William Carey University, M.Ed., University of Southern Mississippi.

Howell, Karen – Surgical Technology (1993). B. S. N., M.S., University of Southern Mississippi.

James, Sherry – Practical Nursing (2001). A.D.N., Mississippi Gulf Coast Community College, B.S.N., University of Mobile. Additional studies University of Mobile.

McAdory, Pamela – Secondary Allied Health Occupations (2007). B.S.N., University of Mobile.

O'Neal, Tara – Secondary Allied Health Occupations (2006) A.D.N. Mississippi Gulf Coast Community College.

Overstreet, Will – Evening/Weekend Instructional Coordinator (2000). A.A., Mississippi Gulf Coast Community College, B.A., University of Southern Mississippi. Additional studies University of Southern Mississippi.

Parker, Jaclyn – Temporary Secondary Culinary and Related Foods Technology (2007). A.A., Mississippi Gulf Coast Community College. Additional studies University of Southern Mississippi.

Sumrall, Jim – Apprentice Electric Lineman (2000). 30 years experience. Additional studies University of Southern Mississippi.

Tucker, Kimberly – Office Systems Technology (1993). B.S., M.S., University of Southern Mississippi.

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APPLICATION FOR ADMISSIONS

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)
- Jefferson Davis Campus
- Jackson County Campus
- Perkinston Campus
- George County Center
- West Harrison Center
- Keesler Center
- Community Campus/ATDC
- Naval Construction Battalion 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. **Ethnic/Racial Group:** ***(Optional**)***
- American Indian/Alaskan Native (AL)
- Asian or Pacific Islander (OA)
- Black/African American (BL)
- Hispanic (SA)
- White/Caucasian (CA)
- Other (OT)

12. **Which of the following applies to you? (Please check the description below that best describes you.)**

High School Graduate Cert of Completion Cert of Attendance Occupational Diploma Will Graduate	Graduation Date _____/_____/_____ mm / dd / yyyy High School _____ City _____ State _____
GED	GED Test Date _____/_____/_____ mm / dd / yyyy GED Test Location/City _____ State _____
None Apply to me	Explain _____

13. **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
- Jackson County Campus
- Perkinston Campus
- Community Campus/ATDC
- George County Center
- Keesler Center
- West Harrison Center
- Naval Construction Battalion Center

14. **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?
			-	Yes No
			-	Yes No
			-	Yes No
			-	Yes No

15. **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)

16. **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 career certificate or diploma
- Classes only; no certificate or degree, non-degree seeking
- Other (please specify)

17. **Choice of Major/Field of Study** _____

18. **State of Legal Residency** _____
(Refer to the MGCCC Catalog for questions about residency requirements)

19. **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

20. **Have you taken the ACT**? Yes No **If YES, have you sent your scores to MGCCC**? Yes No

21. **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

1. **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.
2. **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 (TABE). To enroll in an academic or technical program, the student must have a (GED) or high school diploma.
3. **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.
4. **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 ACT Enhanced Asset Test 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 Health Occupations 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/ATDC
10298 Express Drive
Gulfport, MS 39505
(228) 897-4360

GEORGE COUNTY CENTER
PO Box 77
Lucedale, 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

***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.*

MGCCC is an Equal Opportunity Employer and welcomes students and employees without regard to race, color, religion, national origin, sex, age, or qualified disability. If you have questions regarding services for students with disabilities, contact the office of the Dean of Student Services at the campus or center where you plan to enroll.

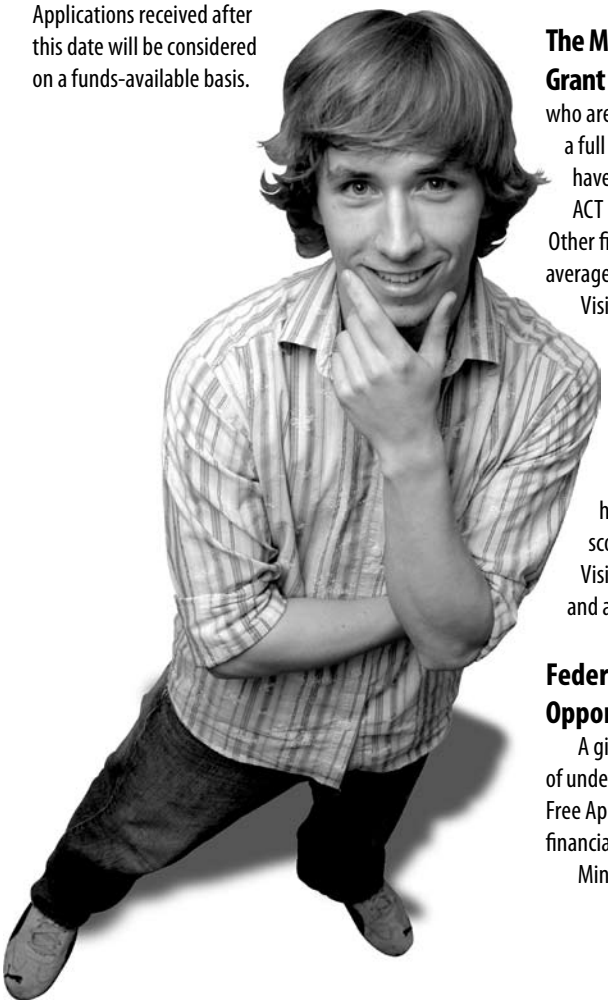
FINANCIAL AID
Scholarships, Grants & Loans

HOW TO APPLY FOR FINANCIAL AID

1. Complete all requirements for admission to Mississippi Gulf Coast Community College. The Admissions Office on any of the three campuses has the forms and information required.

2. Apply for federal student aid by completing a Free Application for Federal Student Aid (FAFSA) for each school year that you will need financial assistance. These applications may be obtained from a high school counselor, public library, any MGCCC Financial Aid Office or www.fafsa.ed.gov.

3. Complete the MGCCC Financial Aid Application and return it to the campus Financial Aid Office by June 1 to receive priority consideration for campus-based grants, work-study and scholarship aid. Applications received after this date will be considered on a funds-available basis.



Grant Programs

Federal Pell Grants

Federal entitlement awards available to students pursuing a first undergraduate degree or certificate who demonstrate exceptional financial need. The Free Application for Federal Student Aid --FAFSA-- is used by the financial aid officer to determine eligibility for this grant.

Leveraging Educational Assistance Partnership Program (LEAP)

An undergraduate gift aid award program for full-time Mississippi residents pursuing a first undergraduate degree or certificate who demonstrate a substantial financial need. Federal and state funds are utilized. The Free Application for Federal Student Aid is used by the financial aid officer to determine eligibility for this grant. Minimum awards are $200 per school year.

The Mississippi Resident Tuition Assistance Grant (MTAG)

offers up to $500 a year for students who are residents of Mississippi and do not qualify for a full Pell Grant. High-school-senior applicants must have a high-school grade point average of 2.5 and an ACT of 15 or above. Other first-time applicants must have a 2.5 grade point average on all college work taken.

Visit **http://www.ihl.state.ms.us** for application and additional information.

The Mississippi Eminent Scholars Grant (MSEG)

offers up to $2,500 a year for students who are residents of Mississippi with a high-school grade point average of 3.5 and an ACT score of 29 or above.

Visit **http://www.ihl.state.ms.us** for application and additional information.

Federal Supplemental Educational Opportunity Grants

A gift award program available to a limited number of undergraduates demonstrating substantial need. The Free Application for Federal Student Aid is used by the financial aid officer to determine eligibility for the grant.

Minimum awards are $100 per school year.

More Answers to Your Questions about College Financial Assistance

One of the most attractive features at Mississippi Gulf Coast Community College is the low cost. But if you're like the majority of our students and need help paying for college, MGCCC offers scholarships, grants (which do not have to be repaid), loans and work opportunities.

We understand the application maze can become confusing, so our financial aid staff is friendly, patient and eager to help you.

Some funds are available throughout the year; however, it is best to apply before June 1 to qualify for all aid you are eligible to receive. Priority deadline for Alumni, Academic and Honor scholarships is April 1.

Federal Student Loan Programs

Federal Family Education Loan Programs/ Federal Stafford Loan

Long-term variable interest loans available through lending institutions. Eligible students enrolled on at least a half-time basis (six semester hours) may apply. Students must complete a Free Application for Federal Student Aid (FAFSA), be enrolled in at least six semester hours, and complete loan counseling before a loan application will be certified. Award amounts vary based on financial need, grade level, and other financial assistance. A promissory note must also be completed with the lender for the loan. Contact the financial aid officer on the campus of your choice for more information.

Federal PLUS

Non-need based loan program in which a parent may borrow up to the cost of attendance for each undergraduate student each year. Repayment of principal and interest begins within 60 days of disbursement of the loan. Contact the financial aid officer on the campus of your choice for more information. Apply at banks or credit unions. Students must apply for federal aid prior to certification of loan application.

Employment Programs

Federal Work-Study Program

Part-time, on-campus employment is available to eligible students. Contact an MGCCC financial aid officer for application. Students must complete a Free Application for Federal Student Aid. The Free Application for Federal Student Aid is used by the financial officer to determine eligibility for this program.

Cooperative Education

Part-time and full-time employment directly related to the student's major field of study is available to students who have completed at least six hours of course work in their major or have related work experience. Contact the MGCCC Cooperative Education coordinator for more information.

Scholarship Programs

Academic Scholarships

Presidential Scholarships: ACT Score 28 and above. Full tuition, book service and room/board.* Awarded to first-time full-time entering freshmen in the fall semester.

To be eligible, a student must be a legal resident of Mississippi enrolled in a minimum of 15 semester hours. Online/Internet courses are not counted toward the semester-hour requirement. This scholarship is renewable up to four consecutive fall/spring semesters. To remain eligible, students must maintain a 3.5 or higher grade point average as a full-time student.
*Residence halls are only available at the Perkinston Campus.

Deans Scholarships: ACT Score 25-27. Full tuition. Awarded to full-time entering freshmen in the fall semester.

To be eligible, a student must be a legal resident of Mississippi, enrolled in a minimum of 12 semester hours. Online/Internet courses are not counted toward the semester-hour requirement. This scholarship is renewable up to four consecutive fall/spring semesters. To remain eligible, students must maintain a 3.0 or higher grade point average as a full-time student.

Incentive Scholarships: ACT Score 21-24. Half tuition. Awarded to full-time entering freshmen in the fall semester.

To be eligible, a student must be a legal resident of Mississippi, enrolled in a minimum of 12 semester hours. Online/Internet courses are not counted toward the semester-hour requirement. This scholarship is renewable up to four consecutive fall/spring semesters. To remain eligible, students must maintain a 2.5 or higher grade point average as a full-time student.

Honors Scholarships

Full-tuition and book rental fee scholarships awarded to eligible participants in the Honors Program. Interested students should contact the program sponsor at the campus they plan to attend. Recipients may not receive both presidential/deans/incentive scholarship and honors scholarship. Priority deadline is **April 1**.

Career-Technical Scholarships

Full-tuition scholarships awarded to full-time, first-time entering freshmen career/technical students who have a high-school diploma and have completed a two-year career/technical training program with an overall high school average of B or above at a high school that has an articulated training agreement with MGCCC.

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 2.5 or higher and to successfully complete a minimum of 12 semester hours each fall and spring semester (an IP grade does not count as successfully completing a course). These scholarships are renewable for the length of the program for career programs.

For career/technical students, it is renewable for the length of the program, which may include summer enrollment for programs that require summer attendance as indicated in the college catalog. For two-year programs that do not require summer attendance, the scholarship is renewable for four consecutive fall/spring semesters.

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 and book rental fees. In order to qualify for this award, students must have taken the GED test within the past three years, and their attendance at MGCCC must be their first-time college attendance. 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. Their tuition and book rental fees for this class would be paid by the college.

In order to qualify for this award, 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.

Performance Scholarships

Athletic and music scholarships are awarded on a student's individual abilities. Interested students should contact the appropriate departments regarding tryouts.

Foundation and Alumni Scholarships

These scholarships are available to students based on academic ability, financial need, and/or specific eligibility criteria established by the donor. Scholarship amounts may vary depending on the availability of funds. A campus scholarship committee reviews applications and determines recipients. Applications may be obtained from MGCCC Financial Aid offices.
Priority deadline is April 1.

Alumni Scholarships

Any student may apply for an alumni scholarship. A campus scholarship committee on each campus reviews the applications and determines the recipients. The amount of each scholarship depends upon available money at the time.

Foundation Scholarships

Students must meet certain criteria for most Foundation scholarships. A campus scholarship committee reviews the applications and determines the recipients. The amount of each scholarship is determined by the available money at the time. More than 500 scholarships are available each year.

MGCCC Contacts

Searcy Taylor, Director of Financial Aid
Jefferson Davis Campus
(228) 897-3886
searcy.taylor@mgccc.edu

Sheree Bond, Director of Financial Aid
Perkinston Campus
(601) 928-6225
sheree.bond@mgccc.edu

Lashanda Chamberlain,
Director of Financial Aid
Jackson County Campus
(228) 497-7630
lashanda.chamberlain@mgccc.edu

FINANCIAL AID APPLICATION

Complete this form and mail to campus you plan to attend.

Mississippi Gulf Coast Community College

PRIORITY DEADLINE
JUNE 1

Financial Aid Office
Jackson County Campus
P.O. Box 100
Gautier, MS 39553
228/497-9602

Financial Aid Office
Jefferson Davis Campus
2226 Switzer Road
Gulfport, MS 39507
228/896-2511

Financial Aid Office
Perkinston Campus
P.O. Box 548
Perkinston, MS 39573
601/928-6225

Mr.
Miss, Ms., or Mrs. Social Security No. _____ - _____ - _____

Name _____ _____ _____
Last First Middle (Maiden)

Permanent Mailing Address _____
Number and Street (Include Apt. No.)

_____ _____ _____
City State Zip Code Country

Local Mailing Address _____
Number and Street (Include Apt. No.)

_____
City State Zip Code

Permanent Home Phone Number: (Area code) (_____)_____ Local Phone Number: _____

Date of Birth _____ 19____ U.S. Citizen: Yes No ***If no, attach copy of registration card showing alien status.***

High School Attended _____ Date or Expected Date of Graduation _____

Which campus of MGCCC do you plan to attend?
Jackson County GCC | Jefferson Davis WHCC | Perkinston Keesler

Where will you live while enrolled at MGCCC?
Parents | Dormitory | Off Campus
Other (specify) _____

Do you live with your parents when you are not living in the residence hall? Yes No

My program of study will be _____ (Major) (Title IV recipients must declare major)

Enrollment Status
Entering Returning Transfer

Class Standing
1st year 2nd year
3rd year 4th year
Other (indicate)

Semester you will be attending
Fall Spring Summer

Name of College(s) attended (including any attendance at MGCCC)	City/State/Zip	Date of Attendance	Did you receive financial aid at this school?
			Yes No
			Yes No
			Yes No
			Yes No

Attach additional sheet, if needed.

List all awards and scholarships you will receive, such as scholastic and leadership honors (in school, church, and community).

_____

Is there any other pertinent information concerning the immediate family that would be helpful in evaluating applicant's financial need? Yes No Please explain. (Example: unemployment, sickness, two or more attending college, recent death, etc.)

_____

_____

--over--

Name _____ _____
Last First

Social Security No. _____ - _____ - _____

Type of aid requested:

Pell Grant Work-study
SEOG Scholarship _____ (type)
LEAP Student Loan
Other (*specify)* _____

Do you receive Veterans Benefits? Yes No
If yes, enter monthly amount $_____
Number of months during school year _____

NOTE: To be considered for a Pell Grant, SEOG, LEAP, Work-study, or student loan, you must complete the Free Application for Federal Student Aid and submit your student aid report to the financial aid office.

Expected graduation date at MGCCC

Month _____ Year _____
(THIS ITEM **MUST** BE COMPLETED)

WORK-STUDY APPLICANTS ONLY!
Make three choices in order of preference of where you would like to work:

Art Assistant	Computer Lab	Math Assistant
Biology Assistant	Residence Hall Assistant	Music Assistant
Bookstore Assistant	English Assistant	Media Assistant
Business Assistant	Learning Lab Assistant	Recreation or Intramurals
Chemistry Assistant	Library Assistant	Social Studies Assistant
Clerical Typist	Maintenance Assistant	Other:_____ *(specify)*

Can you type? Yes No Do you possess computer word processing skills**?** Yes No

STATEMENT OF EDUCATION PURPOSE
CERTIFICATION STATEMENT ON REFUNDS AND DEFAULT

I certify that I do not owe a refund on any grant, am not in default on any loan, an have not borrowed in excess of the loan limits under the title IV Programs, at any institution.

I understand that I cannot receive any aid in excess of my budgeted cost of education.

Students receiving financial aid who find it necessary to add or drop classes must notify the financial aid office in such action in person and immediately. Necessary adjustments and/or possible refunds/repayments will be handled at that time. Students who change state residency classification also must notify the financial aid office of such action.

I certify that I will use any money I receive under Title IV, HE loan, grant, work-study, or scholarship program only for expenses related to my study at Mississippi Gulf Coast cc.

Check the following, as appropriate:
NOTICE: You will not receive any financial assistance unless you complete this statement, and, if required, give proof to your school that you are registered with Selective Service.

_____ **I certify that I am not required to be registered with Selective Service, because (check one reason):**
I am female.
I am in the armed services on active duty.
(Note: Does not apply to members of the Reserves and National Guard who are not on active duty.)
I have not reached my 18th birthday.
I was born before 1960.
I am a citizen of the Federated States of Micronesia, or the Marshall Islands, or a permanent resident of the Trust Territory of the Pacific Islands (Palau).

_____ I certify under penalty of perjury* that I am registered with Selective Service.

*Section 97—959, Mississippi Code of 1972, defines perjury as "Every person willfully and corruptly swear, testify, or affirm falsely to any material matter under an oath, affirmation, or declaration legally administered in any matter, cause, or proceeding pending in any court of law or equity, or before any officer thereof, or in any cause where an oath or affirmation if required by law or is necessary for the prosecution or defense of any private right or for the ends of public justice, or in any matter or proceeding before any tribunal administrative officer, shall be guilty of perjury, and shall not thereafter be received as a witness to be sworn in any matter whatever, until judgment against him be reversed".

Signature _____ **Date** _____

MGCCC is an equal Opportunity employer and welcomes student and employees without regard to race, color, religion, national origin, age, sex or qualified disability. If you have questions regarding services for students with disabilities, contact the Office of the Dean of Student Services or Vocational/Technical Support Services at the campus of your choice.

Mississippi Gulf Coast Community College

APPLICATION FOR SCHOLARSHIP
MGCCC Foundation/Alumni Association

FOR OFFICE USE ONLY
Verification of Scholarship or Loan

_____ _____
Name of Scholarship Amount
Scholarship requirements met: [ ] Yes [ ] No
Validated by Financial Aid Officer _____

Mail your application to the Financial Aid Officer at one of the following campuses:

☐ **JACKSON COUNTY CAMPUS**
POB 5008
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

Date: _____

Name of Applicant: _____ Social Security No: _____
Last First Middle

Home Address: _____ Home Phone: _____

_____
City County State Zip Code

Date of Birth:* _____ Age:* _____ Marital Status:* _____

Are you an American Citizen? [ ] Yes [ ] No

For what period are you applying for a scholarship? [ ] First Semester [ ] Second Semester [ ] Summer
20___ - 20____

Please check the appropriate boxes:

STATUS:
[ ] Currently enrolled at MGCCC
[ ] Previously enrolled at MGCCC
Which campus/center?_____
[ ] Transferring from another college

[ ] Entering from high school
[ ] Dorm student
[ ] Full-time student
[ ] Part-time student

[ ] New application
[ ] Renewal application
[ ] Freshman
[ ] Sophomore

**Specific criteria for Alumni Association/Foundation scholarships may include provisions for race, sex, age, campus/county/high school restrictions, academic standing, academic/career-tech major or financial need. Because of the varying criteria, applicants are requested to provide personal data.*

Campus or Center you plan to attend: _____

Schools previously attended:

_____
High School Address Dates attended Grade point average

Colleges:

_____
Name Address Dates attended

_____
Name Address Dates attended

***FAMILY INCOME:** Number in family _____ Number in college _____

Below $15,000 _____
$15,000-$25,000 _____
$25,001-$50,000 _____
$50,001 and above _____

Your major field of study: _____

Are you applying for a specific scholarship? [ ] Yes [ ] No

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. 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

ACADEMIC SCHOLARSHIPS

Mississippi Gulf Coast Community College provides academic scholarship opportunities for 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.

PRESIDENTIAL SCHOLARSHIP

ACT Score 28 and above
Full tuition, book rental fees and room/board (Residence halls are only available at the Perkinston Campus).

Awarded to full-time, first-time entering 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. Online/Internet courses are not counted toward the semester hour requirement.

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

Awarded to full-time, first-time entering 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 12 semester hours. Online/Internet courses are not counted toward the semester hour requirement. 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 entering 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 12 semester hours. Online/Internet courses are not counted toward the semester hour requirement. This scholarship is renewable up to four consecutive semesters, not including summer. To remain eligible, students must maintain a 2.5 or higher grade point average as a full-time student. 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. 1/07)

MGCCC
Mississippi Gulf Coast Community College

Application for Student Housing

A deposit of $25 is required in order for this application to be processed. Please make check payable to Mississippi Gulf Coast Community College.

Social Security # _____ Home Phone # _____

Name _____ Preferred Name _____
Last First Middle

Home Address _____
No. & Street City State Zip Code

OFFICE USE ONLY: Assignment Information
Hall_____ Room #_____ Receipt #_____
Date Received: _____
MF_____ FP_____

Checkout Information
Checkout Date: _____
Dorm Deposit Refunded: _____
MF_____ FP_____

I understand that acceptance of this application does not constitute a guarantee of assignment to a residence hall room nor admission to the college. Also, I have read and understand the terms of this application as stated herein.

Applicant's Signature _____ Date_____

Male_____ Female_____ Date of Birth_____

Term for which applying: Fall (Aug.) 20_____ Spring (Jan.) 20 _____

Roommate Request: (must be mutual) _____

Residence Hall Request: (first choice) _____

(second choice) _____

Special Needs: (must be requested by June 1) _____

_____

Have you been accepted to participate in any varsity sport? Yes_____ No_____

Men's: Basketball_____ Football_____ Baseball_____ Golf_____ Soccer_____

Women's: Basketball_____ Softball_____ Soccer_____

Mail to: Mississippi Gulf Coast Community College, Housing Office, P.O. Box 548, Perkinston, MS 39573 Phone: 601-928-6220

What to bring:

- Bed linens (including twin-size sheets, pillows, mattress cover, etc.)
- Towels and toiletries
- Small lamp
- Stereo and TV (there's cable!)
- Small refrigerator (rent one from the campus, if you like)
- Small microwave, coffee maker, air popcorn machine
- Phone (voice mail and local phone service)
- Personal computer (free, unlimited Internet access; Ethernet card required)
- Plants, posters and other items that make it YOUR place

What NOT to bring:

- Hot plates, pets, candles

Mississippi Gulf Coast Community College provides residence hall facilities **only** on the Perkinston Campus. Residence hall rooms are assigned on a first-come, first-served basis. Therefore, the date of application for housing will determine whether requests are met. **You must** apply for admission to the college before your housing application can be processed.

Students with preferred roommates should indicate (by name) on the housing form. It is advisable that students requesting the same room assignment forward their applications to the Housing Office within the same mailing.

If you decide to cancel your room reservation, please do so as soon as possible or at least two weeks prior to registration.

Special-Needs Housing:

If you have a qualifying disability that requires special accommodations, contact Iris Menge, career/technical student support services coordinator, before June 1. She'll help you get the accommodations you need to make your housing experience comfortable and workable.

Call 601-928-6294. (You'll need to provide documentation and an explanation of your special need.)

These days connections to people, even places, happen at the touch of a button. Sometimes you wonder if there's even a person at the other end. At Mississippi Gulf Coast Community College, there is… always.

Register now and connect to… **the latest technology, convenient locations, the best instructors and new friendships.**

So get started today. Register at **www.mgccc.edu**, or visit a Gulf Coast counselor to schedule your classes. Mississippi Gulf Coast Community College – **your connection, for life.**

MGCCC.edu