

# JOHN A. LOGAN COLLEGE

2013-2015 CATALOG

# JOHN A. LOGAN COLLEGE

WHY  
WOULD  
YOU GO  
ANYWHERE  
ELSE?



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Accredited – Higher Learning Commission;  
Member – North Central Association

The Higher Learning Commission  
30 North LaSalle Street, Suite 2400  
Chicago, Illinois 60602-2504  
(312) 263-7462

**Notice:** *This catalog is neither a contract nor an offer of a contract. The information it contains was accurate at the time of publication. Fees, deadlines, academic requirements, courses, degree programs, and other matters described in this catalog may change without notice. Not all courses are offered each academic year and faculty assignments may change.*

John A. Logan College is committed to equal access and equal opportunity for all students. Admission, financial aid, student employment, curriculum requirements, extracurricular participation, counseling, placement service, athletic programs, or any other service or program of the College shall be provided without regard to sex, race, color, religion, age, national origin, gender orientation, or disability when such College activity is consistent with the applicable laws and regulations. The admission and retention of, as well as services, programs and activities for, students with identified disabilities will be in accordance with applicable laws and regulations. Questions in reference to educational opportunities in relation to sex equity (Title IX), handicapped (Section 504), and minorities (Title VI) should be directed to the College's Vice-President for Administration, Administration Building, John A. Logan College, 700 Logan College Road, Carterville, IL 62918; phone (618) 985-3741, extension 8358.

## *A Message from the President*

Welcome to John A. Logan College.

I am pleased that you are considering the continuation of your academic career at JALC. The information within will be useful in helping you make decisions about courses, programs and policy at the college.

John A. Logan College has a diverse student body...with traditional college-age students to adults who are re-entering higher education. Our students are pursuing occupational programs that will lead to careers....and we have plenty of students who are using Logan as a stepping stone to a degree at a senior institution. JALC has one of the strongest continuing education programs in the state, working with local business and industry to meet their training needs.

The college campus is simply beautiful with over 169 acres of manicured grounds with well-maintained buildings and facilities. JALC is clean and safe. Our campus police department is highly trained and committed to the service of our employees and students.

The college has a wide array of academic programs for students to consider. We serve a district with over 150,000 residents in parts of five counties. JALC has a close working relationship with all state universities including Southern Illinois University, only seven miles from our campus. I think you will find transitions to and from Logan to be seamless.

JALC strives to be the low cost-high quality provider of higher education in Southern Illinois. We are accredited by the Higher Learning Commission, the Illinois Community College Board and the United States Department of Education. This is a world-class community college known throughout the country as a leader in the community college movement.

I personally want your experience to be fruitful. Please contact me in the President's office if you have questions or concerns about your experience at the college.

Best of luck to you as your pursue your dreams.

Cordially,



Mike Dreith, Ed.D.  
President

# *Reaching the College*

## *Main Campus*

John A. Logan College  
700 Logan College Road  
Carterville, Illinois 62918

## *Main Campus Telephone Numbers*

Carterville and Williamson County.....	(618) 985-3741, (618) 985-2828
Carbondale and Jackson County.....	(618) 549-7335, (618) 457-7676
Du Quoin .....	(618) 542-8612
West Frankfort .....	(618) 937-3438
Crab Orchard, Gorham, and Trico Areas.....	1-800-851-4720

## *College Extension Centers*

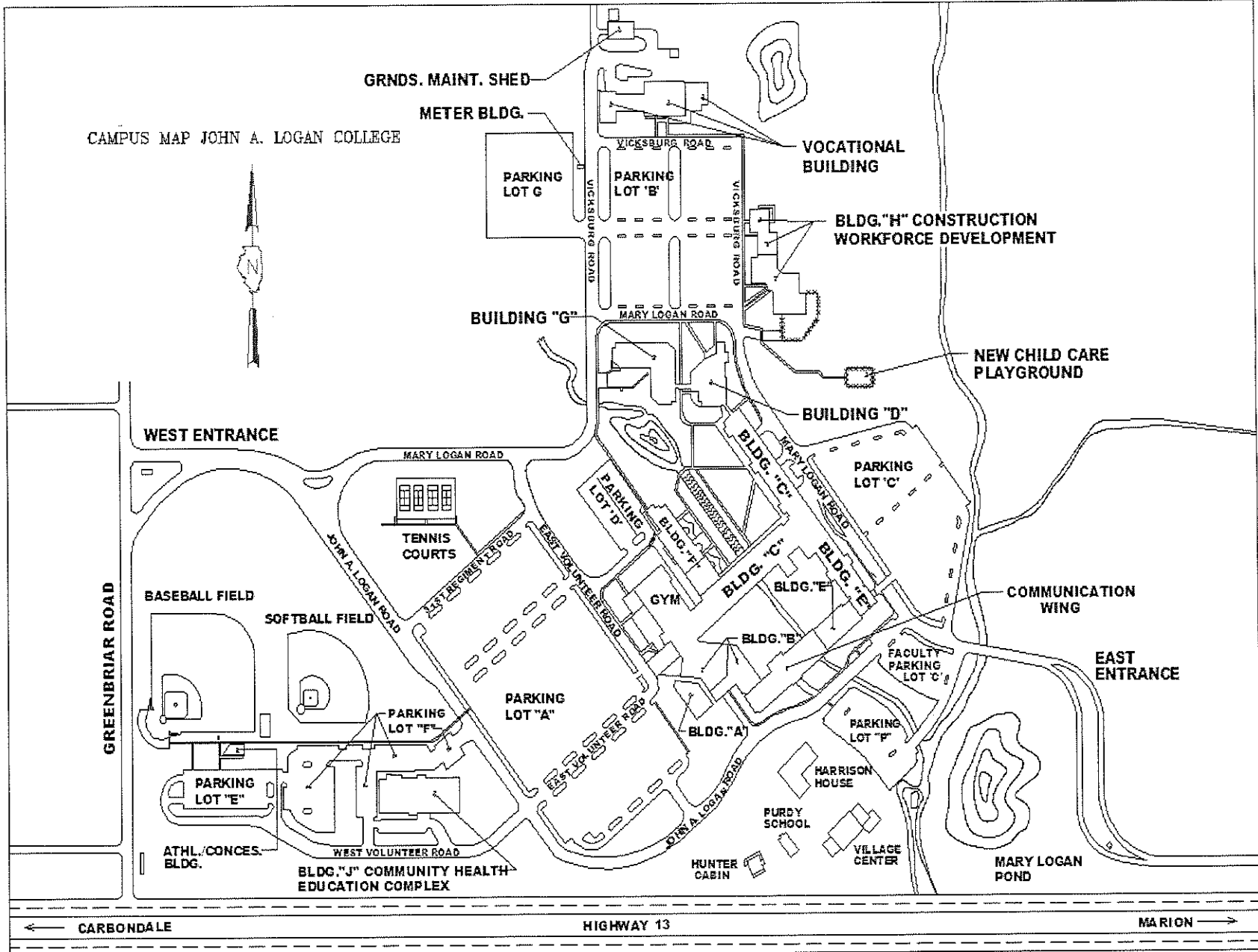
Alongi Du Quoin Extension Center  
U. S. 51 South, Southtowne Mall  
Du Quoin, Illinois 62832  
(618) 542-9210

West Frankfort Extension Center  
19 West Frankfort Plaza  
West Frankfort, Illinois 62896  
(618) 932-6639

## *College Homepage*

Visit our web site at <http://jalc.edu/>.

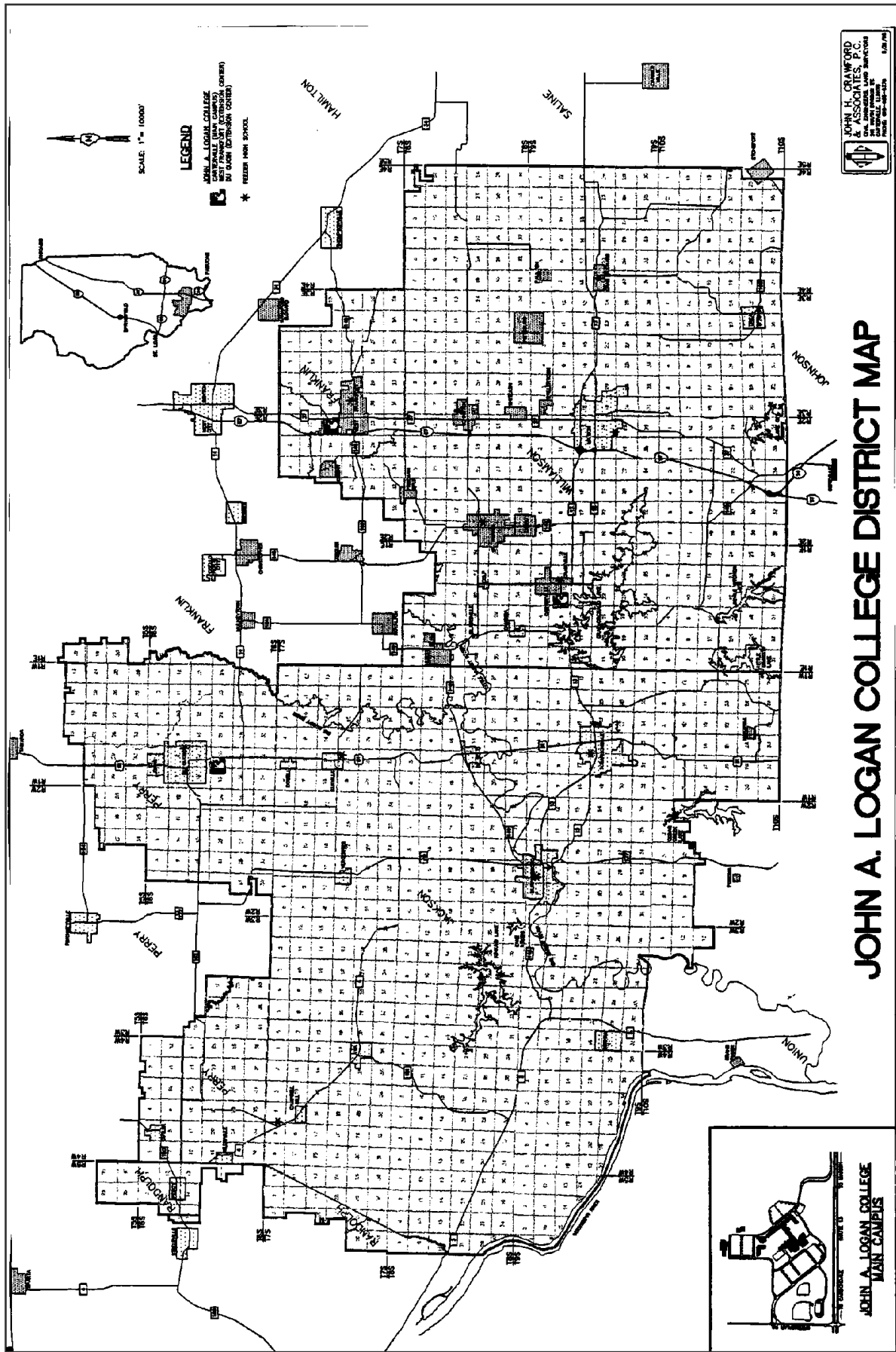
CAMPUS MAP JOHN A. LOGAN COLLEGE



← CARBONDALE

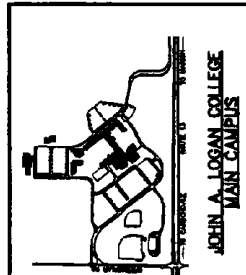
HIGHWAY 13

MARION →



JOHN A. LOGAN COLLEGE DISTRICT MAP  
JOHN A. LOGAN COLLEGE DISTRICT  
1968

# JOHN A. LOGAN COLLEGE DISTRICT MAP



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# General Information

## College Calendar 2013-2014

### Summer 2013

Instruction begins.....	June 10
Holiday–Independence Day .....	July 4
Final exams .....	Aug. 1
Summer semester ends .....	Aug. 14

### Fall 2013

Instruction begins.....	Aug. 15
Block Scheduling, 1 <sup>st</sup> 8 weeks .....	Aug. 15-Oct. 8
Holiday–Labor Day .....	Sept. 2
Block Scheduling, 2 <sup>nd</sup> 8 weeks .....	Oct. 9-Dec. 12
Holiday–Veterans’ Day .....	Nov. 11
Thanksgiving break (Mon.-Sat.) .....	Nov. 25-30
*Final exams (Mon.-Thurs.) .....	Dec. 9-12
Holiday–Christmas Day .....	Dec. 25
Fall semester ends .....	Dec. 31

### Spring 2014

Holiday–New Year’s Day .....	Jan. 1
Holiday–Martin Luther King’s Birthday .....	Jan. 20
Instruction begins.....	Jan. 13
Block Scheduling, 1 <sup>st</sup> 8 weeks .....	Jan. 13-Mar. 6
Holiday–Presidents’ Day .....	Feb. 17
Spring Break (Mon.-Sat.) .....	Mar. 10-15
Block Scheduling, 2 <sup>nd</sup> 8 weeks .....	Mar. 17-May 14
Holiday–Good Friday (Fri. & Sat.) .....	April 18-19
*Final Exams (Thurs.-Wed.) .....	May 8-14
Commencement (Thurs.) .....	May 15
Holiday–Memorial Day .....	May 26
Spring Semester ends .....	May 31

\*The final exam schedule will be adjusted if any emergency days are used during the semester.

The most current college calendar can be viewed at [http://www.jalc.edu/instructional\\_calendar/](http://www.jalc.edu/instructional_calendar/)

## College Accreditations, Affiliations, Recognitions and Memberships

Accreditation Council for Occupational Therapy Education  
American Association for Adult and Continuing Education  
American Association of Collegiate Registrars and Admissions Officers  
American Association of Community Colleges  
American Association of Critical Care Nurses  
American Association of Higher Education  
American Association of Museums

American Association of School Administrators  
American Council for Construction Education  
American Council on International Intercultural Education  
American Design Drafting Association  
American Health Information Management Association  
American Heart Association  
American Medical Association  
American Psychological Association  
American Technical Education Association  
American Welding Society  
Assembly of Illinois Arts Organizations  
Association of Community College Trustees  
Association for Gerontology in Higher Education  
Association for the Advancement of Sustainability in Higher Education  
Association of Government Marketing Assistance Specialists  
Association of Performing Arts Presenters  
Association for Supervision and Curriculum Development  
Business Retention and Expansion International  
Commission on Accreditation of Allied Health Education Programs  
Commission on Adult Basic Education  
Commission on Dental Accreditation of the American Dental Association  
Community College Baccalaureate Association  
Community College Business Officers  
Consortium of College Testing Centers  
Council for Opportunity in Education  
Council for Resource Development  
Educational Council of 100  
Government Finance Officers Association  
Great Rivers Athletic Conference  
Higher Learning Commission of the North Central Association of Colleges and Schools  
Illinois ACT State Organization  
Illinois Adult and Continuing Educators Association  
Illinois Alliance for Arts Education  
Illinois Association for Career and Technical Ed.  
Illinois Association for College Admission Counseling  
Illinois Association of Collegiate Registrars and Admissions Officers  
Illinois Association for Cooperative Education and Internships  
Illinois Association of Educational Opportunity Program Personnel  
Illinois Association of Museums  
Illinois Association of School Administrators  
Illinois Association of School Business Officials  
Illinois Association of Student Financial Aid Administrators  
Illinois Campus Sustainability Compact  
Illinois Community College Admissions and Records Officers Organization

Illinois Community College Board  
 Illinois Community College Career Services Professionals  
 Illinois Community College Chief Academic Officers  
 Illinois Community College Chief Financial Officers  
 Illinois Community College Chief Student Services Officers  
 Illinois Community College Student Activities Association  
 Illinois Community College Trustees Association  
 Illinois Consortium for International Studies and Programs  
 Illinois Council of Community College Administrators  
 Illinois Council of Community College Presidents  
 Illinois Council for Continuing Education and Training  
 Illinois Council on Continuing Higher Education  
 Illinois Department of Professional Regulation  
 Illinois Department of Veterans Affairs  
 Illinois Green Economy Network  
 Illinois Mathematics Association of Community Colleges  
 Illinois Presenters Network  
 Illinois State Chamber of Commerce  
 Illinois State Historical Society  
 Illinois Virtual Campus  
 Joint Review Committee on Education in Diagnostic Medical Sonography  
 Literacy Volunteers of America, Inc.  
 Midwest Association of Colleges and Employers  
 National Academic Advising Association  
 National Accrediting Agency for Clinical Laboratory Sciences  
 National Alliance of Business  
 National Association of College Auxiliary Services  
 National Association of Colleges and Employers  
 National Association of Community College Teacher Education Programs (NACCTEP)  
 National Association of Foreign Student Administrators: Association of International Educators  
 National Association of Student Financial Aid Administrators  
 National Association of Student Personnel Administrators  
 National Automotive Technicians Education Foundation  
 National Business Education Association  
 National College Testing Association  
 National Community College Chair Academy  
 National Council for Continuing Education & Training  
 National Council of Educational Opportunity Associations  
 National Council of Instructional Administrators  
 National Council for Marketing and Public Relations  
 National Council for Occupational Education  
 National Council on Student Development  
 National Institute for Automotive Service Excellence

National Junior College Athletic Association  
 National Student Employment Association  
 National Tech Prep Network  
 National Wildlife Federation  
 NILRC: A Consortium of Community Colleges, Colleges, Universities  
 North American Board of Certified Energy Practitioners  
 North Central Regional Council  
 Partnership for Heating, Ventilation, Air Conditioning, Refrigeration Accreditation  
 Shawnee Library System  
 Southern Illinois Association of Museums  
 Southern Illinois Collegiate Common Market  
 Southern Illinois Dental Society  
 Southern Illinois Edge (Economic Development, Growth, Expansion)  
 Southern Illinois Learning Resources Cooperative  
 Southern Illinois Manufacturers Network  
 Southern Illinois Manufacturing Extension Consortium  
 Southern Illinois Personnel Management Association  
 Southern Illinois Schoolmasters  
 Southern Illinois Workforce Investment Board  
 US Veterans Administration  
 We Train Illinois

### *History of John A. Logan College*

September 16, 1967, marks the birth date of John A. Logan College. On that day, the electorate registered a mandate for higher education by supporting a popular referendum to establish the College and to provide for its perpetual financial support. The College district as originally established was composed of all of Williamson County, most of Jackson County, and portions of Franklin and Perry Counties.

Establishment of the College was the culmination of months of preparatory action by dedicated citizens in formulating plans, organizing a steering committee, conducting a feasibility study, and, finally, petitioning for authority to conduct the popular referendum. The petition was approved on April 14, 1967.

Following the referendum, a seven-member Board of Trustees was elected. The board held its organizational meeting early in December and unanimously elected Rannie L. Odum as its first chairperson.

Classes were held for the first time in September 1968, with 330 full-time and part-time students. The first student body consisted of freshmen only, with classes conducted at several locations in the city of Herrin.

The first academic year was an eventful one. One of the highlights was the acquisition of a permanent site, a beautiful 161-acre tract fronting Highway 13 just west of Carterville. On April 12 of the following year, voters of the district supported a bond referendum to provide nearly \$3 million to help finance the construction of a permanent building of 130,497 square feet.

The College began operation on its new campus in the fall of 1969 in newly constructed interim facilities. The permanent facilities were occupied during the fall of 1973.

With the 1974-75 academic year, the Trico High School District was added to the original school districts comprising the John A. Logan College District. This addition gave the College district its present geographic composition—most of Jackson and Williamson Counties and parts of Franklin, Perry, and Randolph Counties.

In 1981, the College passed a \$6 million bond referendum to provide 60,000 square feet of new and renovated facilities, including three new buildings, to replace eight interim buildings on the 161-acre campus. Construction began in December, 1982, and the new facilities were occupied by June, 1984.

In March, 1990, the College broke ground for an \$8.5 million construction and renovation project (25 percent local funds and 75 percent state funds through the Illinois Capital Development Board). This yielded a major classroom and laboratory building; building additions to the College library, athletic, and administrative facilities; a new conference center, multi-purpose room, and banquet room; and a new entrance road leading to 550 new parking spaces. The project was completed in November, 1991.

In April, 1993, the College completed plans for a new office building of 5,100 square feet. The building was completed in December, 1993, and fully occupied in January, 1994. An additional 5,100 square feet were added in 1996.

In 1996, the College also leased facilities for a West Frankfort Extension Center and in 1997 acquired an additional eight acres of property in Carterville's Greenbriar Subdivision as well as leasing facilities for a Du Quoin Extension Center. The College purchased the Du Quoin facilities in 1998 and in 2001 dedicated the facilities as the Jerome "Mimi" Alongi Extension Center in honor of a former Du Quoin board member and board chair.

In March, 1998, the College broke ground for a \$16.4 million construction project following a successful referendum held in April, 1995. The new project (25 percent local funds and 75 percent state funds) resulted in additions to the Vocational-Technical Building, a nursing and sciences building, a conference and classroom addition, a fine arts addition, a general classroom addition, and an athletic fields building. The legislature approved an additional \$8.4 million in construction monies in the spring of 1999. The College used the money to create two buildings: a Community Health Education Complex and a Workforce Development Center/Construction Management Technology Building.

Dr. Nathan Ivey was the institution's first president, serving from 1968 to 1973. Dr. Thomas E. Deem was president from 1973 to 1974. Dr. Robert E. Tarvin was president from 1974 until 1982. Dr. Harold R. O'Neil served from 1982 to 1989, and Dr. Ray Hancock presided from 1989 to 2000. Dr. Robert L. Mees presided from 2000 to 2012. Dr. Mike Dreith is the current president.

## *Statement of Mission and Goals*

### **Mission Statement**

John A. Logan College is a diverse learning and teaching community committed to improving individual life and society through high-quality, accessible educational programs and engaged-learning opportunities.

### **Mission Goals**

- To foster an environment where diverse individuals, groups, and views are valued.
- To provide programs and services for lifelong learning that create and enhance opportunities for achieving career and personal goals in a changing society.
- To serve with integrity and accountability as a model of institutional excellence.
- To offer affordable programs and services enhanced by technology in an accessible and safe learning and working environment.
- To be a center for intellectual, economic, cultural, and recreational resources for individuals and communities.

## *Vision: Learning for Life*

John A. Logan College strives to be a learning-centered institution that prepares students for effective global citizenship and responds to regional needs.

### *Philosophy*

John A. Logan College believes in the inherent worth and dignity of the individual.

Derived from that belief is the concept that education is important to the cultural, intellectual, and social enlightenment of the individual; that high-quality educational opportunities are the right of the citizens to whom the College belongs; and that education is vital to the area's economic growth.

Because our citizens have worth, dignity, and potential regardless of their age, economic status, or social station, the College assumes the obligation to serve its citizens through an open-admission concept with lifelong learning opportunities.

Within the limits of the College's ability to attain and maintain a solid financial base, it is ready and eager to provide low-cost traditional and non-traditional education opportunities whenever, wherever, and however they are needed by the citizens to improve the quality of their lives.

### *Core Values*

Honesty. Adhering to strong moral and ethical principles in all we do.

Responsibility. Using responsibility, preserving and enhancing human and material resources.

Compassion. Responding to the feelings and needs of each person with kindness, concern, and empathy.

Fairness. Communicating and working with others for the benefit of all.

Respect. Recognizing and valuing the dignity and uniqueness of every person.

### *Affirmative Action*

John A. Logan College is committed to equal access and equal opportunity for all students. Admission, financial aid, student employment, curriculum requirements, extracurricular participation, counseling, placement service, athletic programs, and any other service or program of the College shall be provided without regard to sex, race, color, religion, age, national origin, or disability when such College activity is consistent with the applicable laws and regulations. Admission and retention of, as well

as services, programs and activities for, students with identified disabilities will be in accordance with applicable laws and regulations.

Questions in reference to educational opportunities in relation to sex equity (Title IX), handicapped (Section 504), and minorities (Title VI) should be directed to the Vice President for Administration, Administration Building, John A. Logan College, 700 Logan College Road, Carterville, Illinois, 62918, phone (618) 985-3741, extension 8358.

The College is also committed to equal opportunity for all employees. Every effort shall be made to insure that all employment decisions, including the hiring, terms and conditions of employment, wages/salaries, promotion, layoffs, retentions, terminations, training benefits, and social recreation programs shall be administered without regard to race, color, national origin, religion, gender, disability unrelated to the essential job functions, age, or status as a disabled veteran or a veteran of the Vietnam era.

All grievances filed by students shall be in accordance with the procedures established in Board Policy 3512 and published in Rights and Responsibilities: A Student Code of Conduct available in the Admissions area, in extension centers in Du Quoin, and West Frankfort, and online at <www.jalc.edu> by clicking on Online Resources. All grievances of any employee shall be filed and handled in accordance with the Board approved grievance system contained in Board Policy 3511.

Requests for further information or action on complaints should be directed to the Vice President for Administration, Administration Building, John A. Logan College, 700 Logan College Road, Carterville, Illinois 62918.

### *Sexual Harassment Policy*

#### **Harassment by an Employee**

John A. Logan College strongly disapproves of and does not tolerate sexual harassment of a student at any time. In addition to being against federal and state law, sexual harassment runs counter to the College's objective of providing an academic atmosphere free of exploitation or intimidation.

**Sexual harassment means** any unwelcome sexual advances or requests for sexual favors made by a student of the College to another student on the premises of the College or on College-supervised trips or in settings where the College has a contractual agreement for education, housing, or



transportation; or any unwelcome sexual advances or requests for sexual favors made by a representative of the College to a student; or any conduct of a sexual nature exhibited by a College student toward another student in an educational setting, when such conduct has the purpose of substantially interfering with the student's educational performance or creating an intimidating, hostile, or offensive atmosphere; or any conduct of a sexual nature exhibited by a College employee toward a student, when such conduct has the purpose of substantially interfering with the student's educational performance or creating an intimidating, hostile, or offensive atmosphere, including offensive gender-based comments in the classroom; or when a College representative explicitly makes the student's submission to such conduct, or uses the student's submission to or rejection of such conduct, as a basis for determining any right or benefit accruing to him or her as the result of being a student, including such things as admission, performance, assignments, fees, extracurricular activities, etc.

The College will take whatever action is necessary to stop, correct, prevent, or discipline behavior that violates the policy. Disciplinary action may include, but is not limited to, oral or written warnings, demotion, transfer, suspension, remedial warning, or dismissal for cause.

Students at John A. Logan College should report sexual harassment by a College employee to the dean for instructional services or an associate dean in the Instructional Services Division.

Any full- or part-time student who believes that he or she has been a subject of harassing conduct by another student should contact the Office of the Vice President for Administration.

### ***Drug and Substance Abuse Policy***

John A. Logan College views drug or substance abuse as having a debilitating effect upon a person's physical and emotional well-being. Further, in accordance with the existing law and sound educational practice, the College strongly discourages drug or substance abuse by any of its students, faculty, staff, or officers.

The unlawful manufacture, distribution, dispensation, possession, or use of alcohol or a controlled substance is prohibited in and on John A. Logan College-owned and -controlled property, in any setting where the College has a contractual agreement for education, transportation, or housing,

and on any College-sponsored off-campus trip or activity of an educational nature.

Any John A. Logan College student determined to have violated this policy may be subject to disciplinary action up to and including suspension. In addition, a student receiving financial aid may lose that assistance. The use of alcohol while on John A. Logan College-owned or controlled grounds, including meal periods and breaks, is absolutely prohibited except when authorized by the College for approved College functions.

In addition to enforcing (or aiding in the enforcement of) the laws that regulate such abuse, the College provides drug abuse prevention information (programs) through its health classes, special informational events, and a pamphlet as well as through its professional counseling staff for individuals who seek such information.

While the College does not have a rehabilitation or counseling program for drug and substance abusers, it will assist, when called upon, in aiding an individual seeking help through appropriate referrals to certified drug- and substance-abuse counselors in the area.

### ***Smoking Policy***

Smoking is not permitted inside campus buildings. Smoking is permitted in campus parking lots, with no smoking allowed beyond the perimeter of these parking lots.

### ***Status of Accreditation***

John A. Logan College is accredited by the North Central Association of Colleges and Schools, 30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504; telephone (800) 621-7440. The College was first accredited in March, 1972. It achieved this accreditation in only four years, becoming one of only two Illinois community colleges to become accredited in such a short time. Achieving accreditation means the attainment of significant educational standards of quality and excellence that are recognized and respected among the institutions of higher learning.

### ***Assessment Initiative***

The Assessment Initiative at John A. Logan College is based on a national effort in education to ensure quality learning by supporting appropriate placement at the entry level, curriculum standards, and outcomes assessment. The initiative's plan, which

was approved by the North Central Association of Colleges and Schools, is based on the following philosophy and general educational goals.

### **Philosophy of Assessment**

John A. Logan College is committed to the development of a comprehensive program to assess student academic achievement and improve institutional effectiveness. As articulated in our philosophy, our mission, and our goals, the College provides open access and equal opportunity to higher education for all students by offering a comprehensive community college program. Assessment provides information on how the institution is affecting the development of its students and faculty academically.

### **Educational Goals**

The faculty and staff of John A. Logan College are committed to providing students with opportunities to develop learning abilities that will last a lifetime. Graduates will be prepared to succeed in their personal and professional lives because of achieved competence in the following general education goals:

Communication. To participate in the entire communication process of listening, speaking, reading, and writing.

Critical Thinking. To cultivate the process of critical thinking by analyzing, synthesizing and evaluating objects, concepts, theories, and hypotheses.

Mathematical Reasoning. To develop mathematical reasoning and an ability to apply quantitative methods.

Workplace Readiness. To accomplish workplace readiness by acquiring competencies and technological application skills related to chosen careers.

Ethical Awareness. To develop an ethical awareness which focuses on the values of integrity, honesty and personal responsibility.

Community Responsibility. To become a responsible member of local, national, and global communities by recognizing the values of diverse histories, economies, and cultures.

Wellness. To achieve physical and psychological wellness by learning to take responsibility for personal well-being.

Aesthetic Response. To develop an aesthetic appreciation of life through creative, artistic, and cultural experiences.

### ***Frequently Used Educational Terms***

Accreditation: Recognition that a program of study or an institution meets commonly accepted standards of education.

Applied technology: Courses such as automotive body repair, nursing assistant, welding, cosmetology; some programs lead to an Associate in Applied Science degree.

Audit: To attend a class to learn about it but without earning credit; registration is required, and tuition is the same as for credit courses.

Baccalaureate degree: The bachelor's degree.

Block scheduling: Classes offered in larger than usual blocks of time such as 90 minutes or 120 minutes, usually for 8 weeks.

Capstone: A high point; used locally by SIU Carbondale to refer to the completion of a bachelor's degree after leaving John A. Logan College.

Career programs: These programs last from two months to two years; credits from most career programs do not transfer to four-year schools; career programs are sometimes referred to as "vocational" or "occupational" programs.

Consortium: A group of institutions that work together, such as John A. Logan College and the Southern Illinois Collegiate Common Market (SICCM).

Curriculum: A course of study or list of classes needed to satisfy graduation requirements.

High technology: Scientific technology, especially electronics and computers.

Humanities: Sometimes used interchangeably with liberal arts, courses such as English, philosophy, foreign languages, etc.

Interdisciplinary studies: A class taught by specialists in two or more academic areas.

Internship: On-the-job experience that usually results in college credit.

Liberal arts: Courses that provide general knowledge, such as language, literature, philosophy.

Online courses: Those offered via the Internet.

Postsecondary: After high school; college is a postsecondary experience.

Prerequisite: Any course such as English 101 that must be taken before registering for a more complex course, such as English 102.

Proficiency exam: An exam which, when passed, allows a student to satisfy course requirements without actually taking the course.

Semester hour: A unit of academic credit usually representing an hour of class each week.

Transfer programs: Programs that prepare a student to transfer to a four-year school.

### ***Rights and Responsibilities of Students***

Guidelines governing student behavior are set forth in Rights and Responsibilities: A Student Code of Conduct, a compilation of policies relating to the rights and responsibilities of students at John A. Logan College. The document is available in the admissions area, in extension centers at Du Quoin and West Frankfort, and online at the college's website under Online Resources [http://www.jalc.edu/rights\\_responsibilities\\_manual/](http://www.jalc.edu/rights_responsibilities_manual/)

### ***Student Right-to-Know Act***

Information on the graduation rates of John A. Logan College students may be obtained from the Office of Institutional Research, Ext. 8493.

### ***Rights Under the Family Educational Rights and Privacy Act***

The Family Educational Rights and Privacy Act affords all students certain rights with respect to their educational records.

These rights are as follows:

- the right to inspect and review the student's own educational records;
- the right to request the amendment of the educational records to insure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;
- the right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent that the law authorizes disclosure without consent;

- the right to file with the U. S. Department of Education a complaint concerning alleged failures by the College to comply with the requirements of the law; and the right to obtain a copy of the College's student records policy.

Students may obtain a copy of the policy from the Dean for Student Services.

## ***Admissions Requirements & Assessment***

### ***Admissions Requirements***

Individuals eligible for admission to the College include:

1. All high school graduates or individuals with a GED Certificate.
2. Individuals 18 years of age or older.
3. Transfer students from other colleges and universities who meet one of the above criteria.
4. Home-schooled students or high school-age students not attending high school. These students must submit a written statement from the principal/superintendent of the secondary district in which the student has legal residence, certifying that the relationship with that school district has been severed. These students will be evaluated through the use of ASSET or COMPASS (assessment) testing to determine their appropriate English, reading, and math placement levels and ability to benefit as defined for financial aid. Home-schooled students must also provide transcripts that document credit or completion of secondary education.
5. High school students who have authorization to participate in dual-credit college courses and/or programs from appropriate college and high school officials (using the appropriate high school permit form).

### **Requirements for Students Who Are Less than 18 Years of Age**

Students under the age of 18 may enroll part-time each semester but may not enroll full-time until they have met high school graduation requirements or completed a GED.

Students who would like to attend John A. Logan College on a part-time basis who are less than 18 years of age should:

1. Have all of their high school transcripts sent to the college.
2. Take the Compass or ASSET test.
3. If home-schooled, include a letter from the high school they would have attended that indicates that they have “severed the ties” from the high school.

### **Re-Entering Students**

All re-entering students must meet the curriculum requirements in effect at the time of re-entry.

### **Re-Entry Nursing Students**

Nursing students wishing to return on a full-time basis must follow the same procedures as all other full-time applicants.

Nursing students wishing to return on a part-time basis with a specific, scheduled graduation date must follow the same procedures as regular part-time applicants.

A nursing student who has left the program must request re-entry in writing to the director of nursing. The letter of request must specify the desired date of return and the desired status, either full- or part-time. The director of nursing will either grant or deny the request. Generally, this will be based on the student’s academic performance while previously in the program.

Nursing students may return on an irregular part-time basis and take classes as space permits. These students may not bump regular full- and part-time students from class slots. These students do not have any scheduled graduation date since there is no guarantee as to the sequence in which slots in classes will be available. Irregular part-time students are re-entered on a first-come, first-served basis.

### **Transfer Students**

Students with fewer than 26 hours of transferable credit and/or less than an overall C average are also required to meet the high school course pattern requirements. Other students transferring to John A. Logan College from another college or university will be admitted in good standing without regard to their past academic status. Once enrolled, all transfer students must adhere to the guidelines regulating satisfactory academic progress at John A. Logan College.

Any student expelled from another college or university for disciplinary reasons will not be eligible to attend John A. Logan College for a minimum of one semester from the date of that suspension or expulsion or the length of the suspension if it is more than one semester. After this date, the applicant for admission will be granted a decision on an individual basis by the dean for student services.

### **Nursing Transfer Students**

Transfers will be accepted into the nursing programs on a case-by-case basis as follows: the student wishing to transfer into the program must request in writing to the director of nursing; the student must provide official transcripts from all previous schools from which he/she wishes to transfer credits; the student must have the director of nursing from the previous nursing program submit a letter of recommendation directly to the director of nursing at John A. Logan College; and the student must meet with the director of nursing to have transcripts reviewed as well as program curriculum and requirements explained. The director will consult with faculty, review all materials, make a decision related to the request for transfer into the program, and notify the student in writing of the decision.

In general, the following considerations will determine if the student is accepted for transfer: the student must have completed the equivalent of the introductory level courses in the John A. Logan College program; the student must be willing to take an assessment exam at John A. Logan College if requested to do so; the student must be willing to take courses on an “as available” basis with no specific projected completion date; the student will be accepted on a probationary status for the first semester; the student must meet the health and CPR requirements of the program; students wishing to transfer into the program with a specified, scheduled graduation date must follow the same admission procedures as all other regular full- or part-time students; transfer students may not bump regular full- and part-time students from class slots; transfer students are accepted on a first-come, first-served basis; all transfer students must meet the curriculum requirements in effect at the time of acceptance into the program; transcripts of nursing courses will be used to evaluate advanced placement into the ADN program. Transfer students are required to take all general education courses as outlined in the curriculum guide; acceptance in the PN program as a transfer student does not guarantee acceptance into the ADN program; transfer students are required to complete a minimum of 20 hours from John A. Logan College, of which 10 semester hours must be nursing

courses; and transfer students will be required to complete BIO 205, ENG 101, PNE 100, PSY 132, and I.V. Certification.

### International Students

John A. Logan College requires international students to have a Test of English as a Foreign Language (TOEFL) score of 520 or higher (paper-based) or 190 or higher (computer-based) or 68 or higher (Internet-based) or 6 or higher on the IELTS test on file before they can be admitted, and students must meet all certificate or degree program admissions requirements.

For complete information concerning the TOEFL exam, applicants may write to the following: Test of English as a Foreign Language, Educational Testing Service, Box 899, Princeton, NJ 08540. Contact the director of admissions and registration for further acceptance/registration procedures.

### *Assessment*

#### Testing and Placement

All students must provide transcripts of high school work or transcripts of credits earned at other colleges or universities.

#### Mandatory Placement

All students (including transfer students if they have not completed a college-level math or English course) are required to be assessed to complete the admissions process. After assessment, students will be placed in English and mathematics courses and selected Career Education programs based on a review of high school coursework, grades, and/or test scores.

#### Baccalaureate Transfer Program

New students planning to enroll in transfer programs at John A. Logan College must meet the admission requirements in Sections 1 and 2.

1. A student must meet one of the following criteria:
  - a. be a high school graduate with a composite score of 20 or higher on the Enhanced ACT or
  - b. have a composite score of 18 on the Enhanced ACT and rank in the upper half of his or her graduating class or

- c. satisfactorily complete the GED test and have acceptable COMPASS or ASSET test scores or\*
- d. achieve acceptable ASSET test scores in mathematics, English, and reading\*.

2. Admission to transfer programs also requires the new student to meet the high school course pattern requirements specified by the Illinois Board of Higher Education as follows:

Subjects	Years	Emphasis
English	4	Emphasizing written and oral communications and literature
Social Studies**	3	Emphasizing history and government
Mathematics**	3	Introductory through advanced algebra, geometry, trigonometry, or fundamentals of computer programming
Science**	3	Laboratory sciences
Electives**	2	Foreign language, music, art, or vocational education
<b>Total</b>	<b>15</b>	

3. Students who do not meet the requirements may satisfy a course pattern deficiency by:
  - a. achieving Enhanced ACT subscores as follows: English 21, mathematics 20, reading 21, and science reasoning 21, or
  - b. providing acceptable CLEP scores, AP credit, COMPASS, or ASSET scores, or\*
  - c. successfully completing appropriate developmental courses. These courses may not be used toward graduation credit and cannot be used to fulfill general education requirements, or
  - d. successfully completing any college-level deficiencies.

\* Acceptable ASSET/COMPASS scores will be determined by College policy through communications with each academic discipline. CLEP and AP scores are available in the Office of Admissions.

\*\* High school units in excess of the required number of units in mathematics, social studies, or

science may be redistributed among the other categories by applying no more than one unit to any of the following categories: mathematics, social studies, science, or an elective. Elective subjects cannot be substituted for required courses in English, mathematics, science, or social sciences.

4. New students denied direct admission to transfer programs may be granted provisional admission upon review by a special committee appointed by the Dean for Student Services.
  - a. Students will not be denied provisional admission solely on the basis of deficiencies in high school course pattern requirements but must remedy such deficiencies before being granted admission to a program.
  - b. Only students who have been granted admission to a transfer program are eligible to receive an AA, AS, or AES degree from John A. Logan College.
5. The following transfer-program applicants are exempt from the high school-subject requirements:
  - a. students whose class rank and ACT scores are at or above the 75th percentile (a composite score of 23 on the Enhanced ACT).
  - b. veterans who have not been enrolled in any college course since discharge. Veterans must have an overall C average or better for college courses taken since separation.
  - c. participants in the early admissions/concurrent enrollment program until the time of their high school graduation.
  - d. transfer students who have earned 26 or more hours of transferable credit with an overall C average or better.

### Career Education Entry Requirements

The John A. Logan College Career Education programs require prospective students to achieve certain scores in mathematics, reading, and writing on the ASSET or COMPASS test prior to program entry.

Students whose ASSET or COMPASS scores fall below the minimum may enter their chosen program but must concurrently enroll in the Career Assistance Lab to develop their basic skills in reading and/or mathematics. (This does not apply to

restricted Allied Health programs; see table that follows.)

Currently, Career Assistance Lab instruction personnel are present but working with students individually rather than with the entire group.

### Restricted Allied Health/Career Programs

The following programs require completion of additional competitive program-related exams:

Program	General Assessment Exam	Program/Test Requirements
Associate Degree Nursing	ASSET/COMPASS	Nursing School Aptitude Exam
Dental Assisting	ASSET/COMPASS	Health Occupations Aptitude Exam
Dental Hygiene	ASSET/COMPASS	Health Occupations Aptitude Exam
Diagnostic Medical Sonography	ASSET/COMPASS	Health Occupations Aptitude Exam
Health Information Technology	ASSET/COMPASS	ASSET-Inter. Algebra & Typing Test
Massage Therapy	ASSET/COMPASS	Health Occupations Aptitude Exam
Medical Laboratory Assistant	ASSET/COMPASS	Health Occupations Aptitude Exam
Nursing Assistant	ASSET/COMPASS	ASSET or COMPASS Reading
Occupational Therapy Assistant	ASSET/COMPASS	Health Occupations Aptitude Exam
Practical Nursing	ASSET/COMPASS	Scheduled PN ASSET
Surgical Technology	ASSET/COMPASS	Health Occupations Aptitude Exam
Veterinary Technology	ASSET/COMPASS	Health Occupations Aptitude Exam

Students with fewer than 26 semester hours of transferable credit and/or less than an overall "C" average are also required to meet the high school-course pattern requirements.

Additional information regarding program entry and testing requirements for health care programs is available on the College website at:

<http://www.jalc.edu/admissions/assessment/hcpa.php>

Division of Allied Health and Public Service Programs ASSET-COMPASS Placement Requirements Reading				
	Regular Entry		Concurrent Enrollment Required in BUS 035 A,B,C, Probationary Entry	
	Regular Entry		Career Assistance Lab 3 hrs.	
Program	ASSET	COMPASS	ASSET	COMPASS
Early Childhood Education	38-55	69-99	37 or below	68 or below
Cosmetology Certificate	37-55	69-99	36 or below	68 or below
Cosmetology Deg.**	38-55	69-99	37 or below	68 or below
Criminal Justice**	38-55	69-99	37 or below	68 or below
Interpreter Preparation**	38-55	69-99	37 or below	NA

Asset Numerical Skills or Pre-Algebra Compass				
	Regular Entry		Concurrent Enrollment Required in BUS 045 A,B,C, Probationary Entry	
	Regular Entry		Career Assistance Lab 3 hrs.	
Program	ASSET	COMPASS	ASSET	COMPASS
Early Childhood Education	37-55	29-99	36 or below	28 or below
Cosmetology	33-55	22-99	32 or below	21 or below
Criminal Justice	37-55	29-99	36 or below	28 or below
Interpreter Preparation*	NA	NA	NA	NA

Division of Business and Applied Technologies ASSET-COMPASS Placement Requirements Reading				
	Regular Entry		Probationary Entry*	
	Regular Entry		Desk Lab 3 hrs.	
Program	ASSET	COMPASS	ASSET	COMPASS
Accounting	41	81-99	40 or below	80 or below
Auto Body	33	51-99	32 or below	50 or below
Auto Technician	37	69-99	36 or below	68 or below
Banking	37	69-99	36 or below	68 or below
Computer Integrated Manufacturing	37	69-99	36 or below	68 or below
Computer Inform. Systems	37	69-99	36 or below	68 or below
Drafting	37	69-99	36 or below	68 or below
Electronics	37	69-99	36 or below	68 or below
Heating & A-C	33	51-99	32 or below	50 or below
Industrial Maint.	33	51-99	32 or below	50 or below
Machinist	33	51-99	32 or below	50 or below
Marketing	37	69-99	36 or below	68 or below
Med. Office Asst.	37	69-99	36 or below	68 or below
Med. Transcript.	37	69-99	36 or below	68 or below
Welding	33	51-99	32 or below	50 or below

\*Probationary-entry students may be enrolled in the program only if they are enrolled in the Career Assistance Lab as indicated above.

### *Admissions E-Mail Information*

E-mail information for admissions is available at the College at [lauralyncima@jalc.edu](mailto:lauralyncima@jalc.edu).

## *Schedule of Tuition and Fees*

**Tuition** Effective Summer 2013\*  
(\*Tuition costs are subject to change.)

**In-district** students pay **\$97.00** per semester hour. Tuition costs are subject to change. Persons aged 60 and older and veterans with a 100% service-connected disability are not required to pay tuition.

An out-of-district student may qualify for tuition on the same basis as an in-district student if the community college district in which the student resides agrees to pay the per capita cost of such student, less the state apportionment and the tuition charged the student.

**Out-of-district** students who fail to meet this requirement must pay the per capita cost, less state apportionment, which is **\$263.44** per semester hour for in-state residents.

**Out-of-state** students must pay the prorated per capita cost, which is **\$314.86** per semester hour.

### *Tuition Deposit*

The College charges a tuition deposit for students registering after the early registration period closes. The deposit, determined by the College, is applied to tuition costs or refunded per College policy.

### *Payment of Tuition, Fees, and Library Charges*

#### **Tuition and Fees**

Students must pay all tuition and fees--unless authorized withdrawal from class occurs during an authorized refund period. Specific times for payment will be announced prior to the beginning of each semester.

#### **FACTS Payment Plan**

The FACTS payment plan program allows students to make monthly payments that are automatically withdrawn from a designated account of the students' choice. Students who are not eligible for financial assistance but unable to pay their tuition in full by their due date may utilize the FACTS payment plan. If financial assistance eligibility is established, it is the student's responsibility to request cancellation of the FACTS payment plan.

#### **Library Charges**

Students must also pay all library charges. Students owing the College will not be allowed to re-enroll for future semesters. In addition, semester grades and permanent transcripts will be withheld from students with unpaid obligations. The College accepts Discover, MasterCard, and Visa in addition to other means of payment.

### *Tuition and Fee Deferments*

Any student who is qualified for benefits from a College financial assistance program shall be eligible for a deferment of tuition and fees. The programs covered in this area shall be the John A. Logan College Foundation Scholarships, the Federal Stafford Loan Program, the G. I. Bill, the Illinois State Veterans' Grant, the Illinois Scholarship Program, the Illinois National Guard Scholarship, and the Pell Grant. The dean of student services at his or her discretion may defer fees for students not covered by veterans' benefits or other financial assistance programs at the College. This deferment shall not exceed the tenth (10th) instructional day. An extension of the due date does not relieve the student of the responsibility to pay all tuition/fees when due, even if the anticipated financial aid is not approved.

#### **Refunds**

Students withdrawing from fall and spring semester classes in the Transfer, Career, or Continuing Education Divisions of the College during the first two weeks will be refunded 100 percent of their tuition. After the second week of the semester, there will be no refund. Students withdrawing from summer semester classes during the first week will be refunded 100 percent of their tuition. After the first week of the summer semester, there will be no refunds.

## *Academic Policies*

### *Student Classification*

Students who have completed up to 30 credit hours at John A. Logan College are classified as freshman. Students who have completed 31 hours or more are classified as sophomores.



## *Academic Achievement Honor Lists*

### **President's Honor List**

At the completion of each fall and spring semester, the office of the president will publish a President's Honor List of academic achievement. Any full-time student who has a 4.0 grade-point average for that semester will receive recognition.

### **Vice President's Honor List**

At the completion of each fall and spring semester, the Office of the Vice-President for Instructional Services will publish a Vice President's Honor List of academic achievement. Any full-time student who has a grade point average between 3.5 and 3.99 for the semester will be named to the Vice President's Honor List.

## *Policy on Satisfactory Academic Progress*

### **Satisfactory Academic Progress Requirements**

A student is considered to be making satisfactory academic progress if the following conditions are met:

1. The student has maintained regular class attendance as determined by the instructor.
2. The student has maintained a cumulative GPA of at least 2.0.

A student who fails to maintain the required cumulative GPA will be placed on probation for one semester. Probation is only a warning status. While on probation, the student is eligible for Pell Grants, ISAC monetary awards, scholarships, outside awards, or veterans' benefits.

If, after the probation semester, the student achieves a cumulative GPA of 2.0 or above, the student will be making satisfactory academic progress.

If, after the probation semester, the student does not have the required cumulative GPA of 2.0, the student may remain on probation if the semester GPA is at least 2.0.

If, after the probation semester, the student does not return to satisfactory academic standing or qualify to remain on probation, the student will be placed on academic suspension.

## **Academic Suspension**

Failure to meet any of the aforementioned procedures will result in academic suspension subject to appeal to the Academic Progress Review Committee. Academic suspension is a state of involuntary separation of the student from the institution for a period of one calendar year.

### **Appeals Involving the Placement of Students on Academic Suspension**

Decisions involving the placement of students on academic suspension based on the requirements of this section may be appealed as follows:

1. Instances involving academic suspension may be appealed in writing to the Academic Progress Review Committee through the vice-president for administration within 10 calendar days of the notification by the vice president for administration.
2. Appeals shall be heard by the Academic Progress Review Committee.
3. Further appeals may be made within 10 calendar days to the president of the College who may, at his or her option, consider the appeal further.
4. Subsequent appeals may also be made to the Board of Trustees, which, at its option, may consider the appeal further.

## *Grade-Forgiveness Policy*

A student may transfer from a transfer program to a career program, from a career program to a transfer program, or from one career program to another career program and have only the grades earned in the more recent program count toward his or her certificate or degree at John A. Logan College, with the exception of courses that are required in both programs. Although program transfers are unlimited, grade forgiveness for graduation purposes is allowed only for the first program transfer.

All grades will be maintained on a single transcript. If the student transfers to another college or university, the entire transcript showing all work attempted at John A. Logan College will be forwarded to the receiving institution.

All grades earned and hours attempted at, or transferred to, John A. Logan College will continue to be used in determining the student's academic standing at John A. Logan College. To be eligible

for a program transfer under this policy, the student must notify the vice president for instructional services in writing of his or her intent to transfer programs.

### *Schedule Changes and Withdrawals*

Students must originate schedule changes with their academic advisor. No new courses may be added after the fifth day of each semester, with the exception of open-entry, open-exit classes, off-campus classes, and television courses. Students may officially withdraw from a class within the first fourteen days of a semester with no grade recorded. Students must see an advisor or counselor to withdraw officially.

A student making an official withdrawal between the end of the second week and the end of the twelfth week will be given a "W" grade. A student making an official withdrawal after the twelfth week must be passing in order to receive a "WP." If the student is not passing, the grade will be recorded as a "WE."

Any student who does not make an official withdrawal but merely ceases attending a class will receive an "E" for all grading purposes.

### *Credit Hours*

The academic year is divided into two semesters. The College also has a shortened summer term. Course credits are recorded in semester hours. The number of credit hours in each course is shown in the course descriptions elsewhere in this Catalog. A normal student load is 16 semester hours each semester and 8 semester hours during the summer term. A student must carry at least 12 hours (6 hours during the summer term) to be classified as a full-time student. If he/she carries fewer than 12 hours, he/she is classified as part-time. A student who desires to carry more than 18 semester hours (12 during the summer term) must have permission from the dean of student services or the vice president for administration.

### *Grading System*

A	Excellent.....	4 grade points
B	Good.....	3 grade points
C	Average .....	2 grade points
D	Poor but passing .....	1 grade points
E	Failing (no credit) .....	0 grade points

INC Incomplete. May be made up at the discretion of the instructor. The maximum time for making up an "INC" is one semester; otherwise, the student must repeat the course in order to gain credit. The incomplete grade will remain on the transcript if the course is not completed or retaken after one semester. No grade points/no credit/no penalty.

W Authorized withdrawal no later than the last day of the fifteenth week of the semester. No grade points/no credit.

AU Audit. No credit.

PR Denotes proficiency (credit earned, but no grade points)

R Denotes repeat course.

P Pass (credit but no grade points).

S Satisfactory (credit but no grade points).

CR Denotes credit earned but no grade points awarded.

### *Course Repeat Policy*

A student may repeat a course only one time in an attempt to improve a "D," "INC," or "E" grade for a given course. In instances where a student repeats a given course, both courses will be recorded on the student's transcript. The higher of the two grades (except for INC) will be recorded on the transcript and used in computing the cumulative grade-point average.

The student must petition the dean of student services to repeat a course more than once and to repeat a course with a "C" or higher grade.

### *Credit by Means Other Than Classroom Attendance*

Several methods are provided for students to earn credit by means other than the traditional classroom method. The methods currently available are described below. A maximum of 30 semester hours earned through the High School Advanced Placement Program, College Level Examination Program (CLEP), and/or proficiency examinations will be accepted at John A. Logan College. These credits will not be validated until the student has earned at least 12 semester hours at John A. Logan College.

## High School Advanced Placement Program

Through the High School Advanced Placement Program, high school students who are qualified through registration in an advanced placement course in their high schools or through other special educational experiences may apply for advanced placement and college credit.

Ordinarily, the maximum credit granted through advanced placement examinations is fifteen hours. It is nonresident credit, does not carry a grade, and is not used in computing a student's grade-point average. The credit will not be validated until the student has earned at least 12 credit hours with a "C" grade or higher at John A. Logan College. Credit granted at another accredited college or university under this plan is transferable to this College up to a maximum of fifteen hours. Students may appeal to the dean for instruction to be granted more than fifteen hours.

Advanced classes that qualify for this purpose are offered in many high schools in specific subjects such as English composition (in addition to the test, an essay must be evaluated and approved by the College's English Department), foreign languages, history, biology, computer science, chemistry, government, mathematics, and physics. A national examination is given in each subject, with the examinations administered through the Educational Testing Service. The examinations are prepared by a national committee of high school and college teachers and are intended to measure the achievement of the student and determine at what point the student should begin college work in the subject. To receive credit, students must earn a grade of 3, 4, or 5. The credit to be granted at John A. Logan College is determined by the appropriate department chair and dean for student services.

The following is a list of examinations for which a student may currently receive credit:

- American Government
- American History
- Biology
- Chemistry
- Comparative Government
- Computer Science: Computer Science A, Computer Science AB
- Economics
- English (with research paper)
- European History
- Foreign Languages: German, Spanish French
- Mathematics: Calculus AB, Calculus BC
- Music
- Physics B or C

Further information about the advanced placement program can be obtained from the appropriate regional office of the College Board or by writing The College Board, 888 Seventh Avenue, New York, New York 10019.

## Dual Credit and Dual Enrollment

Dual Credit. The John A. Logan College Dual Credit Agreement with the eleven area high schools in its district offers high school juniors and seniors the opportunity to earn college credit at the same time they are earning high school credit. Dual credit classes are specific articulated dual credit classes taught at the high school. These classes can count toward a student's college degree with no waiting period or limit as to how much credit a student may earn. Tuition and fees are waived. Students must register at their high school.

Dual Enrollment. High school juniors or seniors in the JALC college district may take college classes at JALC, its extension centers, or online. Tuition is waived but students pay fees. Students must register with their high school guidance counselor.

For more information contact Vicky Turl at 985-9898 X 8134 or visit the Dual Credit/Dual Enrollment for High School Students webpage at [http://www.jalc.edu/dual\\_credit/](http://www.jalc.edu/dual_credit/).

## Summer Honors Institute

The College hosts a Summer Honors Institute for high school students between their junior and senior years. Details are with the College's dean for student services.

## College Level Examination Program (CLEP)

The CLEP enables students to earn college credit by examination. CLEP is a means whereby students can receive credit for subject matter they have mastered through previous experience. A maximum of 30 semester hours earned through CLEP and/or proficiency examinations will be accepted at John A. Logan College. John A. Logan College does not administer the CLEP examinations; however, the examination is given monthly at a local testing center.

1. Description of CLEP Examinations. There are two types of CLEP examinations: 1) the CLEP General Examinations designed to provide a comprehensive measure of undergraduate achievement in five basic areas of liberal arts: English composition, mathematics, natural sciences, humanities, and social science-history;

and 2) the CLEP Subject Examinations designed to measure achievement in specified under-graduate courses are offered at John A. Logan College: American government, American history, American literature, general chemistry, general psychology, human growth and development, introduction to business management, introductory accounting, introductory business law, introductory calculus, introductory economics, introductory marketing, introductory sociology, statistics, and Western civilization.

2. **Eligibility.** CLEP examination credit will not be accepted at John A. Logan College for any course in which the student is presently enrolled. CLEP credit will likewise not be awarded for any equivalent course in which the student has previously received a grade or which the student has audited.
3. **Fee.** Fee information is available from the local testing center.
4. **Testing Dates and Locations.** Check with the office of the Dean of Student Services for specific testing dates and locations. A copy of the complete College policy regarding CLEP is available upon request. This policy lists score requirements for the various examinations. Details are in Administrative Procedure 803

5. **Recording of Grades and Credit.** Students successfully completing one or more of the general examinations will have the credit recorded as one of the following:

English–CLEP .....3 hours credit  
 Humanities–CLEP .....6 hours credit  
 Math–CLEP .....6 hours credit  
 Natural Sciences–CLEP.....6 hours credit  
 Social Studies–CLEP .....6 hours credit

Students successfully completing subject examinations will have credits recorded in the following manner:

Course Number and Title  
 John A. Logan College  
 Course Equivalent No.  
 \_\_\_\_\_Hours Credit

CLEP GENERAL EXAMINATIONS				
CLEP Test	Minimum Acceptable Score	Amount of Credit Awarded Sem. Hrs.	Equivalent John A. Logan College Course	Limitations and Restrictions
English Composition	61	6	ENG 101 and ENG 102	Essay Exam Required
Humanities	52	6	Satisfies up to 6 semester hours of total semester hour requirement except for specifically required courses.	None
Mathematics	58	3	MAT 113	None
Natural Sciences	52	6	Satisfies up to 6 semester hours of total semester hour requirement except for specifically required courses.	None
Social Sciences	52	6	Satisfies up to 6 semester hours of total semester hour requirement except for specifically required courses.	None

The CLEP General Examinations cannot be used to satisfy specifically required courses (except as listed below) for any John A. Logan College Baccalaureate Transfer or Career Programs. However, excess hours may be used to satisfy elective requirements. Students wishing to satisfy specific course requirements should consider the CLEP Subject Examinations.

<b>CLEP SUBJECT EXAMINATIONS</b>				
<b>CLEP Test</b>	<b>Minimum Acceptable Score</b>	<b>Amount of Credit Awarded Sem. Hrs.</b>	<b>Equivalent John A. Logan College Course</b>	<b>Limitations and Restrictions</b>
American Government	53	4	PSC 131	None
American History	53	6	HIS 201 and 202	None
American Literature	52	3	LIT 231 and LIT 232	None
Biology	55	3	BIO 101	Microscope Practical Exam Required
College Algebra/ Trigonometry	56	5	MAT III	None
English Composition	57	3	ENG 101	Essay Exam Required
French College Level I	42 Paper-based	8	FRE 101 & 102	None
French College Level I	50 Computer-based	8	FRE 101 & 102	None
French College Level II	45 Paper-based	8	FRE 101 & 102 FRE 201 & 202	None
French College Level II	62 Computer-based	8	FRE 101 & 102 FRE 201 & 202	None
General Chemistry	57	5	CHM 151 and CHM 152	None
General Psychology	57	3	PSY 132	None
Human Growth & Development	52	3	EDC 202	None
Introduction to Business Management	52	3	MGT 112	None
Introductory Accounting	56	8	ACC 201 and ACC 202	None
Introductory Business Law	57	4	BUS 221	None
Introductory Calculus	53	5	MAT 131	None
Introductory Economics	55	4	ECO 201	None
Introductory Marketing	55	3	MKT113	None
Introductory Sociology	54	3	SOC 133	None
Spanish College Level I	45 Paper-based	8	SPN 101 and SPN 102	None
Spanish College Level I	60 Computer-based	8	SPN 101 and SPN 102	None
Spanish College Level II	50 Paper-based	16	SPN 101 and SPN 102 SPN 201 and SPN 202	None
Spanish College Level II	63 Computer-based	16	SPN 101 and SPN 102 SPN 201 and SPN 202	None
Statistics	53	3	MAT 120	None
Western Civilization	57	6	HIS 101 and HIS 102	None

## Available Proficiency Examinations

Proficiency exams are available in many areas, with the exception of exams requiring an essay or demonstration. A student wishing to make application to take a proficiency examination should initiate the request with an academic advisor. The proficiency examination request and authorization forms may be obtained from advisors. After receiving approval from the advisor, the student should schedule an appointment with the dean for instruction for final approval and scheduling of the examination. The purpose of the meeting with the dean for instruction is for the student to furnish evidence that he/she has the necessary background, knowledge, and/or experience to sit for the exam. The student will then deliver the forms to the Business Office and pay the appropriate fee. The fee is determined by multiplying the tuition rate by the number of credit hours (e.g., a tuition rate of \$97 per hour for a course that generates 3 credit hours would cost the test-taker \$291). After paying the fee, the student should return the form(s) to the Office of the Dean for Instruction, which schedules the test(s) in the Learning Resources Center, which will notify the student when to take the examination(s). The following terms prevail:

1. Any student who feels qualified to take a proficiency exam is eligible to apply.
2. Credit may not exceed 30 semester hours (including credit earned by CLEP and Advanced Placement).
3. If a student earns proficiency credit, the record will show the course number, title, hours of credit granted, the grade, and the notation "Credit granted by proficiency examination."
  - a. If a student passes a proficiency exam with a grade of "A" or "B," he or she will be granted credit hours, the grade will be shown, and it will count in the student's grade-point average.
  - b. If a student receives a grade of "C" or "D" on a proficiency exam, he or she will receive neither credit nor grade points. The record will reflect nothing regarding the exam; however, the proficiency exam grade form will be filed in the student's folder for future reference.
4. A student may not take a proficiency examination for the same course more than one time. He or she may not take a proficiency exam in a course in which he or she has previously received a grade or which he or she has audited.
5. No credit granted by proficiency examinations will be recorded until the student has earned at least 12 hours of credit of "C" grade or higher at John A. Logan College.
6. A student is ineligible to take a proficiency exam for a course in which he or she is currently enrolled after the close of the refund drop period.
7. Courses for which students may obtain proficiency credit and details of the examinations will be determined by individual departments.

## Credit for Military Experience

Students who have served one year or more of active duty and who have received an honorable discharge may receive two hours of physical education credit and two hours of health credit. Completion of only basic training will be awarded two hours of physical education credit.

Credit will be accepted for DANTES subject standardized courses within the limitations enforced for proficiency credit. No credit is allowed for college-level GED tests. In evaluating credit possibilities based upon formal service-school training programs, the College follows the recommendations of the American Council on Education as set forth in the U. S. Government Guide to the Education Experiences in the Armed Forces.

In order to receive credit for military service, veterans must present a copy of discharge or separation papers, AARTS, or SMART Transcripts to the Office of Admissions.

## *Attendance*

1. Students are expected to attend all scheduled class periods for the courses in which they are enrolled unless they have been called for military duty, jury duty, subpoenaed as a witness during regular school days, or are participating in a scheduled, supervised College trip or function. (See item 5.) There are no excused absences or a minimum number of class "cuts." All absences must be made up in a manner acceptable to the instructor.
2. A student who is absent from a class for three consecutive meetings or who is excessively absent as defined by the course syllabus or instructor, without prior approval, may be

required by the instructor to meet with the department chair or dean for instruction before being readmitted to the class. A student who claims illness as a cause for excessive absences may be required to present a physician's statement before being readmitted to class.

3. Faculty members may establish special attendance rules for their individual classes subject to the approval of the appropriate department chair.
4. Students should notify the Dean of Student Services when extensive absences are necessary (due to illness, hospitalization, or a death in the family).
5. Students will be allowed to make up work for classes missed while on a scheduled, supervised College trip or function, a death in the immediate family, or for classes missed while serving on jury duty, or for serving as a witness in court. Instructors must be notified in person by the student prior to the absence. Students who have been summoned for jury duty must present a copy of the official notification or the subpoena to the instructor prior to the absence. Other procedures for implementing this policy are as follows:
  - a. The student will notify the instructor in person no later than one class meeting prior to the absence.
  - b. The student should request from the instructor work that can be made up prior to the absence.
  - c. Examinations and other assignments that cannot be done prior to the absence will be made up at a time mutually agreed upon by the student and the instructor. This should be done no later than the end of the semester.
  - d. If work is not completed due to absences while participating in these extracurricular activities, the student will be given an "Incomplete" grade and will have one semester to complete the course.

### ***Audit Policy***

An officially registered student who does not desire to or feel qualified to complete the work required for receiving credit in a particular course but who wishes to attend the class regularly, may register to audit a class.

An auditing student may participate in all class activities, assuming that such participation does not hinder the participation of those registered for credit. Specific requirements or responsibilities of the auditing student are at the discretion of the instructor and should be made clear when the permission to audit is granted.

The following policies and regulations apply to auditors:

1. The class to be audited must be approved by the student's advisor and by the instructor whose course the student wishes to audit.
2. Enrollment priority is given to credit students. Therefore, a student intending to audit a class may officially register only during the first three (3) school days following the close of late registration for credit courses. A student intending to audit may, with the consent of the instructor, attend the first week of classes unofficially.
3. The same tuition is charged for audited courses as for credit courses.
4. Audited hours do not count as credit hours for purposes of determining scholarships, veterans' benefits, etc.
5. An "AU" is recorded on the student's transcript when the audit is satisfactorily completed; otherwise, no entry is made.
6. A student may change from audit status to credit status during the first ten (10) school days of the semester, provided he or she has the consent of an advisor and the instructor. A student registered for credit may, with the same approvals, change to an audit status up to the end of the fourth week of the semester.
7. An audited course may later be taken for credit.

### ***Academic Programs and Requirements***

Specific degree and certificate requirements are outlined in curriculum guides provided in this Catalog. The following programs are granted by John A. Logan College:

- **Associate in Applied Science (AAS Degree).** The AAS Degree is awarded for the satisfactory completion of a prescribed curriculum intended to prepare individuals for employment in a specific field. Some AAS degree programs include coursework and requirements dictated by specialized accreditation or licensure by a state

or national organization. Many health career programs have entrance requirements based on specific test scores, academic grades and residency. AAS degree programs are often articulated as a package with select four-year institutions in specified bachelor degree programs, Two-plus-Two, Capstone or Program-to-Program articulation agreements. (Credit hours vary between 62 and 72.)

- Associate in Arts (AA) Degree. The AA Degree is intended to equate to the first two years of a four-year baccalaureate degree. An AA degree program includes the IAI transferable general education core curriculum (GECC) which satisfies the lower division general education requirements for a bachelor's degree at participating IAI institutions in Illinois. The curriculum guides prepared for each AA degree program include the common lower division course recommendations/requirements for the corresponding bachelor's degree option at four-year institutions. (Credit hours vary between 62 and 64.)
- Associate in Arts in Teaching (AAT) Degree. The AAT degree is aligned with the Illinois Professional Teaching Standards. The AAT is available in only a few disciplines; not all teacher education program areas. Students must pass the Illinois Test of Basic Skills to qualify for an AAT degree. To qualify for entry into a professional Teacher Education Program at a four-year institution, an overall grade point average of a least 2.5 is a common requirement. A grade of "C" or higher in each course may also be required. (Credit hours vary between 62 and 64.)
- Associate in Engineering Science (AES) Degree. The AES Degree is aligned with the first two years of a baccalaureate degree in engineering. Unlike the AA and AS degrees, the AES does not include the full IAI GECC component. Completion of the GECC package should be an option after transferring to an IAI participating institution. (Credit hours vary between 62 and 68.)
- Associate in Fine Arts (AFA) Degree. The AFA Degree is aligned with the first two years of a baccalaureate degree in a fine arts area such as music or art. Unlike the AA and AS degrees, the AFA does not include the full GECC package. Completing the GECC package should be an option after transferring to an IAI participating institution. (Credit hours vary between 62 and 68.)

- Associate in General Studies (AGS) Degree. The intent of the AGS is to meet unique needs and interests of a student that cannot be met by another associate degree option. An AGS degree program is individually designed by mutual agreement between the student and a college-appointed academic advisor. The courses selected may or may not be accepted by a four-year institution and if accepted may or may not be evaluated as applicable to a specific four-year degree program or major. AGS candidates may be enrolled in a certificate program and find a need for earning an associate degree. Other AGS candidates may want to design a program providing a broad general education background. (Credit hours vary between 62 and 64.)
- Associate in Science (AS) Degree. The AS Degree is intended to equate to the first two years of a four-year baccalaureate degree. An AS degree includes the IAI transferable general education core curriculum (GECC) which satisfied the lower division general education requirements for a bachelor's degree at participating IAI institutions in Illinois. The curriculum guides prepared for each AS degree program include common lower division course recommendations/requirements for the corresponding bachelor's degree option at four-year institutions. (Credit hours vary between 62 and 64.)
- Certificate of Achievement. The Certificate of Achievement prepares individuals for employment or advancement in various occupational specialties. (Credit hours vary between 6 and 50.)

### **General Program Requirements**

To be awarded an AAS, AA, AES, AFA, AGS or AS degree, a student must:

- complete 20 semester hours of credit at John A. Logan College with an overall grade-point average of 2.0;
- satisfactorily complete all specific degree requirements; and
- make application for graduation and pay the required graduation fee

To be awarded an AAT degree, a student must:

- complete 20 semester hours of credit at John A. Logan College with at least a grade-point average of 2.5;



- satisfactorily complete all specific degree requirements;
- pass the Illinois Basic Skills Test;
- make application for graduation and pay the required graduation fee.

To be awarded a certificate of achievement, the student must:

- complete at least 10 semester hours of credit at John A. Logan College (excluding CLEP and proficiency credits). If the certificate is less than 15 semester hours, 3 semester hours of credit must be completed at John A. Logan College.
- satisfactorily complete all certificate program requirements with a 2.0 overall grade-point average.
- make application for graduation and pay the required graduation fee.

### ***Waiver of Academic Requirements***

1. **Institutional Responsibility.** In order to maintain the integrity of the College's academic programs, special criteria for admission to certain courses and curricula must be set, minimum requirements for retention of student status must be defined, and requirements for completion of curricula and awarding degrees must be set. For such standards to be meaningful, they must be realistic. However, in recognition of the fact that there may be extenuating circumstances or compensating factors in a particular case, appeals for waivers of specific graduation requirements may be made through a student's advisor to the vice president for instructional services. All waivers of required courses in any College program and all authorizations for substituting certain courses in lieu of specific program requirements must be approved by the vice president for instructional services. The vice president's written approval for a waiver must be filed with the Admissions Office prior to the student's formal graduation check.
2. **Student Responsibility.** In order that academic requirements may be protected and applied in an effective and reasonable manner, each student has the right to request an exception to the requirements only if the circumstances are extremely unusual and compelling. Likewise, the student is obligated to follow the appeal

procedures specified and not seek to circumvent them.

### ***Graduation Procedures***

Graduation ceremonies are held each year at the end of spring semester. Students meeting graduation requirements during the fall, spring, or summer semester and who desire to participate in graduation ceremonies must apply by the posted graduation deadline. Students who meet graduation requirements but who do not wish to participate in graduation ceremonies should apply for graduation as soon as their final class schedules are completed and logged into the computer system in the Admissions Office. Graduation application forms are available online at <http://www.jalc.edu/admissions/>.

A graduation fee is established for all persons receiving degrees. The cost of caps and gowns is separate, and they can be ordered online.

In addition to completing the steps for application for graduation, students are responsible for determining that they are meeting all graduation requirements and have no outstanding financial obligation to the College. Students should meet regularly with their advisors to ensure that progress is being made toward their degree objectives. Even though the College does provide an academic check on graduating students, this is done primarily to be sure that it is graduating students who have met the requirements. The advising of individual students as to their progress is a service provided them and does not relieve students of their responsibility to make certain they are meeting the requirements.

Graduating students who have outstanding financial obligations or delinquent College accounts will not receive either the diploma or transcripts until their accounts are paid.

### ***Educational Guarantee Program: The Logan Seal Guarantee of Transfer Courses***

John A. Logan College guarantees to its Associate in Arts, Associate in Science, Associate in Engineering Science, and Associate in Fine Arts graduates the transferability of course(s) designed as baccalaureate-oriented to Illinois public colleges and universities and to all institutions that have written baccalaureate-articulation agreements with John A. Logan College. The College will refund the student's tuition and lab/course fees or credit the financial aid for courses that do not transfer and were selected with the assistance of an academic advisor. (Students should be aware that since baccalaureate-degree completion requirements

change over time, some due to accreditation standards, transfer agreements may expire and/or students may be expected to complete additional coursework by the transfer institution.)

In addition, the guarantee of transfer of courses is limited by the following conditions:

1. The student must call the guarantee within two (2) years after his or her graduation date.
  2. The guarantee applies only to courses included in a written transfer/articulation agreement, which must be on file with the dean for instruction.
  3. The student must have earned a grade of "C" or better in the course(s) in question.
  4. The student must invoke the terms of the guarantee of transfer within 90 days of being notified that the course(s) credit has been declined or refused by the transfer institution. Requests should be directed to the dean for instruction and must contain documentation that one or more of the courses included in the written transfer/ articulation agreement did not transfer. The request must specify the name, position, address, and telephone number of the person or office denying the transfer credit; the date that the denial was received; and the reason for the denial.
  5. John A. Logan College is not responsible for the books, tools, activity fees, or any other course-related expenses.
5. The student must provide a letter from the transfer institution stating why the course(s) did not transfer.
  6. If the College verifies that the courses should have transferred according to the Course Equivalency Guides in effect at the time that the course was taken and when the transfer was attempted, and if the College is unable to rectify the problem with the transfer institution, the student's tuition and lab/course fees paid for the course will be refunded or the financial aid credited, at the discretion of the College.
  7. The limits of the College's liability are to compensation stated herein.

### *Career Program Guarantee*

#### **Procedures for Calling the Transfer Guarantee**

1. The student must call the guarantee within two (2) years after his or her graduation date.
  2. The guarantee may be called by the student within 90 days of the time he or she is notified that the course in question would not transfer. (Students should be aware that since baccalaureate degree completion requirements change over time, some due to accreditation standards, transfer agreements may expire and/or students may be expected to complete additional coursework by the transfer institution.)
  3. All requests to call the guarantee must be filed with the Office of the Dean for Instruction at John A. Logan College.
  4. The student must provide evidence of acceptance and enrollment in the transfer institution.
1. Introduction. John A. Logan College participates in the Educational Guarantee Program originated by the Illinois Community College Board in 1992. The purpose for providing an educational guarantee is to demonstrate the Illinois Community College Board's dedication to maintaining exemplary programs and services that reflect pride, confidence, and accountability in education and workforce preparation.
  2. Guarantee. John A. Logan College, as a demonstration of its dedication to providing exemplary programs and services and as a reflection of its pride, confidence, and accountability in education and workforce preparation, hereby guarantees that all graduates of its career programs have obtained the academic and technical skills that the program is designed to teach as outlined in the College's publications. Graduates who, jointly with their employers, determine they are lacking in academic or technical skills contained in the program and graduates who have been unable to pass required licensure exams shall be permitted to enroll in a maximum of twelve free credit hours of appropriate existing instruction in the program completed by the student. This guarantee applies to certificate and degree programs offered in the Instructional Services Division of the College.
  3. Notification and Conditions. To call the guarantee, the graduate must provide a letter to the Office of the Dean for Instruction with needed documentation. The graduate must be employed in a position directly related to the program of study and must have earned a grade of "C" or better in the course(s) in question. The guarantee is further limited by the following:

- a. The graduate must be employed in a position directly related to the program of study and must submit a letter jointly signed with the employer within two years of the original program completion certifying that the graduate is lacking entry-level skills guaranteed in the program.
  - b. Upon verification of eligibility under the guarantee, the College will work with the graduate and, if appropriate, the employer to determine the most appropriate courses that should be retaken or other training and services that may be provided at the discretion of the College.
  - c. The training must be completed within two (2) calendar years of calling the guarantee.
  - d. In the case of licensure, the student must attempt to pass the licensure exam at least twice within one year of graduation and submit documentation from the licensing entity of the unsuccessful attempts at passing the same. If refresher or test preparation courses are available at the College or through a cooperative agreement with another College, the student must also pass those courses prior to calling the guarantee. This guarantee does not ensure that the graduate will meet the other non-educational license requirements.
  - e. John A. Logan College is not responsible for books, tools, activity fees, or any other course-related expenses.
  - f. The individual must complete the formal process for application for tuition-free credit hours through contact with the dean for instruction.
  - g. The responsibility of the College is limited solely to the remedial coursework set out herein.
4. **Disclaimer.** The College does not guarantee that the graduate will always apply the skills learned in an acceptable or appropriate manner or in accordance with recognized standards.

### ***Release of Directory Information***

The College may make accessible to certain persons, businesses, and organizations external to the College certain directory information concerning a student, unless that student notifies the Office of Admissions and Records that he/she objects to the release of such information. Directory information is

considered to be public in nature and will be released at any time upon request without prior approval from the student. Directory information will be available to parents, spouses, legal guardians, electronic and print media, legislators, high schools, institutions of higher education, potential employers, civic organizations, and other legitimate groups and individuals as determined by the College, unless the student files with the Office of Admissions and Records a written request to restrict release of student directory information to external sources.

Directory information may include the following: student name, student local and home address and telephone number, e-mail address, date of birth, current term hours carried, classification (freshman, sophomore, etc.), major, dates of attendance, degrees and honors earned and dates, the most previous education agency or institution attended, participation in officially recognized activities or sports, and height and weight, as well as pictures of members of athletic teams or students participating in academic or extracurricular activities at John A. Logan College.

## ***Student Financial Assistance***

### ***General Information***

The objective of John A. Logan College in maintaining a student financial assistance program is to assist in the removal of barriers to postsecondary education. To accomplish this goal, the College endeavors to provide financial assistance that is designed to complement the financial resources of students rather than to finance their education totally. Financial assistance at John A. Logan College is available in the form of grants, part-time employment, and scholarships. Information concerning assistance may be obtained from the John A. Logan College Student Financial Assistance Office.

The John A. Logan College Financial Aid Office does not participate in the Federal Direct Loan Program. Students interested in the Private Alternative Loan Program should contact a bank, a credit union, or other qualified lender. The John A. Logan College Financial Aid Office does not keep a listing of these vendors. All students who apply for private alternative loans must first submit a FAFSA with John A. Logan College, federal school code 008076.

Students seeking to become fully eligible for financial assistance programs administered by the College must be aware of, and comply appropriately with, the following:

1. Be enrolled or accepted for enrollment at John A. Logan College as a degree- or certificate-seeking student and maintain "satisfactory academic progress" as defined by John A. Logan College.
2. Must have received a high school diploma or passed the GED exam to be eligible for financial assistance.
3. Be a full-time student (carry 12 hours or more each semester).
4. Have not earned a bachelor's degree.
5. Complete the Free Application for Federal Student Aid (FAFSA) form to apply for a monetary-award program award, Illinois Incentive for Access Program award from the Illinois Student Assistance Commission (ISAC), and a federal Pell Grant award. The Federal Student Aid Form is also required for private loan consideration.
6. Complete a John A. Logan College Student Employment Request Form if interested in applying for part-time employment.
7. Complete a John A. Logan College Foundation Scholarship application.
8. Demonstrate financial need.
9. Complete (with their parents, if applicable) a Free Application for Federal Student Aid form (see item 5 above), and apply via the web at <http://www.fafsa.gov>. Application results will be returned to the student within two weeks if applying over the web. Students should complete all necessary paperwork with the Financial Aid Office in order to receive any assistance. Students who are interested in obtaining part-time employment must complete an Application for Financial Assistance and a Student Employment Request Form (see item 6 above), which can be obtained from the John A. Logan College Placement Office.

Financial need is generally considered to be the difference between one year's educational expenses (tuition, books, board, transportation, etc.) and the student's resources for the same period. Student resources include aid from parents, guardian, relatives, personal savings, vacation earnings, and other forms of assistance. Financial need must be documented each year because financial need is the basis for financial assistance distribution.

Costs for attending John A. Logan College for a nine-month academic year are approximately \$13,000.

The College, relative to the process of packaging financial assistance, reserves the right to adjust budgets in order to take into consideration extenuating financial circumstances that students experience from time to time. The adjustment process does not apply to budgets used to determine Pell Grant awards.

A realistic effort is made to combine scholarships, grants, and student employment in meeting the student's need for financial assistance. However, the student is charged with the responsibility of applying for the financial assistance programs offered by and through John A. Logan College on a timely basis prior to the beginning of each academic year. The priority date for processing is May 31 for students seeking aid during the forthcoming fall and spring semesters. November 30 is the priority date for spring semester, and April 30 is the date for filing for the summer term.

Students who miss priority dates are urged to apply via the web even if the date has passed. Financial assistance requests will be processed in the order in which they are delivered to the Financial Assistance Office.

10. Be aware that students transferring from another school to John A. Logan College must take appropriate action necessary to receive assistance at John A. Logan College. Students applying for federal student assistance must have any and all previous schools attended send an official academic transcript to John A. Logan College's Admissions Office in order to receive aid from U. S. Department of Education programs. Students with an ISAC Monetary Award must have the award authorized for John A. Logan College. This requires that John A. Logan College be listed as one of the ten college choices on the Student Aid Report.
11. Male students should sign a statement of registration with Selective Service or indicate that registration is not required. Compliance is mandatory according to federal and state regulations.
12. A conviction for any drug offense, under any federal or state law involving the possession of sale of illegal drugs, during a period of enrollment for which a student is receiving Title IV HEA program funds, will result in the loss of

eligibility for any Title IV, HEA grant, loan, or work-study assistance (HEA Sec. 484(r)(1)).

### ***Verification Policies and Procedures***

Frequently, the U. S. Department of Education selects Pell Grant applications for review in a process called verification. Applicants selected for verification will be informed of their verification requirements by means of an instructional statement on their Pell Grant Student Aid Report and/or by the Financial Aid Office. A verification worksheet must be obtained from the College Financial Aid Office to assist the student with the process of verification.

Verification is required to reduce errors in the information reported by applicants on their applications for financial assistance under the Pell Grant, campus-based, and Illinois State Monetary Award programs. That information is used to calculate an applicant's student aid index and expected family contribution in order to determine the applicant's financial need for assistance. In addition to those Pell Grant Student Aid Reports selected for verification by the U. S. Department of Education, the College may require verification of the information on a student aid report or application.

The College's policies and procedures for verification include, but are not limited to, the following:

1. Applicants selected for verification must submit to the Student Financial Assistance Office appropriate documentation. No financial assistance will be awarded until appropriate documentation has been submitted and the verification process has been completed. Failure to submit required documentation will render an applicant ineligible to receive financial assistance.
2. Applicants selected for verification will be informed of verification results verbally if the applicant submits the verification worksheet and required documentation in person. If inaccurate information is detected, all documents will be returned to the applicant immediately for correction and reprocessing. Instances in which the applicant submits the worksheet and documentation by mail will warrant communication either by mail or by telephone in order to inform the applicant of verification results.
3. Each applicant selected for verification will receive a clear and timely explanation concerning the documentation needed to

satisfy verification requirements. Those documents most commonly requested are signed copies of federal and state tax returns from the previous year, W-2 forms from all employers, and verification worksheet. In some instances, students may be required to submit documentation of Social Security benefits, child support, or unemployment. The verification process may not be limited to these items only.

4. All applicants are required to submit accurate information when completing the Federal Student Aid Form and the application for part-time student employment.
5. Applicants who submit fraudulent information to obtain financial assistance will be reported to the U. S. Department of Education Inspector General's Regional Office or to the appropriate state or local law enforcement agency.

Fraudulent activities to obtain financial assistance include, but are not limited to, forged or falsified documents such as financial aid forms, transcripts, or signatures; false or fictitious names or aliases, addresses, or Social Security numbers (including multiple numbers); stolen or fraudulently endorsed financial aid checks, unreported previous loans or grants, and receipt of concurrent full grants during one year.

### ***Enrollment Requirements for Financial Aid***

Pell Grant. The actual amount of Pell Grant students are entitled to receive will be determined by the number of credit hours they are enrolled in at the end of the 100% refund period point in the semester. Classes dropped at 100% will reduce hours enrolled and will reduce students' aid. Audit hours and tested out hours are not counted in the total number of credits for financial aid purposes.

*A student having a Failing Midterms (FM) or Non-attendings (NA) at midterms will not receive his or her Pell Grant refund until the Financial Aid Office has received written notice from the respective instructors that the student is in compliance with satisfactory academic progress and meeting the course requirements as outlined in the course syllabus.*

Return of Funds. Students who receive Federal Title IV Funds (Pell Grant, SEOG Grant) and stop attending classes, withdraw from classes, receive all failing grades, or a combination of withdrawals and failing grades are subject to a Return of Title IV Funds. This may result in the student owing a

refund to the College, to the Federal Student Aid Program or both.

Please refer to the "Return of Title IV Funds Policy" listed later in this section.

### ***FACTS Payment Plan***

Students who are not eligible for financial assistance but unable to pay their tuition in full by their due date may use the FACTS payment plan. This program allows students to make monthly payments that are automatically withdrawn from a designated account of the students' choice.

*If financial assistance eligibility is established, it is the student's responsibility to request cancellation of the FACTS payment plan. Students who are eligible for financial aid assistance must sign up for the pending aid plan.*

### ***Satisfactory Academic Progress for Financial Assistance Recipients***

According to the United States Department of Education regulations, and the Illinois Student Assistance Commission policy, all students applying for federal and/or state assistance must be pursuing a degree and must maintain satisfactory progress in his/her course of study to receive these funds.

Students must be making academic progress regardless of whether the student had previously received assistance or benefits. All prior terms of attendance are included in the evaluations. Courses from other colleges that have been accepted for credit by John A. Logan College will be considered in determining eligibility. Students who have not previously received financial aid may not be notified of their status until they have applied for assistance.

#### **1. Progress Requirements**

A student is considered to be making satisfactory academic progress if both of the following conditions are met. a. Cumulative GPA is at least 2.0. b. Cumulative completion rate (hours earned divided by all hours attempted) is at least 67%. (See Item 4.) A student who fails to maintain the required cumulative GPA or cumulative completion rate, or both, will be placed on financial aid warning for one semester.

#### **2. Warning**

If, after the warning semester, the student achieves a cumulative GPA of 2.0 or above and a cumulative completion rate of at least 67%, the student will be making satisfactory

academic progress. If, after the warning semester the student does not have both the required cumulative GPA of 2.0 or above and a cumulative completion rate of at least 67%, the student will be placed on Ineligible Status and all financial assistance will be terminated.

#### **3. Ineligible**

Students may regain satisfactory academic progress after they have enrolled in, paid for, and completed enough courses to bring their cumulative GPA up to a 2.0 and their cumulative completion rate up to 67%. Students may appeal Ineligible Status if extenuating circumstances contributed to their lack of academic progress.

#### **4. Completion of Classes.**

Courses graded with "A," "B," "C," "D," or "P" are considered to be completed. Courses graded with "INC," "W," "E," or "AB" are not considered to be completed. Courses that have been repeated remain in the completion rate, but the original grades are excluded from the GPA. Developmental courses that are taken to prepare students for required courses are used in the GPA calculation, completion rate, and in the maximum timeframe calculation. This calculation is based on all hours attempted regardless of whether a student receives financial aid for those hours.

### ***Progress Requirements for All Veterans' Benefits***

A student is considered to be making satisfactory academic progress if the following conditions are met:

1. The student has maintained regular class attendance as determined by the instructor.
2. The student has maintained a cumulative GPA of at least 2.0.

A student who fails to maintain the required cumulative GPA will be placed on warning for one semester. While on warning, the student is eligible for veterans' benefits.

If, after the warning semester, the student achieves a cumulative GPA of 2.0 or above, the student will be making satisfactory academic progress.

If, after the warning semester, the student does not return to satisfactory academic standing, the student will be placed on academic ineligible status.

## Academic Ineligible Status

Failure to meet any of the aforementioned procedures will result in academic ineligible status subject to appeal to the Financial Aid Appeal Committee.

Students may regain satisfactory academic progress after they have enrolled in, paid for, and completed enough courses to bring their cumulative GPA up to a 2.0. Students may appeal suspension status if extenuating circumstances contributed to their lack of academic progress.

Students who have been ineligible for academic reasons and are attempting reinstatement should request in writing that they be reinstated after the semester in which reinstatement conditions have been met. The Financial Aid Office is not responsible for automatically reinstating a student who may have met the reinstatement conditions.

### *Progress Requirements for All Other Financial Assistance Recipients*

1. Progress Requirements for Financial Aid Recipients. A student is considered to be making financial aid satisfactory academic progress if both of the following conditions are met:
  - a. the cumulative GPA is at least 2.0; and
  - b. the cumulative completion rate (hours earned divided by hours attempted) is at least 67%. (See item 5, which follows.)

A student who fails to maintain the required cumulative GPA or cumulative completion rate, or both, will be placed on financial aid warning for one semester. While on warning, the student is eligible for Pell Grants, ISAC monetary awards, scholarships, and outside awards.
2. Warning. If, after the warning semester, the student achieves a cumulative GPA of 2.0 or above and a cumulative completion rate of at least 67%, the student will be making satisfactory academic progress.

If, after the warning semester, the student does not return to satisfactory academic standing, the student will be placed on ineligible status.
3. Ineligible. Students who are ineligible for financial aid for academic reasons lose their eligibility for all federal, state, and most other types of aid, grants, scholarships, student work,

and loans. Students may regain satisfactory academic progress after they have enrolled in, paid for, and completed enough courses to bring their cumulative GPA up to a 2.0 and their cumulative completion rate up to 67%. Students may appeal suspension status if extenuating circumstances contributed to their lack of academic progress.

Students who have been ineligible for academic reasons and are attempting reinstatement should request in writing that they be reinstated after the semester in which reinstatement conditions have been met. The Financial Aid Office is not responsible for automatically reinstating a student who may have met the reinstatement conditions.

4. Reinstatement. Students may regain satisfactory academic progress after they have enrolled in, paid for, and completed enough courses to bring their cumulative GPA up to at least a 2.0 and their cumulative completion rate up to at least 67%.

A student will normally not be granted reinstatement if the maximum time frame to complete a program has been exceeded. Financial aid eligibility for students who have exceeded the maximum time frame can be reinstated only if a request for reevaluation of maximum time frame has been submitted and approved.

5. Completion of Classes. Courses graded with "A," "B," "C," "D," or "P" are considered completed. Courses graded with "I" or "E" are not considered to be completed. Courses that have been repeated remain in the completion rate, but the original grades are excluded from the GPA. This calculation is based on all hours attempted regardless of whether a student received assistance or benefits for all those hours.

Developmental courses that are taken to prepare students for required courses are used in the GPA calculation, completion rate, and in the maximum time frame calculation.
6. Maximum Time Frame. Students have 93 attempted hours in which to complete a degree program or certificate program. Students who have received a bachelor's degree are also considered to have exceeded the maximum time frame for completion at John A. Logan College. The student's records will be reviewed by an admissions counselor to verify

appropriate transfer hours for the current program.

Students who have changed programs and/or have obtained prior degree(s) or certificate(s) may make a written request for additional time in which to complete their current program of study.

John A. Logan College understands that students may change their educational goals and program of study and that additional education is often needed to enhance career opportunities. These students may complete the request for a reevaluation to document these situations.

7. Appeal. Students who have been coded ineligible from financial aid may make a written appeal for reinstatement of assistance if extenuating circumstances have contributed to their inability to meet the requirements for satisfactory progress. The Financial Aid Appeal form is available on the college's website at: [https://secure.jalc.edu/financial\\_aid\\_appeal\\_for\\_m.php](https://secure.jalc.edu/financial_aid_appeal_for_m.php).

8. The Appeal Form Requirements.

- a. The financial aid file must be complete with all required documents prior to the appeal being accepted.
- b. The appeal form should be clearly marked with the student's full name and student identification number. The appeal should also include supporting documentation to validate all reasons for the situation. The appeal form is available on the Financial Aid Office link under Financial Aid Forms on the College website.
- c. Each item must be completely answered on the appeal form. If at all possible, try to keep information limited to the appeal form.
- d. All official academic transcripts from previously attended institutions (after high school) must be available in the Admissions Office.
- e. The completed appeal form must be submitted online to the Financial Aid Office to verify that all documentation is complete prior to being submitted to the Appeal Committee.

- f. Students must submit written appeals during the semester in which reinstatement is requested. If the appeal is submitted after the last meeting date for that semester, the appeal will not be considered until the next semester. No aid will be processed for the current semester and appeals are not retroactive to previous semester.
- g. Only one appeal is permitted per semester.

9. The Appeal Process for Financial Aid and Veterans Benefits.

- a. A student who does not maintain The Financial Aid Office's Satisfactory Academic Progress Policy or the Veterans Satisfactory Academic Progress Policy will be notified in writing that he or she is ineligible from receiving future financial aid. The notification will provide steps to follow along with the appeal form should the student decide to appeal the ineligible status.
- b. The John A. Logan College Financial Aid Office publishes deadline dates for appeals. These dates are posted on the web and given in paper form to all students who apply for financial aid.
- c. The student must enroll in classes, complete his or her file, and submit an appeal to the Financial Aid Office.
- d. The appeal is then submitted to the Financial Aid Appeal Committee for evaluation.
- e. The Appeal Committee is made up of faculty and staff from different areas of the campus. The committee has five voting members.
- f. The Appeal Committee meets two times each semester to evaluate appeals.
- g. Once the Appeal Committee has voted, the coordinator for student financial assistance is responsible for notifying students in writing of their status.
- h. Students who were denied their appeal and are dissatisfied with the decision are directed to make an appointment with the director for student financial assistance.



- i. If the director for student financial assistance feels it necessary, the student will be allowed to submit additional information to support a review of his or her appeal.
- j. The vice president for administration will evaluate the additional information provided by the student and, if necessary, will submit the student's appeal to the Financial Aid Appeal Committee for further evaluation.
- k. The Financial Aid Appeal Committee will re-evaluate the additional information and make a final decision concerning the student's status.
- l. The Financial Aid Appeal Committee's decision will be FINAL.

### ***Return of Title IV Funds Policy Withdrawal***

The Higher Education Amendment of 1998 requires schools to implement The Return of Title IV Refund Funds policy when a Title IV funds recipient withdraws from school. A Title IV recipient is defined as a student who has received Title IV funds (excluding Federal Work Study funds) OR has met the conditions that entitle the student to a late disbursement.

This applies to a student who begins instruction at John A. Logan College, receives federal financial aid, and then withdraws from all classes or receives all E's because of nonattendance.

Student Financial Aid must complete a Return to Title IV Funds worksheet to determine if a portion of the student's Title IV aid must be returned to the Federal programs or if the student is due a post-withdrawal disbursement.

Official notification to the school occurs when a student notifies the Admissions Office of intent to withdraw. Unofficial withdrawal is when a student leaves school and does not notify the school of intent to withdraw. The Admission's office will determine the unofficial withdrawal date.

#### **Withdrawals Prior to 60% Completion Point**

If the student withdraws prior to the 60% completion point, the Return to Title IV Funds calculation will determine the amount of funds which must be returned to the programs. The student will be responsible for this amount and must repay these funds to the institution before he or she will be

allowed to register for classes or receive a transcript from the college.

Before withdrawing from the college, the student who has received financial aid should notify the Student Financial Aid office of his or her decision. The Financial Aid Office will perform the Return of Funds calculation and send notification to the student of funds refunded back to Title IV funds by the college and in turn owed by the student to his or her account with John A. Logan College. The institution must return these funds within 45 days.

#### **Post Withdrawal Disbursements**

In some cases, a student may be eligible to receive a "post-withdrawal" disbursement after the student completely withdraws from the school. This is possible when the amount of aid awarded and processed is less than the amount of aid disbursed. In such cases, the Student Financial Aid Office will notify the student within 30 calendar days of the "post-withdrawal" disbursement by mail. The student must respond within 14 days from the date the school sends notification to deny a post-withdrawal disbursement.

#### **Order of Return of Title IV Funds**

Federal funds are returned in the following order:

1. Unsubsidized Federal Stafford loans.
2. Subsidized Federal Stafford loans.
3. Federal Perkins loans.
4. Federal PLUS (Graduate Student) loans.
5. Federal PLUS (Parent) loans.
6. Federal Pell Grants for which a return of funds is required.
7. Federal Supplemental Educational Opportunity Grants (FSEOG) for which a return of funds is required.
8. Other assistance under this Title for which a return of funds is required

In general, new Federal regulations assume that students "earn" Federal financial aid awards directly in proportion to the number of days of the term that the student attends until he or she withdraws. If the student completely withdraws from school during a term, the school must calculate according to a specific formula the portion of the total scheduled financial assistance the student has earned and are therefore entitled to receive up to the time of withdrawal. If the student or John A. Logan College receives more assistance than the student earned, the unearned excess funds must be returned to the Department of Education. On the other hand, if the student or the college receives less assistance than

the amount the student has earned, the student may be able to receive those additional funds.

The portion of the student's Federal student aid he or she is entitled to receive is calculated on a percentage basis by comparing the total number of days in the semester to the number of days the student completed before the student withdrew. For example, if the student completes 30% of the semester, he or she earns 30% of the assistance he or she was originally scheduled to receive. This means that 70% of the scheduled awards remain unearned and must be returned to the Department of Education.

Once the student has completed more than 60% of the semester, you have earned all (100%) of your assistance. If the student withdraws from John A. Logan College before completing 60% of the semester, he or she may have to repay any unearned financial aid funds that were already disbursed.

If the student received excess funds based on this calculation, JALC must return a portion of the excess equal to the lesser of:

- The student's institutional charges multiplied by the unearned percentage of funds, or
- The entire amount of the excess funds

If John A. Logan College is not required to return all the excess funds, the student must return the remaining amount. The order in which the funds must be returned by the student and the college is as follows:

- Unsubsidized Federal Stafford Loan
- Subsidized Federal Stafford Loan
- Federal Perkins Loan
- Federal PLUS Loan
- Federal Pell Grant
- Federal SEOG Grant
- Other Title IV Programs

If you are required to repay loan funds, this is done in accordance with the terms of your loan promissory note. If you must repay any grant funds, the law states that you are not required to repay 50% of the grant assistance that you were calculated to repay. Any grant amount that a student must repay is considered a grant overpayment and therefore must be repaid to John A. Logan College within 45 days.

Example:

1. A student receives the following financial aid:

Subsidized Stafford Loan	\$1,275.00
Federal Pell Grant	\$ 325.00
Total	\$1,600.00
Minus Institutional Charges	\$1,177.00
Student's Refund Check	\$ 423.00

2. The student withdraws from John A. Logan College after completing 10.4 % of the total semester.

- The semester began on Aug. 19; ended Dec. 7.
- The student totally withdraws on Aug. 29
- This is the 11th day of a semester that is 106 days long (or 10.4%)

3. Federal law states that this student has "earned" 10.4 % of federal aid disbursed:

100% of aid disbursed	\$1,600.00
10.4% of aid earned	\$ 166.40
89.6% unearned aid	\$1,433.60

4. John A. Logan College and the student will share the 89.6 % of unearned aid to be returned. The college's portion is determined by multiplying total institutional charges by the unearned aid percentage:

Total institutional charges	Unearned aid %	Amount Due to Subsidized Loan Program from College
\$1,177	89.6%	\$1,054.59

5. The student will be responsible for the remaining balance:

Unearned aid	\$1,433.60
Minus Institutional Share	\$1,054.59
Student Share	\$ 379.01

6. The balance of the subsidized Stafford loan, \$220.41, will be returned by the student in accordance with terms of the promissory note.

The remaining \$158.60 would be returned at a 50% rate to the Federal Pell grant program:

Pell Grant Overpayment	\$ 158.60
Multiply the total amount by	x.50
Amount the student owes Pell	\$ 79.30

7. This student must make arrangements with the college Business Office to repay \$79.30 to the Federal Pell Grant program within 45 days.

Similar information about John A. Logan College's Return of Title IV Federal Aid Policy is also available from the John A. Logan College Financial Aid Office.

### ***Financial Assistance Procedures***

1. The Pell Grant results of the Free Application for Federal Student Aid (FAFSA) form, known as the Student Aid Report (SAR), will be released to the Student Financial Assistance Office directly from the U. S. Department of Education as long as students list John A. Logan College as one of their eight college choices on the SAR. The information will be used to assist students seeking financial aid through the John A. Logan College Foundation Scholarship program, the Illinois State Monetary Award program, the Pell Grant program, Federal Supplemental Educational Opportunity Grant (FSEOG), and the student employment program.
2. John A. Logan College Foundation scholarships, Pell Grants, FSEOG, and student employment payments administered by the College will be made available on the Higher One debit card.

Tuition awards authorized by the Illinois State Monetary Award program, the National Guard Grant program, the Veterans' Grant program, and other agencies are credited to the recipient's account. Any refund resulting from such awards will be made available on the Higher One debit card.

Normally, any financial aid award is contingent on the actual receipt of funds or authorization appropriated to John A. Logan College by federal or state agencies.

3. Current or prospective students receiving financial assistance through John A. Logan College have the right to inquire about the following topics:
  - names of accrediting/licensing organizations
  - academic programs, facilities, and faculty
  - cost of attendance and refund policy
  - financial assistance availability
  - financial assistance application procedures
  - financial assistance recipient selection criteria
  - financial need determination
  - amount of financial need met
  - payment of financial assistance
  - student-worker job responsibilities
  - loan responsibilities

- academic progress determination
- facilities and services for the disabled

4. Current or prospective students receiving financial assistance through John A. Logan College have the following responsibilities:
  - be familiar with program requirements
  - accurately complete and submit financial assistance applications
  - meet all financial assistance application deadlines
  - provide requested financial assistance application documentation
  - read and understand all forms requiring student signatures
  - comply with loan promissory note provisions
  - notify the College of changes in name, address, or attendance status
  - perform work agreed upon in student worker assignments
  - understand the College's refund policy.

### ***Financial Assistance Provided by John A. Logan College***

#### **John A. Logan College Scholarships**

The College recognizes and rewards high scholastic achievement through its Presidential Scholar Awards. Presidential Scholar Awards are awarded to currently enrolled sophomores with perfect 4.0 grade-point averages upon completion of twenty-eight (28) hours.

#### **John A. Logan College Foundation Scholarships**

The following is a listing of scholarships administered through the John A. Logan College Foundation. Some scholarships are for the amount of full tuition and fees while others are for lesser amounts.

All scholarships are awarded by action of the Scholarship Committee.

*(Some scholarships are not funded every year by the donor. Scholarships noted with an asterisk are funded fully or in part by JALC Foundation endowment.)*

Administrative Services Scholarship  
Adult Secondary Education Scholarship  
Albert and Margaret T. Bleyer Memorial  
Endowment\*  
Allan & Wanda McCabe Education Scholarship\*

American Association of Women in Community Colleges Scholarship  
 American Magnetics Scholarship  
 Amy Young Memorial Scholarship  
 Angelo and Frances Sala Memorial Scholarship  
 Ann L. Knewitz Believe and Achieve Scholarship  
 Arnold & Wyma Smith Memorial Scholarship  
 August L. & Thelma W. Fowler Scholarship\*  
 Autry Memorial Endowment Scholarship\*  
 Auxiliary Memorial Hospital of Carbondale Scholarship  
 Bank of Herrin Endowed Scholarship\*  
 Betty Frances Mattingly Memorial Nursing Scholarship  
 Billy and Corinne Brown Scholarship\*  
 Bonny Murphy Education Scholarship  
 Carterville Banking Center, The Bank of Herrin Scholarship  
 Casey Saffelder Memorial Scholarship  
 CNA-LPN Scholarship  
 Construction Management Technology Scholarship\*  
 Cosmetology Scholarship  
 Creating Opportunities Scholarship  
 Dale L. Usher Scholarship\*  
 David L. Sloan, M. D. Memorial Scholarship\*  
 Don Ross Memorial Scholarship  
 Dorothy Ivey Scholarship  
 Dr. Fred Nolen Memorial Scholarship\*  
 Dr. Ron Browning Memorial Scholarship  
 Earl A. Pate Scholarship\*  
 Edgar J. Montañó Scholarship for International Students  
 Egyptian Contractors/O. M. Hudgens Scholarship\*  
 Elaine Mitchell Memorial Scholarship  
 Elizabeth M. Dietz Memorial Scholarship\*  
 Eugene Hudgens and Edith Bourne Memorial Scholarship\*  
 Evagene Lay Estate Scholarship  
 Eva Stover Scholarship  
 Foundation Art Scholarship  
 Frank R. Samuel Memorial Scholarship\*  
 Franklin County Medical Society Scholarship\*  
 Fred F. Claxton Memorial Scholarship\*  
 Fred Evans Memorial Scholarship  
 GED Scholarship  
 Gene Farley Memorial Scholarship\*  
 Harold & Marolyn O'Neil Scholarship\*  
 Harold & Mary Lou "Tommie" Perkins Memorial Nursing Scholarship  
 Heartland Regional Medical Center Scholarship\*  
 Herbs for Health & Fun Club Scholarship  
 Herrin Security Bank Scholarship\*  
 Illinois Association of Highway Engineers Scholarship  
 Illinois Health Improvement Association Scholarship  
 Interpreter Preparation Scholarship  
 Jack Whitlock Term Faculty Scholarship  
 Jackson County Retired Teachers Association Scholarship  
 Jake and Carolyn Rendleman Methodist Scholarship\*  
 JALC Student Writing Contest Scholarship  
 James B. & Rosemary Childress Scholarship\*  
 James D. Holloway Legislative Scholarship\*  
 James Kuruc Memorial Scholarship\*  
 Jerome "Mimi" Alongi Scholarship  
 Jim Deaton Memorial Scholarship\*  
 Jim Horn Memorial Scholarship  
 John H. & Judy Crawford/Raleigh Crawford Scholarship  
 John L. Kuruc, Sr. Memorial Scholarship  
 John M. Armstrong Carbondale Rotary Scholarship  
 Judith A. Richardson Memorial Scholarship  
 Karen Lawler Memorial Scholarship  
 Katherine Derbak Scholarship  
 Ken Gray Scholarship  
 Krystal Maranda Pritchard Scholarship  
 Lee Booth Memorial Scholarship\*  
 Lelia Marvin AAWU Scholarship  
 Leon Striegel, DVM Scholarship\*  
 Louis and Margaret Cerutti (Papa C) Scholarship  
 Louis Wides Memorial Scholarship\*  
 Marion Elks Ladies Association Scholarship\*  
 Marion William Parker Memorial Scholarship  
 Mary J. Barstis Memorial Scholarship\*  
 Mary Logan Scholarship  
 Mary Rendleman Johnson Nursing Scholarship\*  
 Massage Therapy HOPE Scholarship  
 McDonald's Scholarship  
 Mikaya McKinney Memorial Scholarship\*  
 Mildred Rose Bailey Dyslexia Memorial Scholarship  
 Murphysboro BPW Scholarship  
 Noah Saffelder Memorial Scholarship  
 Non-Traditional Student Scholarship  
 O. M. Hudgens Scholarship  
 Paul Simon Study Abroad Scholarship  
 Practical Nursing Club Scholarship  
 Pyle Family Scholarship  
 Rannie and Floreid Odum Memorial Scholarship  
 Rendleman Nursing Scholarship\*  
 Richard A. and Evelyn L. Helms Memorial Scholarship\*  
 Rosemary Berkel Crisp Memorial Nursing Scholarship  
 Seth Merrett Memorial Scholarship  
 Sewell Memorial Scholarship  
 Shorty Sweitzer Memorial Scholarship  
 SIPMA Scholarship  
 Southern Illinois Environmental Managers Scholarship  
 Southern Illinois Hospital Services/Marsha Lynn Cato Memorial Scholarship  
 Southern Illinois Hunting & Fishing Day Scholarship  
 State Farm Insurance Teacher Education Scholarship  
 Stephani Gorham Memorial Scholarship  
 Steven A. Sala Memorial Scholarship\*  
 Steven M. Arthur Scholarship

Streuter Family Scholarship  
Suzanne Teegarden Women's Re-Entry Scholarship  
Ted Green Memorial Scholarship  
Tim Ahlm Memorial Scholarship\*  
Velma McKinnon Memorial Scholarship\*  
Vicky Green Memorial Scholarship  
William L. Bost Scholarship\*

In addition, the John A. Logan College Foundation offers two academic scholarships and one vocational scholarship to graduating seniors in each of the eleven public high schools in the John A. Logan College District. Students receiving John A. Logan College Foundation Academic Scholarships and the Foundation Directors Vocational Awards are selected by their high schools on the basis of student grade-point averages and rank in class. In addition to cash awards, scholarship winners receive a waiver of tuition and fees. The scholarships are renewable for a second year.

Information and application forms are available from high school counselors and the John A. Logan College Foundation Office online at [http://www.jalc.edu/foundation/www\\_available\\_scholarships.php](http://www.jalc.edu/foundation/www_available_scholarships.php) and by e-mail at [stacyholloway@jalc.edu](mailto:stacyholloway@jalc.edu).

### **John A. Logan College Part-Time Student Employment Program**

John A. Logan College has a limited number of part-time institutional student-work positions available each year. Several positions are available that are not based on financial need; however, the College prefers to provide student employment to those students who demonstrate financial need. All applicants for student employment must have filed the appropriate Federal Student Aid form. Information and application forms are available from the John A. Logan College Career Services Office.

### **Workforce Investment Act Office**

This office provides a liaison to work with students who are eligible for the Workforce Investment Act (WIA) and pays tuition, fees, and book and supply costs for training in one-year certificate programs, two-year degree programs, or specialized short-term training programs.

### ***Financial Assistance Provided by the State of Illinois***

The Illinois State Monetary Award (grant) Program provides gift money for payment of tuition to eligible students who are Illinois residents. All students who plan to enroll for three (3) or more semester hours each semester and who need financial assistance

should make application. Awards are made for the academic year. Information and application forms are available from high school counselors or from the John A. Logan College Student Financial Assistance Office.

The Illinois National Guard Scholarship Program provides tuition costs to any individual who has been a member of the Illinois National Guard for a year and holds the rank of captain or below. The scholarship is not related to the individual's financial resources and is valid as long as the individual remains in the National Guard. This scholarship is limited to the equivalent of four years of full-time enrollment. Information and application forms are available from any Illinois National Guard Armory or from the John A. Logan College Veterans' Affairs Office.

### ***Federal Financial Assistance***

Pell Grant. The Pell Grant Program provides gift money for college-related expenses to students demonstrating financial need. The program is open to all students who are enrolled for three (3) or more semester hours and who have not earned a bachelor's degree. To apply, an applicant should file the FAFSA, Free Application for Federal Student Aid form, which can be obtained at <http://www.fafsa.gov>. Upon receipt of a Pell Grant Award notification (known as a Student Aid Report), recipients will be contacted by e-mail by the John A. Logan College Student Financial Assistance to complete all necessary paperwork in order to have their award (if eligible) processed.

Federal Supplemental Educational Opportunity Grant (FSEOG) is a federal grant where the funds are received by the college and distributed to students based on financial need. The student must qualify for the Pell Grant. All categories of the student population will be considered for funding.

FSEOG money is awarded on a yearly basis for the fall and spring semesters. FSEOG monies remaining after students fail to return for the spring semester will be awarded to other eligible students in the spring semester. Any remaining funds will be awarded during the following summer semester.

Work-Study Program. The student-work program at John A. Logan College is designed to serve three basic purposes: 1) to provide a means of income for students who have established a financial need in order to attend college, 2) to provide an opportunity for students to gain work experience (many for the first time) in a systematic and professional environment, and 3) to provide valuable and needed assistance to faculty and staff in each division.

Students interested in applying for on-campus student-work positions must make official application through the Placement Office. Students interested in on-campus jobs must also apply for financial aid by submitting the FAFSA application (Pell Grant). The results of this application must be on file in the Financial Aid Office and their student file complete before the student can be declared eligible for employment.

All student workers employed by John A. Logan College are expected to meet the requirements for satisfactory academic progress for financial assistance recipients, as explained in the most recent edition of the annual College Catalog.

### ***Veterans' Educational Benefits***

Benefits for Veterans. John A. Logan College is approved by the State Approving Agency to provide training for veterans and veterans with service-connected disabilities. Qualified veterans may receive financial assistance on a monthly basis determined by academic load. For assistance in applying, contact the Office of Veterans and Military Personnel Student Services at the College.

A veteran who has received payment for a class in which he or she has received an "INC" grade cannot repeat the class and receive additional benefits from the Veterans' Administration. Veterans wishing to repeat a class in which an incomplete grade has been received may do so, but the certifying official at John A. Logan College may not certify the second class for payment.

Veterans who transfer from other colleges and universities to John A. Logan College cannot be certified for any veterans benefits beyond one semester until all transcripts have been received and evaluated by John A. Logan College personnel (the certifying official and/or the official's designee).

John A. Logan College also coordinates GI Bill educational allowances for qualifying members of the National Guard and for reserve units of all the armed forces.

Illinois State Veterans Grant (IVG). Illinois veterans who have served in the military service and have an honorable discharge from such service may receive free tuition. To be eligible, the veteran must have entered the service from Illinois and, upon discharge, returned to Illinois within six (6) months.

Benefits for Dependents of Veterans. John A. Logan College students who are dependents of 100% disabled or deceased veterans (service connected) or dependent of MIA/POW veterans may

be eligible to receive a monthly assistance from the Veterans' Administration. Those who qualify or desire information about the program should contact the Office of Veterans and Military Personnel Student Services.

### ***Other Educational Assistance for Eligible Students***

The Office of Admissions and the Student Financial Assistance Office will aid eligible students in obtaining assistance through the Department of Public Aid, Department of Vocational Rehabilitation, Social Security Administration, and other federal, state, and local agencies. General information pertaining to educational benefits provided by various agencies as well as answers to procedural questions can best be obtained by contacting the appropriate agency.

### ***Financial Aid E-mail Information***

E-mail information for financial aid is available at the College at [jalcfa@jalc.edu](mailto:jalcfa@jalc.edu).

### ***Supportive Services***

#### ***Emergency Text/E-Mail Messaging System (E2campus-VOLTXT)***

John A. Logan College recently added a new text/e-mail messaging system (e2campus-VOLTXT). The system allows students and staff to receive text and/or e-mail messages about emergencies and school closures. In addition, registered users can choose to receive information about various other campus activities through this system (alumni information, athletic scores, performance series information, etc.). This service is offered at no charge to the user, except for the wireless carrier's text message charge (if applicable).

**To register,** go to the following website and sign in to create an account:

<https://www.e2campus.net/my/jalc/>

Users can choose to

- receive text messages and e-mail messages
- text only
- e-mail only

If e-mail only is desired, click the line that says "create e-mail account only." If signing up for text messages, the user needs to have the cell phone number and the cell phone handy so that the system can send a confirmation text. Once the account is created, the user can join "groups" for other

messages from the college. The user has the option of logging back into the account at any time to change information and group subscriptions.

### ***Learning Resources Center (LRC)***

The LRC supports instructional programs of the College. It consists of the College's Library; a Teaching and Learning Center, which supports the professional development of faculty and staff; a Learning Laboratory for proctored testing and online class support services; and a Student Multimedia Lab. The College's Distance Learning program is also administered by the LRC.

### **Library Services**

The library provides access to a collection of books, e-books, periodicals, pamphlets, maps, government documents, newspapers, online databases, and the Internet. Library Services supervises the circulation of materials from this area and materials placed on reserve. Library personnel provide reference services and library instruction. Students may request materials through interlibrary loan if the needed materials are not available at the John A. Logan College Library. Students with off-campus access may connect to the College's home page, the online catalog, and many online databases. Copy machines are provided for student use. Computers are available for students to search the online catalog, online databases, and Internet as well as for word processing use. The Library also has student access to typewriters. Study carrels are available for individualized study.

The library at John A. Logan College is an active, participating member of ILLINET library network, the Southern Illinois Learning Resources Cooperative, NILRC, and the Shawnee Library System's automated catalog.

### **Teaching Learning Center (TLC)**

The Teaching & Learning Center supports the faculty and staff by providing training and professional development services. The TLC provides training and support in instructional design, pedagogy, multimedia authoring, and implementing instructional technology in the classroom and online. The TLC maintains a multimedia/computer classroom (C230H) and a video recording studio (C229). The TLC multimedia/computer lab is for faculty use and has both Apple Macintosh- and Windows-based computers. The lab has up-to-date versions of the leading office and multimedia suites and has graphics tablets, scanners, and webcams on each workstation.

### **Learning Laboratory**

The facility is located on the upper level of the LRC (C-227). Its mission is to provide materials and equipment needed by students working on an individualized study basis. The Learning Lab is a secure testing facility where students receive proctored examinations. They may also pick up instructional packets from instructors and leave completed assignments. Students also receive technical assistance with online courses.

### **Student Multimedia Center**

The Student Multimedia Center (C231A) houses a computer laboratory, which features both Windows and Macintosh computers with a selection of multimedia production programs. This lab provides open hours for students to work on course assignments that require multimedia production. Web design, photography editing, and digital painting are just a few of the things students are able to do. Each computer has a scanner, and most have a graphics tablet for drawing and painting.

### **Media Distribution**

Media Distribution (C-122) supervises the scheduling, distribution, and use of audio-visual equipment and instructional materials used in classrooms and throughout the College. Media Distribution maintains a large collection of instructional videos and other multimedia materials for faculty use. Throughout campus, the Media Distribution office supports multimedia classrooms and delivers and maintains audio-visual equipment.

### **Graphics Services**

Graphics Services (C-207B) provides graphic and publication design services for the College. The office produces photographs, posters, newsletters, pamphlets, web graphics, and other materials for offices throughout the College.

### **College Website (<http://www.jalc.edu>)**

College Relations maintains the College website to provide information and services for students, faculty, staff, and the community. The website provides up-to-date and accessible information on departments, programs, events, and resources. The site is designed for easy navigation and is a portal for the College's online instructional program.

### **Distance Learning (Online Courses)**

Distance Learning includes online courses both virtual and hybrid. Distance Learning provides

students an opportunity to study on a more flexible schedule while extending accessibility to students who might not otherwise be able to pursue higher education.

Online courses enable students to customize learning to individual time and place needs since the courses are taught primarily via the Internet rather than in the classroom. Online courses are no less challenging or academically rigorous. Students will have to spend at least as much time, and possibly more, to be successful.

Online courses are not independent study courses. Online courses are highly structured and involve frequent interactions with the instructor and with other students enrolled in the course. Students use the Internet for communicating with the instructor and with other students, gaining access to course materials, conducting research, and submitting assignments.

- Virtual (courses with a section designation of V1, V2, etc.) – Any course approved for online instruction that requires no more than three visits to a campus or off-campus location during a semester.
- Hybrid (courses with a section designation of H1, H2, etc.) – Any course approved for online instruction that requires four or more visits to a campus or non-campus location during a semester.

Textbooks and other materials may be ordered from the campus bookstore.

It is not necessary to have a high level of computer proficiency, but students should have some computer experience navigating the Internet and using e-mail. The ability to use a word processing program is very important in an online course. If you do not have Internet access at home or at work, you can still take an online course using computers in our open access laboratories.

### ***Internship Program***

The John A. Logan College Internship Program is an on-the-job work experience that will enable the student to apply the skills and knowledge learned in the classroom. This experience is a cooperative adventure involving the student, the College, and a training station. It is closely planned and supervised by the College coordinator and the employer in order to allow students to obtain the maximum benefit. Students are evaluated by the College coordinator after a conference with the trainer at the training station.

## ***John A. Logan College Extension Centers***

### **Alongi Du Quoin Extension Center**

The Alongi Du Quoin Extension Center is located on U. S. 51 south in the Southtowne Shopping Center. The center is host to regular College classes as well as to adult and continuing education classes, children's classes, and seminars for business and industry. Call 542-9210 for more information.

### **West Frankfort Extension Center**

The West Frankfort Extension Center is located at 19 West Frankfort Plaza, West Frankfort. The center is the site for regular College courses as well as for adult and continuing education classes, children's classes, and seminars for business and industry. Call 932-6639 for more information.

## ***Campus Safety***

Campus Safety represents a progressive campus police organization providing protection to the facilities of the College and protection and services to its population. It has a walk-up window between E105.

The officers of the department are empowered by Illinois law to enforce all criminal and traffic laws of the state and the local ordinances of the College. All standard means are used by the department to enforce good order and to maintain traffic control on campus.

### **Parking**

Parking facilities are available to all College students at various parking lots on the campus. On-campus parking is a privilege and is subject to the parking and traffic regulations of the College.

No parking is allowed on any campus street, sidewalk, or on any unpaved area of the campus. Certain areas of the campus parking lots are reserved for faculty and staff parking and for parking for individuals with disabilities. Use of these reserved areas requires the display of a special parking permit, which is available in the Security Office.

Persons violating parking regulations are subject to a fine of \$5 to \$250. Parking violations may be paid at the Campus Safety window (Room E105) within five days of issue. Failure to comply may subject the violator to more penalties. Parking citations may be appealed in writing on a form available at the



Campus Safety and must be filed within five days of issue.

### ***Public Transportation***

Public Transportation is available free of charge to John A. Logan College students who are travelling between Carbondale and Carterville each day. The Saluki Express runs Monday through Friday from 7:30 a.m. to 5:00 p.m. and has designated stops in Carbondale and at John A. Logan College. The bus route is run only when Southern Illinois University in Carbondale is in session. Bus schedules may be picked up at the Information Desk or at the Admissions Office at John A. Logan College.

### ***Athletic Program***

John A. Logan College provides a well-balanced athletic program. The College competes intercollegiately in basketball, baseball, and golf in the men's division and in volleyball, basketball, softball, and golf in the women's division. John A. Logan College strives to be competitive in all sports on the community college level and attempts to provide an enthusiastic and positive atmosphere for all student athletes. John A. Logan College is a member of the National Junior College Athletic Association (NJCAA) and the Great Rivers Athletic Conference (GRAC).

Visit the Athletic Department on the College's website at <http://www.jalc.edu/athletics/> or call (618) 985-3741, Ext. 8369; or visit Office C101.

### ***Student Services***

#### ***Academic Advisement***

Every student admitted to John A. Logan College will be assisted prior to and during registration in developing his or her educational and vocational plans. This service will be provided by a counselor or by an academic advisor. These people will be available throughout the year to help the student with problems that may interfere with progress toward his or her goals.

#### ***Student Success Center***

The Student Success Center (SSC) coordinates several programs including TRiO Student Support Services, Tutoring, and Disability Support Services.

### **The TRiO Program**

The TRiO program is a component of the Educational Opportunities Program (EOP) that is funded through the U. S. Department of Education. This program provides individual support to students who are low-income, first generation college students, and/or disabled.

The purpose of TRiO is to increase college retention and graduation rates for eligible students. Benefits provided may include mentoring, cultural enrichment activities, tutoring, leadership-development training, scholarships, transfer and financial aid assistance, and others. TRiO students may also utilize any of the other support services offered through the Student Success Center based on their individual needs. Applications for the TRiO program are available in room C-219 or online at [https://secure.jalc.edu/student\\_success/trio\\_application.php](https://secure.jalc.edu/student_success/trio_application.php).

#### **Tutoring**

The SSC offers students the opportunity to increase their educational skills through tutoring.

Tutoring is offered in both transfer and career areas, including mathematics, science, business, and language arts. **Tutoring is also offered online through our Online Student Services site at [http://www.jalc.edu/student\\_services/](http://www.jalc.edu/student_services/).** The center uses both professional and peer tutors to assist students. The tutoring program is certified through the College Reading and Learning Association (CRLA), and all tutors complete Level I and II training requirements.

#### **Disability Support Services**

The Student Success Center provides reasonable accommodations for students with disabilities.

Students with disabilities who want to request accommodations are required to meet with the Disability Support Services professional at least six weeks prior to the beginning of the semester in which they plan to attend. Students requesting accommodations must have appropriate documentation of a disability in order to receive reasonable accommodations. Visit the following site to view our documentation standards: [http://www.jalc.edu/student\\_success/guidelines.php](http://www.jalc.edu/student_success/guidelines.php). In addition, students are required to request accommodations each semester they plan to use the approved accommodations.

Reasonable accommodations may include, but are not limited to, note takers/scribes, sign language interpreters, alternative format books, extended time for exams, accessible seating, and parking permits.

Professional sign language interpreters are available for students who are deaf or hard-of-hearing for class lectures, tests, field trips, personal and career counseling, and other scheduled activities. A deaf-interest club, the American Sign Language Club, encourages appropriate social interaction and provides a forum for increasing deaf awareness in the College community.

### **Other Services**

Educational Workshops. The Student Success Center offers a variety of workshops each semester designed to enhance students' academic skills. Workshop topics include study skills, test-taking techniques, stress management, relaxation techniques, and overcoming math anxiety. See a list of times and locations at [http://www.jalc.edu/student\\_success/workshop.php](http://www.jalc.edu/student_success/workshop.php) or call (618) 985-3741, ext. 8289.

Personal Counseling. Often students need assistance with academic and career concerns as well as with social and personal problems. For this reason, professionally trained counselors are available to help students understand and resolve these problems.

### *The Write Place*

Located in C215, the Write Place is the College's writing center. It offers free tutoring in English, especially student essays, research papers, and other written assignments.

### *Career Services*

#### **Career Services**

Career Services assists students in effectively realizing their career plans. This is achieved by computerized testing and by personal interviews. Students receive help in clarifying goals and objectives that are related to their life and work values, abilities, needs, and interests. The center recognizes that making realistic career choices and adaptations to job market demands and/or changing lifestyles is important to successful career development.

#### **Career Testing**

Individual testing is available and is administered through the career counselors. These tests can assist a student in discovering interests and skills in various areas. Interested students should contact Career Services to schedule an appointment.

#### **Off-Campus Employment**

John A. Logan College provides a service that is available to assist all students, graduates, and alumni in securing employment in positions directly related to their areas of academic preparation. Individuals seeking positions in Illinois and several other Midwestern states are aided by a computerized list of jobs.

Students can further utilize Career Services by receiving individual assistance with résumé preparation, interviewing techniques, and other valuable pre-employment skills.

Career Services will also assist students in finding part-time employment while enrolled at John A. Logan College. Those seeking part-time employment should register with Career Services as soon as possible after admission procedures have been completed.

#### **On-Campus Employment**

In addition to assisting students in locating off-campus employment, Career Services is responsible for coordinating the student work program at John A. Logan College. There are limited positions available in the student-work program, which has been designed to provide part-time employment for students who need financial assistance in order to attend college.

### *Student Activities & Cultural Events*

The Office of Student Activities and Cultural Events enriches life in the John A. Logan College district by providing accessible, diverse, and engaged learning experiences through co-curricular and cultural programs.

#### *Clubs and Organizations*

The College's 20-plus clubs and organizations provide students with opportunities for leadership development, service to the College and surrounding community, and socialization with peers.

For a current and complete list of clubs and organizations, visit [http://www.jalc.edu/activities/club\\_corner/](http://www.jalc.edu/activities/club_corner/) or contact the Student Activities office in B29 or e-mail [activities@jalc.edu](mailto:activities@jalc.edu), or call 618-985-2828 Ext. 8287.

### ***Student Government***

The College's student government association is the Student Senate. It is comprised of representatives from student clubs, the student trustee, and other at-large students. The Senate identifies and addresses student issues, sponsors service projects, and encourages student involvement on campus.

For more information about the Student Senate, contact the Student Activities office in B29 or e-mail [activities@jalc.edu](mailto:activities@jalc.edu), or call 618-985-2828 Ext. 8287.

### ***Student Publications***

The College's student newspaper, *The Volunteer*, is available online at <http://www.jalcnews.com/>. The student literary magazine, *Expressions*, is published annually by the English Department.

### ***Performing Arts***

The annual Performance Series features College-produced music and theater productions and brings to campus national and international touring groups. Tickets for evening performances are reasonably priced for all audiences, and students receive further discounts. Daytime matinees and workshops are also offered at reduced prices. Most productions take place in O'Neil Auditorium.

For a current list of performances, visit <http://www.jalc.edu/activities/performingarts.php> or the Student Activities office in B29 or e-mail [activities@jalc.edu](mailto:activities@jalc.edu) or call 618-985-2828 Ext. 8287.

### ***Special Events***

The Student Activities office is involved with the College's community events including the Women's Health Conference, Southern Illinois Hunting and Fishing Days, and AutumnFest Arts and Crafts Show. The office also works with College faculty to coordinate K-12 and College events.

For a current schedule of events visit <http://www.jalc.edu/activities/specialevents.php> or contact the Student Activities office in B29 or e-mail [activities@jalc.edu](mailto:activities@jalc.edu) or call 618-985-2828 Ext. 8287.

### ***Museum***

The John A. Logan College Museum presents a variety of art cultural exhibits. The Museum's four exhibit galleries are located in the halls of the College. The Purdy School one-room schoolhouse is located on the west side of the campus and each semester hosts schoolchildren for a historic educational experience.

For a current list of exhibits visit <http://www.jalc.edu/museum/> or contact the Student Activities office in B29 or e-mail [museum@jalc.edu](mailto:museum@jalc.edu), or call 618-985-2828 Ext. 8287.

### ***Campus Information Services***

The Student Activities office operates the College's Information Desk, manages campus bulletin boards, and provides other information services. The information desk can be reached at 618-985-2828 Ext. 8613.

### ***International Education Programs***

John A. Logan College offers a wide range of international education opportunities for students, faculty, staff, and the community. Lectures, exhibits, and performances frequently have an international flavor, and round-table discussions on topics of international interest are also held several times each semester.

Numerous courses at the College include units or topics of international information. For example, a marketing course might include a unit on selling a product in Japan, or a child psychology course might cover child-rearing practices in other countries. In addition, courses are available in international relations, Latin American civilizations, and non-Western literature, history, and philosophy.

John A. Logan College actively explores global opportunities. Faculty and staff members participate regularly in exchanges with counterparts in other countries and are involved in both professional and personal travel around the globe. The College actively pursues contacts throughout the world.

### ***Study Abroad Programs***

John A. Logan College encourages students to explore the benefits of living and studying in a foreign culture. As a member of the Illinois Consortium for International Studies and Programs (ICISP), the College offers students a variety of

study abroad opportunities. Any John A. Logan College student who has completed at least 12 hours of college-level work with a cumulative grade-point average of 2.75/4.00 is eligible to participate in these programs. All programs provide John A. Logan College credit or transferable credit from another Illinois institution with a range of courses that should fit into most baccalaureate transfer programs.

The College foundation and faculty/staff provide financing for some partial scholarships for these programs. For more information programs, contact the international education coordinator.

The following study abroad options are available to students:

- Canterbury Christ Church University; Canterbury, England (fall and spring)
- Salzburg College; Salzburg, Austria (fall, spring, and summer)
- University of Seville; Seville, Spain (fall, spring, and summer)
- Xi'an International University; Xi'an, China (fall, spring and summer)
- Forester Instituto Internacional; San José, Costa Rica (summer only)
- International College of Management; Sydney, Australia (summer only)
- University of Burgundy; Dijon, France (summer only)
- American School of Tangier; Tangier, Morocco (summer only)
- Munich, Germany (summer only)

Some programs are done in cooperation with other ICISP member institutions, and new programs are added on a regular basis. Contact the international education coordinator for details on specific programs and deadlines for applications.

### **Student Exchange Program**

A short-term, reciprocal exchange program between John A. Logan College and the Netherlands is also available. Logan College students and Dutch students stay in each other's homes and visit classes and local places of interest to learn about each other's countries and educational systems. Students travel with a representative of the College. This reciprocal exchange provides a cost-effective international experience, ideal for the first-time traveler who wants to see if a longer study-abroad program would be of interest or for the student who can manage only a short time abroad. Dutch students generally visit Logan College during the fall

semester, and Logan students travel to the Netherlands in mid-May after final exams. Contact the international education coordinator for more information.

### **Other Travel/Study Opportunities**

Short-term travel/study opportunities (usually one-to-three weeks in length) are also available for academic credit. Examples of such programs include the study of tropical ecology on the islands of Trinidad and Tobago or Costa Rica and European travel/study tours. These travel/study tours are also open to community members.

These courses may vary from semester to semester and are listed in the semester schedules and advertised throughout the campus.

The most current information on other study abroad opportunities is available from the international education coordinator or on the College's homepage under "International Education."

## ***John A. Logan College Foundation***

The John A. Logan College Foundation is a not-for-profit (501C-3), tax-exempt corporation established to provide financial and other types of support for the College. It encourages giving by individuals, businesses, and other organizations for scholarships, instructional equipment, campus improvements, and other projects that benefit the College. The foundation administers such gifts of money and property according to the wishes of the donors and the needs of the College.

### ***John A. Logan College Foundation Scholarships***

Several hundred different scholarships are administered through the John A. Logan College Foundation. Some scholarships are for the amount of full tuition and fees, while others are for lesser amounts. All are awarded by action of the Scholarship Committee.

For a complete listing of scholarships, please refer to the Financial Assistance section of the Catalog. For additional information about scholarships, contact the Scholarship Director by e-mail at [stacyholloway@jalc.edu](mailto:stacyholloway@jalc.edu) or by phone at (618) 985-2828, Ext. 8437.

## *College Foundation Contact Information*

Contact the foundation Executive Director by e-mail at [stacibynum@jalc.edu](mailto:stacibynum@jalc.edu) or by phone at (618) 985-2828, Ext. 8472.

### *John A. Logan College Alumni & Friends Association*

The John A. Logan College Alumni & Friends Association encourages a lifelong relationship with John A. Logan College by its alumni, friends, and community patrons. The Alumni & Friends Association provides opportunities for community members, current and former students, and graduates to serve John A. Logan College and its students while also offering social and professional venues for its members.

The association has found that many individuals cherish their experiences and memories of John A. Logan College classes, instructors, friends, and special programs (such as the College's premiere Hunting and Fishing Days annual event or the Logan Civil Wars Series) and that these positive feelings remain with them throughout their lifetimes. The association aims, as its mission, to unite these individuals in an organization of thousands of alumni and friends who have chosen to express their active support for John A. Logan College and its programs. The annual membership fee is \$15 and is available to any person with an interest in supporting John A. Logan College. Annual memberships help support alumni & friend special events, activities, and student scholarships.

### *To Join the John A. Logan College Alumni & Friends Association*

To join, visit the website at [http://www.jalc.edu/foundation/www\\_alumni.php](http://www.jalc.edu/foundation/www_alumni.php) or call 618-985-2828, ext. 8355 or 8426. The John A. Logan College Alumni & Friends Association is located in the Foundation Office, Building B, Room B33. Please stop by to visit us when you come to campus.

## *Baccalaureate Transfer Program*

### *Credit Hour Requirements for Associate in Arts Degree*

<b>Group</b>		<b>AA Credit Hours</b>
Group I	Communications	9
Group II	Humanities and Fine Arts	9
Group III	Mathematics	3-6
Group IV	Social Sciences	9
Group V	Physical and Life Sciences	9-10
Group VI	Health	2
Group VII	Supportive Skills	3
Group VIII	Integrative Studies	3
Group IX	General Electives	13-23
<b>Minimum-Maximum Hours</b>		<b>62-64</b>

The Associate in Arts General Degree Requirements Worksheet can be viewed at [http://www.jalc.edu/catalog/curriculum\\_guides/associateinartsdegree.pdf](http://www.jalc.edu/catalog/curriculum_guides/associateinartsdegree.pdf) See your specific curriculum guide for courses recommended for your area of study.

### *Credit Hour Requirements for Associate in Science Degree*

<b>Group</b>		<b>AS Credit Hours</b>
Group I	Communications	9
Group II	Humanities and Fine Arts	9
Group III	Mathematics	4-8
Group IV	Social Sciences	9
Group V	Physical and Life Sciences	12-16
Group VI	Supportive Skills	3
Group VII	Integrative Studies	3
Group VIII	General Electives	12-22
<b>Minimum-Maximum Hours</b>		<b>62-64</b>

The Associate in Science General Degree Requirements Worksheet can be viewed at [http://www.jalc.edu/catalog/curriculum\\_guides/associateinsciencedegree.pdf](http://www.jalc.edu/catalog/curriculum_guides/associateinsciencedegree.pdf) See your specific curriculum guide for courses recommended for your area of study.

## *Departments and Goals*

All departments prepare students for transfer to four-year institutions. In addition, the departments have the following program goals:

### **English**

The English Department prepares students to think clearly and critically so they can make informed decisions in their private and professional lives. It also teaches them to participate effectively in the entire communication process (reading, writing, speaking, and listening). The study of literature prepares students to clarify their own values while developing an understanding of others' beliefs and an aesthetic awareness of life.

Additional information regarding the English Department is available at <http://www.jalc.edu/departmentpages/english/>

### **Humanities**

The Humanities Department strives to expand students' awareness of, and sensitivity to, the human condition. By examining human needs, values, and achievements through the study of art, communications, languages, music, theater, and philosophy, students develop insights, critical thinking skills, and practical applications necessary for private and professional goals. The humanities help students define who they are and who they may become.

Additional information regarding the Humanities Department is available at <http://www.jalc.edu/departmentpages/humanities/>

### **Life Science**

The Life Science Department provides students with opportunities to acquire the knowledge and skills in biology, health education, and physical education to continue further studies and to function using related principles in a working environment.

Additional information regarding the Life Science Department is available at <http://www.jalc.edu/departmentpages/lifesciences/>

### **Mathematics**

The Mathematics Department emphasizes the mathematical reasoning skills necessary to function in the technologically oriented society and workplace. Students can become quantitatively literate and capable of applying quantitative methods to real-life situations.

Additional information regarding the Mathematics Department is available at <http://www.jalc.edu/departmentpages/mathematics/>

### **Physical Science**

The Physical Science Department strives to advance scientific literacy for general and continuing students, prepare students for upper level health, science and engineering courses at transfer institutions, and support other departments at the college. Students have the opportunity to develop skills and knowledge in Chemistry, Computer Science, Integrated Science, Physics, and variety of Physical Science survey courses.

Additional information regarding the Physical Science Department is available at: <http://www.jalc.edu/departmentpages/physicalscience/>

### **Social Science**

The Social Science Department prepares students to understand the relationships between the individual and society, the process of human social evolution, and the institutions of complex societies. Students who major in the social sciences read primary and secondary sources in the social sciences, demonstrate knowledge of the basic concepts, models, and theories of the social sciences, and use the basic analytical methods and techniques of the social sciences. Students develop a critical analysis of the strengths and weaknesses of social science and an appreciation and understanding of human social and cultural diversity.

Additional information regarding the Social Science Department is available at <http://www.jalc.edu/departmentpages/socialscience/>

## *Additional Transfer Information*

The College offers separate associate degree programs in the arts (AA), science (AS), fine arts (AFA), engineering science (AES) and arts in teaching (AAT). Students may complete degree requirements by completing the general course requirements for these programs. It is also possible for students to complete the freshman and sophomore requirements for the specific majors associated with these programs by following the appropriate curriculum guide. In general, students need to understand the difference between courses/credits being "accepted" by a transfer institution versus courses/credits being accepted and evaluated as "applicable toward meeting degree requirements".

Certain Associate in Applied Science (AAS) degrees can be considered as a transfer degree. Articulation Agreements, Two plus Two Agreements and Capstone Options are a few examples that spell out the opportunity for an AAS degree to fit into a four-year bachelor degree program. Southern Illinois University (SIUC), for example, offers a Capstone Option for AAS degree program graduates. Eastern Illinois University (EIU) offers a Bachelor of General Studies (BGS) degree. Western Illinois University (WIU) offers a Board of Trustees Bachelor of Arts degree.

Each curriculum guide also has its own specific requirements. Unless students are careful in their selection of courses during the first two years, they may unnecessarily lose valuable time. The office of Academic Advisement, Student Services advisors, and faculty advisors will assist the student in making a proper selection of courses, but it is the student's responsibility to learn what is required for his or her educational goals. The student is responsible for obtaining full knowledge of the information provided in this College Catalog concerning regulations and requirements of the College and his or her program of study. In addition, each student needs to become familiar with any special requirements of his or her transferring institution. Transfer institutions may require a grade of "C" or better for some courses to be accepted for transfer credit. Others may require a grade of "C" or better in certain courses to equate or substitute for a course required in a degree program.

Students desiring to pursue pre-medicine, pre-law, pre-veterinary, pre-chiropractic, or other pre-professional curricula should consult their advisor for help in selecting appropriate programs of study. All pre-professional curricula are based on the individual student's preference of senior institutions and undergraduate programs of study.

The pre-professional student should be familiar with the transfer rules of the institution concerned, including any special rules for the student's proposed curriculum at that institution. An academic advisor will help the student develop an individual course plan.

### ***Illinois Articulation Initiative (IAI)***

John A. Logan College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum (GECC) between participating institutions in Illinois. Completion of the transferable General Education Core Curriculum (GECC) at any participating college or university in Illinois assures transferring students that lower

division general education requirements for an associate or bachelor's degree have been satisfied. This agreement is in effect for students who entered an associate- or baccalaureate-degree-granting institution in Illinois as first-time freshmen in the summer of 1998 (and thereafter).

The minimum requirements established for the Illinois Transferable General Education Core Curriculum (GECC) are as follows:

Communications. 3 courses (9 semester credits). The three courses should include a two-course (6 semester credits) sequence in writing and one course (3 semester credits) in oral communications. A grade of "C" or better is required in the two-course writing sequence.

Mathematics. 1 or 2 courses (3 to 6 semester credits).

Physical and Life Sciences. 2 courses (7 or 8 semester credits). One course must be from the Physical Sciences, one must be from the Life Sciences, and one of these must be a laboratory course.

Humanities and Fine Arts. 3 courses (9 semester credits). One course must be selected from the Humanities, one from the Fine Arts, and one from either the Humanities or Fine Arts.

Social and Behavioral Sciences. 3 courses (9 semester credits). Courses must be selected from at least two different disciplines.

John A. Logan College students who complete this core curriculum with approved IAI courses will have their transcript posted verifying the completion of the IAI General Education Core Curriculum (GECC). Students who have completed the IAI Transferable General Education Core Curriculum (GECC) and transfer to another IAI participating institution will have completed that institution's lower division general education requirements required for general graduation purposes. Students who do not complete the IAI GECC requirements prior to transfer should expect to fulfill the general education requirements as established by the receiving institution. However, some IAI participating institutions are now allowing students who transfer with at least 30 semester credits the option of completing the remaining IAI GECC after transfer. Students should also be aware that the recommended IAI Associate in Engineering Science (AES) and Associate in Fine Arts (AFA) curricula are designed to keep them on schedule with the native students in these disciplines at the participating four-year institution, but they do not fulfill the transferable

General Education Core Curriculum (GECC) requirements. The Associate in Arts in Teaching (AAT) may or may not fulfill the IAI GECC package.

The Illinois Articulation Initiative (IAI) also includes recommended freshmen- and sophomore-level courses for specific majors in the Illinois Baccalaureate Majors Curricula. The majors' course recommendations build on the transferable General Education Core Curriculum (GECC) by identifying major and prerequisite courses that students need to complete to transfer as a junior (that is, with an associate degree into a specific major). Each major panel recommendation explicitly encourages community college students to complete an associate degree prior to transfer. In the course description section of this Catalog, the following codes identify qualifying general education courses: The IAI General Education Core Curriculum (GECC) courses:

IAI	C	Communications
IAI	F	Fine Arts
IAI	H	Humanities
IAI	L	Life Sciences
IAI	M	Mathematics
IAI	P	Physical Sciences
IAI	S	Social/Behavioral Sciences

The following codes identify qualifying major courses:

IAI	AG	Agriculture
IAI	BIO	Biological Sciences
IAI	BUS	Business
IAI	CHM	Chemistry
IAI	CLS	Clinical Lab Sciences
IAI	CRJ	Criminal Justice
IAI	CS	Computer Sciences
IAI	EGR	Engineering
IAI	ENG	English
IAI	HIS	History
IAI	IND	Industrial Technology
IAI	MC	Mass Communications
IAI	MTH	Mathematics
IAI	PHY	Physics
IAI	PLS	Political Science
IAI	PSY	Psychology
IAI	SOC	Sociology
IAI	TA	Theater Arts

A database is maintained that contains all of the statewide IAI articulated courses at each participating institution. Students who plan to transfer at some point during their college career should access this IAI information on the IAI website at <http://www.itransfer.org>. The IAI Major Advisory Committees are undergoing a review of the core

curriculum for each major. Changes to the current major core course recommendations may be altered. It is advisable for all students thinking about transferring to another institution to meet with an academic advisor to discuss the applicability of courses to a specific major or degree program of that other institution.



The following listing represents the John A. Logan College courses that are approved as matches to IAI courses as of the printing of this Catalog edition. All credits shown in the table below are semester credits.

<b>John A. Logan College Approved Course Matches to IAI Courses</b>						
<b>JALC Course</b>	<b>Title</b>	<b>Credits</b>	<b>IAI Code</b>	<b>IAI Begin Date</b>	<b>GECC/ Majors</b>	
ACC 200	Financial Accounting I (must also take ACC 201)	3	BUS 903	08-15-2003	Majors	
ACC 201	Financial Accounting II (must also take ACC 200)	3	BUS 903	08-15-2003	Majors	
ACC 202	Managerial Accounting	3	BUS 904	05-01-1999	Majors	
ANT 111	Anthropology	3	S1 900N	05-01-1998	GECC	
ANT 202	America's Diverse Cultures	3	S1 904D	01-01-2011	GECC	
ANT 216	Cultural Anthropology	3	S1 901N	05-01-1998	GECC	
ANT 240	Introduction to Physical Anthropology	3	S1 902	01-01-2012	GECC	
ART 101	Two-Dimensional Design	3	ART 907	01-14-2013	Majors	
ART 102	Three-Dimensional Design	3	ART 908	01-14-2013	Majors	
ART 111	Art Appreciation	3	F2 900	05-01-1998	GECC	
ART 180	Drawing I	3	ART 904	01-14-2013	Majors	
ART 220	History of Art I	3	F2 901	05-01-1998	GECC	
ART 221	History of Art II	3	F2 902	05-01-1998	GECC	
ART 256	Drawing II	3	ART 905	01-14-2013	Majors	
ART 291	History of Photography	3	F2 904	01-01-2001	GECC	
BIO 100	Biology for Non-Science Majors	3	L1 900L	05-01-1998	GECC	
BIO 101	Biological Science I	4	L1 900L	05-01-1998	GECC	
	Biological Science I	4	BIO 910	01-01-2011	Majors	
BIO 102	Biological Science II	4	BIO 910	01-01-2011	Majors	
BIO 105	Human Anatomy and Physiology	3	L1 904L	08-15-1998	GECC	
BIO 110	General Botany	3	L1 901L	05-01-1998	GECC	
BIO 115	Invertebrate Zoology	3	L1 902L	08-15-2004	GECC	
BIO 120	Vertebrate Zoology	3	L1 902L	08-15-2004	GECC	
BIO 225	Genetics	3	L1 906	01-01-2004	GECC	
BUS 121	Business Statistics	3	BUS 901	05-01-1999	Majors	
CHM 141	General, Organic and Biochemistry I	4	P1 902L	01-01-2000	GECC	
CHM 151	Chemical Principles	5	P1 902L	08-15-2000	GECC	
	Chemical Principles	5	CHM 911	05-01-2001	Majors	
CHM 201	Organic Chemistry I	5	CHM 913	05-01-2001	Majors	
CHM 202	Organic Chemistry II	5	CHM 914	05-01-2001	Majors	
CIS 101	Introduction to Computers	3	BUS 902	08-15-2020	Majors	
CIS 207	Computer Applications	3	AG 913	08-15-2003	Majors	
	Computer Applications	3	BUS 902	01-01-2004	Majors	
CIS 240	Web Page Design	3	MC 923	08-15-2003	Majors	
CPS 202	Discrete Structures	3	M1 905	01-01-2004	GECC	
	Discrete Structures	3	CS 915	05-01-1999	Majors	
CPS 206	Computer Science I	4	CS 911	08-15-1999	Majors	
CPS 215	Computer Science II	4	CS 912	05-01-2002	Majors	
CRJ 103	Intro to Criminal Justice	3	CRJ 901	05-01-1999	Majors	
CRJ 105	Criminal Behavior	3	CRJ 912	05-01-1999	Majors	
CRJ 218	Intro to Corrections	3	CRJ 911	05-01-1999	Majors	
CRJ 223	Juvenile Justice	3	CRJ 914	05-01-1999	Majors	
ECO 201	Introduction to Macroeconomics	3	S3 901	05-01-1998	GECC	
ECO 202	Introduction to Microeconomics	3	S3 902	05-01-1998	GECC	
EGR 101	Engineering Graphics	2	EGR 941	08-15-1999	Majors	
	Engineering Graphics	4	IND 911	08-15-2002	Majors	

John A. Logan College Approved Course Matches to IAI Courses					
JALC Course	Title	Credits	IAI Code	IAI Begin Date	GECC/ Majors
ENG 101	English Composition I	3	C1 900R	05-01-2000	GECC
ENG 102	English Composition II	3	C1 901R	05-01-1998	GECC
ENG 113	Professional Technical Writing	3	C1 900R	05-01-1998	GECC
FRE 202	Intermediate French II	4	H1 900	05-01-1998	GECC
GEO 112	Regional Geography	3	S4 900N	05-01-1998	GECC
GEO 215	Survival of Humans	3	L1 905	08-15-2001	GECC
GER 202	Intermediate German II	4	H1 900	05-01-1998	GECC
HIS 101	Western Civilization I	3	H2 901	05-01-1998	GECC
HIS 102	Western Civilization II	3	H2 902	05-01-1998	GECC
HIS 103	World Civilization I	3	S2 912N	08-15-2004	GECC
HIS 104	World Civilization II	3	S2 913N	08-15-2004	GECC
HIS 201	United States History I	3	S2 900	05-01-1998	GECC
HIS 202	United States History II	3	S2 901	05-01-1998	GECC
HIS 213	Eastern Civilizations	3	H2 903N	05-01-1998	GECC
HUM 101	Introduction to Humanities	3	HF 900	05-01-1998	GECC
JRN 201	Newswriting and Editing I	3	MC 919	01-01-2001	Majors
JRN 215	Introduction to Mass Media	3	MC 911	05-01-1999	Majors
LIT 211	English Literature to 1750	3	H3 912	05-01-1998	GECC
LIT 212	English Literature: Romanticism to the Present	3	H3 913	05-01-1998	GECC
LIT 231	American Literature to 1865	3	H3 914	08-15-2002	GECC
LIT 232	American Literature: 1865 to Present	3	H3 915	05-01-1998	GECC
LIT 235	American Short Story	3	H3 901	05-01-1998	GECC
LIT 264	Literature for Children	3	H3-918	04-19-2013	GECC
LIT 275	Art of the Cinema	3	F2 909	05-01-1998	GECC
LIT 280	Introduction to Literature	3	H3 900	05-01-2004	GECC
LIT 281	Introduction to Mythology	3	H9 901	05-01-1998	GECC
LIT 284	Ethnic Literature in America	3	H3 910D	05-01-1998	GECC
LIT 290	Non-Western Literature	3	H3 908N	01-01-2000	GECC
LIT 295	Women in Literature	3	H3 911D	01-01-2001	GECC
MAT 113	Contemporary Math	3	M1 904	05-01-1998	GECC
MAT 116	Finite Mathematics	5	M1 906	05-04-1998	GECC
MAT 117	Calculus for Business and Social Science	4	M1 900-B	05-04-1998	GECC
MAT 120	Elementary Statistics	3	M1 902	05-01-1998	GECC
MAT 125	Discrete Structures	3	M1 905	05-01-1998	GECC
	Discrete Structures	3	CS 915	05-01-1999	Majors
MAT 131	Calculus I	5	M1 900-1	08-15-2004	GECC
	Calculus I	5	MTH 901	05-01-2000	Majors
MAT 201	Calculus II	5	M1 900-2	08-15-2004	GECC
	Calculus II	5	MTH 902	05-01-2000	Majors
MAT 202	Calculus III	3	M1 900-3	08-15-2004	GECC
	Calculus III	3	MTH 903	05-01-2000	Majors
MAT 205	Differential Equations	3	MTH 912	05-01-2000	Majors
MAT 209	Math for Elementary Teachers	3	M1 903	05-01-1998	GECC
MAT 221	Introduction to Linear Algebra	3	MTH 911	01-01-2002	Majors
MAT 282	Statistics	3	M1 902	01-01-2002	GECC
MUS 105	Music Appreciation	3	F1 900	05-01-1998	GECC
PHL 111	Ethics and Moral Problems	3	H4 904	05-01-1998	GECC
PHL 121	Introduction to Logic	3	H4 906	05-01-1998	GECC
PHL 131	Introduction to Philosophy	3	H4 900	05-01-1998	GECC

John A. Logan College Approved Course Matches to IAI Courses					
JALC Course	Title	Credits	IAI Code	IAI Begin Date	GECC/ Majors
PHL 200	Non-Western Philosophy	3	H4 903N	01-01-2004	GECC
PHL 260	World Religions	3	H5 904N	05-01-1998	GECC
PHS 100	Environmental Conservation	3	L1905	01-01-2011	GECC
PHS 101	Environmental Technology (must also take PHS 111)	3	LP 900	05-01-1998	GECC
PHS 102	Astronomy	3	P1 906	05-01-1998	GECC
PHS 103	Earth Science	3	P1 905L	05-01-1998	GECC
PHS 104	Chemistry for Non-Science Majors	3	P1 903	05-01-1998	GECC
PHS 105	Physics for Non-Science Majors	3	P1 900	05-01-1998	GECC
PHS 106	Energy, Environment and Society	3	P1 901	08-15-2009	GECC
PHS 107	Weather and Climate	3	P1 905	08-15-2009	GECC
PHS 108	Intro to Environmental Chemistry	3	P1 903	08-15-2009	GECC
PHS 111	Environmental Technology II (must also take PHS 101)	3	LP 901	01-10-2005	GECC
PHS 220	Physical Geology	4	P1 907L	08-15-2004	GECC
PHS 222	Environmental Geology	3	P1 908L	08-15-2009	GECC
PHY 121	Technical Physics	3	P1 900L	08-15-1998	GECC
PHY 155	College Physics I	5	P1 900L	05-01-1998	GECC
PHY 201	Statics	3	EGR 942	08-15-1998	Majors
PHY 202	Dynamics	3	EGR 943	08-15-1998	Majors
PHY 205	University Physics I	5	P2 900L	08-15-2000	GECC
	University Physics I	5	PHY 911	01-01-2006	Majors
PHY 206	University Physics II	5	PHY 912	01-01-2006	Majors
PHY 214	Introduction to Circuit Analysis	3	EGR 931	01-01-2011	Majors
PHY 215	Intro to Circuit Analysis	4	EGR 931L	01-01-2011	Majors
PHY 224	Electric Circuit Analysis Laboratory	1	EGR 931L	01-01-2012	Majors
PSC 131	American Government	3	S5 900	05-01-1998	GECC
PSC 211	State and Local Government	3	S5 902	05-01-1998	GECC
PSC 212	Introduction to International Relations	3	S5 904N	05-01-1998	GECC
PSC 213	World Affairs	3	S5 906N	08-15-2001	GECC
PSC 289	Introduction to Comparative Government	3	S5 905	05-01-1998	GECC
PSY 132	General Psychology	3	S6 900	01-01-2011	GECC
PSY 200	Social Psychology	3	S8 900	05-01-2003	GECC
PSY 203	Adolescent Psychology	3	S6 904	08-15-1999	GECC
PSY 262	Child Psychology	3	S6 903	05-01-1998	GECC
PSY 270	Abnormal Psychology	3	PSY 905	01-01-2011	Majors
SCI 210A	Integrated Science I (must also take SCI 210B)	3	LP 900L	01-01-2005	GECC
SCI 210B	Integrated Science II (must also take SCI 210A)	3	LP 901L	01-01-2005	GECC
SOC 133	Principles of Sociology	3	S7 900	05-01-1998	GECC
SOC 215	Diversity in American Life	3	S7 903D	05-01-1998	GECC
SOC 263	Marriage and Family	3	S7 902	05-01-1998	GECC
SOC 264	Social Problems	3	S7 901	05-01-1998	GECC
SPE 113	Theater Appreciation	3	F1 907	05-01-1998	GECC
SPE 115	Speech	3	C2 900	05-01-1998	GECC
SPE 124	Fundamentals of Acting I	3	TA 914	08-15-2002	Majors
SPN 202	Intermediate Spanish II	4	H1 900	05-01-1998	GECC

## Career Education

### Credit Hour Requirements for Associate in Applied Science Degree

Group	AAS Credit Hours
Group I: Communications	6
Group II: Humanities and Fine Arts, Social and Behavioral Sciences, Physical and Life Sciences	6
Group III: Mathematics	3
Group IV: Career Major Requirements	45-57
Minimum-Maximum Hours	62-72

The Associate in Applied Science General Degree Requirements Worksheet can be viewed at [http://www.jalc.edu/catalog/curriculum\\_guides/associateinappliedsciencedegree.pdf](http://www.jalc.edu/catalog/curriculum_guides/associateinappliedsciencedegree.pdf). See your specific AAS degree for Group IV: Career Major Requirements.

### Summary of Career Education Programs

These curricula prepare students for careers in occupations related to business, education, health, industry, office technology, or public service. The curricula are developed with the assistance of advisory committees representing business and industry and on the basis of survey information identifying area manpower needs. Both certificate and degree programs are offered. Most certificate programs require one year of study; degree programs require two. Note: Due to their specialized technical nature, some courses are offered each semester and some are not; students beginning in the spring semester may not be able to carry a full load of courses.

The overall objective of career-oriented education is to contribute to the scientific, technical, industrial, business, and economic welfare of southern Illinois through provision of low-cost, current, college-level technical training geared to the citizens of the College district.

The career curricula are technical in nature and lie in the post-high school area. They differ in content and purpose not only from those of the trade school but also from those of the engineering college. All have in common the following purposes and characteristics:

1. The purpose is to prepare students for employment in high-skill career fields.
2. There are hands-on learning experiences provided for the student to gain prospective in relation to their future occupation.
3. Methods of instruction are relatively direct with a strong emphasis on learning specific skills. Ordinarily, a high proportion of the work is done during the hours of instruction. Individualized instructional materials provide opportunities for home study and independent progress. Many curricula articulate to baccalaureate degree-granting institutions, and many individual courses are transferable. A majority of curricula have programs of study with well-defined entry and exit points.

### Career Education Advisory Committees

Training people for employment in career and technical education fields is a task that should be shared by the College and the community. To provide quality programs and competent graduates, the College must understand the needs of area businesses and industries. It is important that a two-way system of communication among the College and the community be maintained to meet the educational and training needs of the College district.

Local advisory committees perform a significant function because they represent not only secondary education but also industries and businesses that are respected and recognized within the area served by the College. The feedback from advisory committees enables the College to develop or modify programs of career education to reflect current needs of the community. Each committee assists the College in determining industry needs, developing curricula, establishing work experiences, identifying equipment and facility needs, and assessing program objectives and content. College staff carefully consider all committee recommendations because they guide program enhancement to ensure graduates are ready to enter a skilled workforce.

The public can have confidence in these programs because the experiences and counsel of responsible citizens are solicited and acted upon by the College.

These committees are comprised of community and business representatives plus the chairperson of each program's advisory committee.

### **Program Advisory Committees**

- Accounting
- Automotive
- Computer Information Systems
- Construction Management
- Cosmetology
- Criminal Justice
- Dental Assisting
- Dental Hygiene
- Diagnostic Cardiac Sonography
- Drafting
- Early Childhood Education
- Electronics
- Graphics Design
- Heating & Air Conditioning
- Interpreter Preparation
- Marketing
- Massage Therapy
- Medical Assisting
- Nursing
- Office Technology
- Welding

### ***Departments and Programs***

#### **Allied Health and Public Service**

Associate Degree Nursing. The Associate Degree Nursing Program at John A. Logan College will enable the student to perform safe nursing care, develop effective communication skills, understand the nursing process, and apply scientific principles for clients throughout the life span within the limits set forth by the Illinois Nurse Practice Act. Upon satisfactory completion, students will be eligible to write the NCLEX-RN exam for licensure.

Cosmetology. The purpose of this certificate and two-year program is to provide students thorough training in the arts, skills, and sciences that pertain to the care and treatment of the hair, skin, and nails, and to prepare students to be creative, employ critical thinking, and to treat clients tactfully and judiciously. Upon graduation, students will be able to seek state licensure to practice cosmetology safely and lawfully.

Criminal Justice. Graduates of this two-year program will be able to explain the structure, administration, and role of the criminal justice system in American society. The Criminal Justice Program prepares the student either for the workforce or for transfer to a university in the field of Criminal Justice or Administration of Justice. Students in this program participate in service-learning projects and have the opportunity for internship.

Dental Assisting. The dental assisting student who successfully completes this one-year certificate program will meet the professional standards required to be clinically proficient, recognize his or her role as an invaluable member of the dental health team, and be sensitive to the dental needs of various communities. Completion of the program allows the student to sit for the Dental Assisting National Board exam and to seek certification.

Dental Hygiene. The Dental Hygiene Program educates dental assistants to become hygienists with a high degree of clinical competence and knowledge of the dental practice. Upon completion of the Dental Hygiene Program, students will be awarded an Associate in Applied Science degree. At that time, they will be eligible to sit for regional and national board exams required for licensure. The dental hygienist is an integral member of the dental health care team who works directly with the dentist to maintain optimum oral health for the patient. Duties include cleaning teeth, exposing x-rays, providing dental-care instructions to patients, and maintaining patient records. Additional duties may be found within the Illinois Dental Practice Act.

Diagnostic Cardiac Sonography. This is an eighteen-month, full-time career program that addresses the growing demand for highly trained, well-educated sonographers. The professional level of this health care service requires highly skilled and competent individuals who function as integral members of the health care team. The sonographer must be able to produce and evaluate ultrasound images and related data that are used by physicians to render a medical diagnosis. Diagnostic sonography serves a diverse population in a variety of settings such as hospitals, clinics, and veterinary offices. The curriculum is an extremely active one in which the student is responsible for maintaining academic requirements on campus, as well as participating in an internship at clinical affiliates. A strong math and physics background is suggested.

Early Childhood Education. Graduates of this two-year Early Childhood Education Program will be trained to provide education and care for children in public and private child-care settings. Specifically, graduates will be trained to provide a safe and healthy learning environment, provide experiences to promote physical, intellectual, social-emotional, and language-literacy development, use positive guidance-discipline strategies, establish positive and productive relationships with families, and operate a program for children that adheres to legal requirements and DCFS regulations.

Emergency Medical Services. The Emergency Medical Service curriculum includes both a certificate and an associate in applied science degree. Both prepare students to sit for the EMT-Paramedic (EMT-P) licensing exam. John A. Logan College offers the EMT-B course to provide students with training to be eligible to apply for the NREMT-B exam and to enter the EMS A.A.S. degree program.

Fire Science Services. This program is for students who are already functioning with a fire department and wish to participate in the certification program of the Illinois Office of the State Fire Marshal. Students must be employed by an Illinois fire department (full-time, part-time, or volunteer) to be eligible for certification by the Office of the State Fire Marshal and to enroll in certain courses offered in this program. This two-year program provides firefighters with college credit for specialized training at off-campus facilities approved by the Illinois State Fire Marshal's Office. After the completion of general electives, graduates will be eligible to capstone into the Fire Science Service Management Program at Southern Illinois University.

Health Information Technology. The Health Information Program is offered through the Southern Illinois Collegiate Common Market (SICCM). This program provides students training in administrative and technical skills necessary to maintain components of health record systems consistent with the medical, administrative, ethical, legal, accreditation, and regulatory requirements of the health care delivery system.

Interpreter Preparation. The goal of this program is to prepare students to function as entry-level interpreters with the capability to analyze their own performances and recognize their own abilities and limitations. Graduates of this two-year program will be capable of interpreting between English and ASL and make appropriate cultural adjustments. They will also have an understanding of the interpreting process, the dynamics that occur among minority-majority cultures, professional ethics and protocol, human interaction, and professional teamwork.

Massage Therapy. This one-year certificate program trains students in therapeutic massage to reduce stress, assist in the injury-recovery process, and improve the overall wellness in the clients they serve. Students receive hands-on training through laboratory practice and experience in the John A. Logan College Massage Therapy Clinic. The College's program provides students with enough contact hours and training to be eligible to apply for the Massage Therapy certification exam through the National Certification Board for Therapeutic Massage and Bodywork.

Medical Assistant. This certificate program trains students to perform administrative office tasks and clinical procedures primarily in medical offices. Graduates are trained broadly to work under the supervision of a physician with varied duties, depending on the specific needs of the practice. Their work may be of a generalist nature, performing many tasks within the practice, or they may specialize in a particular area (e.g. Claims Analysts, EKG Technician, Laboratory Assistant, Medical Records Clerk, Medical Office Assistant, and Phlebotomist). Graduates are eligible to sit for the National Center for Competency Testing exam.

Medical Laboratory Technology. The Medical Laboratory Technology Program is offered through the Southern Illinois Collegiate Common Market (SICCM). Students are trained to possess the technical skills necessary to perform routine testing in the areas of hematology, serology, coagulation, clinical microbiology, clinical chemistry, blood banking, and urinalysis in clinical laboratories of hospitals, clinics, and physician offices under the supervision of a physician and/or medical technologist.

Nursing Assistant. This eight-week course is designed to train students to be competent in skills necessary to function successfully in a hospital, long-term care facility, or health department. The nursing assistant will provide services related to the comfort and welfare of the resident under direct supervision of a licensed nurse or physician. Topics covered include body mechanics, transfer techniques, basic anatomy and physiology, personal care, vital signs, rehabilitation, special procedures, care of the Alzheimer's patient, death, dying, and post-mortem care.

Occupational Therapy Assistant. This two-year program is offered through the Southern Illinois Collegiate Common Market (SICCM). Occupational therapy assistants are trained to be an integral part of a patient's rehabilitation team. Graduates of this program will possess technical skills needed to provide services to individuals of all ages who have physical, psychological, or developmental disabilities. Occupational therapist assistants serve a diverse population in a variety of settings such as hospitals and clinics, rehabilitation facilities, long-term care facilities, extended care facilities, sheltered workshops, schools and camps, private homes, and community agencies.

Practical Nursing. This certificate program is designed to provide an individual with the knowledge and skills to function as a safe and effective member of the health care team in the role of the practical nurse. Classroom theory, laboratory practice, and

clinical experience are included in this three-semester certificate program approved by the Illinois Department of Professional Regulation within the limits set forth by the Illinois Nurse Practice Act. Upon satisfactory completion of the program, the student will be eligible to write the NCLEX-PN exam for licensure.

Surgical Technology. This one-year certificate program is offered through the Southern Illinois Collegiate Common Market (SICCM). Graduates are trained in the theory and application of sterile and aseptic technique. Training combines the knowledge of human anatomy, surgical procedures, and implementation tools and techniques to facilitate a physician's performance of invasive therapeutic and diagnostic procedures.

Veterinary Technology. This two-year associate in applied science program is offered through the Southern Illinois Collegiate Common Market (SICCM). Graduates of this program are trained in both administrative and technical skills necessary to assist the veterinarian in all phases of medicine and surgery for small, large, exotic, and lab animals. The Veterinary Technician plays an important role in client education, grief counseling, and public relations.

For the most current listing of programs for Allied Health and Public Service, visit the website at <http://www.jalc.edu/departmentpages/healthandpublicservice/>

## **Applied Technologies**

The Applied Technologies Department offers occupational certificates and associate in applied science degrees designed to prepare students to enter the workforce. Many of our programs are accredited and offer workplace experience through internships. Our labs feature state-of-the-art equipment that students use to complete hands-on projects. Certain Associate in Applied Science (AAS) degrees can be considered as transfer degrees. Articulation Agreements, Two plus Two Agreements and Capstone Options are a few examples that spell out the opportunity for an AAS degree to fit into a four-year bachelor degree program.

Auto Collision Programs. The Auto Collision Repair Program provides students with instruction on the procedures and practices used in automotive body repair and refinishing and instruction on body shop management.

Auto Services Technology. The Automotive Services Technology Program prepares students for employment as line mechanics, diagnostic technicians, and industrial maintenance personnel, as well as shop managers, company technicians, factory representatives, or teachers.

Computer-Aided Design (CAD) and Drafting. The Computer-Aided Design and Drafting Program provides a thorough understanding of standard mechanical drafting practices, design, and an understanding of manufacturing processes. The student will become proficient in standard projections, sectioning, auxiliary work, assembly drawings, and tolerancing. Student specialties include product design, advanced tolerancing, tool design, detail and assembly, and 3D drawings. Upon completion, students are prepared to become CAD operators or may transfer to a university to complete a bachelor's degree.

Computer-Aided Machining. The Computer-Aided Machining Program provides the student with a thorough understanding of the basic skills, operations, procedures, and machine tools used in industry. Graduates will find employment as tool room machinists, computer numerical control (CNC), machine programmers, CNC machine tool operators, model makers, or in maintenance machining.

Construction Management Technology. The Construction Management Technology Program prepares students for employment in the construction industry as a project managers, project coordinators, superintendents, cost engineers, field engineers, estimators, schedulers, office engineers, or safety inspectors. Upon graduation, students may continue their education at SIUC to earn a bachelor's degree with an emphasis in construction management.

Electronics. The Electronics Program provides a thorough understanding of DC-AC fundamentals, solid-state electronics, digital electronics, microprocessor operations, and industrial electronics. Completers of the program will be able to assume an entry-level position in the electronics industry. John A. Logan College is a CISCO-certified training academy and offers courses that prepare students for the CISCO Certified Network Technician Exam. Students who wish to continue their education will be eligible for articulated programs with the SIUC College of Engineering and Technology, the College of Applied Science and Arts, the College of Education, and with some programs at Southeast Missouri State University and Murray State University.

Graphics Design. The Graphics Design Program will prepare graduates to enter the profession of Graphic Design in print shops, magazine companies, newspaper companies, television stations, and other related industries. The needs for each company vary, but graphic designers' responsibilities may include the creation of graphics, photography, animation, page setup, layout, logo design, and web page design. The program is geared toward students desiring a career in graphics design, dislocated workers, and incumbent workers desiring to upgrade their existing skills as well as students with interest in artistic expression.

Heating and Air Conditioning. The Heating and Air Conditioning Program assists students to develop entry-level workplace readiness skills as applied in the area of heating and air conditioning services. Students can expect to learn how to meet industry standards for technicians, including sheet metal layout skills, and to become proficient in refrigeration cycles and systems, heating theory and systems, and electricity and its uses in industry.

Industrial Maintenance/PLC Systems. The Industrial Maintenance Program provides students with an understanding of DC-AC fundamentals, solid state electronics, and industrial electronics applications. Graduates of this program will be qualified for an entry-level position in any industrial setting as industrial electronics maintenance specialists.

Welding. Manual welders, especially those with a wide variety of skills, will increasingly be needed for sophisticated fabrication tasks and repair work that does not lend itself to automation. Many of the job openings for welders will result from the need to replace experienced workers. The aging of the nation's infrastructure, which means more products needing repair or replacement, will also provide opportunities.

For the most current listing of programs for Applied Technologies, visit the website at <http://www.jalc.edu/departments/appliedtechnologies/>

## **Business Education**

The Business Department provides students with knowledge and skills to compete for entry-level jobs in the business world. The program also prepares business students for job promotions, career advancements, and lifelong learning experiences in the business working environment and for transfer to four-year institutions.

Accounting. The Accounting Degree, Accounting Certificate and the Bookkeeper/Clerical Certificate prepares students for immediate entry into a small business environment or the accounting department of a larger company. Students will learn the accounting process, the payroll process, and become proficient with accounting information on the computer.

- ACC 100 Business Accounting
- ACC 105 Payroll Accounting
- ACC 200 Financial Accounting I
- ACC 201 Financial Accounting II
- ACC 202 Managerial Accounting
- ACC 218 Tax Accounting
- ACC 225 Integrated Accounting on Computers

Banking. The Banking Degree will provide positions and advancement opportunities in the clerical and banking industry. Prospective students of this degree are required to be disciplined, organized and trustworthy, as well as possess knowledge in computers, business and accounting. Careers include positions such as teller, customer service, item processing clerk, and entry-level accounting positions.

Business Administration and Accounting. This degree provides the first two years of any four-year degree in business:

- Accounting
- Business Administration
- Economics
- Finance
- Marketing
- Management

Business Management. The Business Management Degree and Certificate will provide the student with a great entry-level foundation for any type of general business, company or manufacturing position. This degree is a foundation for pursuing a four-year degree at a university level.

Business Teacher Education Program. This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals



from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

Computer Forensics. The Computer Forensics AAS Degree program and Networking Certificate will focus on the principles and techniques used to identify, search, seize and analyze digital media and to conduct cyber investigations against criminal and terrorist activity. This program will include instruction in computer boot processes and drives, jumper setting, file access and reconstruction, hacking, network systems, cryptography, programming, investigative techniques, forensic imagery, web-based investigation methods, cyber-terrorism, and applicable laws and administrative procedures. The AAS degree will provide students with the knowledge, skills, training and resources to pursue employment in computer and network security and/or information assurance in the following careers:

- law enforcement
- national defense
- large corporations
- banking
- legal offices

Possible job titles are:

- Digital Forensics Examiner
- Malware Media Forensic Analyst
- Forensic Auditor
- IT Digital Forensics Analyst
- Disaster Recovery Specialist
- Computer Security Specialist
- Computer Security Coordinator

Computer Information Systems. The Computer Information Systems programs give students a thorough understanding of how computers work and provide students with the skills that are in demand in today's business world. Students have the opportunity to specialize in several areas including:

- Computer Applications
- Office Environment Applications
- Web Page Development
- Network Design and Administration
- Computer Hardware Troubleshooting

Program Options:

- Computer Information and E-Commerce (AAS)
- Computer Information Systems (Certificate)
- Computer Information Systems (AAS)
- Computer Applications Specialist (AAS)

- Computer Support and Networking (AAS)
- Data Entry Assistant (Short-Term Certificate)
- Information Systems and Accounting (AAS)

The Business Department participates in the Tech Prep program with district high schools. College credit may be granted for coursework completed in high school. Contact the Department Chair for Business for more information.

After completing the following AAS degrees, students may transfer to SIUC to complete a bachelor's degree in Information Systems Technology, Health Care Management, or Technical Resource Management:

1. Information Systems Technology
  - Computer Information Systems (AAS)
  - Computer Applications Specialist (AAS)
  - Computer Support and Networking (AAS)
2. Health Care Management
  - Computer Information Systems (AAS)
3. Technical Resource Management
  - Computer Information Systems
  - Computer Application Specialist
  - Computer Support and Networking

The Capstone option allows students to earn a bachelor's degree with an additional 60 hours from SIUC. See your advisor for more information about program options that should be taken if you wish to pursue a bachelor's degree through Capstone.

Marketing. Courses available to students considering a career in marketing include:

- BUS 255 Customer Service
- CIS 240 Web Page Design
- MKT 113 Principles of Marketing I
- MKT 130 Sales 1
- MKT 224 Advertising

Marketers provide the link between businesses that have goods and services to sell and customers who want to purchase them. The marketing process involves a variety of activities, including research, strategic planning, product development, and sales management. Students in this program will participate in active learning and demonstrate an understanding of basic business principles using case studies; use computer technology and demonstrate communication skills in preparing spreadsheets, writing reports, analyzing business problems, and preparing professional presentations; develop and demonstrate ethical values while also using human relations skills through individual and team activities in class and in business situations.

This degree offers a solid background in the concepts of marketing and business. A marketing degree can lead to a career in such areas as marketing management, personal selling and sales management, and retail merchandising and management.

After completing the Marketing AAS degree, students may transfer to SIUC to complete a bachelor's degree in Health Care Management or Technical Resource Management.

A Retailing Certificate is also available in the Marketing area.

Medical Coding. This program prepares individuals to work as medical coders for doctors' offices, group practices, clinics, and some legal practices specializing in personal injury cases. It also helps individuals prepare for the Certified Professional Coder (CPC®) exam sponsored by the American Academy of Professional Coders. Major employers include health care offices and clinics, large legal firms specializing in personal injury cases, health care insurance companies, government agencies responsible for Medicaid and Medicare disbursements, and others.

Office Technology. The Office Technology programs at John A. Logan College prepare graduates to work in professional office environments.

The two-year Associate in Applied Science degree is available for the following programs:

- Administrative Assistant. This program is designed to provide training necessary to fill administrative assistant positions in legal, medical, and other professional offices.
- Medical Administrative Assistant. This program offers content in administrative assistant courses in addition to courses focusing specifically on a medical environment including medical office procedures, medical terminology, CPR, and experience in using common medical practice management software.
- Electronic Health Records Office Assistant. The Electronic Health Records Office Assistant program begins with a firm foundation in office-related coursework and medical terminology classes. It then continues to prepare current and future workers to create, use, archive, and delete electronic health care records in hospitals, clinic or private practice organizations.

- Office Supervision and Management. This program is designed to provide specialized training for the office support person who aspires to be eligible for a management position in the office environment. Articulation agreements with Southern Illinois University are available for Information Systems Technology and Health Care Management.

Certificates are also available in the Office Technology area including:

- Bookkeeper-Clerical Studies
- Information Processing
- Legal Office Specialist
- Medical Billing and Coding
- Medical Transcription Language Specialist
- Virtual Assistant

Occupational Certificates (requiring only 17-18 hours) are offered in the following areas:

- Data Entry Assistant
- General Business
- Medical Clerk
- Office Assistant

Review courses are also offered for the:

- CAP (Certified Administrative Professional)
- CPS (Certified Professional Secretary)
- CMT (Certified Medical Transcriptionist)
- RMT (Registered Medical Transcriptionist)

Students in the Office Technology program may also achieve certification through the Office Proficiency and Assessment Certification (OPAC).

### *Computer Certifications*

Acquiring certification indicates that an individual has the knowledge and expertise to perform at a specified level. Every technology professional can benefit from pursuing certification offered by a recognized industry organization. Several courses are offered to help prepare students to take a wide variety of certification exams.

CompTIA A+ Certification. This certification confirms a technician's ability to perform tasks such as installation, configuration, diagnosing, preventive maintenance, and basic networking. The exam also covers domains such as security, safety and environmental issues, and communication and professionalism. After successful completion of the classes below, the student should be prepared to take the A+ exam:

- ELT 210 A+ Preparation-Hardware Core
- ELT 214 A+ Preparation-Operating Systems Core

CompTIA Net+. This certificate is vendor-neutral and recognizes a technician's ability to describe the features and functions of networking components and to install, configure, and troubleshoot basic networking hardware, protocols, and services. After successful completion of the classes below, the student should be prepared to take the CompTIA Net+ exam:

- CIS 200 Networking Essentials
- CIS 250 Wireless Networks
- ELT 218 Introduction to Network Technologies

CompTIA Security+. This certification validates knowledge of communication security, infrastructure security, cryptography, operational security, and general security concepts. After successful completion of the classes below, the student should have covered most topics on the CompTIA Security+ certification exam:

- CIS 208 Security Awareness
- CIS 250 Wireless Networks

Microsoft Office Specialist (MOS) Certifications. These are certifications that can be obtained by mastering the various Microsoft software applications. John A. Logan College offers the courses below. After successful completion of the classes below, the student should be prepared to take the appropriate Microsoft exams:

- CIS 110 Introduction to Word Processing
- CIS 120 Database Management
- CIS 225 Advanced Database Management
- CIS 104 Spreadsheet Design
- CIS 220 Advanced Spreadsheet Design
- CIS 210 Presentation Graphics

Windows Networking Certification. This certification will give the student the skills needed to administer a network using Microsoft networking software. After successful completion of the classes below, the student should have covered the topics on the Windows Networking certification exam:

- CIS 200 Networking Essentials
- CIS 206 Managing Network Environments I
- ELT 218 Introduction to Network Technologies

For the most current listing of Business Education programs and Computer Certifications, visit the website at <http://www.jalc.edu/departments/businesseducation/>.

## *Non-Traditional Scheduling Options*

### *Evening Credit Courses and Programs*

The College offers a variety of credit courses during the evening hours. A complete schedule of available credit classes is published by the College on a semester basis. Many adults are finding it possible to complete the requirements of an associate degree by attending evening classes on a regular basis. Interested students should follow the procedures explained in preceding section of the College Catalog.

### *Block Scheduling*

Block scheduling allows students to take classes in large blocks of time—from 90 to 170 minutes. Classes begin at the start of fall and spring semester and near the middle of fall and spring semester.

### *Virtual/Hybrid Offerings*

The College has been approved to offer the Associate of Arts degree and several certificates in a completely online format. In addition, many of the College's courses have been approved to be offered in either a virtual or a hybrid format, which means that many programs have at least 50 percent of their courses available to be completed online. Consult with your academic advisor to choose the appropriate courses for the completion of your program.

Online courses enable students to customize learning to accommodate their time and location since the courses are taught primarily via the Internet rather than in the classroom. Online courses are no less challenging or academically rigorous. The student will spend at least as much time, and possibly more, to be successful.

Online courses are not independent study courses. They are highly structured and include frequent interaction with the instructor and other students enrolled in the course. Students use the Internet for communicating with the instructor and other students, gaining access to course materials, conducting research, and submitting assignments. Although it is not necessary to have a high level of computer proficiency, the online student should have some computer experience navigating the Internet, using e-mail, and have the ability to use a word processing program. Students who do not have Internet access at home or at work can take an

online course using computers in our open-access laboratories.

**Virtual Courses.** Virtual courses are any courses approved for online instruction that require no more than three visits to a campus or off-campus location during a semester. (Courses section numbers for virtual courses are V1, V2, etc.)

**Hybrid.** Hybrid courses are any courses approved for online instruction that require four or more visits to a campus or non-campus location during a semester. (Course section numbers for hybrid courses are H1, H2, etc.)

## *Educational Opportunities in Cooperation with John A. Logan College*

### *Joint Agreements with Area Community Colleges*

Through joint agreements, cooperating colleges are able to expand instructional offerings to their students to programs at other colleges that are currently unavailable within their own districts. John A. Logan College has entered into joint agreements with the community colleges listed below.

If a student is interested in enrolling in one of the programs included in the agreements, he or she should contact the V.P. for Instruction Office at (618) 985-2828 or (618) 457-7676, Ext. 8407.

Please note that these joint agreements are subject to change and some programs require pre-entrance testing.

<b>Illinois Eastern Community Colleges</b> (618) 393-2982 <a href="http://www.iecc.edu">www.iecc.edu</a>			
<b>Illinois Eastern Community College Degrees &amp; Certificates Open to John A. Logan College Students</b>		<b>John A. Logan College Degrees &amp; Certificates Open to Illinois Eastern Community Colleges Students</b>	
<b>Name of Program</b>	<b>Degree</b>	<b>Name of Program</b>	<b>Degree</b>
Advanced CNC Programming	Certificate	ASL/Deaf Studies	AAS Degree/Certificate
Advanced Manufacturing	Degree	Coal Mining Technology*	Certificate
Advanced Machining	Certificate	Dental Assisting	Certificate
Agricultural Technology/Business	AAS Degree	Dental Hygiene	AAS Degree
Agricultural Technology/Production	AAS Degree	Diagnostic Cardiac Sonography (formerly Cardiac Medical Sonography)	Advanced Certificate
Alternative Fuels	Certificate	Interpreter Preparation	AAS Degree
Automation	Certificate		
Diesel Equipment Technology	AAS Degree		
Electrical Distribution Systems	Certificate		
Energy Technology	Degree		
Gunsmithing	AAS Degree/Certificate		
Horticulture	AAS Degree/Certificate		
Industrial Leadership & Organization	Certificate		
Industrial Quality Management	AAS Degree/Certificate		
Manufacturing Design	Certificate		
Professional Ag Applicator	Certificate		
Radio-TV Broadcasting	AAS Degree		
Reliability Maintenance	Certificate		
Telecommunications Technology	AAS Degree/Certificate		
Turf and Landscape Design	Certificate		

\*Training offered on the campus of John A. Logan College, Vocational Building; follow link for more details <http://www.iecc.edu/we/default.html>

**Kaskaskia College**  
800-642-0859 [www.kaskaskia.edu](http://www.kaskaskia.edu)

<b>Kaskaskia College Degrees &amp; Certificates Open to John A. Logan College Students</b>		<b>John A. Logan College Degrees &amp; Certificates Open to Kaskaskia College Students</b>	
<b>Name of Program</b>	<b>Degree</b>	<b>Name of Program</b>	<b>Degree</b>
Advanced Cooking	Certificate	ASL/Deaf Studies	AAS Degree/Cert.
Agriculture	AAS Degree/ Cert.	Banking	AAS Degree
Aeronautical Science	Certificate (pending ICCB approval)	Computer Forensics	AAS Degree
Alcohol and Other Drug Abuse	Certificate (pending ICCB approval)	Construction Management Technology	AAS Degree
Basic Carpentry	Certificate	Customer Service	Certificate
Cardiac-Interventional Radiography	Certificate	Dental Hygiene	AAS Degree
Cisco Networking	Certificate	Diagnostic Cardiac Sonography (formerly Cardiac Medical Sonography)	Adv. Certificate
Computed Tomography	Certificate	Diagnostic Cardiac Sonography	AAS Degree
General Diagnostic Medical Sonography	Certificate	Electronic Health Records Office Assistant	AAS Degree
Horticulture Science	AAS Degree	Energy Efficiency (formerly Sustainable Systems)	Certificate
Horticulture Technician	Certificate	Energy Management Systems	Certificate
Personal Fitness Trainer	Certificate	Fire Science Services	AAS Degree
Physical Therapist Assistant	AAS Degree	Fire Science Services, Fire Officer I	Online Cert.
Prep Cook's Certificate	Certificate	Fire Science Services, Fire Fighter II	Certificate
Networking Security Administration	Certificate	Fire Science Services, Fire Fighter III	Certificate
Network Administration	Certificate	Graphic Design	AAS Degree
Phlebotomist	Certificate (pending ICCB approval)	Green Technology	Certificate
Radiologic Technology	AAS Degree	Heating and Air Conditioning	AAS Degree
Respiratory Therapy	AAS Degree	HVAC Green Technologies	Certificate
Truck Driver Training	Certificate	Interpreter Preparation	AAS Degree
Vascular-Interventional Radiography	Certificate	Medical Assistant	Certificate
Web Design	Certificate	Medical Billing and Coding	Certificate
Web Development & Administration	AAS Degree	Medical Transcription Language Specialist	Certificate
		Residential Construction Management	AAS Degree
		Retailing	Certificate
		Virtual Assistant	Certificate

<b>Rend Lake College</b> 618-437-5321 <a href="http://www.rlc.edu">www.rlc.edu</a>			
<b>Rend Lake College Degrees &amp; Certificates Open to John A. Logan College Students</b>		<b>John A. Logan College Degrees &amp; Certificates Open to Rend Lake College Students</b>	
<b>Name of Program</b>	<b>Degree</b>	<b>Name of Program</b>	<b>Degree</b>
Agriculture	AS Degree/Certificate	ASL/Deaf Studies	AAS Degree/Certificate
Agriculture Business	AAS Degree	Accounting	AAS Degree/Certificate
Agriculture Mechanics	AAS Degree/Certificate	Auto Collision Technology	Certificate
Agricultural Production and Management	AAS Degree/Certificate	Computer Forensics	AAS Degree
Architectural Technology	AAS Degree/Certificate	Construction Management Technology	AAS Degree
Architectural CAD	Certificate	Construction Trades Technology	AAS Degree/Certificate
Baking and Pastry Arts	Certificate	Customer Service	Certificate
Computer Programming	AAS Degree	Dental Assisting	Certificate
Computer Programming—with Visual Basic	Certificate	Dental Hygiene	AAS Degree
Computed Tomography	Certificate	Diagnostic Cardiac Sonography (formerly Cardiac Medical Sonography)	Advanced Certificate
Culinary Arts Management	AAS Degree/Certificate	Diagnostic Cardiac Sonography	AAS Degree
Diesel Technology	AAS Degree/Certificate	Heating and Air Conditioning	AAS Degree/Certificate
Enology (wine making)	AAS Degree	HVAC Green Technologies	Certificate
Ford MLR	Certificate	Information Systems and Accounting	AAS Degree
Heavy Equipment Technology	AAS Degree	Interpreter Preparation Program	AAS Degree
Heavy Equipment Transportation	Certificate	Medical Assistant	Certificate
Horticulture	AAS Degree	Medical Billing and Coding	Certificate
Horticulture Technician	Certificate	Medical Transcription Language Specialist	Certificate
Horticulture—Turf Management	Certificate	Residential Construction Management	AAS Degree
Industrial Maintenance Technician	Certificate	Virtual Assistant Certificate	Certificate
Mining Technology	AAS Degree / Advanced Mining Certificate	ECE100 Quality Environments in Family Care	Course
MRI	Certificate	6ACE 269 Water Operator Training	Course
Phlebotomy	Certificate	6DRV 057A Wastewater Treatment	Course
Radiology Technology	AAS Degree	6DRV 086A Waterworks Operations—Basic	Course
Surveying Technology	AAS Degree	6DRV 087A Waterworks Operation—Inter.	Course
Truck Driver Training	Certificate	6DRV 088A Waterworks Operation—Adv.	Course
Wireless Communications Technology	AAS Degree	6DRV 199A Wastewater 2: Inter.	Course
Wireless Communications Technology— Electronics for Wireless Communication	Certificate		
Wireless Communications Technology— Land-Based Communication Systems	Certificate		
Viticulture (grape growing)	AAS Degree/Certificate		

**Shawnee College**  
618-634-3200 [www.shawneecc.edu](http://www.shawneecc.edu)

<b>Shawnee College Degrees &amp; Certificates Open to John A. Logan College Students</b>		<b>John A. Logan College Degrees &amp; Certificates Open to Shawnee College Students</b>	
<b>Name of Program</b>	<b>Degree</b>	<b>Name of Program</b>	<b>Degree</b>
Agriculture Business and Management	AAS Degree	Auto Collision Technology	AAS Degree/Certificate
Alcohol and Other Drug Abuse Counseling	AAS Degree/Certificate	ASL/Deaf Studies	AAS Degree/Certificate
Aviation Science	AAS Degree	Construction Management Technology	AAS Degree
Basic Entrepreneurship	Certificate	Customer Service	Certificate
Computer Forensics and Investigations	Certificate	Dental Assisting	Certificate
Direct Support Provider	Certificate	Dental Hygiene	AAS Degree
Fish & Wildlife Management	AAS Degree	Diagnostic Cardiac Sonography (formerly Cardiac Medical Sonography)	Advanced Certificate
Helpdesk/PC Technician/Networking	AAS Degree	Diagnostic Cardiac Sonography	AAS Degree
Industrial Maintenance Technician	Certificate	Drafting, CAD Technology	AAS Degree
Industrial Maintenance Chemical	Certificate	Electrical Engineering Technology	AAS Degree
Major Appliance Repair	Certificate	Electronic Health Records Office Assistant	AAS Degree
Multimedia and Gaming	AAS Degree	Emergency Medical Services	AAS Degree/Certificate
Social and Human Support Services	AAS Degree	Energy Efficiency (formerly Sustainable Systems)	Certificate (pending ICCB approval FL 11)
Truck Driving	Certificate	Energy Management Systems	Certificate
		Fire Science Services	AAS Degree
		Fire Science Services, Fire Officer I	Online Cert.
		Fire Science Services, Fire Fighter II	Certificate
		Fire Science Services, Fire Fighter III	Certificate
		Graphics Design	AAS Degree/Certificate
		Green Technology	Certificate
		Heating and Air Conditioning	AAS Degree/Certificate
		HVAC Green Technologies	Certificate
		Interpreter Preparation Program	AAS Degree
		Medical Assistant	Certificate
		Residential Construction Management	AAS Degree
		Virtual Assistant Certificate	Certificate
		Welding Technology	AAS Degree
		Aquatics/Swimming/Lifeguard Certification	Courses
		6BIN 408 Pharmacy Technician Certificate	1.6 Course



**Southeastern Illinois College**  
866-338-2742 [www.sic.edu](http://www.sic.edu)

<b>Southeastern Illinois College Degrees &amp; Certificates Open to John A. Logan College Students</b>		<b>John A. Logan College Degrees &amp; Certificates Open to Southeastern Illinois College Students</b>	
<b>Name of Program</b>	<b>Degree</b>	<b>Name of Program</b>	<b>Degree</b>
Bioenergy Production	Certificate (pending ICCB approval FL 12)	ASL/Deaf Studies	AAS Degree/Certificate
Biodiesel Production	Certificate	Auto Collision Technology	AAS Degree/Certificate
Biofuels Production	Fast-track Cert.	Auto Services Technology	AAS Degree/AAS Degree (Block)
Biofuels Technology & Sustainability	Certificate	Auto Services Technology	Master Certificate (Block)
Biotechnology	AS Degree (pending ICCB approval FL 12)	Computer Forensics	AAS Degree
Carpentry and Building Trades	Certificate	Computer Networking	Certificate
Diesel Technology Heavy Equipment	AAS Degree	Construction Management Technology	AAS Degree
Diesel Tech. Medium/Heavy Duty Truck	AAS Degree/Cert.	Customer Service	Certificate
Esthetics	Certificate (pending ICCB approval FL 12)	Dental Assisting	Certificate
Ethanol Production	Certificate	Dental Hygiene	AAS Degree
Facilities Maintenance	Certificate (pending ICCB approval FL 12)	Diagnostic Cardiac Sonography (formerly Cardiac Medical Sonography)	Advanced Certificate
Family & Consumer Science	AAS Degree	Diagnostic Cardiac Sonography	AAS Degree
Fire & Mine Rescue Safety	Certificate	Drafting, CAD Technology	AAS Degree
Game Preserve Management	AAS Degree	Electronic Health Records Office Assistant	AAS Degree
Global Info./Global Positioning Systems	Certificate	Electronics Technology	AAS Degree
Nail Technology	Certificate (pending ICCB approval FL 12)	Electrical Engineering Technology	AAS Degree
Outdoor Recreation	AAS Degree / Certificate (pending ICCB approval FL 12)	Emergency Medical Services	Certificate
Personal Trainer/Fitness Instructor	Certificate (pending ICCB approval SP 13)	Energy Efficiency (formerly Sustainable Systems)	Certificate (pending ICCB approval FL 11)
Shooting Complex Management	AAS Degree	Energy Management Systems	Certificate
Truck Driver Training	Certificate	Green Technology	Certificate
Web Development	Certificate	Heating and Air Conditioning	AAS Degree/Certificate
		HVAC Green Technologies	Certificate
		Industrial Controls	Certificate
		Industrial Electronics Maintenance	Certificate
		Industrial Maintenance Engineering	AAS Degree
		Industrial PLC Systems	Certificate
		Industrial PLC Systems—PLC Technician	Certificate
		Interpreter Preparation	AAS Degree
		Medical Transcription Language Specialist	Certificate

<b>Southeastern Illinois College</b> 866-338-2742 <a href="http://www.sic.edu">www.sic.edu</a>			
<b>Southeastern Illinois College Degrees &amp; Certificates</b> <b>Open to John A. Logan College Students</b>		<b>John A. Logan College Degrees &amp; Certificates</b> <b>Open to Southeastern Illinois College Students</b>	
Name of Program	Degree	Name of Program	Degree
		Residential Construction Management	Certificate
		Virtual Assistant Certificate	Certificate
		Aquatics/Swimming/Lifeguard Certification	Courses

<b>Southwestern Illinois College</b> 1-800-222-5131, Ext. 5247 <a href="http://www.swic.edu">www.swic.edu</a>			
<b>Southwestern Illinois Degrees &amp; Certificates</b> <b>Open to John A. Logan College Students</b>		<b>John A. Logan College Degrees &amp; Certificates</b> <b>Open to Southwestern Illinois Students</b>	
Name of Program	Degree	Name of Program	Degree
Aviation Maintenance Technology	AAS Degree	Automotive Services Technology	AAS Degree/Certificate
Aviation Maintenance Technology—Airframe & Powerplant	Certificate	Banking	AAS Degree
Aviation Maintenance Technology—Airframe	Certificate	Computer Forensics	AAS Degree
Aviation Maintenance Technology—Power Plant	Certificate	Cosmetology	Certificate
Aviation Management	AAS Degree	Customer Service	Certificate
Aviation Pilot Training	AAS Degree/Certificate	Dental Assisting	Certificate
Aviation Private Pilot	Certificate	Dental Hygiene	AAS Degree
Cisco Networking Academy	AAS Degree	Diagnostic Cardiac Sonography (formerly Cardiac Medical Sonography)	Certificate
CNC Machining	Certificate	Diagnostic Cardiac Sonography	AAS Degree
Commercial Maintenance Mechanics	AAS Degree/Certificate	Energy Efficiency (formerly Sustainable Systems)	Certificate
Construction Bricklayer	AAS Degree/Certificate	Energy Management Systems	Certificate
Construction Carpentry	AAS Degree/Certificate	Environmental Management	AAS Degree/Certificate (pending ICCB approval SP 13)
Construction Cement Mason	AAS Degree/Certificate	Green Technology	Certificate
Construction Ironworker	AAS Degree/Certificate	HVAC Green Technologies	Certificate
Construction Painting & Decorating	AAS Degree/Certificate	Practical Nursing	Certificate
Construction Sheetmetal	AAS Degree/Certificate	Retailing	Certificate
Culinary Arts & Food Management	AAS Degree/Certificate		
Electronic Publishing Specialist	AAS Degree		
Floral Design	Certificate		
Food Service	Certificate		
Food Service and Management	Certificate		
Horticulture	AAS Degree/Certificate		
Human Services Technology	AAS Degree		
Industrial Pipefitting	AAS Degree/Certificate		
Java Programming	Certificate		
MasterCam	Certificate		
Music Recording Technology	AAS Degree/Certificate		
Networking Design and Administration	AAS Degree		

Southwestern Illinois College 1-800-222-5131, Ext. 5247 <a href="http://www.swic.edu">www.swic.edu</a>			
Southwestern Illinois Degrees & Certificates Open to John A. Logan College Students		John A. Logan College Degrees & Certificates Open to Southwestern Illinois Students	
Name of Program	Degree	Name of Program	Degree
Network Associate	Certificate		
Paralegal Studies	AAS Degree		
Phlebotomy	Certificate		
Physical Therapist Assistant	AAS Degree		
Precision Machining Technology	AAS Degree/Certificate		
Psychiatric Rehabilitation	Certificate		
Radiologic Technology	AAS Degree		
Respiratory Care Technology	AAS Degree		
Solid Works	Certificate		
Stationary Engineering	Certificate		
Ward Clerk	Certificate		
Web Coding	Certificate		
Web Designer	AAS Degree/Certificate		
Web Development & Administration	AAS Degree		

***Southern Illinois Collegiate  
Common Market (SICCM)***

Program Delivery/Requirements	Programs
<p>The Southern Illinois Collegiate Common Market (SICCM), organized in 1973, is a not-for-profit organization which provides a means of sharing human and material resources in higher education. Through cooperation, more effective programs can be initiated and duplication of costs can be avoided. Working together, the consortium has been successful in the creation of innovative delivery systems, increased educational opportunity, and better accessibility to higher education for all people in the region. The region served by SICCM comprises a large segment of the southern portion of the state. The geographic area of SICCM covers all or part of eighteen (18) counties. This area stretches over 100 miles north to south and 100 miles east to west. Because the regions of the five cooperating colleges are large, traveling is an integral element of the consortium program. Completion of these programs may require travel up to one hour or more to clinical affiliates and to the SICCM lab/classroom.</p> <p>The consortium includes six participating institutions. Members of the consortium include:</p> <ul style="list-style-type: none"> <li>• John A. Logan College, Carterville, Illinois</li> <li>• Kaskaskia College, Centralia, Illinois</li> <li>• Rend Lake College, Ina, Illinois</li> <li>• Shawnee Community College, Ullin, Illinois</li> <li>• Southeastern Illinois College, Harrisburg, Illinois</li> <li>• Southern Illinois University, Edwardsville and Carbondale, Illinois</li> </ul> <p>The president from each institution and the SICCM Executive Director comprise the SICCM Board.</p> <p>Each college has a minimum of five (5) admission slots, with a maximum class size of twenty-five (25) students. Applicants are ranked separately at each college, and the highest scoring students are admitted into the slots allocated to the college. Students may apply at only one community college for entrance into a program, and each college gives preference to its in-district students.</p> <p>After students are admitted into a SICCM program, they will register for all classes on their home campus. General education courses are taken on the home campus, but the core classes for each program are taught at the SICCM Regional Instructional Center located in Herrin, Illinois, on HWY 148 North.</p>	<p>As a member of SICCM, John A. Logan College is able to provide southern Illinois students with training in the following five programs:</p> <ul style="list-style-type: none"> <li>• Health Information Technology</li> <li>• Medical Laboratory Technology</li> <li>• Occupational Therapy Assistant</li> <li>• Surgical Technician</li> <li>• Veterinary Technician</li> </ul>

## *Higher Education Opportunities*

John A. Logan College has entered into academic transfer partnerships with the following universities in order to increase students' access to higher educational opportunities without being required to relocate. These partnerships allow students to combine classes completed at John A. Logan College with university classes delivered online or on the John A. Logan College campus. Please refer to the table below for specific program delivery and contact information.

Interested students should contact the university listed in the contact information to obtain program information and admission requirements or speak with their John A. Logan College academic advisor.

Franklin University Community College Alliance Program		Robert Morris, Assistant Director of Alliance Program 614-947-6078 or 1-877-341-6300, <a href="mailto:robert.morris@franklin.edu">robert.morris@franklin.edu</a>	
General program information: <a href="http://www.alliance.franklin.edu">www.alliance.franklin.edu</a>			
Program Delivery/Requirements	Bachelor of Science Programs		
Franklin University courses for these programs are taught online. <ul style="list-style-type: none"> <li>• All associate degree credits accepted as transfer credit.</li> <li>• Third year courses completed at John A. Logan College.</li> <li>• Final year completed online with Franklin University.</li> <li>• No increased out-of-state tuition rates.</li> <li>• Classes offered in 6-week, 12-week, and 15-week formats.</li> <li>• Free application and official transcript evaluation.</li> </ul>	Accounting Allied Healthcare Mgt. Applied Management Applied Psychology Business Administration Business Economics Business Forensics Computer Science	eMarketing Financial Management Financial Planning Forensic Accounting Healthcare Management Human Resources Mgt. Information Technology Interactive Media Design	Interdisciplinary Studies Management Management Information Systems Marketing Operation & Supply Chain Mgt. Organization Communication & Public Relations Public Safety Management Safety, Security & Emergency Mgt. Web Development

McKendree University		Melissa Meeker: <a href="mailto:mlmeeker@mckendree.edu">mlmeeker@mckendree.edu</a> (all programs excluding MS Nursing) Naomia Severs: 618-537-6437, fax 618-537-6402, <a href="mailto:nsevers@mckendree.edu">nsevers@mckendree.edu</a> (MS Nursing program)	
Program Delivery/Requirements	Programs		
<p>The Bachelor of Business Administration (BBA) degree is part of the Accelerated Instruction with McKendree (AiM) program which is designed for students whose commitments make them unable to attend McKendree's Lebanon campus. Classes are offered on the John A. Logan College campus in a blended format, alternating between online and in-class time with a McKendree professor.</p> <p>The student seeking the Bachelor of Business Administration (BBA) will:</p> <ul style="list-style-type: none"> <li>• Complete 128 credit hours for degree completion (60 hours AiM coursework plus 68 hours of approved electives from an accredited college/university).</li> <li>• Attend one night per week 5:30-10:00 p.m. for 8 weeks</li> <li>• Take two courses per 8-week session; program can be completed in two years (some online courses may be necessary).</li> </ul> <p>Bachelor of Business Administration (BBA) Program details are available at: <a href="http://www.mckendree.edu/aim">www.mckendree.edu/aim</a></p> <p>The BS Nursing program is offered on the John A. Logan College campus. The majority of required nursing courses are offered in a classroom setting. The core courses (general education) are offered in an online format along with the nursing elective courses. The MS Nursing is offered online. Program details are available at: <a href="http://www.mckendree.edu/academics/nursing_division.aspx">http://www.mckendree.edu/academics/nursing_division.aspx</a></p> <p>Graduate programs are available to meet the needs of the working adult. It is expected that students entering the program may be employed while they pursue their studies. Graduate program details are available at: <a href="http://www.mckendree.edu/prospective/Graduate_study/Graduate_Degree_Programs.aspx">http://www.mckendree.edu/prospective/Graduate_study/Graduate_Degree_Programs.aspx</a></p>	<p>The accelerated Bachelor of Business Administration (BBA) degree is available in blended or online formats:</p> <ul style="list-style-type: none"> <li>• Business Administration</li> <li>• Marketing</li> <li>• Management</li> <li>• Human Resources Management</li> </ul> <p>Master of Arts in Education (MAED) Educational Administration &amp; Leadership (Type 75)            Educational Studies – Reading Emphasis            Master of Arts in Education Teacher Leadership (online)            Higher Education Administrative Services (online)            MBA (online)</p> <p>Bachelor of Science Nursing</p> <p>Master of Science Nursing</p> <ul style="list-style-type: none"> <li>◦ Education</li> <li>◦ Management/Administration</li> <li>◦ Palliative Care</li> <li>◦ Dual MSN/MBA</li> </ul>		

<b>Mid-Continent University</b>		Bachelor of Science: Stephanie Borders, 270-970-8629 <a href="mailto:sborders@midcontinent.edu">sborders@midcontinent.edu</a> Master of Science: Wendy Puckett, 270-356-0328 <a href="mailto:wpuckett@midcontinent.edu">wpuckett@midcontinent.edu</a>
<b>Program Delivery/Requirements</b>	<b>Programs</b>	
<p>Mid-Continent University courses are taught on the John A. Logan College campus. Average student age is 39 years. Military and/or work experience may qualify for some college credit.</p> <p>The student seeking the Bachelor of Science will become a member of a cohort group (17-25 students) and will:</p> <ul style="list-style-type: none"> <li>• Complete 48 total hours within 18 mos.</li> <li>• Attend one night per week (6:00-10:00 p.m.); no weekends</li> <li>• Take one class at a time (new class every 5 weeks)</li> </ul> <p>Bachelor of Science (48 credit hrs.) requirements:</p> <ul style="list-style-type: none"> <li>• Transfer 45-80 college credit hours</li> <li>• Minimum GPA 2.0</li> <li>• 24 years of age or older</li> </ul> <p>The student seeking the Master of Science in Human Resource Management will be a member of a cohort group (17-25 students) and will:</p> <ul style="list-style-type: none"> <li>• Complete 36 total hours within 22 mos.</li> <li>• Attend one night per week (6:00-10:00 p.m.); no weekends</li> <li>• Take one class at a time</li> </ul> <p>Master of Science (36 credit hrs.) requirements:</p> <ul style="list-style-type: none"> <li>• Bachelor's degree</li> <li>• Minimum GPA 2.75</li> <li>• 2 years work experience in human resources or one (1) human resources course plus one (1) business management course at the bachelor's level.</li> </ul>	<p>BS Business Management</p> <p>Pending Higher Learning Commission approval Fall 2011:</p> <ul style="list-style-type: none"> <li>• BS Psychology and Counseling</li> <li>• MS Human Resource Management</li> </ul>	

<b>Missouri Baptist University</b>		Julia Schroeder, Director John A. Logan College, Room C203B 618-985-3741, Ext. 8114, <a href="mailto:schroederi@mobap.edu">schroederi@mobap.edu</a>
<b>Program Delivery/Requirements</b>	<b>Programs</b>	
<p>Missouri Baptist University courses for these programs will be offered on the John A. Logan College campus in a blended format, alternating between online and in-class time with a Missouri Baptist University professor.</p>	<p>BS/BA Behavioral Science BA Criminal Justice Bachelor of Professional Studies MA Counseling MBA</p>	

<b>Southern Illinois University, Carbondale</b>		Anita Gentry, Coordinator, SIUC Service Center John A. Logan College, Room C204 618-985-3741, Ext. 8295, <a href="mailto:anitagentry@siu.edu">anitagentry@siu.edu</a>
<b>Program Delivery/Requirements</b>		
<p>John A. Logan College students can complete their bachelor's degree by combining their John A. Logan College coursework with courses from Southern Illinois University, Carbondale through the Capstone Option or Dual Admission Program.</p> <p><u>Capstone Option</u> The Capstone Option makes it possible for the A.A.S. degree graduate to earn a Bachelor's degree more quickly by allowing students to complete an abbreviated University Core Curriculum (30 hours vs. 41 hours). For a list of participating majors, visit <a href="http://transfer.siu.edu/capstone/index.html">http://transfer.siu.edu/capstone/index.html</a>.</p> <p><u>Dual Admission Program</u> The Dual Admission Program was designed to assist goal-oriented students in creating a plan for their community college curriculum. Participation in this program will confirm the courses you are completing will transfer smoothly and seamlessly to SIU. The personalized assistance offered by this program will serve to ensure that you are on the most direct path to completing a Bachelor's degree at SIU and will offer special enrollment benefits only extended to Dual Admission Program students, <a href="http://admissionsiu.edu/dap/">http://admissionsiu.edu/dap/</a>.</p> <p>A.A. and A.S. degree students transferring to SIU will be granted admission at a junior class standing with University Core Curriculum requirements for general graduation purposes considered complete.</p> <p>Please see your Academic Advisor and the SIU Service Center Coordinator (Room C204) for additional information regarding the Capstone Option or Dual Admission Program.</p>		

<b>Western Illinois University</b> Website: <a href="http://www.wiu.edu/bgs">www.wiu.edu/bgs</a>	Richard Carter, Executive Director, School of Distance Learning, International Studies, and Outreach, 309-298-1929, <a href="mailto:R-Carter@wiu.edu">R-Carter@wiu.edu</a> Jennifer Tibbitts, Assistant Director, BGS, 309-298-1929; <a href="mailto:JL-Tibbitts@wiu.edu">JL-Tibbitts@wiu.edu</a> Western Illinois University BGS degree program, email <a href="mailto:BGS@wiu.edu">BGS@wiu.edu</a>
Program Delivery/Requirements	Programs
<p>Western Illinois University's Bachelor of Arts in General Studies is a unique program that allows students to earn a regionally accredited undergraduate degree online.</p> <p>Bachelor of Arts in General Studies</p> <ul style="list-style-type: none"> <li>Requires 120 semester hours (30 semester hours minimum from Western) which includes 40 semester hours earned at the upper-division (junior/senior) level and either a transferable AA or AS degree from John A. Logan, OR the IAI general education curriculum OR the WIU general education curriculum. <a href="http://www.wiu.edu/distance_learning/bachelor_of_arts_in_general_studies/prospective_students/degreeRequirements.php">http://www.wiu.edu/distance_learning/bachelor_of_arts_in_general_studies/prospective_students/degreeRequirements.php</a></li> <li>Up to 80 semester credits from John A. Logan College may apply toward meeting the 120 hour degree requirement.</li> <li>A personalized program of study is designed by the student in consultation with a BGS academic advisor.</li> <li>BGS students can earn as many as three minors by completing the academic requirements identified in the <i>WIU Undergraduate Catalog</i>.</li> <li>Complete degree program details are available at <a href="http://www.wiu.edu/bgs">www.wiu.edu/bgs</a></li> </ul>	<p>Bachelor of Arts in General Studies Online Degree Program</p> <ul style="list-style-type: none"> <li>Investigate degree certifications in Fire Administration and Management and in Fire Prevention Technology through courses designed by the National Fire Academy which are available through the Degrees at a Distance Program and the BGS degree program</li> </ul>

***Library Policy for Partner Institutions with  
Baccalaureate Completion Programs at John A. Logan College***

The John A. Logan College Library will issue a current semester library card to students from a partner college/university. Students need to bring a driver's license and their current semester schedule to the library to obtain a card. In addition to the databases provided by the partnering institution, students have on campus access to the John A. Logan College databases. Students are also able to request materials from other libraries via the online catalog and through Interlibrary loan from libraries outside the system.

# *Workforce Development & Community Education*

## *Adult Basic/Secondary Education & Literacy*

### **Adult Basic Education (ABE) Program**

Students who have not completed high school and wish to improve their skills in mathematics and reading may enroll in the Adult Basic Education (ABE) program. (This program is for students who have limited skills but are not prepared to review for the GED examination.) Classes are offered at the College and in various communities for adults 16 years of age or older. Interested persons may obtain information regarding registration, class meeting times, and dates by contacting the Director of Adult Basic Education.

### **Adult Secondary Education (ASE) Program**

The College offers high school-level courses to students between the ages of 16 and 21 who have dropped out of high school, are at risk of being dropped from high school, or who are behind in credits for graduation. Students continue working toward their high school diploma. Courses are offered on the College campus for day, evening, and summer sessions. In addition to academics, students may be provided individual and group counseling sessions to address issues that stand in the way of academic success. Students interested in obtaining more information regarding registration may call the Director of Adult Secondary Education.

### **Early School Leavers Program**

The Early School Leavers Program offers an opportunity for students, ages 16–21 and not currently attending traditional high school, to increase job attainment and/or career advancement. Through individualized instruction and cooperative education, students will develop career awareness, explore individual careers, and set transitional education goals.

### **General Educational Development (GED) Classes**

Free GED classes are offered at the College and in various communities for adults 16 years of age or older who were unable to complete their formal high school studies. Instruction in English, mathematics, social studies, science, and Illinois and U.S. Constitutions is provided to assist students in acquiring the knowledge and skills necessary to

pass the GED exam. Interested persons may obtain information regarding registration, class meeting times, and dates by contacting the Director of Adult Basic Education.

### **The Literacy Program**

The Literacy Program is an adult reading improvement program. It is a free program available throughout the year for students age 16 or older who are out of school. Volunteers are recruited and trained to tutor students enrolled in adult basic education or in a one-on-one situation. Tutoring is conducted on campus and in communities throughout the College district. Entry to the program for both learners and tutors can be arranged by calling the Director of Literacy.

## *Center for Business and Industry*

A variety of customized courses, seminars, workshops, and conferences is available to southern Illinois businesses through John A. Logan College's Center for Business and Industry. The training is offered on site or at the campus to new or existing businesses in order to help employees become more productive. Representative courses of instruction include office procedures, supervisory skills, stress reduction, computer software programs, blueprint reading, occupational health and safety, receptionist training, and many more.

The courses of the Center for Business and Industry are designed to serve the unique needs of the business and industrial communities for short-term training and non-traditional programs. All instruction is offered at cost to area businesses. The instruction is carried out by John A. Logan College instructors or through instructors contracted by the College.

### **Procurement Technical Assistance Center**

Since its outset in 1985, the John A. Logan College Procurement Technical Assistance Center (PTAC) has provided government contracting assistance to southern Illinois firms, resulting in the attainment of over \$900 million in state and federal government contracts.

The PTAC helps familiarize firms with the government procurement process and provides them the specific marketing and technical assistance required to do business with the government or with government prime contractors.

The PTAC is provided through a partnership with the Department of Defense's (DoD) Defense Logistics Agency (DLA), the Illinois Department of Commerce

and Economic Opportunity, the U.S. Small Business Administration's Small Business Development Center, and John A. Logan College as a service to Illinois small businesses.

The Procurement Technical Assistance Center is located in the Center for Business and Industry at John A. Logan College, Office Suite H202.

### **Sustainability Center**

The Sustainability Center at JALC was established to help promote sustainable practices in campus departments, to educate students about sustainability issues, to encourage faculty to integrate sustainability into the curriculum, and to serve as a source of "green" information for the community at large. The JALC Sustainability Center is located in the Workforce Development and Construction Management Building, H-205.

John A. Logan College is a member of the Illinois Green Economy Network (IGEN), a partnership of community colleges that includes all 48 community colleges in Illinois. This Network brings community colleges together to expand employment opportunities, improve human and environmental health, foster community engagement, and accelerate market competitiveness to drive Illinois' emerging green economy. The Center is also a member of the Association for the Advancement of Sustainability in Higher Education (AASHE).

## ***Continuing Education & Public Service Courses***

### **Continuing Education Courses**

The Office of Continuing Education makes available a comprehensive program of educational activities that are especially designed to meet the needs of citizens. Enrollment in these classes does not require formal admission to the College. Included in the program are, non-transferable credit courses for students needing to obtain or retain employment in the workforce, and non-credit public service courses, public service activities (such as workshops, conferences, and seminars), and other community service activities as needed. Continuing Education Units (CEU's) and Continuing Professional Development Units (CPDU's) are offered for many professions.

Classes are offered in the following areas: occupational classes, real estate, photography, computers, general education, firearms, health care, classes for children, physical education, dance, pet care, homemaking, music, and arts and crafts.

### **Public Service Courses**

Many courses of a hobby, recreational, or leisure-time nature are not eligible for state reimbursement and thus can only be offered as a public service by the College. A flat fee, depending on the course, is charged for enrolling in any of these courses.

The courses carry no credit and are not applicable to any certificate but may be repeated by the student as many times as he or she wishes on a priority basis.

For a current list of Continuing Education classes, visit [www.jalc.edu/cont\\_ed/](http://www.jalc.edu/cont_ed/).

### ***Workforce Investment Act (WIA)***

A center has been established on the campus of John A. Logan College to provide WIA Services. Programs offered through WIA pay tuition, fees, book, and supply costs for training in one-year certificate programs, two-year degree programs, or customized training programs.



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<i>Pre-Pharmacy</i>	
◦ AS Degree .....	246
<i>Pre-Physical Therapy</i>	
◦ AS Degree .....	247
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**ASSOCIATE IN ARTS**  
**Toward a Baccalaureate Degree**  
**General Degree Requirements Worksheet**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 62 Major Code: 1.1 240101A
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**GENERAL EDUCATION (GECC-IAI)**

**Group I Communications (9 credits)**

- \_\_\_\_\_ ENG 101 (3) or ENG 113 (3) (C grade or higher)
- \_\_\_\_\_ ENG 102 (3) (C grade or higher)
- \_\_\_\_\_ SPE 115 (3)

**Group II Humanities and Fine Arts (9 credits)**

Nine credit hours must be selected with at least one course from Fine Arts and one course from Humanities. (Fine Arts/Humanities elective choices on next page.)

- \_\_\_\_\_ Fine Arts elective (3) \_\_\_\_\_
- \_\_\_\_\_ Humanities elective (3) \_\_\_\_\_
- \_\_\_\_\_ Fine Arts elective or  
Humanities elective (3) \_\_\_\_\_

**Group III Mathematics (3-6 credits)**

**Option 1** Select one course.

- \_\_\_\_\_ MAT 113 (3) \_\_\_\_\_ MAT 120 (3) \_\_\_\_\_ MAT 201 (5)
- \_\_\_\_\_ MAT 116 (3) \_\_\_\_\_ MAT 125 or  
CPS 202 (3) \_\_\_\_\_ MAT 202 (3)
- \_\_\_\_\_ MAT 117 (4) \_\_\_\_\_ MAT 131 (5) \_\_\_\_\_ MAT 282 (3)

**Option 2** Restricted to declared elementary, special education or early childhood majors

- \_\_\_\_\_ MAT 208 (3) and \_\_\_\_\_ MAT 209 (3)

**Group IV Social Science (9 credits)**

- \_\_\_\_\_ HIS 201 (3) or HIS 202 (3) or PSC 131 (3)
- \_\_\_\_\_ PSY 132 (3)
- \_\_\_\_\_ Social Science elective (3) \_\_\_\_\_  
(Social Science elective choices on next page.)

**Group V Physical and Life Sciences (9-10 credits)**

Select one option. (Science elective choices on next page.)

**Option 1** Select at least one lab science course.

- \_\_\_\_\_ BIO 100 (3) or BIO 101 (4) or BIO 110 (3)
- \_\_\_\_\_ PHS 103 (3) or PHS 104 (3) or PHS 105 (3)
- \_\_\_\_\_ Science elective (3) \_\_\_\_\_

**Option 2**

- \_\_\_\_\_ BIO 101 (4)
- \_\_\_\_\_ PHY 155 (5) or PHY 205 (5) or CHM 151 (5)

**Option 3** Select at least one lab science course.

- \_\_\_\_\_ Life Science elective (3) \_\_\_\_\_
- \_\_\_\_\_ Physical Science elective (3) \_\_\_\_\_
- \_\_\_\_\_ Life Science elective or  
Physical Science elective (3) \_\_\_\_\_

**OTHER DEGREE REQUIREMENTS**

**Group VI Health (2 credits)**

- \_\_\_\_\_ HTH 110 (2) or HTH 135 (2)

**Group VII Supportive Skills (3 credits)**

Students who complete Group III Mathematics, Option 2 will have fulfilled this requirement.

- \_\_\_\_\_ Skills elective \_\_\_\_\_
- |             |             |             |             |
|-------------|-------------|-------------|-------------|
| BUS 121 (3) | MAT 108 (3) | MAT 117 (4) | MAT 201 (5) |
| CIS 207 (3) | MAT 109 (3) | MAT 120 (3) | MAT 202 (3) |
| CPS 102 (3) | MAT 111 (5) | MAT 125 or  | MAT 208 (3) |
| CPS 111 (3) | MAT 113 (3) | CPS 202 (3) | MAT 209 (3) |
| CPS 176 (4) | MAT 116 (3) | MAT 131 (5) | MAT 282 (3) |
| CPS 206 (4) |             |             |             |

**Group VIII Integrative Studies (3 credits)**

Designated courses taken to fulfill Group VIII Integrative Studies requirement will also apply toward the general education requirements in Group II Humanities and Fine Arts, Group IV Social Science, and Group V Physical and Life Sciences.

- \_\_\_\_\_ Integrative elective \_\_\_\_\_

- BIO 240
- GEO 215<sup>1</sup>
- HIS 201<sup>2</sup>, HIS 213<sup>3</sup>,
- LIT 280<sup>3</sup>, LIT 284<sup>3</sup>, LIT 295<sup>3</sup>
- PHL 200<sup>3</sup>, PHL 260<sup>3</sup>,
- PHS 101<sup>1</sup>, PHS 111<sup>1</sup>
- SOC 215<sup>2</sup>, SOC 263<sup>2</sup>

**Group IX General Electives (13-23 credits)**

No more than 4 credit hours of APE or PED activity courses unless a physical education major. (General Elective choices listed on next page.)

- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_

<sup>1</sup> Will also satisfy a general education course requirement in Group V, Physical and Life Sciences. Either PHS 101 or PHS 111 can be used to satisfy the Integrative Studies requirement, but both PHS 101 and PHS 111 must be completed to apply credit toward fulfilling IAI GECC Physical and Life Sciences area requirements.

<sup>2</sup> Will also satisfy a general education course requirement in Group IV, Social Science.

<sup>3</sup> Will also satisfy a general education course requirement in Group II, Humanities and Fine Arts.

This listing must be used in conjunction with the Associate in Arts (AA) or Associate in Science (AS) General Degree Worksheet or as reference to select a course from a specific IAI GECC grouping or from the listings under Acceptable General Electives for a specific AA or AS degree when electives have not been defined. The curriculum guide for each AA and AS degree program satisfies the Illinois Articulation Initiative (IAI) General Education Core Curriculum (GECC) and is based upon the guidelines set forth in the AA or AS General Degree Requirements Worksheet.

No substitutions are allowed in the IAI GECC General Education Component courses of each curriculum guide. The IAI GECC courses selected are based upon Groups I-V of the AA or AS General Degree Requirements Worksheet (see AA and AS General Degree Worksheets at [http://www.jalc.edu/catalog/deg\\_cert.php](http://www.jalc.edu/catalog/deg_cert.php)) Some courses have prerequisites, may be offered in specific semesters, or must be taken in sequence. Each student should consult with his/her assigned academic advisor to confirm that course selections meet IAI-GECC and general elective and general degree requirements.

**Illinois Articulation Initiative (IAI)\*  
General Education Core Curriculum (GECC)  
Courses Approved as Matches to IAI GECC Course Identifiers**

**IAI Communication Electives**

ENG 101 or ENG 113 (grade of C or higher)  
ENG 102 (grade of C or higher)  
SPE 115

**IAI Mathematics Electives**

MAT 113, MAT 116, MAT 117, MAT 120, MAT 125/CPS 202, MAT 131, MAT 201, MAT 202, MAT 282  
(MAT 208 and MAT 209 are restricted to declared elementary, special education or early childhood majors.)

**IAI Fine Arts Electives**

Art ..... ART 111, 220, 221, 291  
Drama/Speech ..... SPE 113  
Humanities ..... HUM 101  
Literature..... LIT 275  
Music ..... MUS 105

**IAI Humanities Electives**

Foreign Language..... FRE 202, GER 202, SPN 202  
History ..... HIS 101, 102, 213  
Humanities..... HUM 101  
Literature..... LIT 211, 212, 231, 232, 235, 264, 280, 281, 284, 290, 295  
Philosophy ..... PHL 111, 121, 131, 200, 260

**IAI Social and Behavioral Science Electives**

Anthropology ..... ANT 111, 202, 216, 240  
Economics..... ECO 201, 202  
Geography ..... GEO 112  
History ..... HIS 103, 104, 201, 202  
Political Science..... PSC 131, 211, 212, 213, 289  
Psychology..... PSY 132, 200, 203, 262  
Sociology ..... SOC 133, 215, 263, 264

**SCIENCE ELECTIVES**

**IAI Life Science Electives**

Biology ..... BIO 100, 101, 105, 110, 115, 120, 225  
Interdisciplinary ..... PHS 101 with PHS 111, SCI 210A with SCI 210B  
Life Science..... PHS 100  
Physical Geography .. GEO 215

**IAI Physical Science Electives**

Chemistry..... CHM 141, 151  
Interdisciplinary ..... PHS 101 with PHS 111, SCI 210A with SCI 210B  
Physical Science..... PHS 102, 103, 104, 105, 106, 107, 108, 220, 222  
Physics..... PHY 121, 155, 205

\*John A. Logan College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum (GECC) between participating institutions in Illinois. Completion of the transferable General Education Core Curriculum (GECC) should satisfy the lower division general education requirements for a baccalaureate degree at four-year participating institutions. **This GECC component is built into the requirements outlined in each of the AA and AS curriculum guides.**

See the Baccalaureate Transfer Program section of the College *Catalog* for additional IAI clarification and John A. Logan College Approved Course Matches to IAI Courses at the following link:  
[http://www.jalc.edu/catalog/pdfs/baccalaureate\\_transfer\\_program.pdf](http://www.jalc.edu/catalog/pdfs/baccalaureate_transfer_program.pdf)

**Supportive Skills Electives**

BUS 121	MAT 108	MAT 117	MAT 201
CIS 207	MAT 109	MAT 120	MAT 202
CPS 102	MAT 111	MAT 125 or	MAT 208
CPS 111	MAT 113	CPS 202	MAT 209
CPS 176	MAT 116	MAT 131	MAT 282
CPS 206			

**Integrative Studies Electives**

(See footnotes below for explanations of references to 1, 2, 3.)

BIO 240	LIT 280 <sup>3</sup>	PHL 200 <sup>3</sup>	PHS 111 <sup>1</sup>
GEO 215 <sup>1</sup>	LIT 284 <sup>3</sup>	PHL 260 <sup>3</sup>	SOC 215 <sup>2</sup>
HIS 201 <sup>2</sup>	LIT 295 <sup>3</sup>	PHS 101 <sup>1</sup>	SOC 263 <sup>2</sup>
HIS 213 <sup>3</sup>			

**Acceptable General Electives for an Associate Degree**

All courses in the following prefixes:

AFS	ART	EDC	GEO	HUM	MUS	PHS	SCI	SPE
AMS	BIO	EDU	GER	JPN	PED	PSC	SEM	SPN
ANT	CHM	EGR	HIS	JRN	PEDE	PSY	SOC	TLC
APE	CPS	FRE	HTH	LIT	PHL	REL	SOCW	VOL

Note: No more than four (4) credit hours of APE or PED activity courses may be used as general electives unless a physical education major.

**In addition, the following courses:**

ACC 200, 201, 202  
ALH 106, 107  
BUS 110, 121, 221, 222  
ECE 272, 280  
ECO 150I, 201, 202  
EDC 200, 202, 203, 208, 210, 211, 212  
ENG 101, 102, 103, 113  
IND 199  
IPP 141, 142  
ITD 200, 201, 205  
LIN 101, 102  
MAT 108, 109, 111, 113, 116, 117, 120, 125, 131, 201, 202, 202H, 205, 205H, 208, 209, 221, 282  
ORI 100, 103, 110, 200  
PHY 121, 155, 156, 201, 202, 203, 205, 206, 212, 214, 215, 224  
PNE 100

**General Electives applicable only in select majors or curriculum guides. Course(s) must be required for that degree program.**

CIS 101, CIS 207, CIS 240  
CRJ 103, 105, 218, 223  
ECE 155

See AA and AS General Degree Worksheets  
[http://www.jalc.edu/catalog/deg\\_cert.php](http://www.jalc.edu/catalog/deg_cert.php):

- <sup>1</sup> Will also satisfy a general education course requirement in Group V, Physical and Life Sciences. Either PHS 101 or PHS 111 can be used to satisfy the Integrative Studies requirement, but both PHS 101 and PHS 111 must be completed to apply credit toward fulfilling IAI GECC Physical and Life Sciences area requirements.
- <sup>2</sup> Will also satisfy a general education course requirement in Group IV, Social Science.
- <sup>3</sup> Will also satisfy a general education course requirement in Group II, Humanities and Fine Arts.



**ASSOCIATE IN ARTS (Virtual/Hybrid)  
Toward a Baccalaureate Degree  
General Degree Requirements Worksheet**

Transfer Curriculum 000AA0086  
Associate in Arts  
Minimum Hrs. 62  
Major Code: 1.1 240101V

This worksheet has been developed to provide maximum flexibility to the student seeking an Associate in Arts using virtual and/or hybrid courses. Students who plan to transfer to another institution should meet with an academic advisor to discuss the applicability of courses to a specific major or degree program of that other institution.

**Virtual/Hybrid  
GENERAL EDUCATION (GECC-IAI)**

**Group I Communications (9 credits)**

- \_\_\_\_\_ ENG 101<sup>4</sup> (3) or ENG 113 (3) (C grade or higher)
- \_\_\_\_\_ ENG 102<sup>4</sup> (3) (C grade or higher)
- \_\_\_\_\_ SPE 115<sup>4</sup> (3)

**Group II Humanities and Fine Arts (9 credits)**

Nine credit hours must be selected with at least one course from Fine Arts and one course from Humanities. (Fine Arts/Humanities elective choices on next page.)

- \_\_\_\_\_ Fine Arts elective (3) \_\_\_\_\_
- \_\_\_\_\_ Humanities elective (3) \_\_\_\_\_
- \_\_\_\_\_ Fine Arts elective or  
Humanities elective (3) \_\_\_\_\_

**Group III Mathematics (3-6 credits)**

Select one course.

- \_\_\_\_\_ MAT 113<sup>4</sup> (3) \_\_\_\_\_ MAT 120<sup>4</sup> (3)
- \_\_\_\_\_ MAT 116 (3) \_\_\_\_\_ MAT 282 (3)

**Group IV Social Science (9 credits)**

- \_\_\_\_\_ HIS 201<sup>4</sup> (3) or HIS 202 (3) or PSC 131<sup>4</sup> (3)
- \_\_\_\_\_ PSY 132<sup>4</sup> (3)
- \_\_\_\_\_ Social Science elective (3) \_\_\_\_\_  
(Social Science elective choices on next page.)

**Group V Physical and Life Sciences (9-10 credits)**

Select one option. (Science elective choices on next page.)

**Option 1**

- \_\_\_\_\_ BIO 100<sup>4</sup> (3)
- \_\_\_\_\_ PHS 103<sup>4</sup> (3) or PHS 104 (3) or PHS 105 (3)
- \_\_\_\_\_ Science elective (3) \_\_\_\_\_

**Option 2** Select at least one lab science course.

- \_\_\_\_\_ Life Science elective (3) \_\_\_\_\_
- \_\_\_\_\_ Physical Science elective (3) \_\_\_\_\_
- \_\_\_\_\_ Life Science elective or  
Physical Science elective (3) \_\_\_\_\_

**Virtual/Hybrid  
OTHER DEGREE REQUIREMENTS**

**Group VI Health (2 credits)**

- \_\_\_\_\_ HTH 110<sup>4</sup> (2)

**Group VII Supportive Skills (3 credits)**

- \_\_\_\_\_ Skills elective \_\_\_\_\_

- |                          |                          |
|--------------------------|--------------------------|
| BUS 121 (3)              | MAT 108 (3)              |
| CIS 207 <sup>4</sup> (3) | MAT 113 <sup>4</sup> (3) |
| CPS 102 (3)              | MAT 116 (3)              |
| CPS 111 (3)              | MAT 120 <sup>4</sup> (3) |
| CPS 176 (4)              | MAT 282 (3)              |

**Group VIII Integrative Studies (3 credits)**

Designated courses taken to fulfill Group VIII Integrative Studies requirement will also apply toward the general education requirements in Group II Humanities and Fine Arts, Group IV Social Science, and Group V Physical and Life Sciences.

- \_\_\_\_\_ Integrative elective \_\_\_\_\_

- BIO 240
- GEO 215<sup>1</sup>
- HIS 201<sup>2,4</sup>
- LIT 280<sup>3,4</sup>, LIT 284<sup>3</sup>, LIT 295<sup>3</sup>
- PHS 101<sup>1,4</sup>, PHS 111<sup>1,4</sup>

**Group IX General Electives (13-23 credits)**

No more than 4 credit hours of APE or PED activity courses unless a physical education major. (General Elective choices listed on next page.)

**Please note:** If a student wishes to mix face-to-face and online/hybrid courses, no more than 4 credit hours of APE or PED activity courses can be accepted toward general electives.

- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_

**IAI Fine Arts Virtual/Hybrid Electives**

Art ..... ART 111<sup>4</sup>, 220, 221, 291  
 Literature..... LIT 275  
 Music ..... MUS 105<sup>4</sup>

**IAI Humanities Virtual/Hybrid Electives**

Foreign Language..... FRE 202, SPN 202  
 Literature..... LIT 235, 264, 280<sup>3,4</sup>, 281, 284<sup>3</sup>, 290, 295<sup>3</sup>  
 Philosophy..... PHL 111, 121, 131

**IAI Social and Behavioral Science Virtual/Hybrid Electives**

Anthropology ..... ANT 111, 216<sup>4</sup>  
 Economics..... ECO 201, 202  
 History ..... HIS 201<sup>2,4</sup>, 202  
 Political Science..... PSC 131<sup>4</sup>, 211, 212, 289  
 Psychology..... PSY 132<sup>4</sup>, 262  
 Sociology ..... SOC 133<sup>4</sup>

**SCIENCE ONLINE/HYBRID ELECTIVES****IAI Life Science Virtual/Hybrid Electives**

Biology ..... BIO 100<sup>4</sup>, 105, 225  
 Interdisciplinary ..... PHS 101<sup>1,4</sup> with PHS 111<sup>1,4</sup>, SCI 210A with SCI 210B  
 Life Science..... PHS 100<sup>4</sup>  
 Physical Geography .. GEO 215<sup>1</sup>

**IAI Physical Science Virtual/Hybrid Electives**

Chemistry..... CHM 141  
 Interdisciplinary ..... PHS 101<sup>1,4</sup> with PHS 111<sup>1,4</sup>, SCI 210A with SCI 210B  
 Physical Science..... PHS 102, 103<sup>4</sup>, 104, 105, 106<sup>4</sup>, 107, 108, 222  
 Physics..... PHY 155

**Acceptable Virtual/Hybrid General Electives for an Associate Degree**

ACC 200  
 ANT 111<sup>4</sup>, ANT 216<sup>4</sup>  
 ART 111<sup>4</sup>, 220, 221, 223, 290, 291, 292  
 BIO 100<sup>4</sup>, 105, 205, 206, 225, 240, 245  
 BUS 110, 121, 222  
 CHM 141  
 CPS 102, 111<sup>4</sup>, 176, 203, 215  
 ECE 272  
 ECO 201, 202  
 EDC 200, 202, 203  
 EDU 999  
 ENG 101<sup>4</sup>, 102<sup>4</sup>, 103, 113  
 FRE 101, 102, 201, 202  
 GEO 215<sup>1</sup>  
 HIS 110, 201<sup>2,4</sup>, 202  
 HTH 110<sup>4</sup>, 120, 250  
 HUM 152  
 IPP 141, 142  
 ITD 200, 201  
 LIT 235, 236, 264, 270, 271, 275, 280<sup>3,4</sup>, 281, 284<sup>3</sup>, 290, 295<sup>3</sup>  
 MAT 108, 113<sup>4</sup>, 116, 120<sup>4</sup>, 282  
 MUS 105<sup>4</sup>  
 ORI 100  
 PED 183  
 PHL 111, 121, 131, 262  
 PHS 100<sup>4</sup>, 101<sup>1,4</sup>, 102, 103<sup>4</sup>, 104, 105, 106<sup>4</sup>, 107, 108, 111<sup>1,4</sup>, 222  
 PHY 155, 156  
 PNE 100  
 PSC 131<sup>4</sup>, 211, 212, 289  
 PSY 110, 132<sup>4</sup>  
 REL 102R, 105R, 109R  
 SCI 210A-B  
 SOC 133<sup>4</sup>  
 SPE 115<sup>4</sup>, 116, 131  
 SPN 101, 102, 201, 202  
 TLC 101B, TLC 101M

<sup>1</sup> Will also satisfy a general education course requirement in Group V, Physical and Life Sciences. Either PHS 101 or PHS 111 can be used to satisfy the Integrative Studies requirement, but both PHS 101 and PHS 111 must be completed to apply credit toward fulfilling IAI GECC Physical and Life Sciences area requirements.

<sup>2</sup> Will also satisfy a general education course requirement in Group IV, Social Science.

<sup>3</sup> Will also satisfy a general education course requirement in Group II, Humanities and Fine Arts.

<sup>4</sup> Course also offered in virtual/hybrid block scheduling format (see below):

<u>FALL SEMESTER (first half block)</u>	<u>FALL SEMESTER (second half block)</u>	<u>SUMMER SEMESTER (8 weeks)</u>
ANT 111	ANT 216	BIO 100
ART 111	ENG 102	MAT 120 or CIS 207
ENG 101	PHS 106	
HTH 110	PSY 132	
PHS 103	SPE 115	
<u>SPRING SEMESTER (first half block)</u>	<u>SPRING SEMESTER (second half block)</u>	
MAT 113	HIS 201	
MUS 105	PHS 100	
LIT 280	PHS 111	
PHS 101	SOC 133	
PSC 131		

*John A. Logan College reserves the right to modify these requirements as needed.  
 Please verify with your academic advisor the accuracy and time lines of this document.*





**ASSOCIATE IN APPLIED SCIENCE**  
**General Degree Requirements Worksheet**

Career Curriculum  
 Associate in Applied Science  
 Minimum Hrs. 62-72\*  
 Major Code: 1.2

**GENERAL EDUCATION COMPONENT**

**Group I Communications (6 credits)**

- \_\_\_\_\_ ENG 101 (3) or ENG 113 (3) (C grade or higher)
- \_\_\_\_\_ SPE 115 (3) or SPE 116 (3)

SPE 116 is not an IAI GECC articulated course. For the General Education Component of the Associate of Applied Science (AAS) degree, SPE 116 may be used to satisfy the speech requirement for the AAS degree if specified as an option in the program guide.

The combination of ENG 101 (or ENG 113) with ENG 102 will also satisfy the Group 1 Communications requirement if specified in the program guide.

**Group II Humanities and Fine Arts, Social and Behavioral Sciences, Physical and Life Sciences (6 credits)**

Two courses (six semester credits) are required in this area and one course minimum must be selected from two of the three groupings.

- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_

**IAI Fine Arts Electives**

- Art ..... ART 111, 220, 221, 291
- Drama/Speech ..... SPE 113
- Humanities ..... HUM 101
- Literature..... LIT 275
- Music ..... MUS 105

**IAI Humanities Electives**

- Foreign Language..... FRE 202, GER 202, SPN 202
- History..... HIS 101, 102, 213
- Humanities..... HUM 101
- Literature..... LIT 211, 212, 231, 232, 235, 264, 280, 281, 284, 290, 295
- Philosophy..... PHL 111, 121, 131, 200, 260

**IAI Social and Behavioral Science Electives**

- Anthropology ..... ANT 111, 202, 216, 240
- Economics..... ECO 201, 202
- Geography ..... GEO 112
- History ..... HIS 103, 104, 201, 202
- Political Science..... PSC 131, 211, 212, 213, 289
- Psychology..... PSY 132, 200, 203, 262
- Sociology ..... SOC 133, 215, 263, 264

**SCIENCE ELECTIVES**

**IAI Life Science Electives**

- Biology ..... BIO 100, 101, 105, 110, 115, 120, 225
- Interdisciplinary ..... PHS 101 with PHS 111, SCI 210A with SCI 210B
- Life Science..... PHS 100
- Physical Geography .. GEO 215

**IAI Physical Science Electives**

- Chemistry ..... CHM 141, 151
- Interdisciplinary..... PHS 101 with PHS 111, SCI 210A with SCI 210B
- Physical Science ..... PHS 102, 103, 104, 105, 106, 107, 108, 220, 222
- Physics ..... PHY 121, 155, 205

The following courses are not articulated as IAI GECC courses. For the General Education Component of the AAS degree, one of these courses may be used as a Physical or Life Science course if specified as an option in the program guide.

- \_\_\_\_\_ BIO 205 (4)      \_\_\_\_\_ BIO 226 (4)
- \_\_\_\_\_ BIO 206 (4)      \_\_\_\_\_ PHY 153 (4)

**Group III Mathematics (3 credits)**

IAI Mathematics Elective. Select one course.

- \_\_\_\_\_ MAT 113 (3)
- \_\_\_\_\_ MAT 116 (3)
- \_\_\_\_\_ MAT 117 (4)
- \_\_\_\_\_ MAT 120 (3)
- \_\_\_\_\_ MAT 125 or CPS 202 (3)
- \_\_\_\_\_ MAT 131 (5)
- \_\_\_\_\_ MAT 201 (5)
- \_\_\_\_\_ MAT 202 (3)
- \_\_\_\_\_ MAT 282 (3)

The following courses are not IAI GECC articulated courses. For the General Education Component of the AAS degree, one of these courses may be used to meet the three-credit mathematics requirement for the AAS degree if specified as an option in the program guide.

- \_\_\_\_\_ BUS 111 (3)
- \_\_\_\_\_ MAT 104 (3)
- \_\_\_\_\_ MAT 105 (3)
- \_\_\_\_\_ MAT 106 (4)
- \_\_\_\_\_ MAT 107 (4)
- \_\_\_\_\_ MAT 108 (3)
- \_\_\_\_\_ MAT 111 (5)

**CAREER EDUCATION COMPONENT**

**Group IV Career Major Requirements (45-57 credits)**

See specific AAS degree for Career Major Requirements.

\*62-72 credit hour range except in such occupational fields in which accreditation or licensure by a state or national organization requires additional coursework.

*John A. Logan College reserves the right to modify these requirements as needed.  
 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**



**ASSOCIATE IN SCIENCE**  
**Toward a Baccalaureate Degree**  
**General Degree Requirements Worksheet**

Transfer Curriculum 000AS0087  
 Associate in Science  
 Minimum Hrs. 62  
 Major Code: 1.1 300101B

**GENERAL EDUCATION (GECC-IAI)**

**Group I Communications (9 credits)**

- \_\_\_\_\_ ENG 101 (3) or ENG 113 (3) (C grade or higher)
- \_\_\_\_\_ ENG 102 (3) (C grade or higher)
- \_\_\_\_\_ SPE 115 (3)

**Group II Humanities and Fine Arts (9 credits)**

Nine credit hours must be selected with at least one course from Fine Arts and one course from Humanities. (Fine Arts/Humanities elective choices on next page.)

- \_\_\_\_\_ Fine Arts elective (3) \_\_\_\_\_
- \_\_\_\_\_ Humanities elective (3) \_\_\_\_\_
- \_\_\_\_\_ Fine Arts elective or  
Humanities elective (3) \_\_\_\_\_

**Group III Mathematics (4-8 credits)**

Select one option.

**Option 1** Four or more credit hours (semester) of calculus

- \_\_\_\_\_ MAT 117 (4) or MAT 131 (5) or MAT 201 (5)

**Option 2** Restricted to declared elementary, special education or early childhood majors

- \_\_\_\_\_ MAT 208 (3) and \_\_\_\_\_ MAT 209 (3)

**Option 3** Two courses from the list below

- \_\_\_\_\_ MAT 108 (3) \_\_\_\_\_ MAT 120 (3)  
or MAT 109 (3)
- \_\_\_\_\_ MAT 111 (5) \_\_\_\_\_ MAT 125  
or CPS 202 (3)
- \_\_\_\_\_ MAT 113 (3)
- \_\_\_\_\_ MAT 116 (3) \_\_\_\_\_ MAT 282 (3)

**Group IV Social Science (9 credits)**

- \_\_\_\_\_ HIS 201 (3) or HIS 202 (3) or PSC 131 (3)
- \_\_\_\_\_ PSY 132 (3)
- \_\_\_\_\_ Social Science elective (3) \_\_\_\_\_  
(Social Science elective choices on next page.)

**Group V Physical and Life Sciences (12-16 credits)**

Select one option. (Science elective choices on next page.)

**Option 1** Select at least one lab science course.

- \_\_\_\_\_ BIO 100 (3) or BIO 101 (4) or BIO 110 (3)
- \_\_\_\_\_ Life Science electives (6) \_\_\_\_\_
- \_\_\_\_\_ Physical Science elective (3) \_\_\_\_\_

**Option 2** Select at least one lab science course.

- \_\_\_\_\_ Biology elective (3-4) \_\_\_\_\_
- \_\_\_\_\_ PHS 103 (3) or PHS 104 (3) or PHS 105 (3)  
or PHY 155 (5) or PHY 205 (5)
- \_\_\_\_\_ Life Science elective and/or \_\_\_\_\_
- \_\_\_\_\_ Physical Science electives (6) \_\_\_\_\_

**Option 3**

- \_\_\_\_\_ CHM 141 (4) or CHM 151 (5)
- \_\_\_\_\_ PHY 155 (5) or PHY 205 (5)
- \_\_\_\_\_ Life Science elective (3) \_\_\_\_\_

**Option 4** Select at least one lab science course.

- \_\_\_\_\_ Life Science elective (3) \_\_\_\_\_
- \_\_\_\_\_ Physical Science elective (3) \_\_\_\_\_
- \_\_\_\_\_ Life Science elective and/or \_\_\_\_\_
- \_\_\_\_\_ Physical Science electives (6) \_\_\_\_\_

**OTHER DEGREE REQUIREMENTS**

**Group VI Supportive Skills (3 credits)**

Students who complete Group III Mathematics, Option 2 or Option 3, will have fulfilled this requirement.

- \_\_\_\_\_ Skills elective \_\_\_\_\_
- BUS 121 (3)    MAT 108 (3)    MAT 117 (4)    MAT 201 (5)
- CIS 207 (3)    MAT 109 (3)    MAT 120 (3)    MAT 202 (3)
- CPS 102 (3)    MAT 111 (5)    MAT 125 or    MAT 208 (3)
- CPS 111 (3)    MAT 113 (3)    CPS 202 (3)    MAT 209 (3)
- CPS 176 (4)    MAT 116 (3)    MAT 131 (5)    MAT 282 (3)
- CPS 206 (4)

**Group VII Integrative Studies (3 credits)**

Designated courses taken to fulfill Group VII Integrative Studies requirement will also apply toward the general education requirements in Group II Humanities and Fine Arts, Group IV Social Science, and Group V Physical and Life Sciences.

- \_\_\_\_\_ Integrative elective \_\_\_\_\_

- BIO 240
- GEO 215<sup>1</sup>
- HIS 201<sup>2</sup>, HIS 213<sup>3</sup>,
- LIT 280<sup>3</sup>, LIT 284<sup>3</sup>, LIT 295<sup>3</sup>
- PHL 200<sup>3</sup>, PHL 260<sup>3</sup>,
- PHS 101<sup>1</sup>, PHS 111<sup>1</sup>
- SOC 215<sup>2</sup>, SOC 263<sup>2</sup>

**Group VIII General Electives (12-22 credits)**

No more than 4 credit hours of APE or PED activity courses unless a physical education major. (General Elective choices listed on next page.)

- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_

<sup>1</sup> Will also satisfy a general education course requirement in Group V, Physical and Life Sciences. Either PHS 101 or PHS 111 can be used to satisfy the Integrative Studies requirement, but both PHS 101 and PHS 111 must be completed to apply credit toward fulfilling IAI GECC Physical and Life Sciences area requirements.

<sup>2</sup> Will also satisfy a general education course requirement in Group IV, Social Science.

<sup>3</sup> Will also satisfy a general education course requirement in Group II, Humanities and Fine Arts.

This listing must be used in conjunction with the Associate in Arts (AA) or Associate in Science (AS) General Degree Worksheet or as reference to select a course from a specific IAI GECC grouping or from the listings under Acceptable General Electives for a specific AA or AS degree when electives have not been defined. The curriculum guide for each AA and AS degree program satisfies the Illinois Articulation Initiative (IAI) General Education Core Curriculum (GECC) and is based upon the guidelines set forth in the AA or AS General Degree Requirements Worksheet.

No substitutions are allowed in the IAI GECC General Education Component courses of each curriculum guide. The IAI GECC courses selected are based upon Groups I-V of the AA or AS General Degree Requirements Worksheet (see AA and AS General Degree Worksheets at [http://www.jalc.edu/catalog/deg\\_cert.php](http://www.jalc.edu/catalog/deg_cert.php)) Some courses have prerequisites, may be offered in specific semesters, or must be taken in sequence. Each student should consult with his/her assigned academic advisor to confirm that course selections meet IAI-GECC and general elective and general degree requirements.

**Illinois Articulation Initiative (IAI)\*  
General Education Core Curriculum (GECC)  
Courses Approved as Matches to IAI GECC Course Identifiers**

**IAI Communication Electives**

ENG 101 or ENG 113 (grade of C or higher)  
ENG 102 (grade of C or higher)  
SPE 115

**IAI Mathematics Electives**

MAT 113, MAT 116, MAT 117, MAT 120, MAT 125/CPS 202, MAT 131, MAT 201, MAT 202, MAT 282  
(MAT 208 and MAT 209 are restricted to declared elementary, special education or early childhood majors.)

**IAI Fine Arts Electives**

Art ..... ART 111, 220, 221, 291  
Drama/Speech ..... SPE 113  
Humanities ..... HUM 101  
Literature..... LIT 275  
Music ..... MUS 105

**IAI Humanities Electives**

Foreign Language..... FRE 202, GER 202, SPN 202  
History ..... HIS 101, 102, 213  
Humanities..... HUM 101  
Literature..... LIT 211, 212, 231, 232, 235, 264, 280, 281, 284, 290, 295  
Philosophy ..... PHL 111, 121, 131, 200, 260

**IAI Social and Behavioral Science Electives**

Anthropology ..... ANT 111, 202, 216, 240  
Economics..... ECO 201, 202  
Geography ..... GEO 112  
History ..... HIS 103, 104, 201, 202  
Political Science..... PSC 131, 211, 212, 213, 289  
Psychology..... PSY 132, 200, 203, 262  
Sociology ..... SOC 133, 215, 263, 264

**SCIENCE ELECTIVES**

**IAI Life Science Electives**

Biology ..... BIO 100, 101, 105, 110, 115, 120, 225  
Interdisciplinary ..... PHS 101 with PHS 111, SCI 210A with SCI 210B  
Life Science..... PHS 100  
Physical Geography .. GEO 215

**IAI Physical Science Electives**

Chemistry..... CHM 141, 151  
Interdisciplinary ..... PHS 101 with PHS 111, SCI 210A with SCI 210B  
Physical Science..... PHS 102, 103, 104, 105, 106, 107, 108, 220, 222  
Physics..... PHY 121, 155, 205

\*John A. Logan College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum (GECC) between participating institutions in Illinois. Completion of the transferable General Education Core Curriculum (GECC) should satisfy the lower division general education requirements for a baccalaureate degree at four-year participating institutions. **This GECC component is built into the requirements outlined in each of the AA and AS curriculum guides.**

See the Baccalaureate Transfer Program section of the College Catalog for additional IAI clarification and John A. Logan College Approved Course Matches to IAI Courses at the following link:  
[http://www.jalc.edu/catalog/pdfs/baccalaureate\\_transfer\\_program.pdf](http://www.jalc.edu/catalog/pdfs/baccalaureate_transfer_program.pdf)

**Supportive Skills Electives**

BUS 121	MAT 108	MAT 117	MAT 201
CIS 207	MAT 109	MAT 120	MAT 202
CPS 102	MAT 111	MAT 125 or	MAT 208
CPS 111	MAT 113	CPS 202	MAT 209
CPS 176	MAT 116	MAT 131	MAT 282
CPS 206			

**Integrative Studies Electives**

(See footnotes below for explanations of references to 1, 2, 3.)

BIO 240	LIT 280 <sup>3</sup>	PHL 200 <sup>3</sup>	PHS 111 <sup>1</sup>
GEO 215 <sup>1</sup>	LIT 284 <sup>3</sup>	PHL 260 <sup>3</sup>	SOC 215 <sup>2</sup>
HIS 201 <sup>2</sup>	LIT 295 <sup>3</sup>	PHS 101 <sup>1</sup>	SOC 263 <sup>2</sup>
HIS 213 <sup>3</sup>			

**Acceptable General Electives for an Associate Degree**

All courses in the following prefixes:

AFS	ART	EDC	GEO	HUM	MUS	PHS	SCI	SPE
AMS	BIO	EDU	GER	JPN	PED	PSC	SEM	SPN
ANT	CHM	EGR	HIS	JRN	PEDE	PSY	SOC	TLC
APE	CPS	FRE	HTH	LIT	PHL	REL	SOCW	VOL

Note: No more than four (4) credit hours of APE or PED activity courses may be used as general electives unless a physical education major.

In addition, the following courses:

ACC 200, 201, 202  
ALH 106, 107  
BUS 110, 121, 221, 222  
ECE 272, 280  
ECO 150I, 201, 202  
EDC 200, 202, 203, 208, 210, 211, 212  
ENG 101, 102, 103, 113  
IND 199  
IPP 141, 142  
ITD 200, 201, 205  
LIN 101, 102  
MAT 108, 109, 111, 113, 116, 117, 120, 125, 131, 201, 202, 202H, 205, 205H, 208, 209, 221, 282  
ORI 100, 103, 110, 200  
PHY 121, 155, 156, 201, 202, 203, 205, 206, 212, 214, 215, 224  
PNE 100

**General Electives applicable only in select majors or curriculum guides. Course(s) must be required for that degree program.**

CIS 101, CIS 207, CIS 240  
CRJ 103, 105, 218, 223  
ECE 155

See AA and AS General Degree Worksheets  
[http://www.jalc.edu/catalog/deg\\_cert.php](http://www.jalc.edu/catalog/deg_cert.php):

- <sup>1</sup> Will also satisfy a general education course requirement in Group V, Physical and Life Sciences. Either PHS 101 or PHS 111 can be used to satisfy the Integrative Studies requirement, but both PHS 101 and PHS 111 must be completed to apply credit toward fulfilling IAI GECC Physical and Life Sciences area requirements.
- <sup>2</sup> Will also satisfy a general education course requirement in Group IV, Social Science.
- <sup>3</sup> Will also satisfy a general education course requirement in Group II, Humanities and Fine Arts.



**ASSOCIATE IN GENERAL STUDIES**  
**General Degree Requirements Worksheet/Contract**

Curriculum AGS 1996  
 Associate in General Studies  
 Minimum Hrs. 62  
 Major Code: 1.0 240102D

The Associate in General Studies (AGS) degree represents a prescribed curriculum that has been individually designed by mutual agreement between the student and his/her academic advisor to meet the student's educational needs and interests. The AGS degree is neither designed as a transfer-oriented curriculum nor is it intended to provide career preparation similar to an AAS degree. Students interested in earning a four-year baccalaureate degree at a future date should consult with the transfer institution to determine the acceptability and applicability of courses and credits within the AGS degree.

The individualized AGS degree curriculum must include at least 62 semester credits. Each AGS program must include the 21-semester credit General Education Component. Courses selected to fulfill the General Electives Component must be selected from baccalaureate (PCS 1.1) and/or career education (PCS 1.2) courses. Students may use credits earned within a certificate program toward fulfilling the General Electives Component. In addition, no more than four (4) credit hours of APE or PED activity credit may be used toward the AGS degree.

The AGS Worksheet/Contract should be prepared and approved before completing 30 semester credits of college-level coursework. The AGS Worksheet/Contract is to be completed jointly by the student and his/her academic advisor. To qualify for the AGS degree, the student must meet the established general and degree requirements for earning an associate degree from John A. Logan College.

The curriculum guide for the AGS degree is outlined below:

**GENERAL EDUCATION COMPONENT (21 credits)**

The general education component of the AGS degree requires 21 credits. The minimum credit requirements for Groups I-V are listed below which total 18 credits. The remaining 3 credits can be fulfilled with 3 credits from any general education elective from Groups I-V.

Group I	Communications.....	6 credits
Group II	Humanities and Fine Arts .....	3 credits
Group III	Social and Behavioral Sciences .....	3 credits
Group IV	Physical and Life Sciences .....	3 credits
Group V	Mathematics .....	3 credits
	One elective from Group I-V .....	<u>3 credits</u>
		21 credits

**Group I Communications (6-9 credits)**

- \_\_\_\_\_ ENG 101 (3) or ENG 113 (3) (C grade or higher)
- \_\_\_\_\_ ENG 102 (3)
- \_\_\_\_\_ SPE 115 (3) or SPE 116 (3)

SPE 116 is not an IAI GECC articulated course.

**Group II Humanities and Fine Arts (3-6 credits)**

- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_

**IAI Fine Arts Electives**

- Art ..... ART 111, 220, 221, 291
- Drama/Speech ..... SPE 113
- Humanities ..... HUM 101
- Literature..... LIT 275
- Music ..... MUS 105

**IAI Humanities Electives**

- Foreign Language .... FRE 202, GER 202, SPN 202
- History ..... HIS 101, 102, 213
- Humanities..... HUM 101
- Literature..... LIT 211, 212, 231, 232, 235, 264, 280, 281, 284, 290, 295
- Philosophy ..... PHL 111, 121, 131, 200, 260

**Group III Social and Behavioral Sciences (3-6 credits)**

- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_

**IAI Social and Behavioral Science Electives**

- Anthropology .....ANT 111, 202, 216, 240
- Economics .....ECO 201, 202
- Geography .....GEO 112
- History .....HIS 103, 104, 201, 202
- Political Science .....PSC 131, 211, 212, 213, 289
- Psychology .....PSY 132, 200, 203, 262
- Sociology .....SOC 133, 215, 263, 264

**Group IV Physical and Life Sciences (3-6 credits)**

- \_\_\_\_\_ Elective \_\_\_\_\_
- \_\_\_\_\_ Elective \_\_\_\_\_

**SCIENCE ELECTIVES**

**IAI Life Science Electives**

- Biology .....BIO 100, 101, 105, 110, 115, 120, 225
- Interdisciplinary..... PHS 101 with PHS 111, SCI 210A with SCI 210B
- Life Science ..... PHS 100
- Physical Geography .GEO 215

**IAI Physical Science Electives**

- Chemistry .....CHM 141, 151
- Interdisciplinary..... PHS 101 with PHS 111, SCI 210A with SCI 210B
- Physical Science ..... PHS 102, 103, 104, 105, 106, 107, 108, 220, 222
- Physics .....PHY 121, 155, 205

The following courses may be used as physical and life science electives for the AGS degree but are not articulated as IAI GECC courses.

- \_\_\_\_\_ BIO 205 (4)
- \_\_\_\_\_ BIO 226 (4)
- \_\_\_\_\_ BIO 206 (4)
- \_\_\_\_\_ PHY 153 (4)

**Group V Mathematics (3-6 credits)**

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

**IAI Mathematics Electives**

\_\_\_\_\_ MAT 113 (3) \_\_\_\_\_ MAT 131 (5)

\_\_\_\_\_ MAT 116 (3) \_\_\_\_\_ MAT 201 (5)

\_\_\_\_\_ MAT 117 (4) \_\_\_\_\_ MAT 202 (3)

\_\_\_\_\_ MAT 120 (3) \_\_\_\_\_ MAT 282 (3)

\_\_\_\_\_ MAT 125 or CPS 202 (3)

The following courses may be used as math electives for the AGS degree but are not articulated as IAI GECC courses.

\_\_\_\_\_ BUS 111 (3) \_\_\_\_\_ MAT 107 (4)

\_\_\_\_\_ MAT 104 (3) \_\_\_\_\_ MAT 108 (3)

\_\_\_\_\_ MAT 105 (3) \_\_\_\_\_ MAT 111 (5)

\_\_\_\_\_ MAT 106 (4)

**GENERAL ELECTIVES COMPONENT (41-43 credits)**

Courses selected to fulfill the General Electives Component must be selected from baccalaureate (PCS 1.1) and/or career education (PCS 1.2) courses. In addition, no more than four (4) credit hours of APE or PED activity credit may be used toward the AGS degree.

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

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\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

\_\_\_\_\_ Elective \_\_\_\_\_

This AGS Worksheet/Contract has been completed with the support of my academic advisor. Since a current and structured associate degree option at John A. Logan College will not meet my educational needs and interests, I am committing to pursue an individualized AGS degree program.

I understand that this contract cannot be changed without both my consent and the consent of my academic advisor.

A copy of this approved AGS Worksheet/Contract will be retained in my electronic student file.

**STUDENT**

**ACADEMIC ADVISOR**

\_\_\_\_\_  
First Name/Middle Initial/Last Name *(Please print)*

\_\_\_\_\_  
Signature \_\_\_\_\_ Date

\_\_\_\_\_  
Identification Number

\_\_\_\_\_  
Signature \_\_\_\_\_ Date

*John A. Logan College reserves the right to modify these requirements as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**



**ACCOUNTING  
Degree Program**

Career Curriculum 00ACC0001  
Associate in Applied Science  
Minimum Hrs. 63  
Major Code: 1.2 520301C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 200	Financial Accounting I	3	___
BUS 115	Basic Keyboarding	1	___
CIS 101	Introduction to Computers OR CIS 207 Computer Applications	3	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics OR MAT 108 College Algebra OR BUS 111 Business Mathematics	3	___
IAI Humanities/Fine Arts Elective OR IAI Physical/Life Science Elective		<u>3</u> 16	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 105	Payroll Accounting	3	___
ACC 201	Financial Accounting II	3	___
BUS 111	Business Mathematics	3	___
BUS 236	Records Management	1	___
CIS 230	Operating Systems	3	___
PSC 131	American Government	<u>3</u> 16	___

Fall Only Courses:

ACC 218

Spring Only Courses:

ACC 105  
ACC 225  
CIS 220  
MGT 112

<sup>1</sup>Requires a grade of "C" or higher.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Additional Information:** This is a two-year accounting program designed to meet the needs of modern business and industry. Courses in the curriculum are aimed at developing habits of critical and logical thinking, as well as the ability to analyze, record, and interpret accounting data. Completion of the program leads to the Associate in Applied Science degree.

**Career Opportunities:** bookkeeper, professional tax preparer, accounting assistant, accounting clerk.



**ACCOUNTING  
Certificate Program**

Career Curriculum 00ACC0063  
Certificate Program  
Minimum Hrs. 32  
Major Code: 1.2 520301J

**FIRST YEAR — FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 200 Financial Accounting I	3	—
BUS 115 Basic Keyboarding	1	—
MAT 113 Introduction to Contemporary Mathematics OR	3	—
MAT 108 College Algebra OR	7	—
BUS 111 Business Mathematics		

**SECOND YEAR — FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 202 Managerial Accounting	3	—
ACC 218 Tax Accounting	3	—
CIS 104 Spreadsheet Design	3	—
SPE 115 Speech OR	3	—
SPE 116 Interpersonal Communication	12	—

**FIRST YEAR — SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 105 Payroll Accounting	3	—
ACC 201 Financial Accounting II	3	—
BUS 236 Records Management	1	—
	7	—

**SECOND YEAR — SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 225 Integrated Accounting on Computers	3	—
CIS 220 Advanced Spreadsheet Design	3	—
	6	—

<u>Fall Only Courses:</u>	<u>Spring Only Courses:</u>
ACC 218	ACC 105
	ACC 225
	CIS 220

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet—Accounting Certificate Program \(00ACC006\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/accounting.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/accounting.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/accounting.pdf)

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Additional Information:** This program, composed largely of accounting courses, is designed for the student who desires to gain and/or increase skills in the area of accounting. Successful completion of the program will lead to the awarding of a certificate of achievement.

**Career Opportunities:** Accounting Clerk, Bookkeeping Clerk, Payroll Clerk.



**ACCOUNTING  
BOOKKEEPING-CLERICAL STUDIES  
Certificate Program**

Career Curriculum 00BUS0053 Certificate Program Minimum Hrs. 31 Major Code: 1.2 520302K
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**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 200	Financial Accounting I	3	—
MAT 113	Introduction to Contemporary Mathematics OR MAT 108 College Algebra OR BUS 111 Business Mathematics	3	—
BUS 116	Keyboarding I <sup>1</sup>	3	—
BUS 135	Office Language Skills	3	—
BUS 138	Employment Strategy	1	—
BUS 236	Records Management	1	—
		<u>14</u>	

**SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 105	Payroll Accounting	3	—
ACC 201	Financial Accounting II	3	—
BUS 117	Keyboarding II <sup>1</sup>	3	—
CIS 104	Spreadsheet Design	3	—
SPE 115	Speech OR SPE 116 Interpersonal Communication	3	—
	Business Elective <sup>2</sup>	<u>2-3</u>	—
		<u>17-18</u>	

Fall Only Courses    Spring Only Courses  
BUS 255                    ACC 105

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> Recommended Electives:

BUS 110	Introduction to Business	3
BUS 235	Business Correspondence	3
BUS 255	Customer Service	3
CIS 110	Introduction to Word Processing	2
CIS 120	Database Management	3

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Bookkeeping-Clerical Studies Certificate Program \(00BUS0053\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/bookkeeping_clerical_studies.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/bookkeeping\\_clerical\\_studies.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/bookkeeping_clerical_studies.pdf)

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**Effective Date: Fall 2013**

**Additional Information:** This is a one-year program leading to a Certificate of Achievement. It is designed to prepare bookkeepers and general clerical office workers. Accounting courses develop the ability to analyze and record business transactions; other business courses help to develop necessary office skills and a knowledge of office procedures.

**Career Opportunities:** Graduates of the program are qualified to fill positions such as the following: general bookkeeper, accounts receivable clerk, accounts payable, clerk, payroll clerk, file clerk, civil service employee, and many general and combination office positions requiring some knowledge of bookkeeping.





**ADMINISTRATIVE ASSISTANT  
Degree Program**

Career Curriculum 00BUS0009  
Associate in Applied Science  
Minimum Hrs. 69  
Major Code: 1.2 520402C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 110 Introduction to Business	3	___
BUS 116 Keyboarding I <sup>1</sup>	3	___
BUS 135 Office Language Skills	3	___
BUS 236 Records Management	1	___
BUS 255 Customer Service	3	___
CIS 101 Introduction to Computers OR CIS 207 Computer Applications	<u>3</u> 16	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100 Business Accounting OR ACC 200 Financial Accounting I	3	___
BUS 117 Keyboarding II <sup>1</sup>	3	___
BUS 222 Legal and Social Environment of Business	3	___
BUS 235 Business Correspondence	3	___
CIS 108 Introductory Security Awareness	3	___
MAT 113 Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	<u>3</u> 18	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 215 Medical Terminology I	3	___
BUS 282 Legal Terminology	3	___
CIS 110 Introduction to Word Processing	2	___
CIS 120 Database Management	3	___
CIS 130 Introductory Operating Systems	3	___
CIS 210 Presentation Graphics	2	___
SPE 115 Speech OR SPE 116 Interpersonal Communication	<u>3</u> 19	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 138 Employment Strategy	1	___
BUS 237 Office Procedures	3	___
CIS 104 Spreadsheet Design	3	___
ECO 201 Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3	___
ENG 101 English Composition I <sup>2</sup> OR ENG 113 Professional Technical Writing <sup>2</sup>	3	___
IAI Humanities and Fine Arts elective <sup>3</sup>	<u>3</u> 16	___

Fall Only Courses: BUS 255  
BUS 282

Spring Only Courses: BUS 237  
CIS 108

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> Requires a grade of "C" or higher.

<sup>3</sup> Preferred IAI Humanities and Fine Arts electives: LIT 235, LIT 280, PHL 121, SPE 113.

The Administrative Assistant AAS Degree Program (00BUS0009) is the parent program to:

- Customer Service Certificate Program (00BUS0021)
- Virtual Assistant Certificate Program (00BUS0010)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2013**

**Career Opportunities:** administrative assistant to executives and professionals in legal, medical and technical areas, civil service positions, data entry clerk, receptionist, secretary, executive secretary.



**ADMINISTRATIVE ASSISTANT  
Paralegal Studies Option at SIUC  
Degree Program**

Career Curriculum 00BUS0009  
Associate in Applied Science  
Minimum Hrs. 69  
Major Code: 1.2 520402C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 110 Introduction to Business	3	___
BUS 116 Keyboarding I <sup>1</sup>	3	___
BUS 135 Office Language Skills	3	___
BUS 236 Records Management	1	___
BUS 255 Customer Service	3	___
CIS 207 Computer Applications <sup>2</sup>	3	___
	<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 201 Financial Accounting II <sup>2</sup>	3	___
BUS 235 Business Correspondence	3	___
BUS 282 Legal Terminology	3	___
CIS 110 Introduction to Word Processing	2	___
CIS 120 Database Management	3	___
SPE 115 Speech OR	3	___
SPE 116 Interpersonal Communication	17	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 200 Financial Accounting I <sup>2</sup>	3	___
BUS 117 Keyboarding II <sup>1</sup>	3	___
BUS 215 Medical Terminology I <sup>3</sup>	3	___
BUS 222 Legal and Social Environment of Business <sup>3</sup>	3	___
CIS 108 Introductory Security Awareness	3	___
MAT 113 Introduction to Contemporary Mathematics OR	3	___
BUS 111 Business Mathematics	18	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 237 Office Procedures	3	___
CIS 104 Spreadsheet Design	3	___
CIS 130 Introductory Operating Systems	3	___
ECO 201 Introduction to Macroeconomics OR	3	___
ECO 202 Introduction to Microeconomics <sup>3</sup>		
ENG 101 English Composition I <sup>4</sup> OR	3	___
ENG 113 Professional Technical Writing <sup>4</sup>		
IAI Humanities and Fine Arts elective	3	___
	<u>18</u>	

Fall Only Courses:

BUS 255  
BUS 282

Spring Only Courses:

BUS 237  
CIS 108

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2,3</sup> These courses will transfer into SIUC and satisfy courses required to be taken to complete a Bachelor of Science degree in the Paralegal Studies program at SIUC. These course choices are recommended, but not required, to be taken at John A. Logan College. Be aware that even if these courses are taken and transferred, **additional electives will still need to be taken at SIUC in order to complete the minimum 120 hours** to obtain the Bachelor's degree in Paralegal Studies.

<sup>3</sup> May be substituted with any of the following:

SIUC	JALC	SIUC	JALC
ACCT 220	ACC 200 and 201	ECON 241 (Macro)	ECO 201
HCP 105 Medical Terminology	BUS 215	ECON 240 (Micro)	ECO 202
CS 200B or ISAT 229 (Intro to Computer)	CIS 207	SPAN 140A	SPN 101
FIN 280 (Business Law I)	BUS 221	SPAN 140B	SPN 102
FIN 270 (Legal & Social Business Environment)	BUS 222	FRE 123A	FRE 101
		FRE 123B	FRE 102

It is strongly suggested that students complete their foreign-language requirement and BUS 222, the Legal and Social Environment of Business, elective at John A. Logan College. In addition, those students who intend to work in health care should consider including BUS 215, Medical Terminology I, and BUS 216, Medical Terminology II, at John A. Logan College in their course of study.

<sup>4</sup> Requires a grade of "C" or higher.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Additional Information:** Students who wish to graduate with a Bachelors degree from the SIUC Paralegal Studies program **must complete a minimum of 120 credit hours**. If students transfer into the SIUC Paralegal Studies program with a two-year AA or AS degree from John A. Logan College, students' CORE curriculum at SIUC will be complete. Students will need to **take 60 credit hours at a four-year institution to complete the required minimum 120 credit hours** for the Bachelor of Science degree. Such students should ask their advisor about the AAS degree Capstone Option for waiving CORE curriculum requirements. In all events, all students transferring into SIUC from John A. Logan College are required to complete at least 60 credit hours at a four-year institution in order to obtain a Bachelor of Science degree from SIUC. Every student planning to attend SIUC's Paralegal Studies program should meet with the student's John A. Logan College advisor at regular semester intervals to assure the student is following an appropriate curriculum. Every student planning to attend SIUC's Paralegal Studies program should meet with an SIUC Paralegal Studies advisor in their final semester at John A. Logan College to confirm the student's smooth transition into the SIUC Paralegal Studies program and to advise what courses to take their first semester at SIUC.

**Career Opportunities for Paralegals include, but are not limited to:** Paralegals in law offices, government offices and agencies, financial institutions, mortgage brokers, and insurance firms. In addition, Paralegal Studies has an excellent pre-law specialization which prepares students for going on to law school after receiving their Bachelor of Science degree.



**ADMINISTRATIVE ASSISTANT  
CUSTOMER SERVICE  
Certificate Program**

Career Curriculum 00BUS0021 Certificate Program Minimum Hrs. 25 Major Code: 1.2 520411K
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**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 116	Keyboarding I <sup>1</sup>	3	___
BUS 135	Office Language Skills	3	___
BUS 255	Customer Service	3	___
CIS 101	Introduction to Computers OR	3	___
	CIS 207 Computer Applications	12	___

**SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 100	Business Accounting OR	3	___
	ACC 200 Financial Accounting I		
BUS 138	Employment Strategy	1	___
BUS 235	Business Correspondence	3	___
MGT 112	Principles of Management	3	___
SPE 115	Speech OR	3	___
	SPE 116 Interpersonal	13	___
	Communication		

<u>Fall Only Courses</u>	<u>Spring Only Courses</u>
BUS 255	MGT 112

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

The Customer Service Certificate Program (00BUS0021) is an ICCB approved extension of the Administrative Assistant AAS Degree (00BUS0009).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Customer Service Certificate Program \(00BUS0021\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/customer_service.pdf). You can also access this information by typing the following URL into your browser’s address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/customer\\_service.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/customer_service.pdf).

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Career Opportunities:** Students successfully completing this program will receive a Certificate of Achievement. This one-year curriculum provides students with the training required to fill support services positions such as a customer service representative or associate in any type of business or other organization.



**ADMINISTRATIVE ASSISTANT  
VIRTUAL ASSISTANT  
Certificate Program**

Career Curriculum 00BUS0010 Certificate Program Minimum Hrs. 44 Major Code: 1.2 520402J
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	___
BUS 135 Office Language Skills	3	___
CIS 101 Introduction to Computers OR CIS 207 Computer Applications	3	___
CIS 130 Introductory Operating Systems	3	___
	<u>12</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 117 Keyboarding II <sup>1</sup>	3	___
BUS 138 Employment Strategy	1	___
BUS 235 Business Correspondence	3	___
BUS 236 Records Management	1	___
MAT 113 Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	<u>3</u> 11	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 255 Customer Service	3	___
CIS 104 Spreadsheet Design	3	___
CIS 120 Database Management	3	___
CIS 206 Managing Network Environments I	3	___
	<u>12</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100 Business Accounting OR ACC 200 Financial Accounting I	3	___
BUS 237 Office Procedures	3	___
CIS 108 Introductory Security Awareness	3	___
	<u>9</u>	

<u>Fall Only Courses</u>	<u>Spring Only Courses</u>
BUS 255	BUS 237
CIS 206	CIS 108

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

The Virtual Office Assistant Certificate (00BUS0010) is an ICCB approved extension of the Administrative Assistant AAS Degree (00BUS0009).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Virtual Assistant Certificate Program \(00BUS0010\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/virtual_assistant.pdf). You can also access this information by typing the following URL into your browser’s address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/virtual\\_assistant.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/virtual_assistant.pdf)

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Career Opportunities:** This program is for those wanting and needing to learn online in order to work online as an office assistant performing common office procedures such as word processing and document management, records management, scheduling and appointments, light bookkeeping, and others. Virtual office assistants can work for a variety of organizations remotely performing document production, meeting and event planning, and some network management.



**ANTHROPOLOGY**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 64 Major Code: 1.1 450201A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ANT 111	Anthropology	3	___
BIO 100	Biology for Non-Science Majors	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
HIS 101	Western Civilizations I	3	___
MAT 113	Introduction to Contemporary Mathematics	<u>3</u>	___
		15	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ANT 216	Cultural Anthropology	3	___
BIO 120	Vertebrate Zoology	3	___
MAT 120	Elementary Statistics	3	___
SOC 133	Principles of Sociology	3	___
	Foreign Language I	<u>4</u>	___
		16	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ANT 202	America's Diverse Cultures <sup>2</sup>	3	___
ENG 102	English Composition II <sup>1</sup>	3	___
HIS 201	United States History I	3	___
HTH 110	Health Education	2	___
HUM 101	Introduction to Humanities	3	___
PHS 103	Earth Science	<u>3</u>	___
		17	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ANT 240	Introduction: Physical Anthropology <sup>2</sup>	3	___
HIS 213	Eastern Civilizations	3	___
PSY 132	General Psychology	3	___
SPE 115	Speech	3	___
	Foreign Language II	<u>4</u>	___
		16	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Spring only course.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2012**

**Career Opportunities:** Academia and research, archeology, museum curator, resource management, natural history management, cultural archivist, linguist, public health, marketing, forensic pathology, and social services.

**Major Employers:** Government agencies such as the Center for Disease Control, the Department of Natural Resources, the Smithsonian Institute, and the Federal Bureau of Investigation; universities, museums, zoos, cultural groups such as the Hispanic Resource Center and the Urban Appalachian Council, international organizations such as the United Nations and the Peace Corps, and corporations like Proctor and Gamble.



**FIRST YEAR – FALL SEMESTER\***

Dept. No.		Hrs.	Gr.
ART 101	Two Dimensional Design	3	___
ART 180	Drawing I	3	___
BIO 100	Biology for Non-Science Majors	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
PSC 131	American Government OR	3	___
	HIS 201 United States History I OR	15	___
	HIS 202 United States History II		___
		<u>3</u>	
		15	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ART 102	Three Dimensional Design	3	___
ART 250	Ceramics I OR ART 255 Life Drawing	3	___
ENG 102	English Composition II <sup>1</sup>	3	___
HTH 110	Health Education	2	___
PHS 105	Physics for Non-Science Majors	3	___
PSY 132	General Psychology	3	___
		<u>3</u>	
		17	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ART 220	History of Art I	3	___
ART 256	Drawing II	3	___
GEO 215	Survival of Humans: Environmental Studies	3	___
MAT 113	Introduction to Contemporary Mathematics	3	___
SPE 115	Speech	3	___
		<u>3</u>	
		15	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ART 221	History of Art II	3	___
ART 293	Art Preparation and Portfolio <sup>2</sup>	1	___
	Art Elective	3	___
	Humanities Elective	3	___
	Social Science Elective	3	___
	Supportive Skills	3	___
		<u>3</u>	
		16	

\*It is recommended that art and art education majors take ART 101 Two Dimensional Design and ART 180 Drawing I during their first semester at the College.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> ART 293 is only offered spring semester of even numbered years.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Spring 2012**

**Career Opportunities:** Commercial artist, graphic artist, graphic designer, art teacher, art director, art supply representative, curator, free lance artist, technical illustrator, print maker, art broker, cartoonist, set designer, merchandise displayer, jewelry designer, interior designer, art librarian, production artist, textile designer, fashion illustrator, industrial designer, model maker, gallery director, animator, layout artist, floral designer, art historian, displays/exhibit artist.

**Major Employers:** Galleries, museums, advertising agencies, graphic art studios, publishing firms, newspapers, manufacturers, schools, colleges and universities, art supply companies, film or video production studios, retail firms.



**ART EDUCATION\***  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086  
Associate in Arts  
Minimum Hrs. 63  
Major Code: 1.1 131302A

**FIRST YEAR – FALL SEMESTER<sup>1</sup>**

Dept. No.	Hrs.	Gr.
ART 101 Two Dimensional Design <sup>1</sup>	3	—
ART 180 Drawing I <sup>1</sup>	3	—
ART 220 History of Art I <sup>1</sup>	3	—
EDC 200 Introduction to Education	3	—
ENG 101 English Composition I	3	—
	15	—

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 102 Three Dimensional Design	3	—
ART 221 History of Art II <sup>2</sup>	3	—
ENG 102 English Composition II	3	—
PHS 105 Physics for Non-Science Majors	3	—
PSY 132 General Psychology	3	—
	15	—

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ART 256 Drawing II	3	—
CPS 111 Introduction to Technology for Educators <sup>3</sup>	3	—
HIS 213 Eastern Civilizations	3	—
PSC 131 American Government OR HIS 201 United States History I OR HIS 202 United States History II Science Elective	3	—
	15	—

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 293 Art Preparation and Portfolio <sup>4</sup>	1	—
BIO 100 Biology for Non-Science Majors	3	—
EDC 202 Human Growth, Development, & Learning OR Art Elective	3	—
HTH 110 Health Education	2	—
MAT 120 Elementary Statistics OR MAT 113 Introduction to Contemporary Mathematics	3	—
SPE 115 Speech Social Science Elective	3	—
	18	—

- \* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:
- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
  - Must earn a grade of “C” or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
  - May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0 = A). The minimum grade point average for consideration at SIU-C is 2.75.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> It is recommended that art and art education majors take ART 101 Two Dimensional Design, ART 180 Drawing I and ART 220 History of Art I during their first semester at the College.  
<sup>2</sup> ART 223 is also recommended prior to transferring.  
<sup>3</sup> The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.  
<sup>4</sup> ART 293 is only offered spring semester of even numbered years.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Summer 2012**

**Additional Information:** Art majors who plan to attend a four-year college will be required to have a portfolio. The student should prepare a portfolio while at John A. Logan College.

**Career Opportunities:** Teacher; museum worker.

**Major Employers:** Public school systems, private schools, government institutions.





**ASL/DEAF STUDIES  
Degree Program**

Career Curriculum IPP 2009  
Associate in Applied Science  
Minimum Hrs. 64  
Major Code: 1.2 161603E

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs	Gr.
ANT 216 Cultural Anthropology	3	___
ENG 101 English Composition I	3	___
IPP 111 Non-Verbal Language	3	___
IPP 141 American Sign Language (ASL I) <sup>1,2</sup>	4	___
MAT 113 Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	3 16	___ ___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
IPP 142 American Sign Language (ASL II) <sup>1,2</sup>	4	___
IPP 144 ASL Classifiers	3	___
IPP 151 Deaf Studies/Culture	3	___
SOC 215 Diversity in American Life	3 16	___ ___

**SECOND YEAR – FALL SEMESTER\***

Dept. No.	Hrs.	Gr.
IPP 143 American Sign Language (ASL III) <sup>1</sup>	5	___
IPP 211 ASL Linguistics I	3	___
IPP 240 Fingerspelling and Numbers I	1	___
IPP 278 ASL Vocabulary Building I	3	___
PSY 132 General Psychology	3	___
SPE 115 Speech OR SPE 116 Interpersonal Communication	3 18	___ ___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
HIS 201 United States History I OR HIS 202 United States History II OR PSC 131 American Government	3	___
IPP 212 ASL Linguistics II	3	___
IPP 241 Fingerspelling and Numbers II	1	___
IPP 244 ASL IV–Survey of ASL Literature <sup>1</sup>	4	___
IPP 279 ASL Vocabulary Building II	3 14	___ ___

<sup>1</sup> A grade of “C” or higher is required in:

- IPP 141 American Sign Language (ASL I)
- IPP 142 American Sign Language (ASL II)
- IPP 143 American Sign Language (ASL III)
- IPP 244 ASL IV–Survey of ASL Literature

<sup>2</sup> Competency in American Sign Language communication (“C” or better in IPP 141 and 142) must be achieved before starting second year of classes.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Spring 2012**

**Career Opportunities:** Teachers assistant, tutor deaf and hard of hearing children and provide other support services for deaf and hard of hearing children, work as job coaches for deaf and hard of hearing adults, or work in any situation where skill in American Sign Language is required.



**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
IPP 111 Non-Verbal Language	3	—
IPP 141 American Sign Language (ASL I) <sup>1,2</sup>	4	—
	7	

**SECOND YEAR – FALL SEMESTER\***

Dept. No.	Hrs.	Gr.
IPP 143 American Sign Language (ASL III) <sup>1</sup>	5	—
IPP 211 ASL Linguistics I	3	—
	8	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
IPP 142 American Sign Language (ASL II) <sup>1,2</sup>	4	—
IPP 151 Deaf Studies/Culture	3	—
	7	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
IPP 212 ASL Linguistics II	3	—
IPP 244 ASL IV–Survey of ASL Literature <sup>1</sup>	4	—
	7	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
IPP 144 ASL Classifiers	3	—
	3	

<sup>1</sup> A grade of “C” or higher is required in:

- IPP 141 American Sign Language (ASL I)
- IPP 142 American Sign Language (ASL II)
- IPP 143 American Sign Language (ASL III)
- IPP 244 ASL IV–Survey of ASL Literature

<sup>2</sup> Competency in American Sign Language communication (“C” or better in IPP 141 and 142) must be achieved before starting second year of classes.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–ASL Deaf Studies Certificate Program \(IPP0192\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/asl_deaf_studies.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/asl\\_deaf\\_studies.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/asl_deaf_studies.pdf)

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**Effective Date: Spring 2012  
Rev. 02/2013**

**Additional Information:** This certificate program is designed to train individuals to become competent using American Sign Language with the deaf and hard-of-hearing population. The program introduces students to the history, characteristics, and needs of the hard of hearing along with American Sign Language.

**Career Opportunities:** Graduates of this program would work in the public school system, kindergarten through twelfth grade, as teachers assistants. Graduates of this program would also be able to tutor deaf and hard of hearing children and provide other support services for deaf and hard of hearing children, work as job coaches for deaf and hard of hearing adults, in rehabilitation facilities with deaf and hard of hearing persons, and in any situation where skill in American Sign Language is required. This program would also assist interpreters to improve their general interpreting skills by providing additional language training.



**ASL/DEAF STUDIES  
INTERPRETER PREPARATION\*  
Degree Program**

Career Curriculum IPP 0093  
Associate in Applied Science  
Minimum Hrs. 66  
Major Code: 1.2 161603C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ANT 216	Cultural Anthropology OR SOC 215 Diversity in American Life	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
IPP 111	Non-Verbal Language	3	___
PSC 131	American Government OR HIS 201 United States History I <sup>2</sup> OR HIS 202 United States History II	3 <u>12</u>	___ ___ ___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
IPP 143	American Sign Language (ASL III)	5	___
IPP 211	ASL Linguistics I	3	___
IPP 222	Interpreting ASL-English	4	___
IPP 231	Interpreting I	4	___
IPP 240	Fingerspelling and Numbers I	1 <u>17</u>	___ ___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	___
IPP 142	American Sign Language (ASL II) <sup>1</sup>	4	___
IPP 151	Deaf Studies/Culture	3	___
IPP 201	Introduction to Interpreting	3	___
MAT 113	Introduction to Contemporary Mathematics <sup>3</sup> OR BUS 111 Business Mathematics	3 <u>16</u>	___ ___ ___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ALH 101	Cardiopulmonary Resuscitation	1	___
IPP 212	ASL Linguistics II	3	___
IPP 223	Introduction to Transliterating	3	___
IPP 241	Fingerspelling and Numbers II	1	___
IPP 250	Field Experience	3	___
IPP 251	Interpreting II	4 <u>15</u>	___ ___

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Sem.
PSY 132	General Psychology	3	___
SPE 115	Speech	3 <u>6</u>	___ ___

\* Please note that IPP 141 is a prerequisite for program admission.

<sup>1</sup> Requires a grade of “C” or higher.

Competency in American Sign Language communication (“C” or better in IPP 141 and 142) must be achieved before starting second year of classes.

<sup>2</sup> Students transferring to SIU-C should take History.

<sup>3</sup> Students transferring to SIU-C should take MAT 113.

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Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2008**

**Career Opportunities:** Graduates of this program could work as interpreters in the community, in colleges, Vocational Rehabilitation interpreting for employment training and job coaching, recreational activities and entertainment, and other places that interpreters are needed such as the public school system, they can tutor deaf and hard of hearing children, and provide other support services for deaf and hard of hearing children.



**AUTO COLLISION TECHNOLOGY  
Degree Program**

Career Curriculum ACT 2004  
Associate in Applied Science  
Minimum Hrs. 65  
Major Code: 1.2 470603C

**FIRST YEAR - FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACT 190	Auto Body Repair I	2	___
ACT 191	Metal Finishing and Painting	2	___
ACT 196	Auto Body Lab	5	___
MAT 113	Introduction to Contemporary Mathematics OR	3-4	___
	MAT 106 Technical Mathematics OR		
	MAT 120 Elementary Statistics		
WEL 150	Oxy-Acetylene Fusion Welding I	1	___
WEL 160	M.I.G. Welding	2	___
WEL 196	M.I.G. Welding -- Aluminum	1	___
		<u>16-17</u>	

**FIRST YEAR - SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACT 192	Frame and Body Alignment	2	___
ACT 193	Advanced Auto Body Repair	1	___
ACT 194	Body Shop Management	1	___
ACT 197	Auto Body Repair and Paint Lab II	5	___
ACT 273	Chassis Electrical	3	___
ENG 101	English Composition I <sup>1</sup> OR	3	___
	ENG 113 Professional Technical Writing <sup>1</sup>	<u>15</u>	

**FIRST YEAR - SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ACT 293	Structural Damage Repair	1	___
ACT 296	Structural Damage Repair Lab	4	___
		<u>5</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2008  
rev. 01/2013**

**Career Opportunities:** Repair technician, insurance assessor, detailer, customer service manager.



**AUTO COLLISION TECHNOLOGY**  
**Structural Damage Repair**  
**Certificate Program**

Career Curriculum AUT 0014  
 Certificate Program  
 Minimum Hrs. 49  
 Major Code: 1.2 470603J

**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACT 190 Auto Body Repair I	2	___
ACT 191 Metal Finishing and Painting	2	___
ACT 196 Auto Body Lab	5	___
ACT 294 Plastics and Adhesives	2	___
WEL 150 Oxy-Acetylene Fusion Welding I	1	___
WEL 160 M.I.G. Welding	2	___
WEL 196 M.I.G. Welding – Aluminum	1	___
	15	

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACT 192 Frame and Body Alignment	2	___
ACT 193 Advanced Auto Body Repair	1	___
ACT 194 Body Shop Management	1	___
ACT 197 Auto Body Repair and Paint Lab II	5	___
ACT 273 Chassis Electrical	3	___
ACT 291 Mechanical Systems for Collision Technology	2	___
	14	

**SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
ACT 293 Structural Damage Repair	1	___
ACT 296 Structural Damage Repair Lab	4	___
	5	

**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
AST 173 Braking Systems	4	___
AST 280 Air Conditioning	4	___
AST 281 Suspension and Steering	4	___
SPE 115 Speech	3	___
	15	

**OPTIONAL**

Dept. No.	Hrs.	Gr.
ATI 200 Applied Technologies Internship <sup>1</sup>	1-3	___

The Auto Collision Technology Certificate Program (AUT 0014) is the parent program to:

- Basic Paint Prep Technician Certificate Program (AUT 0114)
- Paint & Metal Technician Certificate Program (AUT 0115)
- Unibody Repair Technician Certificate Program (AUT 0116)

<sup>1</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Auto Collision Technology Certificate Program \(AUT0014\)](#).

You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/auto\\_collision\\_technology.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/auto_collision_technology.pdf)

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**Effective Date: Fall 2008**  
**rev. 01/2013**

**Career Opportunities:** Service Writer, Body Shop Estimator, Insurance Estimator, Auto Body Painter, Body Shop Manager, Collision Technician, Painter's Helper, Detailer, Body Shop Receptionist, Entry-Level Auto Body Metal Fabricator, Auto Body Shop Owner



**AUTO COLLISION TECHNOLOGY  
BASIC PAINT PREP TECHNICIAN  
Certificate Program**

Career Curriculum AUT 0114  
Certificate Program  
Minimum Hrs. 9  
Major Code: 1.2 470603Q

Dept. No.		Hrs.	Gr.
ACT 190	Auto Body Repair I	2	___
ACT 191	Metal Finishing and Painting	2	___
ACT 196	Auto Body Lab	<u>5</u>	___
		9	

The Basic Paint Prep Technician Certificate Program (AUT 0114) is an ICCB approved extension of the Auto Collision Technology Certificate Program (AUT 0014).

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008  
10/2010**

**Career Opportunities:** Paint Prepper, Painter's Helper, Detailer, Service Writer



**AUTO COLLISION TECHNOLOGY  
PAINT AND METAL TECHNICIAN  
Certificate Program**

Career Curriculum AUT 0115  
Certificate Program  
Minimum Hrs. 18  
Major Code: 1.2 470603K

Dept. No.	Hrs.	Gr.
ACT 190 Auto Body Repair I	2	___
ACT 191 Metal Finishing and Painting	2	___
ACT 192 Frame and Body Alignment	2	___
ACT 193 Advanced Auto Body Repair	1	___
ACT 194 Body Shop Management	1	___
ACT 196 Auto Body Lab	5	___
ACT 197 Auto Body Repair and Paint Lab II	5	___
	18	

The Paint & Metal Technician Certificate Program (AUT 0115) is an ICCB approved extension of the Auto Collision Technology Certificate Program (AUT 0014).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Paint and Metal Technician Certificate Program \(AUT 0115\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/paint_and_metal_technician.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/paint\\_and\\_metal\\_technician.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/paint_and_metal_technician.pdf)

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**Effective Date: Fall 2008  
Rev. 03/2012**

**Career Opportunities:** Auto Body Painter, Painter’s Helper, Paint Prepper, Auto Body Shop Receptionist, Entry-Level Metal Fabricator, Collision Technician



**AUTO COLLISION TECHNOLOGY  
UNIBODY REPAIR TECHNICIAN  
Certificate Program**

Career Curriculum AUT 0116  
Certificate Program  
Minimum Hrs. 9  
Major Code: 1.2 470603R

Dept. No.		Hrs.	Gr.
ACT 293	Structural Damage Repair	1	___
ACT 296	Structural Damage Repair Lab	4	___
WEL 150	Oxy-Acetylene Fusion Welding I	1	___
WEL 160	M.I.G. Welding	2	___
WEL 196	M.I.G. Welding – Aluminum	<u>1</u>	___
		9	

The Unibody Repair Technician Certificate Program (AUT 0116) is an ICCB approved extension of the Auto Collision Technology Certificate Program (AUT 0014).

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**Effective Date: Fall 2008  
rev. 10/2010**

**Career Opportunities:** Repair technician, insurance assessor, detailer, customer service manager.





**AUTOMOTIVE SERVICES TECHNOLOGY  
Degree Program**

Career Curriculum 00AST0004  
Associate in Applied Science  
Minimum Hrs. 70  
Major Code: 1.2 470604C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
AST 170 Engine Repair	4	—
AST 172 Introduction to Automotive Services	2	—
AST 173 Braking Systems	4	—
AST 180A Basic Electrical Systems	2	—
IND 138 Industrial Seminar	1	—
MAT 113 Introduction to Contemporary Mathematics OR	3	—
	<u>16</u>	
MAT 105 Vocational Mathematics OR		
MAT 120 Elementary Statistics		

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
AST 171A Ignition Systems	4	—
AST 171B Fuel and Exhaust Systems	4	—
AST 180B Starting and Charging Systems	2	—
AST 180C Electrical Accessories	2	—
ENG 101 English Composition I <sup>1</sup>	3	—
PSY 110 College Success and Career Planning OR	3	—
	<u>18</u>	
ATI 200 Applied Technologies Internship (Summer only)		

<sup>1</sup> Requires a grade of "C" or higher.

The Automotive Services Technology AAS Degree is the parent program to:

- Electrical Systems Certificate Program (00AST0044)
- Engine Performance Certificate Program (00AST0043)
- Powertrain Repair Certificate Program (00AST0042)
- Suspension and Brakes Certificate Program (00AST0041)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2008**

All students registered for Automotive Services Technology classes will be required to furnish a basic tool set. The set includes the following:

**Drive Sockets (1/4" sq.)**

- (10) 6-pt Standard (5/32" through 1/2")
- (10) 6-pt. Metric (4, 5, 5.5, 6 through 12 mm)
- (1) Quick Release Ratchet
- (1) Extension

**Drive Sockets (3/8" sq.)**

- (9) 6-pt. or 12-pt. Standard (3/8" through 7/8")
- (10) 6-pt. or 12-pt. Metric (10mm through 19mm)
- (1) Ratchet
- (1) Extension (3")
- (1) Extension (6")

**Drive Sockets (1/2" sq.)**

- (4) 6-pt. or 12-pt. Standard (15/16", 1", 1 1/16", 1 1/8")
- (4) 6-pt. or 12-pt. Metric (21mm, 22mm, 24mm, 27mm)
- (1) Ratchet
- (1) Extension (3")

**Wrenches (combination)**

- (7) Standard (3/8", 7/16", 1/2", 9/16", 5/8", 11/16", 3/4")
- (7) Metric (10mm, 12mm, 13mm, 14mm, 15mm, 17mm, 19mm)

**Screwdrivers**

- (2) Slotted (1 small, 1 large)
- (2) Phillips (1 small, 1 large)

**Pliers**

- (1) Slip Joint Pliers
- (1) Diagonal Cutting

**Additional Tools**

- (1) Hammer
- (1) Locking Tool Box

**Additional Information:** Principles of design and operation provide for an exact appreciation of the functions of automotive units. Coordinated laboratory work develops the ability to execute diagnostic tests and complete the repairs that are indicated. The curriculum prepares students for employment as line mechanics, diagnostic technicians, and industrial maintenance personnel, as well as shop managers, company technicians, factory representatives, or teachers.

**Career Opportunities:** Line mechanic, diagnostic technician, factory representative, factory technician, self-employment, automotive technician at dealerships, independent garages, automotive specialty shops, and parts-related businesses.



**AUTOMOTIVE SERVICES TECHNOLOGY**  
**Block Scheduling**  
**Degree Program**

Career Curriculum 00AST0004  
 Associate in Applied Science  
 Minimum Hrs. 70  
 Major Code: 1.2 470604C

**FIRST SEMESTER – FALL**

Dept. No.		Hrs.	Gr.
<b>General Education Courses</b>			
IND 138	Industrial Seminar	1	___
MAT 113	Introduction to Contemporary Mathematics OR MAT 105 Vocational Mathematics OR MAT 120 Elementary Statistics	3	___
<b>Automotive Courses</b>			
<b>First Half</b>			
AST 172	Introduction to Automotive Services	2	___
AST 173	Braking Systems	4	___
<b>Second Half</b>			
AST 170	Engine Repair	4	___
AST 180A	Basic Electrical Systems	2	___
		<u>16</u>	

**SECOND SEMESTER – SPRING**

Dept. No.		Hrs.	Gr.
<b>General Education Courses</b>			
ENG 101	English Composition I <sup>1</sup>	3	___
PSY 110	College Success and Career Planning	3	___
<b>Automotive Courses</b>			
<b>First Half</b>			
AST 171A	Ignition Systems	4	___
AST 180B	Starting and Charging Systems	2	___
<b>Second Half</b>			
AST 171B	Fuel and Exhaust Systems	4	___
AST 180C	Electrical Accessories	2	___
		<u>18</u>	

**THIRD SEMESTER – FALL**

Dept. No.		Hrs.	Gr.
<b>General Education Courses</b>			
CIS 101	Introduction to Computers	3	___
SPE 115	Speech OR SPE 116 Interpersonal Communication	3	___
<b>Automotive Courses</b>			
<b>First Half</b>			
AST 200	Alternative Fuels	2	___
AST 280	Air Conditioning	4	___
<b>Second Half</b>			
AST 273	Automotive Computer Electronics	2	___
AST 281	Suspension and Steering	4	___
		<u>18</u>	

**FOURTH SEMESTER – SPRING**

Dept. No.		Hrs.	Gr.
<b>General Education Courses</b>			
PHY 121	Technical Physics	3	___
PSY 132	General Psychology	3	___
<b>Automotive Courses</b>			
<b>First Half</b>			
AST 270	Manual Drive Trains and Axles	4	___
AST 276	Emission Control Systems	2	___
<b>Second Half</b>			
AST 271	Automatic Transmissions/Transaxles	4	___
AST 279	ASE Testing	2	___
		<u>18</u>	

**OPTIONAL**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>2</sup>	1-3	___

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The Automotive Services Technology AAS Degree is the parent program to:

- Electrical Systems Certificate Program (00AST0044)
- Engine Performance Certificate Program (00AST0043)
- Powertrain Repair Certificate Program (00AST0042)
- Suspension and Brakes Certificate Program (00AST0041)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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- (10) 6-pt Standard (5/32" through 1/2")
- (10) 6-pt. Metric (4, 5, 5.5, 6 through 12 mm)
- (1) Quick Release Ratchet
- (1) Extension

**Drive Sockets (3/8" sq.)**

- (9) 6-pt. or 12-pt. Standard (3/8" through 7/8")
- (10) 6-pt. or 12-pt. Metric (10mm through 19mm)
- (1) Ratchet
- (1) Extension (3")
- (1) Extension (6")

**Drive Sockets (1/2" sq.)**

- (4) 6-pt. or 12-pt. Standard (15/16", 1", 1 1/16", 1 1/8")
- (4) 6-pt. or 12-pt. Metric (21mm, 22mm, 24mm, 27mm)
- (1) Ratchet
- (1) Extension (3")

**Wrenches (combination)**

- (7) Standard (3/8", 7/16", 1/2", 9/16", 5/8", 11/16", 3/4")
- (7) Metric (10mm, 12mm, 13mm, 14mm, 15mm, 17mm, 19mm)

**Screwdrivers**

- (2) Slotted (1 small, 1 large)
- (2) Phillips (1 small, 1 large)

**Pliers**

- (1) Slip Joint Pliers
- (1) Diagonal Cutting

**Additional Tools**

- (1) Hammer
- (1) Locking Tool Box

**Additional Information:** Principles of design and operation provide for an exact appreciation of the functions of automotive units. Coordinated laboratory work develops the ability to execute diagnostic tests and complete the repairs that are indicated. The curriculum prepares students for employment as line mechanics, diagnostic technicians, and industrial maintenance personnel, as well as shop managers, company technicians, factory representatives, or teachers.

**Career Opportunities:** Line mechanic, diagnostic technician, factory representative, factory technician, self-employment, automotive technician at dealerships, independent garages, automotive specialty shops, and parts-related businesses.



**AUTOMOTIVE SERVICES TECHNOLOGY**  
**Master Certificate (Four Semesters – Block Scheduling)**  
**Certificate Program**

Career Curriculum 00AST0052  
 Certificate Program  
 Minimum Hrs. 48  
 Major Code: 1.2 470604J

**FIRST SEMESTER – FALL**

Dept. No.	Hrs.	Gr.
<b>First Half</b>		
AST 172 Introduction to Automotive Services	2	___
AST 173 Braking Systems	4	___
<b>Second Half</b>		
AST 170 Engine Repair	4	___
AST 180A Basic Electrical Systems	2	___
	<u>12</u>	

**SECOND SEMESTER – SPRING**

Dept. No.	Hrs.	Gr.
<b>First Half</b>		
AST 171A Ignition Systems	4	___
AST 180B Starting and Charging Systems	2	___
<b>Second Half</b>		
AST 171B Fuel and Exhaust Systems	4	___
AST 180C Electrical Accessories	2	___
	<u>12</u>	

**THIRD SEMESTER – FALL**

Dept. No.	Hrs.	Gr.
<b>First Half</b>		
AST 200 Alternative Fuels	2	___
AST 280 Air Conditioning	4	___
<b>Second Half</b>		
AST 273 Automotive Computer Electronics	2	___
AST 281 Suspension and Steering	4	___
	<u>12</u>	

**FOURTH SEMESTER – SPRING**

Dept. No.	Hrs.	Gr.
<b>First Half</b>		
AST 270 Manual Drive Trains and Axles	4	___
AST 276 Emission Control Systems	2	___
<b>Second Half</b>		
AST 271 Automatic Transmissions/Transaxles	4	___
AST 279 ASE Testing	2	___
	<u>12</u>	
<b>OPTIONAL</b>		
<b>Dept. No.</b>	<b>Hrs.</b>	<b>Gr.</b>
ATI 200 Applied Technologies Internship <sup>1</sup>	1-3	___

<sup>1</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Auto Services Technology Certificate Program \(00AST0052\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/auto_services_technology.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/auto\\_services\\_technology.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/auto_services_technology.pdf)

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**Effective Date: Fall 2008  
 rev. 01/2013**

All students registered for Automotive Services Technology classes will be required to furnish a basic tool set. The set includes the following:

- |  |   |  |
|--|---|--|
| <p><b>Drive Sockets (1/4" sq.)</b><br/>         (10) 6-pt Standard (5/32" through 1/2")<br/>         (10) 6-pt. Metric (4, 5, 5.5, 6 through 12 mm)<br/>         (1) Quick Release Ratchet<br/>         (1) Extension</p> <p><b>Drive Sockets (3/8" sq.)</b><br/>         (9) 6-pt. or 12-pt. Standard (3/8" through 7/8")<br/>         (10) 6-pt. or 12-pt. Metric (10mm through 19mm)<br/>         (1) Ratchet<br/>         (1) Extension (3"), (1) Extension (6")</p> | <p><b>Drive Sockets (1/2" sq.)</b><br/>         (4) 6-pt. or 12-pt. Standard (15/16", 1", 1 1/16", 1 1/8")<br/>         (4) 6-pt. or 12-pt. Metric (21mm, 22mm, 24mm, 27mm)<br/>         (1) Ratchet<br/>         (1) Extension (3")</p> <p><b>Wrenches (combination)</b><br/>         (7) Standard (3/8", 7/16", 1/2", 9/16", 5/8", 11/16", 3/4")<br/>         (7) Metric (10mm, 12mm, 13mm, 14mm, 15mm, 17mm, 19mm)</p> | <p><b>Screwdrivers</b><br/>         (2) Slotted (1 small, 1 large)<br/>         (2) Phillips (1 small, 1 large)</p> <p><b>Pliers</b><br/>         (1) Slip Joint Pliers<br/>         (1) Diagonal Cutting</p> <p><b>Additional Tools</b><br/>         (1) Hammer<br/>         (1) Locking Tool Box</p> |
|--|---|--|

**Additional Information:** Principles of design and operation provide for an exact appreciation of the functions of automotive units. Coordinated laboratory work develops the ability to execute diagnostic tests and complete the repairs that are indicated. The curriculum prepares students for employment as line mechanics, diagnostic technicians, and industrial maintenance personnel, as well as shop managers, company technicians, factory representatives, or teachers.

**Career Opportunities:** Line mechanic, diagnostic technician, factory representative, factory technician, self-employment, automotive technician at dealerships, independent garages, automotive specialty shops, and parts-related businesses.



**AUTOMOTIVE SERVICES TECHNOLOGY  
ELECTRICAL SYSTEMS  
Certificate Program**

Career Curriculum 00AST0044 Certificate Program Minimum Hrs. 6 Major Code: 1.2 470604K
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
AST 180A	Basic Electrical Systems	$\frac{2}{2}$	—

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
AST 180B	Starting and Charging Systems	2	—
AST 180C	Electrical Accessories	$\frac{2}{4}$	—

The Electrical Systems Certificate Program (00AST0044) is an ICCB approved extension of the Automotive Services Technology AAS Degree (00AST0004).

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**Effective Date: Fall 2008**

**Career Opportunities:** Line mechanic, diagnostic technician, factory representative, factory technician, self-employment, automotive technician at dealerships, independent garages, automotive specialty shops, and parts-related businesses.



**AUTOMOTIVE SERVICES TECHNOLOGY  
ENGINE PERFORMANCE  
Certificate Program**

Career Curriculum 00AST0043  
Certificate Program  
Minimum Hrs. 10  
Major Code: 1.2 470604S

**FIRST YEAR – FALL SEMESTER**

<b>Dept. No.</b>	<b>Hrs.</b>	<b>Gr.</b>
AST 171A Ignition Systems	4	—
AST 171B Fuel and Exhaust Systems	4	—
AST 276 Emission Control Systems	<u>2</u>	—
	10	

The Engine Performance Certificate Program (00AST0043) is an ICCB approved extension of the Automotive Services Technology AAS Degree (00AST0004).

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008**

**Career Opportunities:** Line mechanic, diagnostic technician, factory representative, factory technician, self-employment, automotive technician at dealerships, independent garages, automotive specialty shops, and parts-related businesses.



**AUTOMOTIVE SERVICES TECHNOLOGY  
POWERTRAIN REPAIR  
Certificate Program**

Career Curriculum 00AST0042  
Certificate Program  
Minimum Hrs. 14  
Major Code: 1.2 470604R

**FIRST SEMESTER – FALL**

<b>Dept. No.</b>		<b>Hrs.</b>	<b>Gr.</b>
AST 170	Engine Repair	4	—
AST 172	Introduction to Automotive Services	<u>2</u>	—
		6	

**SECOND SEMESTER – SPRING**

<b>Dept. No.</b>		<b>Hrs.</b>	<b>Gr.</b>
AST 270	Manual Drive Trains and Axles	4	—
AST 271	Automatic Transmissions/Transaxles	<u>4</u>	—
		8	

The Powertrain Repair Certificate Program (00AST0042) is an ICCB approved extension of the Automotive Services Technology AAS Degree (00AST0004).

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**Effective Date: Fall 2008**

**Career Opportunities:** Line mechanic, diagnostic technician, factory representative, factory technician, self-employment, automotive technician at dealerships, independent garages, automotive specialty shops, and parts-related businesses.



**AUTOMOTIVE SERVICES TECHNOLOGY  
SUSPENSION AND BRAKES  
Certificate Program**

Career Curriculum 00AST0041  
Certificate Program  
Minimum Hrs. 8  
Major Code: 1.2 470604Q

**FIRST SEMESTER – FALL**

<b>Dept. No.</b>		<b>Hrs.</b>	<b>Gr.</b>
AST 173	Braking Systems	4	—
AST 281	Suspension and Steering	<u>4</u>	—
		8	

The Suspension and Brakes Certificate Program (00AST0041) is an ICCB approved extension of the Automotive Services Technology AAS Degree (00AST0004).

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**Effective Date: Fall 2008**

**Career Opportunities:** Line mechanic, diagnostic technician, factory representative, factory technician, self-employment, automotive technician at dealerships, independent garages, automotive specialty shops, and parts-related businesses.





**BANKING  
Degree Program**

Career Curriculum 00BNK0099 Associate in Applied Science Minimum Hrs. 63 Major Code: 1.2 520803C
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 200	Financial Accounting I	3	___
BUS 115	Basic Keyboarding	1	___
CIS 207	Computer Applications	3	___
ECO 202	Introduction to Microeconomics	3	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	<u>3</u> 16	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 201	Financial Accounting II	3	___
BUS 236	Records Management	1	___
CIS 120	Database Management	3	___
MGT 228	Small Business Management	3	___
MKT 113	Principles of Marketing I	3	___
SPE 115	Speech OR SPE 116 Interpersonal Communication	<u>3</u> 16	___

Spring Only Courses

ACC 225  
CIS 108  
MGT 112  
MGT 228

<sup>1</sup> Requires a grade of "C" or higher.

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Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2013**

**Career Opportunities:** The banking career area includes positions such as teller, customer service, item processing clerk, and entry-level accounting.



**BIOLOGICAL SCIENCE**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 64 Major Code: 1.1 260101B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 101	Biological Science for Science Majors I	4	___
ENG 101	English Composition I <sup>1</sup>	3	___
HIS 201	United States History I	3	___
SPE 115	Speech	3	___
	Humanities elective (Group II)	3	___
		<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 110	General Botany	3	___
CHM 151	Chemical Principles	5	___
PSY 132	General Psychology	3	___
	Fine Arts elective (Group II)	3	___
	Social Science elective (Group IV)	3	___
		<u>17</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 102	Biological Sciences II	4	___
ENG 102	English Composition II <sup>1</sup>	3	___
MAT 111	Pre-Calculus <sup>2</sup>	5	___
PHS 101	Environmental Technology	3	___
		<u>15</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 105	Anatomy and Physiology	3	___
CHM 152	Chemical Principles with Qualitative Analysis	5	___
HTH 110	Health Education	2	___
MAT 120	Elementary Statistics	3	___
PHL 121	Introduction to Logic	3	___
		<u>16</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> MAT 131, Calculus I, may be substituted for MAT 111, Pre-Calculus.

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 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008**

**Career Opportunities:** Positions are available in such specialties as education, medical laboratories, public health, industrial laboratories, industrial safety and hygiene, forensic science, botany, agriculture, veterinary offices, marine research, environmental work, conservation, genetics, pharmaceutical studies, pollution control, physiology, microbiology, wildlife research, scientific/medical illustration, technical sales.

**Major Employers:** Schools, colleges and universities; pharmaceutical, chemical products, food and agricultural products manufacturers; medical laboratories, hospitals, independent testing laboratories; environmental consulting firms; laboratory equipment and supply companies; publishing firms; federal, state, and local government, including Departments of Agriculture, Health and Human Services, Interior, and Defense; U. S. Environmental Protection Agency; National Science Foundation; the Illinois Department of Agriculture, Conservation, Public Health and Law Enforcement; Illinois Environmental Protection Agency; local public health agencies; local crime labs; soil and water conservation districts; park districts; zoological and botanical parks; museums.



**BUSINESS ADMINISTRATION AND ACCOUNTING  
Degree Program**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 64 Major Code: 1.1 520201A
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**FIRST YEAR – FALL SEMESTER\***

Dept. No.	Hrs.	Gr.
ACC 200 Financial Accounting I	3	___
ENG 101 English Composition I <sup>1</sup>	3	___
MAT 117 Calculus for Business and Social Sciences	4	___
PHL 111 Ethics and Moral Problems	3	___
PSY 132 General Psychology	3	___
	<u>3</u>	___
	16	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 202 Managerial Accounting	3	___
BIO 100 Biology for Non-Science Majors	3	___
ECO 201 Introduction to Macroeconomics	3	___
HTH 110 Health Education	2	___
PSC 131 American Government OR HIS 201 United States History I OR HIS 202 United States History II Humanities or Fine Arts Elective	3	___
	<u>3</u>	___
	17	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 201 Financial Accounting II	3	___
ENG 102 English Composition II <sup>1</sup>	3	___
MAT 116 Finite Math for Business and Management	3	___
PHS 105 Physics for Non-Science Majors	3	___
SPE 115 Speech	3	___
	<u>3</u>	___
	15	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 121 Business Statistics	3	___
CIS 207 Computer Applications	3	___
ECO 202 Introduction to Microeconomics	3	___
GEO 215 Survival of Humans: Environmental Studies Elective Fine Arts Elective	3	___
	1	___
	<u>3</u>	___
	16	

<sup>1</sup> Requires a grade of "C" or higher.

\* Business majors transferring to the University of Illinois should consult with their advisors for special mathematics courses required by the University of Illinois School of Business.

It is strongly recommended that students transferring to SIU seeking a bachelor of science degree in the College of Business Administration also take the following courses:

<u>JALC</u>	<u>SIU</u>
BUS 222	FIN 270
BUS 235	MGMT 202

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Spring 2009**

**Career Opportunities:** Sales representative, purchasing agent, buyer/account executive, insurance agent, sales or service manager, marketing manager, customer service representative, securities/financial services sales representative, human resource manager, product manager, administrative services manager, hospitality services manager, credit manager, loan officer, credit analyst, claims examiner/adjustor, underwriter, property manager.

**Major Employers:** Manufacturing firms, wholesale and retail trade firms, banks, financial services and insurance firms, mining companies, construction firms, educational institutions, government agencies, restaurants and lodging facilities, health care facilities, publishing and printing services, transportation and communication services, public utilities, business services.



**BUSINESS ADMINISTRATION AND ACCOUNTING**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 64 Major Code: 1.1 520201B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 200 Financial Accounting I	3	___
ENG 101 English Composition I <sup>1</sup>	3	___
MAT 117 Calculus for Business and Social Sciences	4	___
PHL 111 Ethics and Moral Problems	3	___
PSY 132 General Psychology	3	___
	<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 201 Financial Accounting II	3	___
ENG 102 English Composition II <sup>1</sup>	3	___
MAT 116 Finite Math for Business and Management	3	___
PHS 105 Physics for Non-Science Majors	3	___
SPE 115 Speech	3	___
	<u>15</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 202 Managerial Accounting	3	___
BIO 100 Biology for Non-Science Majors	3	___
ECO 201 Introduction to Macroeconomics	3	___
PSC 131 American Government OR HIS 201 United States History I OR HIS 202 United States History II	3	___
Humanities or Fine Arts Elective	3	___
Physical or Life Science Elective	3	___
	<u>18</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 121 Business Statistics	3	___
CIS 207 Computer Applications	3	___
ECO 202 Introduction to Microeconomics	3	___
GEO 215 Survival of Humans: Environmental Studies Fine Arts Elective	3	___
	<u>15</u>	

<sup>1</sup> It is strongly recommended that students transferring to SIU seeking a bachelor of science degree in the College of Business Administration also take the following courses:

<u>JALC</u>	<u>SIU</u>
BUS 222	FIN 270
BUS 235	MGMT 202

Business majors transferring to the University of Illinois should consult with their advisors for special mathematics courses required by the University of Illinois, School of Business.

<sup>2</sup> Requires a grade of "C" or higher.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall, 2008**

**Career Opportunities:** Sales representative, purchasing agent, buyer/account executive, insurance agent, sales or service manager, marketing manager, customer service representative, securities/financial services sales representative, human resource manager, product manager, administrative services manager, hospitality services manager, credit manager, loan officer, credit analyst, claims examiner/adjustor, underwriter, property manager.

**Major Employers:** Manufacturing firms, wholesale and retail trade firms, banks, financial services and insurance firms, mining companies, construction firms, educational institutions, government agencies, restaurants and lodging facilities, health care facilities, publishing and printing services, transportation and communication services, public utilities, business services.



**BUSINESS MANAGEMENT  
Degree Program**

Career Curriculum BUS 2006  
Associate in Applied Science  
Minimum Hrs. 65  
Major Code: 1.2 520201C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 110	Introduction to Business	3	___
CIS 207	Computer Applications	3	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 116	Finite Mathematics for Business and Management	3	___
MKT 130	Sales I	3	___
PSY 132	General Psychology	3	___
		<u>18</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 222	Legal/Social Environment of Business	3	___
BUS 235	Business Correspondence	3	___
BUS 255	Customer Service	3	___
ECO 201	Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3	___
MKT 113	Principles of Marketing I	3	___
	Business Elective <sup>2</sup>	3	___
		<u>18</u>	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 100	Business Accounting	3	___
BUS 121	Business Statistics	3	___
IDM 120	Safety and Environmental Management	2	___
SPE 115	Speech	3	___
	Business Elective <sup>2</sup>	3	___
	IAI Humanities/Fine Arts Elective OR	3	___
	IAI Physical Science/Life Science Elective	3	___
		<u>17</u>	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 105	Payroll Accounting	3	___
MGT 112	Principles of Management	3	___
MGT 228	Small Business Management	3	___
	Business Elective <sup>2</sup>	3	___
		<u>12</u>	___

Fall Only Courses:

BUS 255  
MKT 130

Spring Only Courses:

ACC 105  
IDM 120  
MGT 112  
MGT 228

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Business electives may include the following prefixes: ACC, BUS, CIS, ECO, FIN, MGT, MKT

The Business Management AAS Degree (BUS 2006) is the parent program to:

- Business Management Certificate Program (BUS 2007)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Career Opportunities:** entry-level management positions in retail management, sales management, office management, and restaurant management; possible career opportunities within local, state, and federal government agency facilities.



**BUSINESS MANAGEMENT  
Certificate Program**

Career Curriculum BUS 2007  
Certificate Program  
Minimum Hrs. 39  
Major Code: 1.2 520201J

**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 235 Business Correspondence	3	___
BUS 255 Customer Service	3	___
CIS 207 Computer Applications	3	___
ECO 201 Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3	___
MAT 116 Finite Mathematics for Business & Management	3	___
MKT 113 Principles of Marketing I	3	___
MKT 130 Sales I	3	___
	<u>21</u>	

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100 Business Accounting	3	___
BUS 110 Introduction to Business	3	___
BUS 138 Employment Strategy	1	___
BUS 222 Legal/Social Environment of Business	3	___
IDM 120 Safety and Environmental Management	2	
MGT 112 Principles of Management	3	___
MGT 228 Small Business Management	<u>3</u>	___
	18	

Fall Only Courses:

BUS 255  
MKT 130

Spring Only Courses:

IDM 120  
MGT 112  
MGT 228

The Business Management Certificate Program (BUS 2007) is an ICCB approved extension of the Business Management AAS Degree (BUS 2006).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Business Management Certificate Program \(BUS 2007\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/business_management.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/business\\_management.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/business_management.pdf)

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**Effective Date: Fall 2013**

**Career Opportunities:** entry-level management positions in retail management, sales management, office management, and restaurant management; possible career opportunities within local, state, and federal government agency facilities.



**BUSINESS TEACHER EDUCATION\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 63 Major Code: 1.1 131303B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CPS 111 Introduction to Technology for Educators <sup>1</sup>	3	___
EDC 200 Introduction to Education	3	___
ENG 101 English Composition I	3	___
MUS 105 Music Appreciation	3	___
PSY 132 General Psychology	3	___
	<u>15</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 200 Financial Accounting I	3	___
ECO 201 Introduction to Macroeconomics	3	___
MAT 120 Elementary Statistics	3	___
PHS 105 Physics for Non-Science Majors	3	___
PSC 131 American Government	3	___
SPE 115 Speech	3	___
	<u>18</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
BUS 110 Introduction to Business	3	___
ENG 102 English Composition II	3	___
HIS 213 Eastern Civilizations OR PHL 200 Asian Philosophy	3	___
IAI Mathematics Elective	3	___
	<u>15</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 201 Financial Accounting II	3	___
BUS 222 Legal and Social Environment of Business	3	___
LIT 280 Introduction to Literature	3	___
PHS 103 Earth Science OR PHS 104 Contemporary Chemistry for Non-Science Majors	3	___
IAI Life Science Elective	3	___
	<u>15</u>	

- \* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:
- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
  - Must earn a grade of "C" or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
  - May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0=A). The minimum grade point average for consideration at SIU-C is 2.75.

Students should consider completing BUS 235 Business Correspondence and EDC 202 Human Growth, Development and Learning before transferring to a 4-year institution.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

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**Effective Date: Fall 2013**

**Career Opportunities:** Upon successful completion of this degree, students are prepared to transfer to a college or university to complete a four-year degree. The four-year degree in this area is intended to prepare students for employment in public or private educational institutions or training positions in business/industry.



**CHEMISTRY**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 64 Major Code: 1.1 400501B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 101	Biological Science for Science Majors I	4	—
CHM 151	Chemical Principles	5	—
ENG 101	English Composition I <sup>1</sup>	3	—
MAT 131	Calculus I	5	—
		<u>17</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CHM 201	Organic Chemistry I	5	—
PHY 155	College Physics I OR PHY 205 University Physics I <sup>2</sup>	5	—
SPE 115	Speech Humanities Elective <sup>3</sup>	3	—
		<u>3</u>	—
		16	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CHM 152	Chemical Principles with Qualitative Analysis	5	—
ENG 102	English Composition II <sup>1</sup>	3	—
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II Fine Arts Elective	3	—
		<u>3</u>	—
		14	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CHM 202	Organic Chemistry II	5	—
PSY 132	General Psychology General Electives <sup>4</sup> Humanities Elective <sup>3</sup> Social Science Elective <sup>3</sup>	3	—
		3	—
		<u>3</u>	—
		17	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Students should consult with an advisor and/or appropriate transfer institution catalog to determine if College Physics (PHY 155/PHY 156) or University Physics (PHY 205/PHY 206) is needed for their program.

<sup>3</sup> At least one elective course should be selected from Group VII, Integrative Skills, for the A. S. degree.

<sup>4</sup> Students are strongly advised to take Calculus II and Physics II before transferring. This may be done by taking an extra class during fall or spring or by attending summer sessions. These courses would then satisfy the general electives required hours.

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**Effective Date: Fall 2008**

**Career Opportunities:** Chemical laboratory technician, chemistry teacher, analytical chemist, organic chemist, inorganic chemist, physical chemist, environmental chemist, agricultural chemist, chemical analyst, medical researcher chemist, polymer chemist, quality control chemist, colorist, assayer, water purification tester, pollution control technician, forensic scientist, technical writer, sales representative.

**Major Employers:** Manufacturing firms including pharmaceutical, chemical, food, and agricultural firms, government agencies including U. S. departments of Defense, Commerce, Justice, and Agriculture, medical research laboratories, colleges and universities, schools, research and development laboratories, commercial testing laboratories.





**COMPUTER FORENSICS\***  
**Degree Program**

Career Curriculum CIS 2012  
Associate in Applied Science  
Minimum Hrs. 70  
Major Code: 1.2 111003C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 101	Introduction to Computers	3	—
CIS 230	Operating Systems	3	—
CRJ 103	Introduction to Criminal Justice	3	—
CRJ 105	Criminal Behavior	3	—
MAT 113	Introduction to Contemporary Mathematics	3	—
		<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 120	Database Management	3	—
CIS 208	Security Awareness	3	—
CIS 200	Network Essentials	3	—
CPS 176	Intro to Computer Programming <sup>1</sup>	4	—
PHL 121	Introduction to Logic	3	—
		<u>16</u>	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 101	English Composition I OR ENG 113 Professional Technical Writing	3	—
	IAI Social & Behavioral Science Elective <sup>2</sup>	3	—
		<u>6</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 104	Spreadsheet Design	3	—
CIS 206	Managing Network Environment I	3	—
CIS 250	Wireless Networks <sup>1</sup>	3	—
CRJ 209	Criminal Law	3	—
ELT 214	A+ Preparation IT Technician	3	—
SPE 115	Speech	3	—
		<u>18</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 209	Introduction to Cybercrimes	3	—
CRJ 203	Introduction to Security	3	—
CRJ 219	Criminal Procedure	3	—
ELT 210	A+ Preparation Essentials	3	—
ELT 218	Intro to Network Technologies <sup>1</sup>	3	—
		<u>15</u>	

Fall Only Courses:

CIS 206  
CIS 250  
CRJ 209  
ELT 214

Spring Only Courses:

CIS 200    CRJ 219  
CIS 208    ELT 210  
CIS 209    ELT 218

\*Students must maintain a grade of "C" or higher in all courses.

<sup>1</sup> These courses have a prerequisite.

<sup>2</sup> PSY 132 is recommended.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Spring 2013**

**Career Opportunities:** This degree is for students that want to work in a computer forensics environment with electronic devices that may hold evidence that could be used in a court of law. The extent of the analyses could be as simple as a personal computer or as complex as a main server for a large corporation. Preparation for COMPTIA certifications can be obtained through this degree. Graduates will be qualified for careers in computer forensics in federal, state and local agencies, law enforcement organizations, and in the private sector.

# Computer Information Systems

## Program Options

- Computer Information Systems (CIS) – Certificate
- Computer Information Systems (CIS) – AAS
- Computer Applications Specialist (CAS) – AAS
- Computer Support and Networking (CSN) – AAS
- Data Entry Assistant – Short-Term Certificate

## Tech Prep

The Business Department participates in the Tech Prep program with district high schools. College credit may be granted for coursework completed in high school. Contact Department Chair for Business Melanie Pecord for more information.

## Capstone

Students considering a bachelor's degree after completing their AAS degree in CIS may transfer to the following programs at SIU-C:

- Health Care Management
- Information Systems Technology

The CIS (AAS) degree is articulated with these programs. The Capstone option allows students to earn a bachelor's degree with an additional 60 hours from SIU-C. See your advisor for more information about program options that should be taken if you wish to pursue a bachelor's degree through Capstone.



**COMPUTER INFORMATION SYSTEMS (CIS)\*  
Degree Program**

Career Curriculum CIS 0400  
Associate in Applied Science  
Minimum Hrs. 65  
Major Code: 1.2 110103C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 100	Business Accounting OR ACC 200 Financial Accounting I	3	—
CIS 101	Introduction to Computers	3	—
CIS 230	Operating Systems	3	—
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	—
MAT 113	Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	<u>3</u> 15	—

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 110	Introduction to Business	3	—
CIS 110	Introduction to Word Processing	2	—
CIS 120	Database Management	3	—
CIS 200	Network Essentials	3	—
PHL 121	Introduction to Logic Elective <sup>2</sup>	<u>3</u> 17	—

Fall Only Courses:      Spring Only Courses:

CIS 206	CIS 200
CIS 225	CIS 208
CIS 250	CIS 220
	CIS 245

\*BUS 115 or equivalent is a recommended prerequisite for this program. Students who do not meet prerequisite should take BUS 115 their first semester of enrollment.

Students planning to capstone with SIU should follow the appropriate capstone curriculum guide.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Students may choose electives from the following areas: ACC, BUS, CIS, CPS, ELT, HIT, MFT, MGT, MKT

<sup>3</sup> These courses have a prerequisite.

The Computer Information Systems AAS (CIS 0400) is the parent program to:

- Computer Information Systems Certificate (CIS 0401)
- Computer Information Systems Computer Application Specialist AAS (CIS 0402)
- Computer Information and E-Commerce AAS (CIS 0404)
- Computer Networking On-line Certificate (CIS 1206)
- Information Systems and Accounting AAS (CIS 0403)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008**

**Career Opportunities:** This degree is for students that want to work in a computer environment and work with the computer applications as well as administer a network. This degree will concentrate more on computer applications and networking than on business office practices. Preparation for MOS certifications can be obtained through this degree. This degree will also capstone to SIU through Information Systems Technologies and Health Care Management.



**COMPUTER INFORMATION SYSTEMS (CIS)\***  
**Health Care Management Capstone Option at SIUC**  
**Degree Program**

Career Curriculum CIS 0400  
 Associate in Applied Science  
 Minimum Hrs. 65  
 Major Code: 1.2 110103C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 200 Financial Accounting I	3	___
CIS 101 Introduction to Computers	3	___
CIS 230 Operating Systems	3	___
ENG 101 English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113 Introduction to Contemporary Mathematics	<u>3</u> 15	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 215 Medical Terminology I	3	___
CIS 104 Spreadsheet Design	3	___
CIS 225 Advanced Database Management <sup>2</sup>	3	___
CIS 240 Web Page Design	3	___
CIS 250 Wireless Networks <sup>2</sup>	3	___
SPE 115 Speech	<u>3</u> 18	___

**SECOND YEAR – SPRING SEMESTER**

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 110 Introduction to Business	3	___
CIS 110 Introduction to Word Processing	2	___
CIS 120 Database Management	3	___
CIS 200 Network Fundamentals	3	___
MGT 112 Principles of Management OR MKT 113 Principles of Marketing I	3	___
PHL 121 Introduction to Logic	<u>3</u> 17	___

Dept. No.	Hrs.	Gr.
BUS 138 Employment Strategy	1	___
CIS 208 Security Awareness	3	___
CIS 210 Presentation Graphics	2	___
CIS 220 Advanced Spreadsheet Design <sup>2</sup>	3	___
CIS 245 Advanced Web Design <sup>2</sup>	3	___
ECO 202 Principles of Microeconomics	<u>3</u> 15	___

Fall Only Courses

CIS 225  
CIS 250

Spring Only Courses

CIS 200 CIS 220  
CIS 208 CIS 245

\*BUS 115 or equivalent is a recommended prerequisite for this program. Students who do not meet this prerequisite should take BUS 115 their first semester of enrollment.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> These courses have a prerequisite.

The Computer Information Systems AAS (CIS 0400) is the parent program to:

- Computer Information Systems Certificate (CIS 0401)
- Computer Information Systems Computer Application Specialist AAS (CIS 0402)
- Computer Information and E-Commerce AAS (CIS 0404)
- Computer Networking On-line Certificate (CIS 1206)
- Information Systems and Accounting AAS (CIS 0403)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008  
 Rev. 04/2013**

**Career Opportunities:** This degree is for students that want to work in a computer environment and work with the computer applications as well as administer a network. This degree will concentrate more on computer applications and networking than on business office practices. Preparation for MOS certifications can be obtained through this degree. This degree will also capstone to SIU through Information Systems Technologies and Health Care Management.



**COMPUTER INFORMATION SYSTEMS (CIS)\***  
**Information Systems Technology Capstone Option at SIUC**  
**Degree Program**

Career Curriculum CIS 0400  
 Associate in Applied Science  
 Minimum Hrs. 65  
 Major Code: 1.2 110103C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 200	Financial Accounting	3	___
CIS 104	Spreadsheet Design	3	___
CIS 230	Operating Systems	3	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics	<u>3</u> 15	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 206	Managing Network Environments I	3	___
CIS 210	Presentation Graphics	2	___
CIS 225	Advanced Database Management <sup>2</sup>	3	___
CIS 240	Web Page Design	3	___
CIS 250	Wireless Networks <sup>2</sup>	3	___
SPE 115	Speech	<u>3</u> 17	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 110	Introduction to Business	3	___
CIS 110	Introduction to Word Processing	2	___
CIS 120	Database Management	3	___
CIS 200	Network Fundamentals	3	___
ELT 210	Computer Systems	3	___
PHL 121	Introduction to Logic	<u>3</u> 17	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 208	Security Awareness	3	___
CIS 220	Advanced Spreadsheet Design <sup>2</sup>	3	___
CIS 245	Advanced Web Design <sup>2</sup>	3	___
CPS 176	Introduction to Computer Programming <sup>2</sup>	4	___
ECO 201	Introduction to Macroeconomics	<u>3</u> 16	___

Fall Only Courses:

CIS 206  
 CIS 225  
 CIS 250

Spring Only Courses:

CIS 200    CIS 245  
 CIS 208  
 CIS 220

\*BUS 115 or equivalent is a recommended prerequisite for this program. Students who do not meet this prerequisite should take BUS 115 their first semester of enrollment.

<sup>1</sup>Requires a grade of "C" or higher.

<sup>2</sup>These courses have a prerequisite.

The Computer Information Systems AAS (CIS 0400) is the parent program to:

- Computer Information Systems Certificate (CIS 0401)
- Computer Information Systems Computer Application Specialist AAS (CIS 0402)
- Computer Information and E-Commerce AAS (CIS 0404)
- Computer Networking On-line Certificate (CIS 1206)
- Information Systems and Accounting AAS (CIS 0403)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008**  
**Rev. 04/2013**

**Career Opportunities:** This degree is for students that want to work in a computer environment and work with the computer applications as well as administer a network. This degree will concentrate more on computer applications and networking than on business office practices. Preparation for MOS certifications can be obtained through this degree. This degree will also capstone to SIU through Information Systems Technologies and Health Care Management.



**COMPUTER INFORMATION SYSTEMS (CIS)  
Certificate Program**

Career Curriculum CIS 0401  
Certificate Program  
Minimum Hrs. 31  
Major Code: 1.2 110401J

**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100 Business Accounting	3	___
BUS 116 Keyboarding I <sup>1</sup>	3	___
CIS 101 Introduction to Computers	3	___
CIS 120 Database Management	3	___
MAT 113 Introduction to Contemporary Mathematics OR	3	___
BUS 111 Business Mathematics	15	___

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 237 Office Procedures	3	___
CIS 104 Spreadsheet Design	3	___
CIS 110 Introduction to Word Processing	2	___
CIS 210 Presentation Graphics	2	___
CIS 230 Operating Systems	3	___
CIS 240 Web Page Design	3	___
	16	___

Spring Only Courses:

BUS 237

<sup>1</sup> Proficiency exam is available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

The Computer Information Systems Certificate Program (CIS 0401) is an ICCB approved extension of the Computer Information Systems AAS Degree (CIS 0400).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Computer Information Systems Certificate Program \(CIS 0401\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/computer_information_systems.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/computer\\_information\\_systems.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/computer_information_systems.pdf)

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**Effective Date: Fall 2008  
Rev. 02/2013**

**Additional Information:** Students who successfully complete this program will have the minimum skills necessary to maintain an existing small business automated system. They will be able to perform the duties necessary to enter, store, retrieve, transfer, update, and maintain data files. They will possess the required technical knowledge to ensure the proper care of equipment and software. Students who complete this one-year program will receive a Certificate of Achievement.

**Career Opportunities:** Upon successful completion of this program, students will have the minimum skills necessary to maintain an existing small business information system; perform the duties necessary to enter, store, retrieve, transfer, update, and maintain computerized information; and possess the required technical knowledge to ensure the proper care of equipment and software.



**COMPUTER INFORMATION SYSTEMS (CIS)\***  
**Computer Application Specialist**  
**Degree Program**

Career Curriculum CIS 0402  
 Associate in Applied Science  
 Minimum Hrs. 65  
 Major Code: 1.2 110601F

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	___
CIS 101 Introduction to Computers	3	___
CIS 230 Operating Systems	3	___
ENG 101 English Composition I <sup>2</sup> OR ENG 113 Professional Technical Writing <sup>2</sup>	3	___
MAT 113 Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	3 <u>15</u>	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100 Business Accounting OR ACC 200 Financial Accounting I	3	___
BUS 110 Introduction to Business	3	___
BUS 117 Keyboarding II <sup>1</sup>	3	___
CIS 110 Introduction to Word Processing	2	___
CIS 120 Database Management	3	___
PHL 121 Introduction to Logic	3 <u>17</u>	___

Fall Only Courses:      Spring Only Courses:

CIS 225                      BUS 237  
                                  CIS 220  
                                  CIS 245

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 235 Business Correspondence	3	___
CIS 104 Spreadsheet Design	3	___
CIS 225 Advanced Database Management <sup>3</sup>	3	___
CIS 240 Web Page Design	3	___
SPE 115 Speech	3	___
Elective <sup>4</sup>	3 <u>18</u>	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 138 Employment Strategy	1	___
BUS 237 Office Procedures	3	___
CIS 210 Presentation Graphics	2	___
CIS 220 Advanced Spreadsheet Design <sup>3</sup>	3	___
CIS 245 Advanced Web Design <sup>3</sup>	3	___
ECO 201 Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3 <u>15</u>	___

\*Students planning to capstone with SIU should follow the appropriate capstone curriculum guide.

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> Requires a grade of "C" or higher.

<sup>3</sup> These courses have a prerequisite.

<sup>4</sup> Students may choose electives from the following areas: ACC, ART, BUS, CIS, CPS, ECO, ELT, GRD, HIT, MFT, MGT, MKT

The Computer Information Systems Computer Application Specialist AAS Degree (CIS 0402) is an ICCB approved extension of the Computer Information Systems AAS Degree (CIS 0400).

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2008**

**Career Opportunities:** This degree is applicable to students that want to work in an office environment and be proficient in the software applications needed in today's office. Preparation for MOS certifications can be obtained through this degree.



**COMPUTER INFORMATION SYSTEMS (CIS)  
Computer Application Specialist  
Information Systems Technology Capstone Option at SIUC  
Degree Program**

Career Curriculum CIS 0402  
Associate in Applied Science  
Minimum Hrs. 65  
Major Code: 1.2 110601F

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 110	Introduction to Business	3	—
BUS 116	Keyboarding I <sup>1</sup>	3	—
CIS 101	Introduction to Computers	3	—
ENG 101	English Composition I <sup>2</sup> OR ENG 113 Professional Technical Writing <sup>2</sup>	3	—
MAT 113	Introduction to Contemporary Mathematics	<u>3</u> 15	—

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 235	Business Correspondence	3	—
CIS 104	Spreadsheet Design	3	—
CIS 225	Advanced Database Management <sup>3</sup>	3	—
CIS 240	Web Page Design <sup>3</sup>	3	—
SPE 115	Speech	3	—
	Elective <sup>4</sup>	<u>3</u>	—
		18	

**SECOND YEAR – SPRING SEMESTER**

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 100	Business Accounting I OR ACC 200 Financial Accounting I	3	—
BUS 117	Keyboarding II <sup>1</sup>	3	—
CIS 110	Introduction to Word Processing	2	—
CIS 120	Database Management	3	—
CPS 176	Introduction to Computer Programming OR ELT 210 A+ Preparation Hardware Core	4-3	—
PHL 121	Introduction to Logic	<u>3</u> 17-18	—

Dept. No.		Hrs.	Gr.
BUS 138	Employment Strategy	1	—
BUS 237	Office Procedures	3	—
CIS 210	Presentation Graphics	2	—
CIS 220	Advanced Spreadsheet Design <sup>3</sup>	3	—
CIS 245	Advanced Web Design <sup>3</sup>	3	—
ECO 201	Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	<u>3</u> 15	—

Fall Only Courses:

CIS 225

Spring Only Courses:

BUS 237  
CIS 220  
CIS 245

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> Requires a grade of “C” or higher.

<sup>3</sup> These courses have a prerequisite.

<sup>4</sup> Students may choose electives from the following areas: ACC, ART, BUS, CIS, CPS, ECO, ELT, GRD, HIT, MFT, MGT, MKT.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2008**

**Career Opportunities:** This degree is applicable to students that want to work in an office environment and be proficient in the software applications needed in today’s office. Preparation for MOS certifications can be obtained through this degree.





**COMPUTER INFORMATION SYSTEMS (CIS)  
COMPUTER INFORMATION AND E-COMMERCE  
Degree Program**

Career Curriculum CIS 0404  
Associate in Applied Science  
Minimum Hrs. 65  
Major Code: 1.2 110101C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 100	Business Accounting OR ACC 200 Financial Accounting I	3	___
CIS 101	Introduction to Computers	3	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	3	___
MKT 113	Principles of Marketing	3	___
		3	
		15	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 110	Introduction to Business	3	___
CIS 120	Database Management	3	___
CIS 230	Operating Systems	3	___
MKT 228	Small Business Management	3	___
PHL 121	Introduction to Logic	3	___
		3	
		15	

Fall Only Courses:      Spring Only Courses:

- |         |         |
|---------|---------|
| CIS 206 | CIS 200 |
| CIS 225 | CIS 208 |
| MKT 130 | CIS 245 |
|         | MKT 224 |
|         | MKT 228 |
|         | MKT 295 |

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> These courses have a prerequisite.

<sup>3</sup> Students may choose electives from the following classes: BUS 221, MKT 224, MKT 229.

The Computer Information and E-Commerce AAS Degree (CIS 0404) is an ICCB approved extension of the Computer Information Systems AAS Degree (CIS 0400).

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2013**

**Career Opportunities:** This degree is for the student that is interested in combining the traditional discipline of marketing with the computer information arena. The student will learn skills needed to implement technologies that will encourage secure, efficient sales transactions online. The student will learn the art of sales and marketing as well as that of database management, spreadsheet analysis, web development, presentation graphics and information security.



**COMPUTER INFORMATION SYSTEMS (CIS)  
COMPUTER NETWORKING  
Certificate Program**

Career Curriculum CIS 1206  
Certificate Program  
Minimum Hrs. 24  
Major Code: 1.2 110202K

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 120 Database Management	3	___
CIS 206 Managing Network Environments I	3	___
CIS 230 Operating Systems	3	___
ELT 214 A+ Preparation IT Technician	3	___
	12	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 200 Network Essentials	3	___
CIS 208 Security Awareness	3	___
ELT 210 A+ Preparation Essentials	3	___
ELT 218 Introduction to Networking Technologies	3	___
	12	___

Fall Only Courses:

CIS 206  
ELT 214

Spring Only Courses:

CIS 200  
CIS 208  
ELT 210  
ELT 218

Upon completion, students can sit for the following standard exams: CompTia A+, Net+, Security+.

The Computer Networking On-Line Certificate Program (CIS 1206) is an ICCB approved extension of the Computer Information Systems AS Degree (CIS 0400).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Computer Networking Certificate Program \(CIS 1206\)](#). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/computer\\_networking.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/computer_networking.pdf)

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
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**Effective Date: Fall 2013**

**Career Opportunities:** Upon successful completion of this certificate, the student will be prepared to design, repair, and maintain a computer system as well as troubleshoot and administer a network.



**COMPUTER INFORMATION SYSTEMS (CIS)  
INFORMATION SYSTEMS AND ACCOUNTING\*  
Degree Program**

Career Curriculum CIS 0403  
Associate in Applied Science  
Minimum Hrs. 65  
Major Code: 1.2 110601C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 200	Financial Accounting I	3	___
CIS 101	Introduction to Computers	3	___
CIS 230	Operating Systems	3	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Technical Writing <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	3 <u>15</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 202	Managerial Accounting	3	___
CIS 210	Presentation Graphics	2	___
CIS 225	Advanced Database Management	3	___
ECO 201	Principles of Macroeconomics OR ECO 202 Principles of Microeconomics	3	___
PHL 121	Introduction to Logic Approved elective <sup>2</sup>	3 <u>3</u> 17	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 105	Payroll Accounting	3	___
ACC 201	Financial Accounting II	3	___
BUS 110	Introduction to Business	3	___
CIS 104	Spreadsheet Design	3	___
CIS 110	Introduction to Word Processing	2	___
CIS 120	Database Management	3 <u>17</u>	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 225	Integrated Accounting on Computers	3	___
BUS 138	Employment Strategy	1	___
CIS 208	Security Awareness	3	___
CIS 220	Advanced Spreadsheet Design	3	___
SPE 115	Speech Approved elective <sup>2</sup>	3 <u>3</u> 16	___

Fall only courses:

Spring only courses:

- |  |  |
|--|--|
| <p>CIS 206<br/>CIS 225<br/>CIS 250</p> | <p>ACC 105<br/>ACC 225<br/>CIS 200<br/>CIS 208<br/>CIS 218<br/>CIS 220<br/>CIS 245<br/>MGT 116</p> |
|--|--|

\* Program prerequisite: BUS 115 or equivalent. Students who do not meet this prerequisite should take BUS 115 their first semester of enrollment.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Approved electives: ACC 100, ACC 218, BUS 115, BUS 127, BUS 221, BUS 235, BUS 255, CIS 102, CIS 103, CIS 200, CIS 206, CIS 218, CIS 240, CIS 245, MGT 116

The Computer Information Systems Information Systems and Accounting AAS Degree (CIS 0403) is an ICCB approved extension of the Computer Information Systems AAS Degree (CIS 0400).

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008**

**Career Opportunities:** This degree will provide the student with the computer application skills needed to function in today's business environment along with a heavy emphasis in accounting. This degree is for the student interested in accounting who also wants to master computer applications such as spreadsheet design, database management, presentation software, and web development.



**COMPUTER SCIENCE**  
**Option 1 - Traditional Track**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 64 Major Code: 1.1 110701B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 202	Discrete Structures <sup>1</sup>	3	___
ENG 101	English Composition I <sup>2</sup>	3	___
MAT 131	Calculus I	5	___
	Fine Arts Elective <sup>3</sup>	3	___
		<u>14</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 215	Computer Science II <sup>5</sup>	4	___
PHY 205	University Physics I <sup>6</sup>	5	___
SPE 115	Speech	3	___
	Biological Science Elective <sup>6</sup>	3	___
	Humanities Elective <sup>3</sup>	3	___
		<u>18</u>	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 206	Computer Science I <sup>4</sup>	4	___
ENG 102	English Composition II <sup>2</sup>	3	___
MAT 201	Calculus II	5	___
PHL 121	Introduction to Logic	3	___
		<u>15</u>	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
MAT 221	Introduction to Linear Algebra <sup>7</sup>	3	___
PHY 206	University Physics II <sup>6</sup>	5	___
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II	3	___
PSY 132	General Psychology Social Science Elective <sup>3</sup>	3	___
		<u>3</u>	___
		17	___

<sup>1</sup> This course is offered Fall Semester in odd numbered years.

<sup>2</sup> Requires a grade of "C" or higher.

<sup>3</sup> Students must choose at least one course from a listing of Humanities, Fine Arts or Social Science courses that will also meet the Integrative Studies requirement required for the Associate in Science degree.

<sup>4</sup> A prior programming course is assumed (CPS 176 or equivalent).

<sup>5</sup> This course is offered Fall semester in even numbered years.

<sup>6</sup> Students should consult with an academic advisor and/or intended transfer institution to determine the appropriate lab science course(s) needed for the Computer Science degree. (SIUC College of Science, including Computer Science majors, requires six semester credits in biological sciences and six semester credits in physical science and only certain courses can be used to meet these requirements. PHY 205/206 (PHYS 205 A,B/255 A,B) are approved as physical science courses. BIO 101, 110, 120, 225 are approved biological science courses.)

<sup>7</sup> This course is offered Spring Semester in even numbered years.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Spring 2012**

**Career Opportunities:** Computer programmer, systems programmer, programmer-analyst, business programmer, programmer consultant, documentation specialist, software consultant, systems consultant, process control programmer, computer applications specialist, systems engineer, software engineer, data processing analyst, computer analyst, systems analyst, computer sales representative, procedures analyst, technical writer, computer science instructor.

**Major Employers:** Wholesale and retail businesses, banking and insurance firms, government agencies, electronic and other manufacturers, data processing services firm, transportation and public utilities, research organizations, schools, colleges and universities.



**COMPUTER SCIENCE**  
**Option 2 – Business Applications Track**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087
Associate in Science
Minimum Hrs. 64
Major Code: 1.1 110701B

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 202	Discrete Structures <sup>1</sup>	3	___
ENG 101	English Composition I <sup>2</sup>	3	___
MAT 131	Calculus I	5	___
	Fine Arts Elective <sup>3</sup>	3	___
		<u>14</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 206	Computer Science I <sup>4</sup>	4	___
ENG 102	English Composition II <sup>2</sup>	3	___
PHL 121	Introduction to Logic	3	___
SPE 115	Speech	3	___
	Humanities Elective <sup>3</sup>	3	___
		<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 215	Computer Science II <sup>5</sup>	4	___
ECO 201	Introduction to Macroeconomics	3	___
PHY 155	College Physics I <sup>6</sup>	5	___
	Biological Science Elective <sup>6</sup>	3	___
	Elective <sup>7</sup>	2	___
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ECO 202	Introduction to Microeconomics	3	___
PHY 156	College Physics II <sup>6</sup>	5	___
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II	3	___
PSY 132	General Psychology	3	___
	Elective <sup>7</sup>	3	___
		<u>17</u>	

<sup>1</sup> This course is offered Fall Semester in odd numbered years.

<sup>2</sup> Requires a grade of "C" or higher.

<sup>3</sup> Student must choose at least one course specified to also satisfy the Integrative Studies requirement to fulfill Associate in Science degree guidelines.

<sup>4</sup> A prior programming course is assumed (CPS 176 or equivalent).

<sup>5</sup> This course is offered Fall semester in even numbered years.

<sup>6</sup> Students should consult with an academic advisor and/or intended transfer institution to determine the appropriate lab science course(s) needed for the Computer Science degree. (SIUC College of Science, including Computer Science majors, requires six semester credits in biological sciences and six semester credits in physical science and only certain courses can be used to meet these requirements. PHY 155 and 156 are approved as physical science courses. BIO 101, 110, 115, 120, 225 are acceptable biological science courses.)

<sup>7</sup> Students interested in SIUC Computer Science should select from MAT 282 (MATH 282), BUS 222 (FIN 270) or BIO 101, 110, 115, 120, 225 to complete the six credits needed in a biological science.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Spring 2012**

**Career Opportunities:** Computer programmer, systems programmer, programmer-analyst, business programmer, programmer consultant, documentation specialist, software consultant, systems consultant, process control programmer, computer applications specialist, systems engineer, software engineer, data processing analyst, computer analyst, systems analyst, computer sales representative, procedures analyst, technical writer, computer science instructor.

**Major Employers:** Wholesale and retail businesses, banking and insurance firms, government agencies, electronic and other manufacturers, data processing services firm, transportation and public utilities, research organizations, schools, colleges and universities.



**COMPUTER SUPPORT AND NETWORKING\***  
**Degree Program**

Career Curriculum 00ELT3015  
Associate in Applied Science  
Minimum Hrs. 68  
Major Code: 1.2 470104C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 120	Database Management	3	___
CIS 230	Operating Systems <sup>1</sup>	3	___
ELT 102	Industrial Electricity	4	___
ELT 111	Digital Electronics	6	___
MAT 113	Introduction to Contemporary Mathematics OR	3-4	___
	MAT 106 Technical Mathematics OR	19-20	___
	MAT 120 Elementary Statistics		

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 200	Network Essentials <sup>2</sup>	3	___
ELT 103	Applied DC/AC Circuits	4	___
ELT 200	Introduction to Microprocessors	5	___
ELT 210	A+ Preparation Essentials	3	___
ENG 101	English Composition I <sup>3</sup> OR	3	___
	ENG 113 Professional Technical Writing <sup>3</sup>	18	___

Fall Only Courses:      Spring Only Courses:

CIS 206	CIS 200
CIS 250	CIS 208
ELT 102	ELT 103
ELT 111	ELT 200
ELT 214	ELT 210
ELT 236	ELT 218

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 206	Managing Network Environments I <sup>2</sup>	3	___
CIS 250	Wireless Networks <sup>2</sup>	3	___
ELT 214	A+ Preparation IT Technician	3	___
ELT 236	Introduction to Fiber Optics <sup>2</sup>	3	___
SPE 115	Speech	3	___
		15	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 176	Introduction to Computer Programming	4	___
CIS 208	Security Awareness	3	___
ECO 202	Principles of Microeconomics	3	___
ELT 218	Introduction to Network Technologies	3	___
PHY 121	Technical Physics	3	___
		16	___

**Optional**

ATI 200	Applied Technologies Internship <sup>4</sup>	1-3	
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\*Program Prerequisite: CIS 101 or equivalent. Equivalent may be met through a course at a college or university, tech prep dual credit from high school, proficiency exam or consent of instructor. Students who do not meet prerequisite should take CIS 101 their first semester of enrollment.

<sup>1</sup> Students should take CIS 230 their first semester to meet advanced course prerequisites.

<sup>2</sup> These courses have a prerequisite.

<sup>3</sup> Requires a grade of "C" or higher.

<sup>4</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The Computer Support and Networking Degree AAS (00ELT3015) is an ICCB approved extension of the Electronics Technology AAS Degree (00ELT3010) and is the parent program to:

- EST Computer Support and Networking Electronic Systems Technology Capstone Option at SIUC AAS Degree Program (00ELT3021)
- Information System Technician Certificate Program (ELT 0106)
- IST Computer Support and Networking, Information Systems Technology Capstone Option at SIUC AAS Degree Program (00ELT3022)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2010**  
**rev. 04/2013**

**Career Opportunities:** Entry-level IT Technician, Entry-level IT Security, PC Repair Person, Wireless Network Administrator, Entry-Level Wireless Network Security Administrator, Entry-level Server Administrative Network Technician.



**COMPUTER SUPPORT AND NETWORKING**  
**EST COMPUTER SUPPORT AND NETWORKING\***  
**Electronic Systems Technology Capstone Option at SIUC**  
**Degree Program**

Career Curriculum 00ELT3021  
 Associate in Applied Science  
 Minimum Hrs. 68  
 Major Code: 1.2 470104E

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 120 Database Management	3	___
ELT 102 Basic Electricity and Wiring	4	___
ELT 111 Digital Electronics	6	___
MAT 113 Introduction to Contemporary Mathematics OR	3-4	___
MAT 106 Technical Mathematics OR	16-17	___
MAT 120 Elementary Statistics		___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 206 Managing Network Environments I	3	___
CIS 250 Wireless Networks <sup>1</sup>	3	___
ELT 151 Applied Solid State Circuits <sup>1</sup>	4	___
ELT 214 A+ Preparation IT Technician	3	___
ELT 236 Introduction to Fiber Optics <sup>1</sup>	3	___
	16	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 200 Network Essentials	3	___
ELT 103 Applied DC/AC Circuits <sup>1</sup>	4	___
ELT 150 Applied Solid State Electronics <sup>1</sup>	4	___
ELT 210 A+ Preparation Essentials	3	___
SPE 115 Speech	3	___
	17	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 208 Security Awareness	3	___
CPS 176 Introduction to Computer Programming	4	___
ECO 202 Principles of Microeconomics	3	___
ELT 218 Introduction to Network Technologies	3	___
ENG 101 English Composition I <sup>2</sup> OR	3	___
ENG 113 Professional Technical Writing <sup>2</sup>		___
PHY 121 Technical Physics	3	___
	19	___

Fall Only Courses:

CIS 206  
 CIS 250  
 ELT 102  
 ELT 111

Spring Only Courses:

CIS 200  
 CIS 208  
 ELT 103  
 ELT 150  
 ELT 210  
 ELT 218

\*Program Prerequisite: CIS 101 or equivalent. Equivalent may be met through a course at a college or university, tech prep dual credit from high school, proficiency exam or consent of instructor. Students who do not meet prerequisites should take CIS 101 their first semester of enrollment.

<sup>1</sup> This course has a prerequisite.

<sup>2</sup> Requires a grade of "C" or higher.

The EST Computer Support and Networking, Electronic Systems Technology Capstone Option at SIUC AAS Degree (00ELT3021) is an ICCB approved extension of the Computer Support and Networking AAS Degree (00ELT3015).

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2010**  
**Rev. 04/2013**

**Career Opportunities:** Computer Hardware Engineer, Computer Technician, Computer Support Specialists, Network/Computer Support Administrator, Network Installer



**COMPUTER SUPPORT AND NETWORKING**  
**IST COMPUTER SUPPORT AND NETWORKING\***  
**Information Systems Technology Capstone Option at SIUC**  
**Degree Program**

Career Curriculum 00ELT3022  
 Associate in Applied Science  
 Minimum Hrs. 68  
 Major Code: 1.2 470104F

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 120	Database Management	3	___
CIS 230	Operating Systems <sup>1</sup>	3	___
ELT 102	Basic Electricity and Wiring	4	___
ELT 111	Digital Electronics	6	___
MAT 113	Introduction to Contemporary Mathematics OR	3	___
	MAT 106 Technical Mathematics OR	19	___
	MAT 120 Elementary Statistics		

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 206	Managing Network Environments I	3	___
CIS 225	Advanced Database Management <sup>3</sup>	3	___
CIS 250	Wireless Networks <sup>3</sup>	3	___
ELT 214	A+ Preparation IT Technician	3	___
ELT 236	Introduction to Fiber Optics <sup>3</sup>	3	___
SPE 115	Speech	3	___
		18	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 200	Network Essentials	3	___
CIS 240	Web Page Design	3	___
ELT 210	A+ Preparation Essentials	3	___
ENG 101	English Composition I <sup>2</sup> OR	3	___
	ENG 113 Professional Technical Writing <sup>2</sup>		
PHY 121	Technical Physics	3	___
		15	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 208	Security Awareness	3	___
CIS 245	Advanced Web Design <sup>3</sup>	3	___
CPS 176	Introduction to Computer Programming <sup>3</sup>	4	___
ECO 202	Principles of Microeconomics	3	___
ELT 218	Introduction to Network Technologies	3	___
		16	___

Fall Only Courses:

CIS 206    ELT 102  
 CIS 225    ELT 111  
 CIS 250    ELT 214  
             ELT 236

Spring Only Courses:

CIS 200    ELT 210  
 CIS 208    ELT 218  
 CIS 245

\*Program Prerequisite: CIS 101 or equivalent. Equivalent may be met through course at a college or university, tech prep dual credit from high school, proficiency exam or consent of instructor. Students who do not meet prerequisite should take CIS 101 their first semester of enrollment.

<sup>1</sup> Students should take CIS 230 their first semester to meet advanced course prerequisites.

<sup>2</sup> Requires a grade of "C" or higher.

<sup>3</sup> These courses have a prerequisite.

The IST Computer Support and Networking, Information Systems Technology Capstone Option at SIUC AAS Degree is an ICCB approved extension of the Computer Support and Networking AAS Degree (00ELT3015).

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2011**

**Career Opportunities:** Computer Support Specialists, Network/Computer System Administrator, Computer Specialist. This degree is being taught in conjunction with the Electronics department. Upon successful completion of the program, the student will be able to build, repair, and troubleshoot a computer and be able to design, troubleshoot and administer a network. This degree will capstone to SIU through Information Systems Technologies.





**COMPUTER SUPPORT AND NETWORKING  
INFORMATION SYSTEM TECHNICIAN  
Certificate Program**

Career Curriculum ELT 0106  
Certificate Program  
Minimum Hrs. 12  
Major Code: 1.2 470104Q

Dept.	No.		Hrs.	Gr.
CIS	208	Security Awareness	3	—
ELT	210	A+ Preparation Essentials	3	—
ELT	214	A+ Preparation IT Technician	3	—
ELT	218	Introduction to Network Technologies	<u>3</u> 12	—

The Information System Technician Certificate Program (ELT 0106) is an ICCB approved extension of the Computer Support and Networking AAS Degree (00ELT3015).

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2009**

**Career Opportunities:** computer hardware engineer, computer technician, computer support specialists, network/computer support administrator, network installer.



**CONGREGATIONAL LEADERSHIP  
Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Degree Minimum Hrs. 63 Major Code: 1.1 380201A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
CIS 207 Computer Applications	3	___
ENG 101 English Composition I <sup>1</sup>	3	___
MAT 113 Introduction to Contemporary Mathematics	3	___
PHL 131 Introduction to Philosophy Social Science Elective <sup>2</sup>	3	___
	<u>3</u>	___
	18	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II	3	___
HIS 201 United States History I OR HIS 202 United States History II OR PSC 131 American Government	3	___
PHS 103 Earth Science	3	___
PSY 132 General Psychology Fine Arts Elective <sup>3</sup>	3	___
	<u>3</u>	___
	15	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
HTH 110 Health Education	2	___
PHL 200 Asian Philosophy	3	___
PHL 260 World Religions	3	___
REL 102R Introduction to the Old Testament	2	___
REL 105R Introduction to the New Testament	2	___
SPE 115 Speech	<u>3</u>	___
	15	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
GEO 215 Survival of Humans: Environmental Studies	3	___
HUM 152 Death and Dying	3	___
REL 106R Introduction to Christian Theology	2	___
REL 108R Old Testament Prophets OR REL 110R Introduction to Apostle Paul: Life and Letters OR REL 111R Introduction to Great Figures: Old Testament	2	___
REL 109R Leadership/Mgt in Religious Context	2	___
SOC 215 Diversity in American Life	<u>3</u>	___
	15	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Students should select a course from SOC 263, PSY 262 or SOC 133.

<sup>3</sup> Students should select a course from HUM 101, SPE 113 or MUS 105.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2010**

**Career Opportunities:** Pastoral positions in small to medium sized congregations of various denominations, associate pastoral positions of larger congregations, administrative positions in church or religiously based organizations.



**CONSTRUCTION MANAGEMENT TECHNOLOGY  
Degree Program**

Career Curriculum 00CMG0033  
Associate in Applied Science  
Minimum Hrs. 69  
Major Code: 1.2 522001C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CMG 100	Construction Orientation	1	___
CMG 104	Building Layout	4	___
CMG 110	Wood Frame Construction	4	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics OR MAT 106 Technical Math	<u>3-4</u> 15-16	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 101	Introduction to Computers	3	___
CMG 105	Estimating Techniques	3	___
CMG 107	Construction Document Interpretation	3	___
CMG 108	Construction Materials	4	___
PSY 132	General Psychology Business Elective <sup>2</sup>	3 <u>3</u>	___
		19	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CMG 208	Processes in Estimating	3	___
CMG 211	Commercial Construction	3	___
CMG 215	Green Building in the 21 <sup>st</sup> Century	3	___
CMG 220	Construction Scheduling	3	___
PHY 121	Technical Physics Business Elective <sup>2</sup>	3 <u>3</u>	___
		18	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CMG 207	Construction Management	3	___
CMG 209	Environmental Systems	3	___
CMG 210	Building Renovations	3	___
CMG 212	Construction Administration	2	___
CMG 226	Statics for Structures	3	___
SPE 115	Speech OR SPE 116 Interpersonal Communication	<u>3</u> 17	___

**OPTIONAL**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>3</sup>	1-3	___

<sup>1</sup> Must be completed with a “C” or higher.

<sup>2</sup> Business Electives: ACC 100, ACC 200, BUS 110, BUS 222, ECO 201, ECO 202, MGT 112, MKT 113, MKT 238

<sup>3</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2011  
rev. 01/2013**

**Additional Information:** Students interested in or pursuing an Associate in Applied Science (AAS) degree should investigate the Capstone Option and participating majors at SIUC. Individuals who apply and are approved for a degree program under Capstone are able to earn a bachelor’s degree in just 60 semester credits beyond the AAS degree. The general education or University Core Curriculum requirement for majors under Capstone is set at 30 semester credits rather than 41.

One of the Capstone options available to Construction Management Technology degree holders is a major in Technical Resource Management (TRM) which can lead to a bachelor’s degree with an emphasis in Construction Management.

For Capstone Option consideration and approval, candidates must submit a Capstone Option application along the Undergraduate Admission application, must earn the AAS degree and must have an earned GPA of at least 2.5 (A= 4.0). Approval means that you can complete bachelor degree requirements in just 60 planned semester credits beyond the AAS degree.

**Career Opportunities:** Cost engineer; field engineer; project coordinator; construction manager; project manager; office engineer; scheduler; estimator; safety inspector.



**CONSTRUCTION MANAGEMENT TECHNOLOGY  
RESIDENTIAL CONSTRUCTION MANAGEMENT  
Degree Program**

Career Curriculum 00CMG0034  
Associate in Applied Science  
Minimum Hrs. 64  
Major Code: 1.2 522001E

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CMG 100	Construction Orientation	1	___
CMG 104	Building Layout	4	___
CMG 110	Wood Frame Construction	4	___
ENG 113	Professional Technical Writing <sup>1</sup> OR ENG 101 English Composition <sup>1</sup>	3	___
MAT 113	Intro to Contemporary Mathematics OR MAT 106 Technical Mathematics	<u>3-4</u> 15-16	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CMG 205	Construction Management & Supervision	2	___
CMG 208	Processes in Estimating	3	___
CMG 215	Green Building in the 21 <sup>st</sup> Century	3	___
CMG 218	CADD for Residential Construction	3	___
CMG 220	Construction Scheduling	3	___
SPE 115	Speech	<u>3</u>	___
		17	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CMG 105	Estimating Techniques	3	___
CMG 107	Construction Document Interpretation	3	___
CMG 109	Residential Construction Materials	3	___
CMG 111	Exterior and Interior Finish Systems	3	___
PSY 132	General Psychology	<u>3</u>	___
		15	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CMG 204	Residential Mechanical Systems	3	___
CMG 210	Building Renovations	3	___
CMG 217	Building Codes and Standards	2	___
CMG 221	Land Development	3	___
CMG 222	Business Management for Home Builder	3	___
PHS 105	Physics for Non-Science Majors	<u>3</u>	___
		17	

<sup>1</sup> Must be completed with a "C" or higher.

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**Effective Date: Fall 2010**

**Career Opportunities:** project managers, project supervisors, project estimators, quality assurance technicians, project foreman, facility supervisors, insurance adjusters, real estate appraisers, building inspectors, vocational educators.



**CONSTRUCTION TRADES TECHNOLOGY  
Degree Program**

Career Curriculum CTT 2006  
Associate in Applied Science  
Minimum Hrs. 67  
Major Code: 1.2 46000C

This program is offered through a partnership with the Illinois Laborer's and Contractors as part of their Joint Apprenticeship and Training Program. Enrollment is restricted to new and current apprentices.

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
LBR 111	Orientation to Laborers Craft	2	___
LBR 112	Occupational Safety and Health	1	___
LBR 113	Mason Tending	3	___
LBR 114	Concrete Practices and Procedures	3	___
MAT 107	Technical Math with Applications OR MAT 106 Technical Mathematics	4	___
PHY 121	Technical Physics	<u>3</u>	___
		16	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
LBR 139	Highway Construction Plan Reading	3	___
LBR 152	Bridges	3	___
LBR 153	Hazardous Waste	4	___
SPE 116	Interpersonal Communication LBR Elective*	3	___
		<u>3</u>	___
		16	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 113 <sup>1</sup>	Professional Technical Writing	3	___
LBR 115	Asphalt Technology and Construction	3	___
LBR 116	Apprenticeship I	3	___
LBR 131	Principles of Pipelaying	3	___
LBR 133	Asbestos Abatement	3	___
LBR 136	Apprenticeship II	<u>3</u>	___
		18	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
LBR 150	Basic Construction Surveying	2	___
LBR 156	Apprenticeship III	3	___
PSC 131	American Government LBR Elective*	3	___
	LBR Elective*	3	___
	LBR Elective*	<u>3</u>	___
		17	

**\*LBR Electives:**

LBR 250	Labor Management Development	3	
LBR 251	Special Projects I	3	
LBR 252	Special Projects II	3	
LBR 253	Special Projects III	3	
LBR 271	Trade Apprenticeship I	3	
LBR 272	Trade Apprenticeship II	3	
LBR 273	Trade Apprenticeship III	3	
LBR 274	Trade Apprenticeship IV	3	

<sup>1</sup>Requires a grade of "C" or higher.

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Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2009**

**Career Opportunities:** At the completion of this program, the student will have acquired the basic knowledge of the laborers trade in the construction industry. The student will have honed his/her communication skills and understanding of social science. Completion will also improve the student's chances of obtaining permanent employment and increase chances of advancement with area contractors.



**CONSTRUCTION TRADES TECHNOLOGY  
Certificate Program**

Career Curriculum CTT 0106  
Certificate Program  
Minimum Hrs. 40  
Major Code: 1.2 460000J

This program is offered through a partnership with the Illinois Laborer's and Contractors as part of their Joint Apprenticeship and Training Program. Enrollment is restricted to new and current apprentices.

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
LBR 111 Orientation to Laborers Craft	2	___
LBR 112 Occupational Safety and Health	1	___
LBR 113 Mason Tending	3	___
LBR 114 Concrete Practices and Procedures	3	___
LBR 139 Highway Construction Plan Reading	3	___
LBR 152 Bridges	3	___
LBR 153 Hazardous Waste	4	___
	19	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
LBR 115 Asphalt Technology and Construction	3	___
LBR 116 Apprenticeship I	3	___
LBR 131 Principles of Pipelaying	3	___
LBR 133 Asbestos Abatement	3	___
LBR 136 Apprenticeship II	3	___
LBR 150 Basic Construction Surveying	3	___
LBR 156 Apprenticeship III	3	___
	21	___

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Construction Trades Technology Certificate Program \(CTT 0106\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/construction_trades_technology.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/construction\\_trades\\_technology.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/construction_trades_technology.pdf)

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**Effective Date: Spring 2012  
Rev. 03/2012**

**Career Opportunities:** At the completion of this certificate, the student apprentice will have acquired the entry-level knowledge and skills necessary to be employed as a laborer in the construction industry. The student will have mastered skills in mason tending, concrete procedures, asphalt technology, pipe laying, construction plan reading, asbestos and hazardous waste abatement, bridges, basic surveying and all applicable OSHA standards of safety. The student will be prepared to be employed as journeyman laborers.



**COSMETOLOGY  
Degree Program**

Career Curriculum 00COS0007 Associate in Applied Science Minimum Hrs. 62.5 Major Code: 1.2 120401C
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**FIRST YEAR - FALL SEMESTER**

Dept. No.		Hrs.	Gr.
COS 101	Cosmetology Theory I	6	___
COS 111	Cosmetology Laboratory I	11	___
		<u>17</u>	

**FIRST YEAR - SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
COS 102	Cosmetology Theory II	5	___
COS 112	Cosmetology Laboratory II	11	___
		<u>16</u>	

**FIRST YEAR - SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ALH 101	Cardiopulmonary Resuscitation OR ALH 102 CPR Recertification	.5-1	___
COS 113	Cosmetology Lab III	3	___
COS 114	Cosmetology Internship	2	___
		<u>5.5-6</u>	

**SECOND YEAR - FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 100	Business Accounting	3	___
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II	3	___
PSY 132	General Psychology	3	___
SPE 115	Speech	3	___
		<u>12</u>	

**SECOND YEAR - SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	___
CIS 207	Computer Applications	3	___
ENG 101	English Composition I <sup>1, 2</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics <sup>2</sup> OR MAT 120 Elementary Statistics <sup>2</sup> OR BUS 111 Business Mathematics	3 <u>3</u> 12	___

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Recommended for transfer students. Students transferring to SIU-C's WED program must take ENG 101 and MAT 113 or MAT 120.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2009**

**Additional Information:**

The Cosmetology Program is designed to give students thorough training in the arts, skills, and applied sciences that deal with adornment through care and treatment of the hair, nails, and skin.

The program meets the standards of the Department of Professional Regulation, State of Illinois, in total hours, teaching staff, equipment, facilities, library, and course content.

Graduates are prepared for licensure by the Illinois State Board of Cosmetology, which qualifies the graduate for employment and an Associate in Applied Science degree.

**Career Opportunities:** Cosmetologist, salon owner, salon manager, manicurist/pedicurist/nail technician, hairstylist/hair dresser, sales representative.



**COSMETOLOGY\***  
**Certificate Program**

Career Curriculum 00COS0056  
Certificate Program  
Minimum Hrs. 38.5  
Major Code: 1.2 120401J

**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
COS 101 Cosmetology Theory I	6	—
COS 111 Cosmetology Laboratory I	11	—
	17	

**SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
ALH 101 Cardiopulmonary Resuscitation OR ALH 102 CPR Recertification	.5-1	—
COS 113 Cosmetology Lab III (Summer only)	3	—
COS 114 Cosmetology Internship Program (Summer only)	2	—
	5.5-6	

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
COS 102 Cosmetology Theory II	5	—
COS 112 Cosmetology Lab	11	—
	16	

\* COS 260 Cosmetology Review is an optional refresher course to meet IDFPR licensure requirements.

The Cosmetology Certificate (00COS0056) is the parent program to:

- Cosmetology Teacher Program Certificate (00COS0057)

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Cosmetology Certificate Program \(00COS0056\)](#). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/cosmetology.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/cosmetology.pdf)

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**Effective Date: Fall 2010**  
**Rev. 03/2012**

**Additional Information:** The Cosmetology Program is designed to give students thorough training in the arts, skills, and applied sciences that deal with adornment through care and treatment of the hair, nails, and skin.

The Cosmetology Licensure Certificate Program meets the standards of the Department of Professional Regulation, State of Illinois, in total hours, teaching staff, equipment, facilities, library, and course content.

Graduates are prepared for licensure by the Illinois Department of Professional Regulation.

**Career Opportunities:** Cosmetologist, salon owner, salon manager, manicurist/pedicurist/nail technician, hairstylist/hair dresser, sales representative.





**COSMETOLOGY TEACHER PROGRAM**  
**Advanced Certificate Program\***

Career Curriculum 00COS0057 Certificate Program Minimum Hrs. 13 Major Code: 1.2 120413Q
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**SEMESTER HOURS**

Dept. No.		Hrs.	Gr.
COS 250	Instructional Strategies <sup>1</sup>	5	—
COS 251	Cosmetology Teacher Program <sup>1</sup>	<u>8</u>	—
		13	

\*Prerequisite: Illinois Cosmetology License.

<sup>1</sup> Courses are taught on an independent basis and can be taken in either the fall, spring or summer semester.

The Cosmetology Teacher Program Certificate (00COS0057) is an ICCB approved extension of the Cosmetology Certificate Program (00COS0056).

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**Effective Date: Fall 2008**  
**rev. 10/2011**

**Career Opportunities:** Cosmetology teacher in the state of Illinois with the opportunity for reciprocity in other states in equal agreement.



**CRIMINAL JUSTICE\***  
**Degree Program**

Career Curriculum CRJ 0550  
Associate in Applied Science  
Minimum Hrs. 66  
Major Code: 1.2 430107C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ALH 101 Cardiopulmonary Resuscitation	1	___
CRJ 103 Introduction to Criminal Justice	3	___
CRJ 105 Criminal Behavior	3	___
ENG 113 Professional Technical Writing <sup>1</sup>	3	___
PSC 131 American Government	3	___
Any IAI Science Elective	3	___
	<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CRJ 203 Introduction to Security	3	___
CRJ 205 Survey of Crime Detection Methods	3	___
MAT 113 Introduction to Contemporary Mathematics <sup>2</sup> OR MAT 105 Vocational Mathematics	3	___
PSY 132 General Psychology	3	___
SOC 133 Principles of Sociology	3	___
	<u>15</u>	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
SPE 115 Speech	3	___
	<u>3</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CRJ 115 Policing	3	___
CRJ 209 Criminal Law	3	___
CRJ 218 Introduction to Corrections	3	___
CRJ 223 Juvenile Justice	3	___
SPN 101 Elementary Spanish I	4	___
	<u>16</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 207 Computer Applications OR CIS 209 Introduction to Cybercrimes <sup>3</sup>	3	___
CRJ 219 Criminal Procedure	3	___
CRJ 221 Police Administration	3	___
SPN 102 Elementary Spanish II	4	___
Criminal Justice Elective (CRJ 220 Probation, Parole, and Community-Based Corrections, OR CRJ 222 Natural Resource Law Enforcement, OR CRJ 224H Terrorism and Homeland Security)	3	___
	<u>16</u>	

**SECOND YEAR – SUMMER SEMESTER (Optional)**

Dept. No.	Hrs.	Gr.
CRJ 201 Criminal Justice Internship (Optional) <sup>4</sup>	4	___
CRJ 210 Introduction to Forensic Investigation (Optional) <sup>4</sup>	3	___
	<u>7</u>	

\*All core courses must be completed with a "C" or higher.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Recommended for transfer students.

<sup>3</sup> Spring only.

<sup>4</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

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**Effective Date: Spring 2012  
rev. 01/2013**

**Additional Information:** The Criminal Justice A. A. S. degree program meets the objectives of students considering careers in policing, the courts, corrections, juvenile justice, and private security, as well as preparing students for transfer and maximizing articulation with baccalaureate programs in Administration of Justice, Criminal Justice, Police Science, etc.

**Career Opportunities:** Positions in law enforcement:

- Administrative Agencies (local, state, federal, natural resource)
- Courts (security, administration, probation)
- Corrections (local, state, federal, parole)
- Juvenile Justice (law enforcement, probation, corrections)
- Private Security (loss prevention, asset protection, investigations, human resources)



**CRIMINAL JUSTICE\***  
**Monday/Wednesday Night Rotation**  
**Degree Program**

Career Curriculum CRJ 0550  
 Associate in Applied Science  
 Minimum Hrs. 66  
 Major Code: 1.2 430107C

**FIRST YEAR - FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ALH 101 Cardiopulmonary Resuscitation	1	___
CRJ 103 Introduction to Criminal Justice	3	___
CRJ 105 Criminal Behavior	3	___
PSC 131 American Government	3	___
SOC 133 Principles of Sociology	3	___
	<u>13</u>	

**SECOND YEAR - SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 207 Computer Applications OR CIS 209 Introduction to Cybercrimes <sup>3</sup>	3	___
CRJ 218 Introduction to Corrections	3	___
CRJ 219 Criminal Procedure	3	___
SPN 101 Elementary Spanish I	4	___
	<u>13</u>	

**FIRST YEAR - SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CRJ 203 Introduction to Security	3	___
CRJ 205 Survey of Crime Detection Methods	3	___
CRJ 223 Juvenile Justice	3	___
ENG 113 Professional Technical Writing <sup>1</sup>	3	___
	<u>12</u>	

**THIRD YEAR - SUMMER SEMESTER (Optional)**

Dept. No.	Hrs.	Gr.
CRJ 201 Criminal Justice Internship (Optional) <sup>4</sup>	4	___
CRJ 210 Introduction to Forensic Investigation (Optional) <sup>4</sup>	3	___
	<u>7</u>	

**FIRST YEAR - SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
SPE 115 Speech	3	___
	<u>3</u>	

**THIRD YEAR - FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CRJ 221 Police Administration	3	___
SPN 102 Elementary Spanish II	4	___
Criminal Justice Elective (CRJ 220 Probation, Parole, and Community-Based Corrections, OR CRJ 222 Natural Resource Law Enforcement, OR CRJ 224H Terrorism and Homeland Security)	3	___
Any IAI Science Elective	3	___
	<u>13</u>	

**SECOND YEAR - FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CRJ 115 Policing	3	___
CRJ 209 Criminal Law	3	___
MAT 113 Introduction to Contemporary Mathematics <sup>2</sup> OR MAT 105 Vocational Mathematics	3	___
PSY 132 General Psychology	3	___
	<u>12</u>	

\* All core courses must be completed with a "C" or higher.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Recommended for transfer students.

<sup>3</sup> Spring only.

<sup>4</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

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**Effective Date: Spring 2012  
 rev. 01/2013**

**Additional Information:** The Criminal Justice A. A. S. degree program meets the objectives of students considering careers in policing, the courts, corrections, juvenile justice, and private security, as well as preparing students for transfer and maximizing articulation with baccalaureate programs in Administration of Justice, Criminal Justice, Police Science, etc.

**Career Opportunities:** Positions in law enforcement:

- Administrative Agencies (local, state, federal, natural resource)
- Courts (security, administration, probation)
- Corrections (local, state, federal, parole)
- Juvenile Justice (law enforcement, probation, corrections)
- Private Security (loss prevention, asset protection, investigations, human resources)



**CRIMINAL JUSTICE\***  
**Spring Rotation**  
**Degree Program**

Career Curriculum CRJ 0550  
 Associate in Applied Science  
 Minimum Hrs. 66  
 Major Code: 1.2 430107C

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ALH 101 Cardiopulmonary Resuscitation	1	___
CRJ 103 Introduction to Criminal Justice	3	___
CRJ 105 Criminal Behavior	3	___
ENG 113 Professional Technical Writing <sup>1</sup>	3	___
PSC 131 American Government	3	___
Any IAI Science Elective	3	___
	<u>16</u>	

**FIRST YEAR - SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
SPE 115 Speech	<u>3</u>	___
	3	

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CRJ 203 Introduction to Security	3	___
CRJ 205 Survey of Crime Detection Methods	3	___
CRJ 209 Criminal Law	3	___
PSY 132 General Psychology	3	___
SPN 101 Elementary Spanish I	<u>4</u>	___
	16	

**SECOND YEAR - SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 207 Computer Applications OR	3	___
CIS 209 Introduction to Cybercrimes <sup>2</sup>		
CRJ 219 Criminal Procedure	3	___
CRJ 221 Police Administration	3	___
SPN 102 Elementary Spanish II	4	___
Criminal Justice Elective	<u>3</u>	___
(CRJ 220 Probation, Parole, and	16	
Community-Based Corrections, OR		
CRJ 222 Natural Resource		
Law Enforcement, OR		
CRJ 224H Terrorism and		
Homeland Security)		

**SECOND YEAR - SUMMER SEMESTER (Optional)**

Dept. No.	Hrs.	Gr.
CRJ 201 Criminal Justice Internship (Optional) <sup>4</sup>	4	___
CRJ 210 Introduction to Forensic Investigation	<u>3</u>	___
(Optional) <sup>4</sup>	7	

**SECOND YEAR - FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CRJ 115 Policing	3	___
CRJ 218 Introduction to Corrections	3	___
CRJ 223 Juvenile Justice	3	___
MAT 113 Introduction to Contemporary	3	___
Mathematics <sup>3</sup> OR		
MAT 105 Vocational Mathematics		
SOC 133 Principles of Sociology	<u>3</u>	___
	15	

\* All core courses must be completed with a "C" or higher.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Spring only.

<sup>3</sup> Recommended for transfer students.

<sup>4</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2012  
 rev. 01/2013**

**Additional Information:** The Criminal Justice A. A. S. degree program meets the objectives of students considering careers in policing, the courts, corrections, juvenile justice, and private security, as well as preparing students for transfer and maximizing articulation with baccalaureate programs in Administration of Justice, Criminal Justice, Police Science, etc.

**Career Opportunities:** Positions in law enforcement:

- Administrative Agencies (local, state, federal, natural resource)
- Courts (security, administration, probation)
- Corrections (local, state, federal, parole)
- Juvenile Justice (law enforcement, probation, corrections)
- Private Security (loss prevention, asset protection, investigations, human resources)



**DENTAL ASSISTING\***  
**Certificate Program**

Career Curriculum DNA 0039 Certificate Program Minimum Hrs. 39 Major Code: 1.2 510601J
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**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
DNA 100	Oral & Dental Anatomy	2	—
DNA 102	Dental Assisting Procedures I	4	—
DNA 104	Dental Radiography I	3	—
DNA 107	Dental Materials	3	—
DNA 108	Head and Neck Anatomy	2	—
DNA 110	Infection Control	1	—
DNA 113	Oral Embryology and Histology	2	—
		<u>17</u>	

**SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
PSY 132	General Psychology <sup>1</sup>	3	—
SPE 115	Speech <sup>1</sup> OR	<u>3</u>	—
	SPE 116 <sup>1</sup> Interpersonal Communication	6	—

**SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
DNA 101	Dental Emergencies and Pathology	2	—
DNA 103	Dental Assisting Procedures II	2	—
DNA 105	Dental Radiography II	2	—
DNA 106	Preventive Dental Health Education	3	—
DNA 109	Dental Office Procedures	2	—
DNA 112	Dental Assisting Externship	5	—
		<u>16</u>	

\* Students must maintain a grade of "C" or higher in all courses.

<sup>1</sup> All required general education classes must be completed with a grade of "C" or higher.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Dental Assisting Certificate Program \(DNA 0039\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/dental_assisting.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/dental\\_assisting.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/dental_assisting.pdf)

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**Effective Date: Fall 2010**  
**Rev. 03/2012**

**Additional Information:**

The Dental Assisting Program prepares students to become highly competent individuals possessing the skills and knowledge necessary for performing the many tasks required to provide quality dental care. As a member of the dental health team, the dental assistant is responsible for providing such services as assisting the dentist with operative and surgical procedures, manipulating of dental materials, taking radiographs, providing oral health instructions, and performing office management skills. Classroom theory, laboratory practice, and clinical training on campus and in the dental office are included in this certificate program.

Graduates will be eligible to sit for the Dental Assisting National Board Exam, and successful candidates may use the title "Certified Dental Assistant (CDA)." Certification is highly recommended and mandatory in some states. This certificate program is accredited by the Commission on Dental Accreditation of the American Dental Association, a specialized accrediting body recognized by the Council on Post-Secondary Accreditation and by the United States Department of Education. The Southern Illinois Dental Society endorses the John A. Logan College Dental Assisting Program.

Entrance exams will be given with the ranking of raw scores and weighting of the two general education classes (SPE 115 or SPE 116 and PSY 132). Selection and registration will be completed in late April. A final entrance exam will be given in early July for any unfilled slots.

**Career Opportunities:** To obtain employment in a private dental office or state facility. Duties include working directly with dentist, laboratory duties and office experiences. Dental assistants must be reliable, work well with others and have good manual dexterity. This occupation is projected to grow in the next few years.



**DENTAL HYGIENE\***  
**Degree Program**

Career Curriculum DHY 0098  
Associate in Applied Science  
Minimum Hrs. 79.5  
Major Code: 1.2 510602C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 205 Human Anatomy and Physiology I	4	___
CHM 141 General, Organic and Biological Chemistry I	4	___
DHY 200 Orientation and Pre-Clinic <sup>1</sup>	4	___
DHY 201 Dental Nutrition	2	___
ENG 101 English Composition I	3	___
	<u>17</u>	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 206 Human Anatomy and Physiology II <sup>2</sup>	4	___
BIO 226 General Microbiology	4	___
DHY 204 Periodontology	2	___
DHY 206 Oral Pathology	1	___
DHY 210 Dental Hygiene Seminar I	1	___
DHY 211 Dental Hygiene Practice I <sup>1</sup>	4	___
	<u>16</u>	___

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
DHY 212 Dental Hygiene Seminar II	.5	___
DHY 213 Dental Hygiene Practice II <sup>1</sup>	2	___
	<u>2.5</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
DHY 202 Dental Pharmacology	2	___
DHY 207 Community Oral Health	2	___
DHY 214 Dental Hygiene Seminar III	1	___
DHY 215 Dental Hygiene Practice III <sup>1</sup>	3	___
MAT 113 Introduction to Contemporary Mathematics <sup>3</sup> OR MAT 104 Mathematics for Allied Health	3	___
SOC 133 Principles of Sociology	3	___
	<u>14</u>	___

**OPTIONAL**

Dept. No.	Hrs.	Gr.
VOL 101 Volunteerism <sup>4</sup>	1-4	___

\*Thirty hours of credit must come from an Accredited Dental Assisting Program. All students must complete an accredited dental assisting program prior to admission. DNA 100 Oral and Dental Anatomy, DNA 102 Dental Assisting Procedures I, DNA 104 Dental Radiography I, DNA 107 Dental Materials, DNA 108 Head and Neck Anatomy, DNA 110 Infection Control, DNA 113 Oral Embryology and Histology, DNA 101 Dental Emergencies and Pathology, DNA 105 Dental Radiography II, DNA 106 Preventative Dental Health Education, PSY 132 General Psychology, and SPE 115 Speech or SPE 116 Interpersonal Communication are included in the minimum hours of the Dental Hygiene A.A.S. degree.

Students must maintain a grade of "C" or higher in all courses.

A national board and clinical examination must be passed to be employed in this career.

<sup>1</sup> 6DHY 203, Skill Enhancement, (non-transferable) is required for any student who does not meet the course minimum for DHY 200, DHY 211, DHY 213, and DHY 215. This course is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

<sup>2</sup> No prior credit will be given for BIO 206 Human Anatomy and Physiology II if this course was completed more than 5 years prior to admittance into the program without consent of program director. Earned grade must be a "C" or higher.

<sup>3</sup> Recommended for transfer students.

<sup>4</sup> VOL 101, Volunteerism, (1-4 cr.) has been identified as an enrichment course for the program. It can be taken each semester. Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

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Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Spring 2011  
rev. 02/2013**

**Additional Information:**

The Dental Hygiene Program educates dental assistants to become hygienists who have developed a high degree of clinical competence and knowledge of the dental practice. Upon completion of the Dental Hygiene Program, students will be awarded an Associate in Applied Science degree. The dental hygienist is an integral member of the dental health care team who works directly with the dentist to maintain optimum oral health for the patient. Duties include cleaning teeth, exposing x-rays, providing dental care instructions to patients, and maintaining patient records. Additional duties may be found within the Illinois Dental Practice Act.

The high demand for the dual-trained Certified Dental Assistant/Licensed Dental Hygienist offers the graduate the opportunity to choose the type of practice, the area, and the environment in which to work.

Flexible scheduling is a distinctive feature of this job, with full-time, part-time, evening, and weekend work widely available. The Dental Hygiene in Applied Science degree is sufficient for practicing in a private dental office. A bachelor's or master's degree is usually required for research, teaching, or clinical practice in public or school health programs.

Interested students should contact the Assessment Office for a packet detailing steps for admission. Applicants must take an entrance exam, the Health Occupation Aptitude Exam. The ranking for admission is developed using raw scores and weighting of select coursework and experience.

**Career Opportunities:** Practice in a private dental office, cleaning teeth, exposing x-rays, providing dental care instructions, and maintaining patient records.



**CORRECTIONS/PAROLE OFFICER  
Degree Program**

Career Curriculum DOC 0556  
Associate in Applied Science  
Minimum Hrs. 66  
Major Code: 1.2 430102C

This program is offered through a partnership with the Illinois Department of Corrections (IDOC) to expand educational and career ladders for new and current IDOC employees. The resulting AAS in Corrections builds upon the knowledge, skills and specialized training IDOC new recruits receive at the Department's Training Academy and that current employees receive through annual continuing education. The statewide model curricula will allow IDOC employees who transfer between correctional facilities to continue their education seamlessly at various community colleges across the state.

**ILLINOIS DEPARTMENT OF CORRECTIONS TRAINING HOURS**

Dept. No.		Hrs.	Gr.
DOC 131	Orientation to Corrections	3	___
DOC 132	Security Procedures I	3	___
DOC 133	Weapons Proficiency	2	___
DOC 134	Crisis Management	3	___
DOC 135	Security Procedures II	3	___
HTH 135	Drug Abuse & Alcohol Education	2	___
PSY 128	Human Relations	2	___
		<u>18</u>	___

**FIRST SEMESTER**

Dept. No.		Hrs.	Gr.
CRJ 103	Introduction to Criminal Justice	3	___
CRJ 105	Criminal Behavior	3	___
ENG 101	English Composition <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
HTH 110	Health Education	2	___
HUM 101	Introduction to Humanities	3	___
PSY 132	General Psychology	3	___
		<u>17</u>	___

**SECOND SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 207	Computer Applications	3	___
CRJ 209	Criminal Law	3	___
SOC 215	Diversity in American Life OR SOC 264 Social Problems	3	___
SPE 115	Speech OR SPE 116 Interpersonal Communication	3	___
	Any IAI Math OR	3	___
	MAT 105 Vocational Mathematics	15	___

**THIRD AND FOURTH SEMESTERS**

Dept. No.		Hrs.	Gr.
ALH 101	Cardiopulmonary Resuscitation	1	___
CRJ 220	Probation, Parole and Community Based Corrections	3	___
CRJ 223	Juvenile Justice	3	___
MGT 112	Principles of Management OR MGT 116 Supervisory Techniques of Management	3	___
SOCW275	Introduction to Social Work	3	___
	Any IAI BIO or PHS	3-4	___
		<u>16-17</u>	___

<sup>1</sup> Requires a grade of "C" or higher.

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**Effective Date: Fall 2012**





**CORRECTIONAL OFFICER/YOUTH SERVICES  
Degree Program**

Career Curriculum DOC 0555  
Associate in Applied Science  
Minimum Hrs. 62  
Major Code: 1.2 430110R

This program is offered through a partnership with the Illinois Department of Corrections (IDOC) to expand educational and career ladders for new and current IDOC employees. The resulting AAS in Corrections builds upon the knowledge, skills and specialized training IDOC new recruits receive at the Department's Training Academy and that current employees receive through annual continuing education. The statewide model curricula will allow IDOC employees who transfer between correctional facilities to continue their education seamlessly at various community colleges across the state.

**ILLINOIS DEPARTMENT OF CORRECTIONS TRAINING HOURS**

Dept. No.		Hrs.	Gr.
DOC 130	Orientation to Youth Services	3	___
DOC 131	Orientation to Corrections	3	___
DOC 132	Security Procedures I	3	___
DOC 134	Crisis Management	3	___
DOC 135	Security Procedures II	3	___
PSY 128	Human Relations	2	___
		<u>17</u>	

**FIRST SEMESTER**

Dept. No.		Hrs.	Gr.
CRJ 103	Introduction to Criminal Justice	3	___
CRJ 105	Criminal Behavior	3	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
HTH 110	Health Education OR HTH 135 Drug Abuse & Alcohol Education	2	___
PSY 132	General Psychology OR SOC 133 Principles of Sociology	3	___
		<u>14</u>	

**SECOND SEMESTER**

Dept. No.		Hrs.	Gr.
ALH 101	Cardiopulmonary Resuscitation	1	___
CRJ 209	Criminal Law	3	___
HUM 101	Introduction to Humanities OR BIO 100 Biology for Non-Science Majors	3	___
SOC 215	Diversity in American Life OR SOC 264 Social Problems	3	___
SOCW275	Introduction to Social Work Any IAI BIO or PHS	3	___
		<u>3-4</u>	
		16-17	

**THIRD AND FOURTH SEMESTERS**

Dept. No.		Hrs.	Gr.
CIS 207	Computer Applications	3	___
CRJ 223	Juvenile Justice	3	___
MGT 112	Principles of Management OR MGT 116 Supervisory Techniques of Management	3	___
SPE 115	Speech OR SPE 116 Interpersonal Communication Any IAI Math OR MAT 105 Vocational Mathematics	3	___
		<u>3</u>	
		15	

<sup>1</sup> Requires a grade of "C" or higher.

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**Effective Date: Fall 2012**



**DIAGNOSTIC CARDIAC SONOGRAPHY\***  
**Degree Program**

Career Curriculum 00DMS0017  
Associate in Applied Science  
Minimum Hrs. 79  
Major Code: 1.2 510910C

**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 205	Human Anatomy and Physiology I	4	___
ENG 101	English Composition	3	___
MAT 113	Introduction to Contemporary Mathematics	3	___
		<u>10</u>	

**SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ALH 110	Issues in Health and Patient Care	3	___
ALH 112	Pathophysiology and Terminology	3	___
		<u>6</u>	

**SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 206	Human Anatomy & Physiology II <sup>1</sup>	4	___
PHY 121	Technical Physics OR PHS 105 Physics for Non-Science Majors	3	___
SOC 133	Principles of Sociology OR PSY 132 General Psychology	3	___
SPE 115	Speech OR SPE 116 Interpersonal Communications	3	___
		<u>13</u>	

**All of the above coursework must be completed before starting any Diagnostic Cardiac Sonography Specialization.**

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
DMS 104	Diagnostic Ultrasound Foundations <sup>2</sup>	3	___
DMS 202	Cardiac Anatomy and Physiology <sup>2</sup>	4	___
DMS 204	Cardiac Ultrasound Imaging/Lab I <sup>2</sup>	6	___
DMS 206	Cardiac Ultrasound Clinic I <sup>2</sup>	3	___
		<u>16</u>	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
DMS 236	Cardiac Ultrasound Clinic III	5	___
		<u>5</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
DMS 200	Medical Physics and Instrumentation	5	___
DMS 224	Cardiac Ultrasound Imaging/Lab II	6	___
DMS 226	Cardiac Ultrasound Clinic II	6	___
		<u>17</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
DMS 230	Cardiac Seminar	2	___
DMS 246	Cardiac Ultrasound Clinic IV	10	___
		<u>12</u>	

\*Students must maintain a grade of "C" or higher in all courses.

<sup>1</sup> No prior credit will be given for BIO 206 Human Anatomy and Physiology II if this course was completed more than 5 years prior to program admittance or if the earned grade was lower than a "C."

<sup>2</sup> Students not meeting the minimum course requirements for DMS 104, DMS 202, DMS 204 and DMS 206 are required to enroll in 6DMS 230, Skill Enhancement, and 6DMS 232, Skill Enhancement. These courses are not required for graduation from this program and therefore are ineligible for Title IV Financial Aid funding.

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Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2012  
Rev. 02/2013**

**Career Opportunities:** Sonographers can choose to work in clinics, hospitals, private practice physician offices, public health facilities, laboratories, and other medical settings performing examinations in their areas of specialization. Career advancement opportunities exist in education, administration, research, and in commercial companies as education/application specialists, sales representatives, and technical advisors.



**DIAGNOSTIC CARDIAC SONOGRAPHY\***  
**Advanced Certificate Program**

Career Curriculum 00DMS0015 Certificate Program Minimum Hrs. 50 Major Code: 1.2 510910J
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
DMS 104 Diagnostic Ultrasound Foundations <sup>1</sup>	3	—
DMS 202 Cardiac Anatomy and Physiology <sup>1</sup>	4	—
DMS 204 Cardiac Ultrasound Imaging/Lab I <sup>1</sup>	6	—
DMS 206 Cardiac Ultrasound Clinic I <sup>1</sup>	3	—
	<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
DMS 200 Medical Physics and Instrumentation	5	—
DMS 224 Cardiac Ultrasound Imaging/Lab II	6	—
DMS 226 Cardiac Ultrasound Clinic II	6	—
	<u>17</u>	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
DMS 236 Cardiac Ultrasound Clinic III	5	—
	<u>5</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
DMS 230 Cardiac Seminar	2	—
DMS 246 Cardiac Ultrasound Clinic IV	10	—
	<u>12</u>	

\* Students seeking the advanced certificate in Diagnostic Cardiac Sonography must have completed equivalent prerequisites required in the associate degree program for Diagnostic Cardiac Sonography while completing the following programs and courses:

Prerequisites (2 year):

- Associate Degree Nursing
- Medical Laboratory Technician
- Occupational Therapy Assistant
- Physical Therapy Assistant
- Radiologic Technology
- Respiratory Therapy

Bachelor of Science:

- Nursing
- Allied Health
- Occupational Therapy

General Education Courses Diagnostic Cardiac Sonography

<sup>1</sup> Students not meeting the minimum course requirements for DMS 104, DMS 202, DMS 204 and DMS 206 are required to enroll in 6DMS 230, Skill Enhancement, and 6DMS 232, Skill Enhancement. These courses are not required for graduation from this program and therefore are ineligible for Title IV Financial Aid funding.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Diagnostic Cardiac Sonography Certificate Program \(00DMS0015\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/diagnostic_cardiac_sonography.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/diagnostic\\_cardiac\\_sonography.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/diagnostic_cardiac_sonography.pdf)

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**Effective Date: Fall 2013**

**Additional Information:**

Graduates will be eligible to sit for the national examination upon successful completion of the program. Although registration is not required for employment, hospitals prefer to hire registered sonographers. In some states registered staff is a requirement for insurance reimbursement.

This advanced certificate program prepares students to become highly competent sonographers possessing the skills and knowledge necessary to produce and evaluate ultrasound images and related data that are used by a physician to render a medical diagnosis.

Classroom learning, laboratory practice, and clinical training at affiliated hospitals are included in this program.

An 18-month advanced certificate program is offered. Graduates will be eligible to sit for their registry examinations and successful candidates will be able to use the title "Registered Diagnostic Cardiac Sonographer (RDCS)." The program requires a minimum academic and clinical grade of "C" in each DMS course. A grade of less than "C" is considered a failing grade.

Interested students should contact the Assessment Office for a packet detailing steps for admission. Applicants must take an entrance exam, the Health Occupation Aptitude Exam. The ranking for admission is developed using raw scores and weighing of select previous coursework and experience. Selection and registration will be completed in late April.

**Career Opportunities:** Sonographers can choose to work in clinics, hospitals, private practice physician offices, public health facilities, laboratories, and other medical settings performing examinations in their areas of specialization. Career advancement opportunities exist in education, administration, research, and in commercial companies as education/application specialists, sales representatives, and technical advisors.



**DRAFTING, CAD TECHNOLOGY  
Degree Program**

Career Curriculum 00DRT0008  
Associate in Applied Science  
Minimum Hrs. 67  
Major Code: 1.2 151302C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
DRT 181	Technical Drafting I	4	—
DRT 185	Computer Graphics I	2	—
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	—
IND 121	Manufacturing Processes I	2	—
IND 201	Metallurgy	2	—
MAT 113	Introduction to Contemporary Mathematics OR MAT 106 Technical Mathematics OR MAT 120 Elementary Statistics	3-4 16-17	—

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ARC 184	Architecture Documents I	4	—
CIS 207	Computer Applications	3	—
DRT 182	Technical Drafting II	4	—
DRT 190	Computer Graphics II	2	—
SPE 115	Speech	3	—
		<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ARC 201	Strength of Materials	3	—
DRT 183	Detail and Assembly	2	—
DRT 187	Product Design	3	—
DRT 281	Computer Graphics III	3	—
DRT 283	Advanced Technical Drawing II	3	—
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II	3 17	—

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
DRT 186	Geometric Dimensioning and Tolerancing	2	—
DRT 282	Tool Design	3	—
DRT 286	Computer Graphics IV	3	—
IND 122	CAD-CAM Operations	2	—
MFT 101	Production Technology	3	—
PHY 121	Technical Physics	3	—
PSY 132	General Psychology	3	—
		<u>19</u>	

**OPTIONAL**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>2</sup>	1-3	—

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The Drafting, CAD Technology AAS Degree Program (00DRT0008) is the parent program to:

- General Drafting Certificate Program (00DRT0088)
- General Drafting II Certificate Program (00DRT0089)
- General Drafting III Certificate Program (00DRT0090)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008  
rev. 01/2013**

**Additional Information:** This curriculum is designed to prepare students for positions in the field of mechanical and architectural drafting. Emphasis is placed on the use of computer-aided drafting (CAD) to accomplish these goals. All practical work experience in layout and detailing is in accordance with standard practices recommended by the U. S. Department of Defense, American Society of Automotive Engineers, and other recognized standardized agencies. This is an ADDA certified drafting program.

**Career Opportunities:** CAD technician, draftsperson, detailer, junior tool designer, engineering draftsperson, CAD operator, CAD technician draftsperson, mechanical/industrial/architectural drafter.



**EARLY CHILDHOOD EDUCATION (CAREER)  
Degree Program**

Career Curriculum ECE 0005  
Associate in Applied Science  
Minimum Hrs. 63  
Major Code: 1.2 190709C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ECE 150 Infancy Development	3	___
ECE 155 The Early Childhood Profession	3	___
ECE 160 Development and Care of Children	4	___
ECE 272 Language and Literacy Development	3	___
PSY 132 General Psychology	3	___
	16	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ALH 101 Cardiopulmonary Resuscitation	1	___
ART 111 Art Appreciation OR ART 210 Art for Children	3	___
ECE 265 Curriculum Development	3	___
ENG 101 English Composition I <sup>1</sup>	3	___
LIT 264 Literature for Children	3	___
PSY 262 Child Psychology	3	___
	16	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ECE 260 Parent Involvement	3	___
ECE 267 Child Care Laboratory	5	___
EDC 208 Characteristics and Methods for Teaching Exceptional Children	3	___
MAT 113 Introduction to Contemporary Mathematics <sup>2</sup> OR MAT 120 Elementary Statistics <sup>2</sup> OR BUS 111 Business Mathematics	3	___
SPE 115 Speech	3	___
	17	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ECE 266 Pre-School Administration	3	___
ECE 268 Child Care Laboratory	5	___
PNE 100 Nutrition	3	___
SOC 263 Marriage and the Family	3	___
	14	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Recommended for transfer students.

The Early Childhood Education AAS Degree Program (ECE 0005) is the parent program to:

- Early Childhood Education Director's Credential Certificate Program (00CHC0018)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2009**

**Additional Information:** Graduates of this two-year Early Childhood Education Program will be trained to provide education and care for children in public and private child care settings to include the following: maintaining a safe and healthy learning environment; providing experiences to promote physical, intellectual, social/emotional, and language/literacy development; using positive guidance/discipline strategies; establishing positive and productive relationships with families; and operating a well-run program for children that adheres to legal requirements and a professional code of ethics. Students are also trained to provide important support services in elementary and secondary public schools as teacher assistants, school office assistants, school library assistants, and playground assistants.

**Career Opportunities:** Director, assistant director, lead teacher, teacher, and an assistant in nursery schools and child care programs, Head Start, and school-age programs. Also qualified to be a parent educator and coordinator, child development specialist, work in social service programs, Even Start programs, and Child Care Resource and Referral. Teacher aide and assistant, school office assistant, school library assistant, playground assistant in grades Pre-K through twelve. Graduates of this program are also qualified to own and operate day care centers.



**EARLY CHILDHOOD EDUCATION\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 63 Major Code: 1.1 131210B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
ECE 155 The Early Childhood Profession	3	___
CPS 111 Introduction to Technology for Educators <sup>1</sup>	3	___
EDC 200 Introduction to Education	3	___
ENG 101 English Composition I	3	___
	<u>15</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
EDC 203 Schooling in a Diverse Society	3	___
MAT 209 Mathematics for Elementary Teachers II	3	___
MUS 105 Music Appreciation	3	___
PSY 262 Child Psychology	3	___
SCI 210A Integrated Science	3	___
SPE 115 Speech	3	___
	<u>18</u>	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 111 Art Appreciation	3	___
ENG 102 English Composition II	3	___
MAT 208 Mathematics for Elementary Teachers I	3	___
PSY 132 General Psychology	3	___
Science Elective	3	___
	<u>15</u>	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
EDC 202 Human Growth, Development, and Learning	3	___
HIS 213 Eastern Civilizations	3	___
PSC 131 American Government	3	___
SCI 210B Integrated Science	3	___
SOC 263 Marriage and the Family	3	___
	<u>15</u>	___

- \* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:
- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
  - Must earn a grade of “C” or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
  - May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0=A). The minimum grade point average for consideration at SIU-C is 2.75.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean of Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Summer 2012**

**Career Opportunities:** daycare centers, preschools, kindergartens, specialty schools (Montessori or religious schools), elementary schools; within these settings, specialization in teaching the gifted or disabled, or in disadvantaged communities. Bilingual education is a growing need in early childhood education as the student base diversifies. Teachers with advanced degrees and work experience in early childhood education might want to advance their careers by managing a daycare center, directing daycare centers or preschools, working as a public or private researcher, teaching the next generation of early childhood educators.



**EARLY CHILDHOOD EDUCATION (CAREER)  
Director's Credential  
Certificate Program\***

Career Curriculum 00CHC0018  
Certificate Program  
Minimum Hrs. 8  
Major Code: 1.2 190709Q

Dept. No.	Hrs.	Gr.
ECE 279 Management Internship <sup>1</sup>	4	___
ECE 280 Professional Development	<u>4</u>	___
	8	

\* Prerequisite: A.A.S. in Early Childhood Education

<sup>1</sup> One year of full-time early childhood education management experience in a licensed center will waive this course.

The Early Childhood Education Director's Credentials Certificate Program (00CHC0018) is an ICCB approved extension of the Early Childhood Education AAS Degree (ECE 0005).

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2011**

**Additional Information:** John A. Logan College Early Childhood Education Program is approved by the Illinois Network of Child Care Resources & Referral Agencies (INCCRRA) as an Illinois Director Credential Entitled Institution. John A. Logan College works directly with Gateways to Opportunity, a branch of INCCRRA to award this credential. As an entitled Illinois Director Credential (IDC) institution, John A. Logan College Early Childhood Education Program will verify the attainment of the IDC requirements and submit recommendation to the statewide Professional Development Advisory Council (PDAC) for review and confirmation. Upon the approval of PDAC, the IDC will be awarded. Core knowledge and skills will be validated in 5 areas:

1. General Education
2. Early Childhood/School-age Knowledge
3. Management Knowledge & Skills
4. Management & Teaching Experience
5. Professional Contributions to the Field

Students interested in the Illinois Director Credential should see the Early Childhood Education academic advisor. Students can complete the requirements for the IDC by:

1. First completing the AAS Degree in Early Childhood Education;
2. Completing the child care Management Internship (ECE 279); and
3. Completing 2 professional development activities (ECE 280).

The Illinois Director Credential prepares students to work more effectively as child care advocates and administrators in early childhood programs. The attainment of the IDC is one to be proud of. It serves as a symbol of individual achievement and demonstration of leadership and commitment beyond the scope of daily routine management through professional contributions to the field. The IDC is a tool to promote high standards of excellence, professionalism among staff, and quality care and education of children enrolled in early childhood programs. For more information about the IDC credential, call 1-888-548-8080 or visit Gateways to Opportunity website @ [www.ilgateways.com](http://www.ilgateways.com).

**Career Opportunities:** Assistant director, director, supervisor, coordinator, or child care advocate in child care center or other early childhood programs, organizations or social services for children and their families.



**ECONOMICS**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 64 Major Code: 1.1 450601A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 207	Computer Applications	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
PSC 131	American Government OR	3	___
	HIS 201 United States History I OR		
	HIS 202 United States History II		
SPE 115	Speech	3	___
SPN 101	Elementary Spanish I <sup>2</sup> OR	4	___
	JPN 101 Elementary Japanese <sup>2</sup> OR	16	___
	FRE 101 Elementary French I <sup>2</sup> OR		
	GER 101 Elementary German <sup>2</sup> OR		
	IPP 141 American Sign Language (ASL I) <sup>2</sup>		

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II <sup>1</sup>	3	___
HTH 110	Health Education	2	___
MAT 113	Introduction to Contemporary Mathematics	3	___
PHS 103	Earth Science OR	3	___
	PHS 105 Physics for Non-Science Majors		
SPN 102	Elementary Spanish II <sup>2</sup> OR	4	___
	JPN 102 Elementary Japanese II <sup>2</sup> OR	15	___
	FRE 102 Elementary French II <sup>2</sup> OR		
	GER 102 Elementary German <sup>2</sup> OR		
	IPP 142 American Sign Language (ASL II) <sup>2</sup>		

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Four year institutions that require a year or more of a foreign language expect that courses be in the same language (SPN 101 and SPN 102, JPN 101/102, FRE 101/102, GER 101/102 or IPP 141/142), etc. Consult an advisor at your transfer institution to determine if there is a required or recommended language for your academic major or unit. Some institutions may encourage IPP 141/142 depending on your chosen major where others may not accept IPP as a foreign language.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2008**  
**Rev. 02/2013**

**Career Opportunities:** Economic analyst, economist, industrial, production, labor, transportation, tax, urban, or population, market analyst, finance administrator, loan administrator, international trade economist, international banking officer.

**Major Employers:** Banks or other financial institutions, federal, state, or local government offices, private trade or industrial firms.





**ECONOMICS**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 64 Major Code: 1.1 450601B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
CIS 207 Computer Applications	3	___
ENG 101 English Composition I <sup>1</sup>	3	___
MAT 116 Finite Mathematics for Business and Management	3	___
PSY 132 General Psychology	3	___
	<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II <sup>1</sup>	3	___
MAT 117 Calculus for Business and Social Sciences	4	___
PHS 103 Earth Science OR PHS 105 Physics for Non-Science Majors	3	___
SPE 115 Speech	3	___
Fine Arts Elective	3	___
	<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 121 Business Statistics OR BUS 222 Legal/Social Environment of Business	3	___
ECO 201 Introduction to Macroeconomics	3	___
PSC 131 American Government OR HIS 201 United States History I OR HIS 202 United States History II	3	___
General Elective <sup>2</sup>	3	___
Physical or Life Science Elective	3	___
	<u>15</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ECO 202 Introduction to Microeconomics	3	___
LIT 280 Introduction to Literature	3	___
PHL 111 Ethics & Moral Problems	3	___
SOC 133 Principles of Sociology	3	___
General Elective <sup>2</sup>	3	___
Physical or Life Science Elective	3	___
	<u>18</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> It is recommended that the entire accounting sequence be taken. ACC 200 in conjunction with ACC 201 is equivalent to ACCT 220 (Financial Accounting) at SIU-C. ACC 202 is equivalent to ACCT 230 (Managerial Accounting) at SIU-C.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008**

**Career Opportunities:** Economic analyst, economist, industrial, production, labor, transportation, tax, urban, or population, market research analyst, finance administrator, loan administrator, international trade economist, international banking officer.

**Major Employers:** Banks or other financial institutions, federal, state, or local government offices, private trade or industrial firms.



**ELECTRICAL CONSTRUCTION TECHNOLOGY  
Degree Program**

Career Curriculum 00ELT 1020  
Associate in Applied Science  
Minimum Hrs. 68  
Major Code: 1.2 460302C

The Electrical Construction Technology program is offered through a partnership with the International Brotherhood of Electrical Workers (IBEW) as part of their Joint Apprenticeship and Training Program. Enrollment is restricted to new and current apprentices.

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
MAT 106 Technical Math	4	—
PIW 121 IBEW Professional Inside Wireman I	3	—
PIW 127 Electrician Apprenticeship I	<u>2</u>	—
	9	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PIW 122 IBEW Professional Inside Wireman II	4	—
Elective*	<u>3</u>	—
	7	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
PIW 123 IBEW Professional Inside Wireman III	3	—
PIW 128 Electrician Apprenticeship II	<u>2</u>	—
	5	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 101 English Composition I OR ENG 113 Professional Technical Writing	3	—
PIW 124 IBEW Professional Inside Wireman IV	<u>4</u>	—
	7	

**THIRD YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
PIW 125 IBEW Professional Inside Wireman V	3	—
PIW 129 Electrician Apprenticeship III	<u>2</u>	—
	5	

**\* Suggested Elective Courses:**

HIS 201 United States History 1	3
MAT 120 Elementary Statistics	3
PHY 153 Physics for Electronics	4
PSC 131 American Government	3

**THIRD YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PIW 126 IBEW Professional Inside Wireman VI	3	—
SPE 115 Speech	<u>2</u>	—
	5	

**FOURTH YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
PIW 221 IBEW Professional Inside Wireman VII	3	—
PIW 225 Electrician Apprenticeship IV	<u>2</u>	—
	5	

**FOURTH YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PIW 222 IBEW Professional Inside Wireman VIII	4	—
PSY 132 General Psychology	<u>3</u>	—
	7	

**FIFTH YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
PIW 223 IBEW Professional Inside Wireman IX	3	—
PIW 226 Electrician Apprenticeship V	<u>2</u>	—
	5	

**FIFTH YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PIW 110 History of the Labor Movement	3	—
PIW 224 IBEW Professional Inside Wireman X	4	—
WEL 1270 (Rend Lake)	<u>4</u>	—
	11	

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog). Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAJ GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2009**

**Career Opportunities:** At the conclusion of the program, students will have earned the associate degree and their journeyman papers with the International Brotherhood of Electrical Workers. They will be prepared to work on electrical wiring and systems in industrial buildings, residences, public commercial buildings, schools, hospitals, and specialized systems such as sound, data transmission, telephone, fire alarm, fiber optics, energy management, closed circuit television, programmable controllers and intercom call systems and equipment.



**ELECTRICAL ENGINEERING TECHNOLOGY\***  
**Degree Program**

Career Curriculum ELT 3012  
Associate in Applied Science  
Minimum Hrs. 70  
Major Code: 1.2 150303Y

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ELT 102 Basic Electricity and Wiring	4	—
ELT 111 Digital Electronics	6	—
MAT 111 Pre-Calculus	5	—
MFT 103 Industrial Robots and PLCs	3	—
	18	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 138 Employment Strategy	1	—
CPS 176 Introduction to Computer Programming	4	—
ELT 151 Applied Solid State Circuits	4	—
ENG 101 English Composition 1 <sup>1</sup>	3	—
MAT 131 Calculus I	5	—
	17	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ELT 103 Applied DC/AC Circuits	4	—
ELT 150 Applied Solid State Electronics	4	—
PHY 155 College Physics I	5	—
SPE 115 Speech	3	—
	16	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ELT 200 Introduction to Microprocessors	5	—
ELT 220 Linear Integrated Circuits	5	—
ELT 224 Power Distribution and Motors	3	—
ENG 102 English Composition II <sup>1</sup>	3	—
PSC 131 American Government OR HIS 201 United States History I OR HIS 202 United States History II	3 19	— —

\*Completion of MAT 201 is recommended prior to transfer to SIU-C.

<sup>1</sup> Requires a grade of "C" or higher.

Fall only courses:    Spring only courses:

ELT 102	ELT 103
ELT 111	ELT 150
ELT 151	ELT 224
MFT 103	

The Electrical Engineering Technology AAS Degree (ELT 3012) is an ICCB approved extension of the Electronics Technology AAS Degree (00ELT3010).

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2010**

**Career Opportunities:** The graduate in Electronics Engineering Technology will be prepared for entry-level careers in areas such as: Product development and support Technician, Field engineering/service Technician, Test Engineering Technician, Technical documentation, Technical sales/marketing, Telecommunications and wireless systems development and support, Research and development, Quality assurance, Technical documentation.



**ELECTRONIC HEALTH RECORDS OFFICE ASSISTANT  
Degree Program**

Career Curriculum BUS 2010  
Associate in Applied Science  
Minimum Hrs. 68  
Major Code: 1.2 510707E

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	___
BUS 135 Office Language Skills	3	___
BUS 215 Medical Terminology I	3	___
CIS 101 Introduction to Computers	3	___
MAT 113 Introduction to Contemporary Mathematics <sup>2</sup> OR BUS 111 Business Mathematics <sup>2</sup>	<u>3</u> 15	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100 Business Accounting	3	___
ALH 101 Cardiopulmonary Resuscitation	1	___
CIS 104 Spreadsheet Design	3	___
CIS 130 Introductory Operating Systems	3	___
ECO 201 Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	<u>3</u> 13	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 117 Keyboarding II <sup>1</sup>	3	___
BUS 216 Medical Terminology II	3	___
BUS 236 Records Management	1	___
BUS 261 MRT Transcription	3	___
BUS 270 Medical Office Procedures	3	___
CIS 200 Network Essentials	<u>3</u> 16	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 275 Medical Office Coding and Insurance	3	___
BUS 280 Computer Applications for Medical Office	3	___
CIS 108 Introductory Security Awareness	3	___
CIS 120 Database Management	3	___
IAI Humanities and Fine Arts Elective OR IAI Physical and Life Science Elective <sup>3</sup>	<u>3</u> 15	___

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
SPE 115 Speech OR SPE 116 Interpersonal Communication	<u>3</u> 3	___

**SECOND YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 286 Electronic Health Records Internship	2	___
ENG 101 English Composition I <sup>4</sup> OR ENG 113 Professional Technical Writing <sup>4</sup>	3	___
BUS 138 Employment Strategy	<u>1</u> 6	___

Spring Only Courses: BUS 270, BUS 275, BUS 280, CIS 108, CIS 200

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> Students interested in pursuing a bachelor's degree in Health Care Management should take MAT 282, Statistics, or BUS 121, Business Statistics.

<sup>3</sup> IAI physical and life science elective is preferred.

<sup>4</sup> Requires a grade of "C" or higher.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Additional Information:** This is a two-year program leading to an Associate in Applied Science degree. The Electronic Health Records Office Assistant Program prepares students for office support positions in a doctor's office, clinic, hospital, or other health care-related organizations. Besides exposure to office technology courses, participants gain experience with computer applications, medical terminology, CPR, medical office procedures, and medical records software.

**Career Opportunities:** Positions as a medical office electronic records assistant, medical office assistant, medical transcriptionist, and medical receptionist are available in hospitals, clinics, doctors' offices, health care organizations, insurance companies, health foundations, local industries, and state and federal government agencies.



**ELECTRONICS TECHNOLOGY  
Degree Program**

Career Curriculum 00ELT3010  
Associate in Applied Science  
Minimum Hrs. 65  
Major Code: 1.2 150303C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	—
ELT 111	Digital Electronics	6	—
MAT 113	Introduction to Contemporary Mathematics OR MAT 106 Technical Mathematics OR MAT 120 Elementary Statistics	3-4	—
MFT 103	Industrial Robots and PLCs	<u>3</u>	—
		16-17	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 103	Applied DC/AC Circuits	4	—
ELT 150	Applied Solid State Electronics	4	—
ELT 200	Introduction to Microprocessors	5	—
MFT 201	PLC Manufacturing Systems	<u>3</u>	—
		16	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 151	Applied Solid State Circuits	4	—
ELT 214	A+ Preparation IT Technician	3	—
ELT 236	Introduction to Fiber Optics	3	—
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing	3	—
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II	<u>3</u>	—
		16	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 210	A+ Preparation Essentials	3	—
ELT 220	Linear Integrated Circuits	5	—
ELT 224	Power Distribution and Motors	3	—
PHY 121	Technical Physics	3	—
SPE 115	Speech	<u>3</u>	—
		17	

<sup>1</sup> Requires a grade of "C" or higher.

Fall only courses:    Spring only courses:

ELT 102	ELT 103
ELT 111	ELT 150
ELT 214	ELT 210
ELT 236	ELT 224
ELT 151	MFT 201
MFT 103	

The Electronics Technology AAS Degree (00ELT3010) is the parent program to:

- Computer Support and Networking (00ELT3015)
- Electrical Engineering Technology AAS Degree (ELT 3012)
- Industrial Maintenance Engineering AAS Degree (00ELT3012)

Service Course: ELT 240 FCC General Class License Preparation. This course is designed to help prepare the student to take the General Radio Telephone Operator's Exam.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2010**

**Additional Information:** This two-year program is designed to provide a thorough understanding of DC/AC fundamentals, solid state electronics, digital electronics, microprocessor operations, and industrial electronics. Upon completion of this program, the student will be awarded an associate degree in electronics technology. For students entering the program with prior education or on-the-job experience, it is possible to test out of the basic courses. For additional information, students should see their advisor or the chairperson of the Division of Applied Technologies. Because the electronics curriculum has been articulated with the College of Engineering and Technology at SIU, a graduate of this program has the option of seeking employment directly after graduation or transferring to SIU to pursue a B. S.

**Career Opportunities:** The Electronics Technician has career opportunities in many entry-level areas such as: Electronic equipment installation and repair, Maintenance Technician, Broadcast Communications Technician, System Technician, Plant Technician, Telephone Technician, Fiber Optic Technician, Telecommunications Technician and Technical Report Writers. The typical job related activities may involve assembly, installation, maintenance, testing, troubleshooting and repair.



**ELECTRONICS TECHNOLOGY**  
**Night Rotation**  
**Degree Program**

Career Curriculum 00ELT3010  
 Associate in Applied Science  
 Minimum Hrs. 65  
 Major Code: 1.2 150303C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	___
ELT 111	Digital Electronics	6	___
SPE 115	Speech	3	___
		13	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 103	Applied DC/AC Circuits	4	___
ELT 210	A+ Preparation Essentials	3	___
MAT 113	Introduction to Contemporary Mathematics OR	3-4	___
	MAT 106 Technical Mathematics OR	10-11	___
	MAT 120 Elementary Statistics		___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 214	A+ Preparation IT Technician	3	___
ENG 101	English Composition 1 <sup>1</sup> OR	3	___
	ENG 113 Professional Technical Writing <sup>1</sup>		___
MFT 103	Industrial Robots and PLCs	3	___
PSC 131	American Government OR	3	___
	HIS 201 United States History I OR	12	___
	HIS 202 United States History II		___

<sup>1</sup> Requires a grade of "C" or higher.

Service Course: ELT 240 FCC General Class License Preparation. This course is designed to help prepare the student to take the General Radio Telephone Operator's Exam.

Fall only courses:	Spring only courses:
ELT 102	ELT 103
ELT 111	ELT 150
ELT 214	ELT 210
ELT 236	MFT 201
ELT 151	
MFT 103	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 150	Applied Solid State Electronics	4	___
ELT 200	Introduction to Microprocessors	5	___
MFT 201	PLC Manufacturing Systems	3	___
		12	

**THIRD YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 151	Applied Solid State Circuits	4	___
ELT 224	Power Distribution and Motors	3	___
ELT 236	Introduction to Fiber Optics	3	___
		10	

**THIRD YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 220	Linear Integrated Circuits	5	___
PHY 121	Technical Physics	3	___
		8	

The Electronics Technology AAS Degree (00ELT3010) is the parent program to:

- Computer Support and Networking (00ELT3015)
- Electrical Engineering Technology AAS Degree (ELT 3012)
- Industrial Maintenance Engineering AAS Degree (00ELT3012)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2011**

**Additional Information:** This two-year program is designed to provide a thorough understanding of DC/AC fundamentals, solid state electronics, digital electronics, microprocessor operations, and industrial electronics. Upon completion of this program, the student will be awarded an associate degree in electronics technology. For students entering the program with prior education or on-the-job experience, it is possible to test out of the basic courses. For additional information, students should see their advisor or the chairperson of the Division of Applied Technologies.

Because the electronics curriculum has been articulated with the College of Engineering and Technology at SIU, a graduate of this program has the option of seeking employment directly after graduation or transferring to SIU to pursue a B. S.

**Career Opportunities:** Entry-level position as an electronics technician.



**ELEMENTARY EDUCATION\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087  
Associate in Science  
Minimum Hrs. 62  
Major Code: 1.1 131202B

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
CPS 111 Introduction to Technology for Educators <sup>1</sup>	3	___
EDC 200 Introduction to Education	3	___
ENG 101 English Composition I	3	___
MAT 208 Mathematics for Elementary Teachers I	3	___
	<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II	3	___
MAT 209 Mathematics for Elementary Teachers II	3	___
PSC 131 American Government	3	___
PSY 132 General Psychology	3	___
Science Elective	3	___
	<u>15</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
HIS 110 Twentieth Century America OR HIS 201 United States History I OR HIS 202 United States History II	3	___
HTH 110 Health Education	2	___
LIT 280 Introduction to Literature	3	___
MUS 105 Music Appreciation	3	___
SCI 210A Integrated Science I	3	___
SPE 115 Speech	3	___
	<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 111 Art Appreciation	3	___
EDC 202 Human Growth and Development	3	___
HIS 213 Eastern Civilizations	3	___
SCI 210B Integrated Science II	3	___
SOC 215 Diversity in American Life	3	___
	<u>15</u>	

\* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:

- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
- Must earn a grade of “C” or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
- May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0=A). The minimum grade point average for consideration at SIU-C is 2.75.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean of Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-IV (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Summer 2012**

**Career Opportunities:** Elementary school teacher, middle school teacher.

**Major Employers:** Public school systems, private schools, government.



**EMERGENCY MEDICAL SERVICES\***  
**Degree Program**

Career Curriculum EMS 0101  
Associate in Applied Science  
Minimum Hrs. 72  
Major Code: 1.2 510904C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
EMS 250 Paramedic I	10	—
ENG 101 English Composition <sup>1</sup> OR ENG 113 Professional & Technical Writing <sup>1</sup>	3	—
MGT 112 Principles of Management OR BUS 110 Introduction to Business	<u>3</u> 16	—

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
EMS 251 Paramedic II	13	—
PSY 132 General Psychology OR SOC 133 Principles of Sociology	<u>3</u> 16	—

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
EMS 252 Paramedic III	<u>7.5</u> 7.5	—

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 205 Human Anatomy and Physiology I	4	—
EMS 253 Paramedic IV	<u>12.5</u> 16.5	—

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 206 Human Anatomy and Physiology II	4	—
MAT 113 Introduction to Contemporary Mathematics <sup>2</sup> OR MAT 104 Mathematics for Allied Health	3	—
SPE 115 Speech <sup>2</sup> OR SPE 116 Interpersonal Communication	3	—
IAI Electives in Humanities and Fine Arts OR IAI Electives in Physical and Life Sciences	<u>6</u> 16	—

\* Students must complete EMT 111 prior to EMS program.  
Current Illinois EMT-B or EMT-I certification is required.

<sup>1</sup> Requires a grade of “C” or higher.

<sup>2</sup> Recommended for transfer students.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2013**

**Career Opportunities:** Graduates of the program are qualified to take the State Certification Examination which is required for paramedic licensure in the state of Illinois. Licensed paramedics have employment opportunities in hospitals, ambulance services, fire departments, colleges and within various governmental programs.





**EMERGENCY MEDICAL SERVICES\*  
Certificate Program**

Career Curriculum EMS 0102 Certificate Program Minimum Hrs. 43 Major Code: 1.2 510904R
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
EMS 250 Paramedic I	$\frac{10}{10}$	—

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
EMS 253 Paramedic IV	$\frac{12.5}{12.5}$	—

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
EMS 251 Paramedic II	$\frac{13}{13}$	—

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
EMS 252 Paramedic III	$\frac{7.5}{7.5}$	—

\* Students must complete EMT 111–Emergency Medical Technician I prior to entering the EMS program. Current Illinois EMT-Basic (EMT-B) or EMT-Intermediate (EMT-I) certification is required.

Graduates after January 1, 2013 will be eligible to sit for the Illinois Department of Public Health, EMT-Paramedic (EMT-P) licensing exam but ineligible to sit for the National Registry of Emergency Medical Technicians Exam (NREMT).

The Emergency Medical Services Certificate Program (EMS 0102) is an ICCB approved extension of the Emergency Medical Services AAS Degree (EMS 0101).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Emergency Medical Services Certificate Program \(EMS 0102\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/emergency_medical_services.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/emergency\\_medical\\_services.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/emergency_medical_services.pdf).

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**Effective Date: Fall 2012**

**Career Opportunities:** Graduates of the program will be eligible to sit for the Illinois Department of Public Health, EMT-Paramedic (EMT-P) licensing exam which is required for paramedic licensure in the state of Illinois. Licensed paramedics have employment opportunities in hospitals, ambulance services, fire departments, colleges and within various governmental programs.



**ENGINEERING SCIENCE**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum AES 0096  
 Associate in Engineering Science  
 Minimum Hrs. 68  
 Major Code: 1.1 140101P

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CHM 151 Chemical Principles	5	—
EGR 101 Engineering Graphics <sup>1</sup>	2	—
ENG 101 English Composition I <sup>2</sup>	3	—
MAT 131 Calculus I	5	—
Humanities Elective <sup>3</sup>	3	—
	18	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
MAT 202 Calculus III	3	—
PHY 202 Dynamics <sup>4</sup>	3	—
PHY 205 University Physics I	5	—
Elective <sup>3</sup>	4	—
Social Science Electives <sup>3</sup>	3	—
	18	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II <sup>2</sup>	3	—
MAT 201 Calculus II	5	—
PHY 201 Statics <sup>4</sup>	3	—
CPS Programming Course <sup>5</sup>	4	—
	15	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
MAT 205 Differential Equations	3	—
PHY 203 Mechanics of Solids <sup>6</sup>	3	—
PHY 206 University Physics II	5	—
PHY 214 Introduction to Circuit Analysis <sup>4</sup>	3	—
Humanities/Social Science Elective <sup>3</sup>	3	—
	17	

- <sup>1</sup> Not required for electrical or computer engineering majors. Students should substitute SPE 115.
- <sup>2</sup> Requires a grade of "C" or higher.
- <sup>3</sup> Students are encouraged to select at least one course in either the humanities/fine arts or the social/behavioral sciences that emphasizes non-Western cultures or minority cultures within the United States. Check with transfer institution for preferred list.
- <sup>4</sup> The specific engineering major requirements at the transfer institution vary. Student should consult with appropriate transfer institution catalog.
- <sup>5</sup> Students should select either CPS 203 or CPS 206 depending on the specific engineering concentration and the transfer institution requirements. See advisor for preferred course. Both CPS 203 and CPS 206 assume prior knowledge of programming (CPS 176 or equivalent is the prerequisite for both). Students must complete Calculus I with a grade of "C" or higher prior to CPS 203.
- <sup>6</sup> Students may substitute CHM 152, Chemical Principles with Qualitative Analysis, depending on specific engineering major requirements.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a bachelor degree in an Engineering option or specialization. This degree program is an IAI statewide articulated degree designed to keep students on a similar schedule to those who begin study in this field at an Illinois IAI participating institution. Since completion of this curriculum does not fulfill the requirements of the Illinois Transferable General Education Core Curriculum (IAI GECC), students will need to complete the remaining requirements for the IAI GECC after transfer to an Illinois IAI participating institution or complete that institutions general education requirements required for general graduation purposes. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean of Instruction and Vice President of Instruction. However, no substitutions are recommended since this an Illinois statewide articulated degree.

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university considering the variety of specializations and options in Engineering.

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**Effective Date: Fall 2013**

**Career Opportunities:** Engineering specializations in aerospace, civil, computer, electrical, environmental, industrial, manufacturing and mechanical.



**ENGINEERING TECHNOLOGY**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 63 Major Code: 1.1 150303B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 105	Anatomy and Physiology OR BIO 225 Genetics	3	___
ENG 101	English Composition 1 <sup>1</sup>	3	___
MAT 111	Pre-Calculus	5	___
PHS 101	Environmental Technology Humanities Elective	3 3	___ ___
		<u>17</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II <sup>1</sup>	3	___
MAT 131	Calculus I	5	___
SPE 115	Speech Social Science Elective	3 3	___ ___
		<u>14</u>	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
MAT 282	Statistics <sup>2</sup>	3	___
		<u>3</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Offered online summer only.

<sup>3</sup> See your advisor for appropriate electives.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2012**

**Career Opportunities:** electronics design engineer, field service engineer (telecom), hardware engineer I, senior engineering technician, sales engineer, test engineer, automation technician, electrical designer, power plant results engineer, electrical maintenance supervisor



**ENGLISH**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086
Associate in Arts
Minimum Hrs. 64
Major Code: 1.1 230101A

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
ENG 101 English Composition I <sup>1</sup>	3	___
HIS 101 Western Civilization I	3	___
PSC 131 American Government	3	___
Foreign Language	4	___
	<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
LIT 211 English Literature to 1750	3	___
LIT 231 American Literature: 1492 to 1865	3	___
LIT 281 Introduction to Mythology	3	___
MAT 120 Elementary Statistics	3	___
SPE 115 Speech	3	___
	<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 111 Art Appreciation	3	___
ENG 102 English Composition II <sup>1</sup>	3	___
MAT 113 Introduction to Contemporary Mathematics	3	___
PHS 105 Physics for Non-Science Majors	3	___
Foreign Language	4	___
	<u>16</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
HTH 110 Health Education	2	___
LIT 212 English Literature: Romanticism to Present	3	___
LIT 232 American Literature: 1865 to Present	3	___
PSY 132 General Psychology	3	___
SOC 215 Diversity in American Life	3	___
Life Science Elective OR	3	___
Physical Science Elective	17	___

<sup>1</sup> Requires a grade of "C" or higher.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2009**

**Career Opportunities:** Writer/Technical writer, business writer, English teacher, reporter/correspondent, proofreader, copy writer/editor, book reviewer, sales representative, marketing representative, public relations specialist, publicity writer, human resources specialist, advertising assistant, library associate, interpreter, translator.

**Major Employers:** Newspapers, magazines, publishing firms, radio and television stations, schools, colleges and universities, advertising and public relations firms, computer and other business services, insurance companies, law firms, non-profit and professional associations.



**ENGLISH EDUCATION\***  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 62 Major Code: 1.1 131305A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
CPS 111 Introduction to Technology for Educators	3	___
EDC 200 Introduction to Education	3	___
ENG 101 English Composition I	3	___
HTH 110 Health Education	2	___
SPE 115 Speech	3	___
	<u>17</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
EDC 202 Human Growth, Development and Learning	3	___
HIS 213 Eastern Civilizations OR PHL 200 Non-Western Philosophy	3	___
LIT 211 English Literature to 1750	3	___
PHS 103 Earth Science OR PHS 105 Physics for Non-Science Majors	3	___
PSC 131 American Government	<u>3</u>	___
	15	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
EDC 203 School and Society	3	___
ENG 102 English Composition II	3	___
LIT 232 American Literature: 1865 to Present	3	___
MAT 113 Introduction to Contemporary Mathematics OR MAT 120 Elementary Statistics	3	___
PSY 132 General Psychology	<u>3</u>	___
	15	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 111 Art Appreciation	3	___
HIS 202 United States History II	3	___
LIT 212 English Literature: Romanticism to Present	3	___
LIT 281 Introduction to Mythology	3	___
Science Elective	<u>3</u>	___
	15	

- \* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:
- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
  - Must earn a grade of "C" or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
  - May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0 = A). The minimum grade point average for consideration at SIU-C is 2.75.

Students who intend to pursue an English Education degree at Southern Illinois University - Carbondale should consider satisfying the foreign language requirement of the transfer institution while at John A. Logan College.

The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Summer 2012**

**Career Opportunities:** Middle school teacher, high school teacher.

**Major Employers:** Public school systems, private schools, government institutions.



**ENVIRONMENTAL RESOURCES AND GEOGRAPHY**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 63 Major Code: 1.1 150507B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 101	English Composition I <sup>1</sup>	3	___
GEO 112	Regional Geography	3	___
MAT 113	Introduction to Contemporary Mathematics	3	___
PHS 101	Environmental Technology	3	___
PSC 131	American Government OR	3	___
	HIS 201 United States History I OR	15	___
	HIS 202 United States History II		___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	___
ENG 102	English Composition II <sup>1</sup>	3	___
PHL 121	Introduction to Logic	3	___
PHS 100	Environmental Conservation	3	___
PHS 111	Environmental Technology II	3	___
SPE 115	Speech	3	___
		18	

Fall Only Courses:      Spring Only Courses:

PHS 106	PHS 100
PHS 222	PHS 107
	PHS 108
	PHS 111

<sup>1</sup> Requires a grade of "C" or higher.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2010**

**Career Opportunities:** Energy assessment technician, Geology technician, Environmental educator/field teacher, Environmental analyst, Air pollution analyst, Environmental consultant, Environmental lobbyist, Environmental journalist, Environmental planner, Natural resource specialist, EPA inspector, Conservationist, Resource analyst, Urban/regional planner, Sample collection and prep technician, Energy efficiency specialist, Geographer, Recycling coordinator, Social studies teacher, Weather forecaster, Emergency manager.

**Major Employers:** Government agencies, non-profit organizations, transportation and public utilities, research organizations, schools, colleges, universities, manufacturing agencies, construction industry, architecture industry, mining and energy industry.



**ENVIRONMENTAL STUDIES**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087  
 Associate in Science  
 Minimum Hrs. 62  
 Major Code: 1.1 150507C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 101 English Composition I <sup>1</sup>	3	___
MAT 131 Calculus 1	5	___
PHS 101 Environmental Technology	3	___
PSC 131 American Government OR	3	___
HIS 201 United States History I OR	14	___
HIS 202 United States History II		

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
PHS 106 Energy, Environment and Society	3	___
PHS 222 Environmental Geology	3	___
PHY 155 College Physics I	5	___
Fine Arts Elective	3	___
Humanities or Fine Arts Elective	3	___
	17	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 101 Biological Science for Science Majors I	4	___
ENG 102 English Composition II <sup>1</sup>	3	___
PHL 121 Introduction to Logic	3	___
PHS 111 Environmental Technology II	3	___
SPE 115 Speech	3	___
	16	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PHS 107 Weather and Climate	3	___
PHS 108 Intro. to Environmental Chemistry	3	___
PSC 213 World Affairs (Honors)	3	___
PSY 132 General Psychology	3	___
CPS Elective <sup>2</sup>	3-4	___
	15-16	

Fall Only Courses:      Spring Only Courses:

- |         |         |
|---------|---------|
| PHS 106 | PHS 107 |
| PHS 222 | PHS 108 |
|         | PHS 111 |

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Must satisfy Group VI Supportive Skills Requirements. Choose from CPS 102, CPS 111, CPS 176, or CPS 206.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2010**

**Career Opportunities:** Energy assessment technician, Geology technician, Environmental educator/field teacher, Environmental Regulatory Technician, Environmental analyst, Air pollution analyst, Environmental consultant, Environmental lobbyist, Environmental journalist, Environmental planner, Natural resource specialist, EPA inspector, Conservationist, Resource analyst, Urban/regional planner, Sample Collection and Prep Technician, Soil / Geotechnical Properties Technician / Analyst, Energy Efficiency Specialist.

**Major Employers:** Government agencies, non-profit organizations, transportation and public utilities, research organizations, schools, colleges, universities, manufacturing agencies, construction industry, architecture industry, mining and energy industry.



**FIRE SCIENCE SERVICES  
Degree Program**

Career Curriculum FSS 08FS  
Associate in Applied Science  
Minimum Hrs. 70  
Major Code: 1.2 430203C

This program is for students who are already functioning with a fire department and wish to participate in the certification program of the Illinois Office of the State Fire Marshal. Students must be employed by an Illinois fire department (full-time, part-time or volunteer) to be eligible for certification by the Office of the State Fire Marshal and to enroll in certain courses offered in this program.

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ART 111 Art Appreciation OR MUS 105 Music Appreciation OR SPE 113 Theater Appreciation	3	___
BIO 100 Biology for Non-Science Majors OR BIO 110 General Botany	3	___
FSS 103 Firefighter IIA	4	___
FSS 104 Firefighter IIB	4	___
FSS 105 Firefighter IIC	2	___
	<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 101 English Composition I <sup>1</sup>	3	___
FSS 106 Hazardous Materials: Awareness	1	___
FSS 107 Firefighter III	5	___
FSS 108 Management I	3	___
PSY 132 General Psychology OR SOC 133 General Sociology	3	___
	<u>15</u>	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
FSS 202 Fire Apparatus Engineer	3	___
MAT 113 Introduction to Contemporary Mathematics OR MAT 120 Elementary Statistics	3	___
SOC 215 Diversity in American Life	3	___
	<u>9</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> FSS Electives

CIS 101 Introduction to Computers	3	
FSS 201 Instructor II	3	
FSS 209 Hazardous Materials Technician A	3	

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Spring 2009**

**Additional Information:** This program was developed to capstone into the Fire Science Baccalaureate program at Southern Illinois University at Carbondale.

**Career Opportunities:** Employment opportunities exist at fire suppression companies, alarm companies, municipal, state, and federal fire organizations, and the U.S. Forest Service.





**FIRE SCIENCE SERVICES**  
**FIRE FIGHTER II**  
**Certificate Program**

Career Curriculum FSS 0802  
Certificate Program  
Minimum Hrs. 11  
Major Code: 1.2 430203Q

This program is for students who are already functioning with a fire department and wish to participate in the certification program of the Illinois Office of the State Fire Marshal. Students must be employed by an Illinois fire department (full-time, part-time or volunteer) to be eligible for certification by the Office of the State Fire Marshal and to enroll in certain courses offered in this program.

Dept. No.		Hrs.	Gr.
FSS 103	Firefighter II: Module A	4	___
FSS 104	Firefighter II: Module B	4	___
FSS 105	Firefighter II: Module C	2	___
FSS 106	Hazardous Materials: Awareness	<u>1</u>	___
		11	

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**Effective Date: Spring 2009**

**Career Opportunities:** Employment opportunities exist at fire suppression companies, alarm companies, municipal, state, and federal fire organizations, and the U.S. Forest Service. After the completion of this certificate firefighters will qualify for the Illinois State Fire Marshal's certification exam. Firefighter II certification will allow advancement opportunities and is a pre-requisite for Firefighter III training.



**FIRE SCIENCE SERVICES  
FIRE FIGHTER III  
Certificate Program**

Career Curriculum FSS 0803  
Certificate Program  
Minimum Hrs. 11  
Major Code: 1.2 430203S

This program is for students who are already functioning with a fire department and wish to participate in the certification program of the Illinois Office of the State Fire Marshal. Students must be employed by an Illinois fire department (full-time, part-time or volunteer) to be eligible for certification by the Office of the State Fire Marshal and to enroll in certain courses offered in this program.

Dept. No.		Hrs.	Gr.
FSS 107	Firefighter III	5	—
FSS 202	Fire Apparatus Engineer	3	—
FSS 206	Hazardous Materials: Operations	3	—
		11	

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**Effective Date: Spring 2009**

**Career Opportunities:** Employment opportunities exist at fire suppression companies, alarm companies, municipal, state, and federal fire organizations, and the U.S. Forest Service. After the completion of this certificate firefighters will qualify for the Illinois State Fire Marshal's certification exam. Firefighter III certification will allow advancement opportunities and is a pre-requisite for Fire Officer I training.



**FIRE SCIENCE SERVICES**  
**FIRE OFFICER I (On-Line)**  
**Certificate Program**

Career Curriculum FSS 0801  
Certificate Program  
Minimum Hrs. 15  
Major Code: 1.2 430203K

This program is for students who are already functioning with a fire department and wish to participate in the certification program of the Illinois Office of the State Fire Marshal. Students must be employed by an Illinois fire department (full-time, part-time or volunteer) to be eligible for certification by the Office of the State Fire Marshal and to enroll in certain courses offered in this program.

Dept. No.		Hrs.	Gr.
FSS 108	Management I	3	___
FSS 200	Fire Instructor I	3	___
FSS 204	Fire Prevention Principles	3	___
FSS 205	Tactics and Strategy I	3	___
FSS 208	Management II	<u>3</u>	___
		15	

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**Effective Date: Fall 2010**

**Career Opportunities:** Employment opportunities exist at fire suppression companies, alarm companies, municipal, state, and federal fire organizations, and the U.S. Forest Service. After the completion of this certificate firefighters will qualify for the Illinois State Fire Marshal's certification exam. Fire Officer I certification will allow advancement opportunities and includes instructor training to provide the district with qualified firefighter trainers.



**GRAPHICS DESIGN  
Degree Program**

Career Curriculum GRD 2004  
Associate in Applied Science  
Minimum Hrs. 66  
Major Code: 1.2 500409C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ART 101 Two Dimensional Design	3	___
ART 180 Drawing I	3	___
CIS 207 Computer Applications	3	___
ENG 101 English Composition I <sup>1</sup>	3	___
GRD 110 Graphics Design I	5	___
	17	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 290 Computer Art I	3	___
ART 296 Photography I	3	___
GRD 120 Graphics Design II	5	___
PSY 132 Psychology	3	___
SPE 115 Speech	3	___
	17	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
ATI 200 Applied Technologies Internship	3	___
	3	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ART 220 History of Art I OR ART 291 History of Photography	3	___
CIS 240 Web Page Design	3	___
GRD 210 Graphics Design III	5	___
IND 138 Industrial Seminar	1	___
MAT 113 Introduction to Contemporary Mathematics OR MAT 106 Technical Mathematics OR MAT 107 Technical Math with Applications OR MAT 120 Elementary Statistics	3-4 15-16	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 292 Computer Art II	3	___
CIS 210 Presentation Graphics	2	___
GRD 220 Animation	3	___
GRD 230 Video Production	3	___
MKT 224 Advertising	3	___
	14	

<sup>1</sup> Requires a grade of "C" or higher.

The Graphics Design AAS Degree (GRD 2004) is the parent program to:

- Graphics Design Certificate Program (GRD 0005)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2008  
rev. 10/2010**

**Career Opportunities:** The program will prepare graduates to enter the profession of Graphic Design in print shops, magazine companies, newspaper companies, television stations and other related industries. The needs for each company varies, but graphic designer's responsibilities may include the creation of graphics, photography, animation, page setup, layout, logo design, and web page design. The program is geared toward students desiring a career in graphics design, dislocated workers and incumbent workers desiring to upgrade their existing skills, as well as students with interest in artistic expression.

Beginning salaries are comparable to other technical careers with the possibility of advancement within a particular company. A job placement service is provided for all John A. Logan College graduates to help students find employment.



**GRAPHICS DESIGN  
Certificate Program**

Career Curriculum GRD 0005  
Certificate Program  
Minimum Hrs. 50  
Major Code: 1.2 500409J

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ART 101 Two Dimensional Design	3	___
ART 180 Drawing I	3	___
CIS 207 Computer Applications	3	___
GRD 110 Graphics Design I	5	___
	14	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ART 220 History of Art I OR ART 291 History of Photography	3	___
ATI 200 Applied Technologies Internship	1	___
CIS 240 Web Page Design	3	___
GRD 210 Graphics Design III	5	___
	12	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ART 290 Computer Art I	3	___
ART 296 Photography I	3	___
GRD 120 Graphics Design II	5	___
IND 138 Industrial Seminar	1	___
	12	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ARC 202 Presentation Drawings	3	___
ART 292 Computer Art II	3	___
GRD 220 Animation	3	___
MKT 224 Advertising	3	___
	12	___

The Graphics Design Certificate Program (GRD 0005) is an ICCB approved extension of the Graphic Design Associate in Applied Science Degree (GRD 2004).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Graphics Design Certificate Program \(GRD 0005\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/graphics_design.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/graphics\\_design.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/graphics_design.pdf)

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**Effective Date: Fall 2008  
Rev. 03/2012**

**Career Opportunities:** Graphic designers work for print shops, magazine companies, newspaper companies, advertising agencies, television stations and other related industries. The needs for each company vary, but a graphic designer's responsibilities may include the creation of graphics, photography, animation, page setup, layout, logo design, and web page design.

The certificate program is geared toward students desiring a career in graphics design, updating their existing skills, or having an interest in artistic expression. This program is ideal for dislocated or incumbent workers who wish to concentrate their education toward graphics design related classes.

Beginning salaries are comparable to other technical careers with the possibility for advancement within a particular company. A job placement service is provided for all John A. Logan College graduates to help students find employment.



**GREEN TECHNOLOGY  
Certificate Program**

Career Curriculum GRE 2010  
Certificate Program  
Minimum Hrs. 30  
Major Code: 1.2 150507J

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100	Biology for Non-Science Majors OR BIO 101 Biological Science for Science Majors I	3-4 —
ENG 101	English Composition I OR ENG 113 Professional Technical Writing	3 —
PHS 101	Environmental Technology	3 —
PHS 106	Energy, Environment and Society	3 —
PHS 222	Environmental Geology	3 —
		15-16

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PHS 100	Environmental Conservation	3 —
PHS 105	Physics for Non-Science Majors OR PHS 107 Weather & Climate	3 —
PHS 108	Intro. to Environmental Chemistry	3 —
PHS 111	Environmental Technology II Mathematics Elective <sup>1</sup>	3 —
		3-5 15-17

Fall Only Courses:      Spring Only Courses:

PHS 106	PHS 100
PHS 222	PHS 108
	PHS 111

<sup>1</sup> Consult with your academic advisor. Educational and career goals may determine the most appropriate mathematics course. Students intending to pursue an A.A. or A.S. degree or a baccalaureate degree at a later date should select from an IAI GECC MAT course including MAT 113, 116, 117, 120, 125, 131, 201, 202 or 282. Student not intending to pursue a degree could select from the above list or BUS 111, MAT 105, 106, 107, 108 or 111.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Green Technology Certificate Program \(GRE 2010\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/green_technology.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/green\\_technology.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/green_technology.pdf)

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**Effective Date: Fall 2010  
Rev. 03/2012**

**Career Opportunities:** Ecotourism, sustainability planners, recycling technicians, resource management, renewable energy technicians, and water resources technicians.



**HEALTH INFORMATION TECHNOLOGY\***  
**SICCM Cooperative Degree Program**

Career Curriculum HIT 0076  
 Associate in Applied Science  
 Minimum Hrs. 68  
 Major Code: 1.2 510707C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr. H
BIO 101	Biology for Science Majors	4	___
BUS 215	Introduction to Medical Terminology	3	___
CIS 101	Introduction to Computers	3	___
HIT 101	Introduction to Health Information	3	___
MAT 120	Elementary Statistics	3	___
		<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 101	English Composition I <sup>1</sup>	3	___
HIT 201	Health Data and Statistics	2	___
HIT 202	Clinical Practicum I	2	___
HIT 203	Management in Health Care	3	___
HIT 204	Coding	5	___
HIT 211	Medico Legal Aspects	2	___
		<u>17</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 105	Human Anatomy and Physiology	3	___
BUS 216	Advanced Medical Terminology	3	___
BUS 261	HIT Transcription	3	___
HIT 102	Health Records Systems	3	___
HIT 103	Health Records Systems Lab	1	___
HIT 215	Fundamentals of Medical Science	4	___
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
HIT 210	CPT Coding	3	___
HIT 212	Quality Management	3	___
HIT 213	Clinical Practicum II	2	___
HIT 214	Health Information in Non-Traditional Setting	2	___
HIT 216	Reimbursement Management	2	___
SPE 115	Speech	3	___
	Elective <sup>2</sup>	3	___
		<u>18</u>	

\* Retention in the HIT program requires that the HIT student earn a grade of “C” or better in all HIT classes and maintain an overall GPA of 2.0 (“C” or better). If a student fails any one of the HIT courses, the course must be repeated with a passing grade (“A”, “B”, or “C”). HIT courses are only offered once a year, so the student will have to wait to take courses until a prerequisite course has been completed with a passing grade. All courses must be taken in sequence as specified by course prerequisites unless permission is granted by the program director.

Program prerequisite: BUS 116 or 117. Entering students will be tested for typing proficiency based on a three-minute timing. Students must type 30 wpm/3 errors allowed. Success on the typing proficiency will replace BUS 116 or 117.

Students interested in pursuing the Health Care Management Capstone Option at SIUC should, in addition, consider completing one or more of the following course equivalents to the HCM degree requirements: ECO 202 and PSY 132 to satisfy the six hour Social Science requirement for Capstone at SIUC.

<sup>1</sup> Requires a grade of “C” or higher.

<sup>2</sup> Elective (Humanities/Fine Arts OR Social/Behavioral Sciences) must be an IAI (Illinois Articulation Initiative) approved course.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2011  
 rev. 11/2012**

**Additional Information:**

The applicant should contact the Assessment Office of the College and request an admissions packet to the Health Information Technology Program. The steps to be followed are specified in the packet.

The health information technology major in Applied Science is offered at the community colleges through the Southern Illinois Collegiate Common Market (SICCM). Students are admitted from each college (John A. Logan, Rend Lake, Southeastern Illinois, Shawnee Community). Students take general education courses on their own campuses and HIT courses together in a central classroom.

The health information technician possesses both administrative and technical skills necessary to maintain components of health record systems consistent with the medical, administrative, ethical, legal, accreditation, and regulatory requirements of the health care delivery system. The individual plays an important role in ensuring the health care facility receives maximum reimbursement for treatment rendered. Since reimbursement is based on the diagnoses listed in the medical record, this is accomplished by analyzing and coding the medical record accurately.

Health information technicians have traditionally been employed in hospitals. However, with changing health care needs, professionals have chosen careers in physicians' group practices, managed care groups, home health care, hospices, long-term care, and ambulatory surgery. Additionally, careers in health information management go beyond health care facilities. Professionals work in insurance companies, peer review organizations, accounting firms, consulting companies, law firms, computer equipment companies, prisons, and contracted service agencies.

The SICCM Health Information Technology Program is accredited by the Commission of Accreditation of Health Informatics and Information Management (CAHIIM) of the American Health Information Management Association (AHIMA), 233 N. Michigan Avenue, Suite 2150, Chicago, Illinois 60601-5800, (312) 233-1100, Fax (312) 233-1090. Graduates of the program will qualify to sit for the national certification examination. Successful completion of this exam confers the title of Registered Health Information Technician.

**Career Opportunities:** Employment in hospitals, physicians' group practices, managed care groups, home health care, hospices, long-term care, and ambulatory surgery, employment with insurance companies, peer review organizations, accounting firms, consulting companies, law firms, computer equipment companies, prisons, and contracted service agencies.





**HEATING AND AIR CONDITIONING  
Degree Program**

Career Curriculum HAC0095  
Associate in Applied Science  
Minimum Hrs. 70  
Major Code: 1.2 470201C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	___
HAC 121	Heating I	4	___
MAT 113	Introduction to Contemporary Mathematics OR	3	___
	MAT 105 Vocational Mathematics OR		
	MAT 120 Elementary Statistics		
PSY 132	General Psychology	3	___
WEL 150	Oxy-Acetylene Fusion Welding I	1	___
WEL 152	Brazing and Soldering	1	___
		<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
HAC 105	Basic Sheet Metal Layout	3	___
HAC 107	Electrical Controls and Circuitry	3	___
HAC 122	Heating II	4	___
HAC 131	Refrigeration & Air Conditioning I	4	___
PSY 110	College Success and Career Planning OR	3	___
	ATI 200 Applied Technologies Internship	17	___

**FIRST YEAR – SUMMER SEMESTER OPTIONAL**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>1</sup> OR PSY 110 College Success and Career Planning <sup>1</sup>	3	___

Fall Only Courses:

ELT 102  
HAC 106  
HAC 121  
HAC 132  
HAC 222  
HAC 240

Spring Only Courses:

ELT 150      HAC 142  
ELT 224      HAC 207  
HAC 105      HAC 279  
HAC 107  
HAC 122  
HAC 131

<sup>1</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

<sup>2</sup> Requires a grade of "C" or higher.

The Heating and Air Conditioning Degree Program (HAC0095) is the parent program to:

- Heating and Air Electrical Specialist Certificate Program (HAC 0097)
- Residential Cooling and Refrigeration Certificate Program (HAC 0098)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Additional Information:** This program prepares students for careers in the heating and air conditioning industry. The curriculum provides theory as well as sufficient laboratory experience to prepare graduates for immediate employment. Students will be trained for competency in installing, operating, troubleshooting, and maintaining all types of environmental control equipment. The graduate will receive an AAS degree.

All students registered for heating and air conditioning classes will be required to furnish a basic tool set. The basic tool set will be necessary by the beginning of the fifth week of the semester. The set includes the following:

**Nutdrivers**

- Nutdriver ND5 ¼"
- Nutdriver ND7 5/16"
- Manifold Gauge Set

**Pliers**

- 7" Diagonal Pliers
- 7 ½" Longnose Pliers
- 6" Slip Joint Pliers
- ARC Joint 9-1/2" Pliers

**Screwdrivers**

- Phillips Stubby Screwdriver
- #2 x 4" Phillips Screwdriver
- Flat Stubby Screwdriver
- 3/16" x 6" Slotted Screwdriver
- 5/16" x 6" Slotted

**Sockets**

- 1/4" Socket Set
- 3/8" Socket Set

**Wrenches**

- 6" Adjustable Wrench
- 8" Adjustable Wrench
- 10" Adjustable Wrench
- 12" Adjustable Wrench
- Hex Wrench Set
- Service Valve Wrench

**Additional Tools**

- Wire Strippers
- AW Sperry SPR Clamp-On Amp Meter
- UEI M110A Multimeter
- Pocket Thermometer
- Inspection Mirror
- Sling Psychrometer
- Red and Green Tin Snips
- Tinners Hammer
- Dividers

Note: Costs of supplies vary by supplier. Tools may be purchased at Sears, Snap-On, True Value, etc.

**Career Opportunities:** Technician, installer, maintenance, service manager, self-employment.



## HEATING AND AIR CONDITIONING Certificate Program

Career Curriculum HAC0006  
Certificate Program  
Minimum Hrs. 45  
Major Code: 1.2 470201J

### FIRST YEAR – FALL SEMESTER

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	___
HAC 121	Heating I	4	___
MAT 113	Introduction to Contemporary Mathematics OR	3	___
	MAT 105 Vocational Mathematics OR		
	MAT 120 Elementary Statistics		
WEL 150	Oxy-Acetylene Fusion Welding I	1	___
WEL 152	Brazing and Soldering	1	___
		<u>13</u>	

### FIRST YEAR – SPRING SEMESTER

Dept. No.		Hrs.	Gr.
ELT 224	Power Distribution and Motors	3	___
HAC 105	Basic Sheet Metal Layout	3	___
HAC 107	Electrical Controls and Circuitry	3	___
HAC 122	Heating II	4	___
HAC 131	Refrigeration & Air Conditioning I	4	___
		<u>17</u>	

### SECOND YEAR – FALL SEMESTER

Dept. No.		Hrs.	Gr.
HAC 106	Advanced Sheet Metal Layout	2	___
HAC 132	Refrigeration & Air Conditioning II	4	___
HAC 222	Advanced Heating Systems	3	___
HAC 240	Installation of HVAC Systems	3	___
PSY 110	College Success and Career Planning OR	3	___
	ATI 200 Applied Technologies Internship	<u>15</u>	

### SUMMER SEMESTER (OPTIONAL)

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>1</sup> OR PSY 110 College Success and Career Planning <sup>1</sup>	3	___

<sup>1</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The Heating and Air Conditioning Certificate Program (HAC 0006) is the parent program to:

- Heating and Air Conditioning Installer Certificate Program (HAC 2006)

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Heating and Air Conditioning Certificate Program \(HAC 0006\)](#). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer/information/pdfs/gainful\\_employment/heating\\_and\\_air\\_conditioning.pdf](http://www.jalc.edu/consumer/information/pdfs/gainful_employment/heating_and_air_conditioning.pdf)

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2010  
Rev. 01/2013**

**Additional Information:** This program prepares students for careers in the heating and air conditioning industry. The curriculum provides theory as well as sufficient laboratory experience to prepare graduates for immediate employment. Students will be trained for competency in installing, operating, troubleshooting, and maintaining all types of environmental control equipment. The graduate will receive a Certificate of Achievement.

All students registered for heating and air conditioning classes will be required to furnish a basic tool set. The basic tool set will be necessary by the beginning of the fifth week of the semester. The set includes the following:

#### Sockets

- 1/4" Socket Set

#### Screwdrivers

- Phillips Stubby Screwdriver
- #2 x 4" Phillips Screwdriver
- Flat Stubby Screwdriver
- 3/16" x 6" Slotted Screwdriver
- 5/16" x 6" Slotted Screwdriver

#### Nutdrivers

- Nutdriver ND5 1/4"
- Nutdriver ND7 5/16"

#### Pliers

- Sidecutters
- 7 1/2" Longnose Pliers
- Channel Locks

#### Wrenches

- 6" Adjustable Wrench
- 8" Adjustable Wrench
- 10" Adjustable Wrench
- 12" Adjustable Wrench
- Hex Wrench Set
- Service Valve Wrench
- Combination Wrench Set 1/4" to 3/4"

#### Additional Tools

- Wire Strippers
- Clamp-On Amp Meter
- Digital Multimeter (must read D.C. microamps-MA)
- Manifold Gauge Set
- Pocket Thermometer
- Inspection Mirror
- Sling Psychrometer
- Red and Green Tin Snips
- Tinnerns Hammer
- Dividers

Note: Cost varies from different suppliers. Tools may be purchased at Sears, Snap-On, True Value, etc.

**Career Opportunities:** Technicians, installers or maintenance personnel.



## HEATING AND AIR CONDITIONING INSTALLER Certificate Program

Career Curriculum HAC 2006  
Certificate Program  
Minimum Hrs. 15  
Major Code: 1.2 470201S

Dept.	No.		Hrs.	Gr.
ELT	102	Basic Electricity and Wiring	4	—
HAC	121	Heating I	4	—
HAC	131	Refrigeration & Air Conditioning I	4	—
HAC	240	Installation of HVAC Systems	<u>3</u>	—
			15	

The Heating and Air Conditioning Installer Certificate Program (HAC 2006) is an ICCB approved extension of the Heating and Air Conditioning Certificate Program (HAC 0006).

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2010**

**Career Opportunities:** Technician, installer, maintenance, service manager, self-employment.



**HEATING AND AIR CONDITIONING  
HEATING AND AIR ELECTRICAL SPECIALIST  
Certificate Program**

Career Curriculum HAC0097  
Certificate Program  
Minimum Hrs. 14  
Major Code: 1.2 470201Q

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring*	4	___
ELT 150	Applied Solid State Electronics	4	___
ELT 224	Power Distribution and Motors	3	___
HAC 107	Electrical Controls and Circuitry	<u>3</u>	___
		14	

\*ELT 102 for HAC Majors.

The Heating and Air Electrical Specialist Certificate Program (HAC0097) is an ICCB approved extension of the Heating and Air Conditioning AAS Degree Program (HAC 0095).

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2010**

**Career Opportunities:** Technician, installer, maintenance, service manager, self-employment.



**HEATING AND AIR CONDITIONING  
RESIDENTIAL COOLING AND REFRIGERATION  
Certificate Program**

Career Curriculum HAC 0098  
Certificate Program  
Minimum Hrs. 19  
Major Code: 1.2 470201T

Dept. No.			Hrs.	Gr.
ELT 102	Basic Electricity and Wiring *		4	___
HAC 107	Electrical Controls and Circuitry		3	___
HAC 131	Refrigeration & Air Conditioning I		4	___
HAC 132	Refrigeration & Air Conditioning II		4	___
HAC 142	Commercial Refrigeration		<u>4</u>	___
			19	

\*ELT 102 for HAC Majors.

The Residential Cooling and Refrigeration Certificate Program (HAC 0098) is an ICCB approved extension of the Heating and Air Conditioning AAS Degree (HAC 0095).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Residential Cooling and Refrigeration Certificate Program \(HAC 0098\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/residential_cooling_and_refrigeration.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/residential\\_cooling\\_and\\_refrigeration.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/residential_cooling_and_refrigeration.pdf)

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**Effective Date: Fall 2010  
Rev. 03/2012**

**Career Opportunities:** Technician, installer, maintenance, service manager, self-employment.



**HISTORY**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 64 Major Code: 1.1 540101A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
HIS 201	United States History I	3	___
MAT 108	College Algebra	3	___
PSY 132	General Psychology	3	___
		<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II <sup>1</sup>	3	___
HIS 202	United States History II	3	___
PHS 105	Physics for Non-Science Majors	3	___
SPE 115	Speech	3	___
	Fine Arts Elective	3	___
		<u>15</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ANT 111	Anthropology OR ANT 216 Cultural Anthropology	3	___
HIS 103	World Civilizations I	3	___
HIS 213	Eastern Civilizations	3	___
HTH 110	Health Education	2	___
	Foreign Language	4	___
	Life Science Elective OR	3	___
	Physical Science Elective	<u>18</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
HIS 104	World Civilizations II	3	___
PSC 131	American Government	3	___
	Foreign Language	4	___
	Humanities OR Fine Arts Elective	3	___
	Mathematics Elective	3	___
		<u>16</u>	

<sup>1</sup> Requires a grade of "C" or higher.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2009**

**Career Opportunities:** Education, museums, archives, tourism/travel, research, public administration, libraries, writing, editing, and program planning.

**Major Employers:** Federal, state and local government agencies, museums, archives, libraries, regional planning commissions, colleges and universities, schools, historical societies, business and industry, publishing firms, newspapers, community agencies, private foundations, travel agencies.



**HISTORY EDUCATION\***  
**Toward an Illinois Social Science Teachers Certificate**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086
Associate in Arts
Minimum Hrs. 62
Major Code: 1.1 131328A

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
EDC 200 Introduction to Education	3	___
ENG 101 English Composition I	3	___
HTH 110 Health Education	2	___
MAT 113 Introduction to Contemporary Mathematics	3	___
	<u>14</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ANT 111 Anthropology	3	___
GEO 215 Survival of Humans: Environmental Studies	3	___
HIS 102 Western Civilizations II	3	___
PSC 131 American Government	3	___
SPE 115 Speech	3	___
Fine Arts Elective	3	___
	<u>18</u>	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II	3	___
HIS 101 Western Civilizations I	3	___
MAT 120 Elementary Statistics	3	___
PHS 103 Earth Science OR PHS 105 Physics for Non-Science Majors	3	___
PSY 132 General Psychology	3	___
	<u>15</u>	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ECO 201 Introduction to Macroeconomics	3	___
EDC 202 Human Growth, Development and Learning	3	___
EDC 203 Schooling in a Diverse Society	3	___
SOC 215 Diversity in American Life Social Science Elective <sup>1</sup>	3	___
	<u>15</u>	___

- \* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:
- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
  - Must earn a grade of “C” or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
  - May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0 = A). The minimum grade point average for consideration at SIU-C is 2.75.

The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> Students may choose from HIS 201, HIS 202, GEO 112, PSC 212 or SOC 133.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean of Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Summer 2012**

**Career Opportunities:** Education, museums, archives, tourism/travel, research, public administration, libraries, writing, editing, and program planning.

**Major Employers:** Federal, state and local government agencies, museums, archives, libraries, regional planning commissions, colleges and universities, schools, historical societies, business and industry, publishing firms, newspapers, community agencies, private foundations, travel agencies.





**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	___
ELT 125	Energy Auditing & Thermography	4	___
ELT 143	Renewable Energy Principles	3	___
HAC 121	Heating I	4	___
		15	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 224	Power Distribution and Motors	3	___
ELT 243	Renewable Energy Systems	3	___
ELT 260	Introduction to Hydropower	3	___
PHS 100	Environmental Conservation OR	3	___
	PHS 101 Environmental Technology	12	___

**FIRST YEAR – SUMMER SEMESTER (OPTIONAL)**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>1</sup> OR PSY 110 College Success and Career Planning <sup>1</sup>	1-3	___

**Fall Only Courses    Spring Only Courses**

ELT 102	ELT 224
ELT 125	ELT 243
ELT 143	ELT 260
HAC 121	

<sup>1</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The Energy Efficiency Certificate Program (GRE 2011) is an ICCB approved extension of the Energy Management Systems Certificate Program (GRE 2008).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Energy Efficiency Certificate Program \(GRE 2011\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/energy_efficiency.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/energy\\_efficiency.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/energy_efficiency.pdf)

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**Effective Date: Spring 2013**

All students in this program will be required to furnish a basic tool set. The set includes the following:

**Screwdrivers**

- #2 Phillips Screwdriver
- ¼" Standard Screwdriver

**Pliers**

- Needle Nose Pliers
- Side Cutter (Diagonal) Pliers
- Lineman’s Pliers

**Additional Tools**

- Pocket Knife for Stripping Cable (Lock-Back) or Cable Stripper
- Wire Strippers
- Digital Multimeter (DMM) - must measure volts, ohms, and milli-amps

Note: Cost varies from different suppliers.

**Career Opportunities:** Energy Auditor, Energy Analysis Tech, HVAC Energy Efficiency Specialist.



**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ELT 102 Basic Electricity and Wiring	4	___
ELT 125 Energy Auditing & Thermography	4	___
HAC 121 Heating 1	4	___
PHS 101 Environmental Technology	3	___
	<u>15</u>	

**SUMMER SEMESTER (OPTIONAL)**

Dept. No.	Hrs.	Gr.
ATI 200 Applied Technologies Internship <sup>1</sup>	3	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CMG 107 Construction Document Interpretation	3	___
ELT 243 Renewable Energy Systems	3	___
HAC 241 Building Systems Performance	3	___
IDM 120 Safety and Environmental Management	2	___
PHS 100 Environmental Conservation	3	___
	<u>14</u>	

<sup>1</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Energy Management Systems Certificate Program \(GRE 2008\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/energy_management_systems.pdf). You can also access this information by typing the following URL into your browser’s address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/energy\\_management\\_systems.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/energy_management_systems.pdf)

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Additional Information:** This program prepares students for careers in the heating and air conditioning industry. The curriculum provides theory as well as sufficient laboratory experience to prepare graduates for immediate employment. Students will be trained for competency in installing, operating, troubleshooting, and maintaining all types of environmental control equipment. The graduate will receive a Certificate of Achievement.

All students registered for heating and air conditioning classes will be required to furnish a basic tool set. The basic tool set will be necessary by the beginning of the fifth week of the semester. The set includes the following:

**Sockets**

- 1/4" Socket Set

**Screwdrivers**

- Phillips Stubby Screwdriver
- #2 x 4" Phillips Screwdriver
- Flat Stubby Screwdriver
- 3/16" x 6" Slotted Screwdriver
- 5/16" x 6" Slotted Screwdriver

**Nutdrivers**

- Nutdriver ND5 1/4"
- Nutdriver ND7 5/16"

**Pliers**

- Sidecutters
- 7 1/2" Longnose Pliers
- Channel Locks

**Wrenches**

- 6" Adjustable Wrench
- 8" Adjustable Wrench
- 10" Adjustable Wrench
- 12" Adjustable Wrench
- Hex Wrench Set
- Service Valve Wrench
- Combination Wrench Set 1/4" to 3/4"

**Additional Tools**

- Wire Strippers
- Clamp-On Amp Meter
- Digital Multimeter (must read D.C. microamps-MA)
- Manifold Gauge Set
- Pocket Thermometer
- Inspection Mirror
- Sling Psychrometer
- Red and Green Tin Snips
- Tinners Hammer
- Dividers

Note: Cost varies from different suppliers. Tools may be purchased at Sears, Snap-On, True Value, etc.

**Career Opportunities:** Energy Auditor, Energy Analysis Tech., Estimator for HVAC



**HVAC GREEN TECHNOLOGIES  
Certificate Program**

Career Curriculum GRE 2009  
Certificate Program  
Minimum Hrs. 39  
Major Code: 1.2 150503-J

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ELT 102 Basic Electricity and Wiring	4	___
HAC 121 Heating I	4	___
MAC 180 Blueprint Reading	3	___
PHS 101 Environmental Technology	<u>3</u>	___
	14	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ELT 125 Energy Auditing & Thermography	4	___
HAC 222 Advanced Heating Systems	3	___
HAC 240 Installation of HVAC Systems	3	___
PHS 106 Energy, Environment and Society	<u>3</u>	___
	13	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ELT 243 Renewable Energy Systems	3	___
HAC 122 Heating II	4	___
HAC 241 Building Systems Performance	3	___
IDM 120 Safety and Environmental Management	<u>2</u>	___
	12	___

PHS 111 is not a required course, but recommended especially for students who want to transfer into Technical Resource Management or Mechanical Engineering.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–HVAC Green Technologies Certificate Program \(GRE 2009\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/hvac_green_Technologies.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/hvac\\_green\\_Technologies.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/hvac_green_Technologies.pdf)

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
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**Effective Date: Fall 2013**

**Additional Information:** This program prepares students for careers in the heating and air conditioning industry. The curriculum provides theory as well as sufficient laboratory experience to prepare graduates for immediate employment. Students will be trained for competency in installing, operating, troubleshooting, and maintaining all types of environmental control equipment. The graduate will receive a Certificate of Achievement.

All students registered for heating and air conditioning classes will be required to furnish a basic tool set. The basic tool set will be necessary by the beginning of the fifth week of the semester. The set includes the following:

**Sockets**

- 1/4" Socket Set

**Screwdrivers**

- Phillips Stubby Screwdriver
- #2 x 4" Phillips Screwdriver
- Flat Stubby Screwdriver
- 3/16" x 6" Slotted Screwdriver
- 5/16" x 6" Slotted Screwdriver

**Nutdrivers**

- Nutdriver ND5 1/4"
- Nutdriver ND7 5/16"

**Pliers**

- Sidecutters
- 7 1/2" Longnose Pliers
- Channel Locks

**Wrenches**

- 6" Adjustable Wrench
- 8" Adjustable Wrench
- 10" Adjustable Wrench
- 12" Adjustable Wrench
- Hex Wrench Set
- Service Valve Wrench
- Combination Wrench Set 1/4" to 3/4"

**Additional Tools**

- Wire Strippers
- Clamp-On Amp Meter
- Digital Multimeter (must read D.C. microamps-MA)
- Manifold Gauge Set
- Pocket Thermometer
- Inspection Mirror
- Sling Psychrometer
- Red and Green Tin Snips
- Tinnerns Hammer
- Dividers

Note: Cost varies from different suppliers. Tools may be purchased at Sears, Snap-On, True Value, etc.

**Career Opportunities:** HVAC Green Sales, Energy auditor, Energy Analysis Tech., HVAC Maintenance Tech.



**HVAC PERFORMANCE SYSTEMS  
Certificate Program**

Career Curriculum GRE 2013  
Certificate Program  
Minimum Hrs. 44  
Major Code: 1.2 150503

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	___
HAC 121	Heating I	4	___
HAC 140	Weatherization	3	___
MAT 113	Introduction to Contemporary Mathematics OR	3-4	___
	MAT 106 Technical Mathematics OR	14-15	___
	MAT 120 Elementary Statistics		

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 125	Energy Auditing & Thermography	4	___
ENG 101	English Composition I <sup>1</sup> OR	3	___
	ENG 113 Professional Technical Writing <sup>1</sup>		
HAC 240	Installation of HVAC Systems	3	___
MAC 180	Blueprint Reading	3	___
		13	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 224	Power Distribution and Motors	3	___
HAC 122	Heating II	4	___
HAC 131	Refrigeration and Air Conditioning I	4	___
HAC 224	Geothermal Systems	3	___
HAC 241	Building Systems and Performance	3	___
		17	

**SUMMER SEMESTER (OPTIONAL)**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship OR	1-3	___
	PSY 110 College Success and Career Planning		
<b>Fall Only Courses</b>			
ELT 102	HAC 121		
ELT 125	HAC 140		
	HAC 240		
<b>Spring Only Courses</b>			
ELT 224	HAC 224		
HAC 122	HAC 241		
HAC 131			

<sup>1</sup> Requires a grade of "C" or higher.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–HVAC Performance Systems Certificate Program \(GRE 2013\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/hvac_performance_systems.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/hvac\\_performance\\_systems.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/hvac_performance_systems.pdf)

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Summer 2013**

**Additional Information:** This program prepares students for careers in the heating and air conditioning industry with an emphasis on energy efficiency, pollution reduction, and building retrofitting. The curriculum provides theory as well as sufficient laboratory experience to prepare graduates for immediate employment. Students will be trained for competency in maintaining all types of environmental control equipment and may become specialized HVAC technicians with specific accreditations such as Building Performance Institute, Inc. Certification (BPI) and be nationally qualified for residential energy efficiency retrofitting.

All students registered for heating and air conditioning classes will be required to furnish a basic tool set. The basic tool set will be necessary by the beginning of the fifth week of the semester. The set includes the following:

**Sockets**

- 1/4" Socket Set

**Screwdrivers**

- Phillips Stubby Screwdriver
- #2 x 4" Phillips Screwdriver
- Flat Stubby Screwdriver
- 3/16" x 6" Slotted Screwdriver
- 5/16" x 6" Slotted Screwdriver

**Nutdrivers**

- Nutdriver ND5 1/4"
- Nutdriver ND7 5/16"

**Pliers**

- Sidecutters
- 7 1/2" Longnose Pliers
- Channel Locks

**Wrenches**

- 6" Adjustable Wrench
- 8" Adjustable Wrench
- 10" Adjustable Wrench
- 12" Adjustable Wrench
- Hex Wrench Set
- Service Valve Wrench
- Combination Wrench Set 1/4" to 3/4"

**Additional Tools**

- Wire Strippers
- Clamp-On Amp Meter
- Digital Multimeter (most read D.C. microamps-MA)
- Manifold Gauge Set
- Pocket Thermometer
- Inspection Mirror
- Sling Psychrometer
- Red and Green Tin Snips
- Tinnerns Hammer
- Dividers

Note: Cost varies from different suppliers. Tools may be purchased at Sears, Snap-On, True Value, etc.

**Career Opportunities:** HVAC Installer or Technician, Maintenance Service Manager, HVAC Energy Efficiency Specialist, Geothermal Technicians, Weatherization Installers, Maintenance and Repair Workers, and Existing Building Retrofitter.



**INDUSTRIAL MAINTENANCE ENGINEERING  
Degree Program**

Career Curriculum 00ELT3012  
Associate in Applied Science  
Minimum Hrs. 67  
Major Code: 1.2 150612C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	—
ELT 111	Digital Electronics	6	—
MAT 113	Introduction to Contemporary Mathematics OR MAT 106 Technical Mathematics OR MAT 111 Pre-Calculus OR MAT 120 Elementary Statistics	3-5	—
MFT 103	Industrial Robots & PLCs	3	—
		<u>16-18</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 103	Applied DC/AC Circuits	4	—
ELT 150	Applied Solid State Electronics	4	—
MFT 201	PLC Manufacturing Systems	3	—
PHY 155	College Physics I	5	—
PSY 132	General Psychology	3	—
		<u>19</u>	

**OPTIONAL**

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>1</sup>	3	—

<sup>1</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

<sup>2</sup> Requires a grade of "C" or higher.

<sup>3</sup> Electives:

- CPS 176 Introduction to Computer Programming 4
- DRT 185 Computer Graphics 1 2
- ELT 200 Introduction to Microprocessors 5
- ELT 236 Introduction to Fiber Optics 3
- IDM 207 Building Mechanics and Maintenance 4

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CIS 207	Computer Applications	3	—
ELT 151	Applied Solid State Circuits	4	—
ENG 101	English Composition I <sup>2</sup> OR ENG 113 Professional Technical Writing <sup>2</sup>	3	—
IDM 210	Hydraulics & Pneumatics	4	—
SPE 115	Speech	3	—
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 220	Linear Integrated Circuits	5	—
ELT 224	Power Distribution and Motors	3	—
IDM 120	Safety & Environmental Management	2	—
MAC 180	Blue Print Reading Technical Electives <sup>3</sup>	3	—
		<u>15-18</u>	

Fall only courses:

- ELT 102
- ELT 111
- ELT 151
- IDM 210
- MFT 103

Spring only courses:

- ELT 103
- ELT 150
- ELT 224
- IDM 120
- IDM 207
- MFT 201

The Industrial Maintenance Engineering AAS Degree (00ELT3012) is an ICCB approved extension of the Electronics Technology AAS Degree (00ELT3010) and is the parent program to:

- Industrial PLC Systems Certificate (00ELT3013)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Spring 2013  
rev. 01/2013**

**Career Opportunities:** Industrial Maintenance Engineering technicians solve technical problems in research and development, manufacturing, sales, construction, inspection, and maintenance. In manufacturing, the Industrial Maintenance Engineering technician many assist engineers and scientists, especially in research and development. Duties many include quality control, inspecting products and processes, conducting tests, repairing and maintaining of industrial equipment or collecting data.



**INDUSTRIAL MAINTENANCE ENGINEERING  
INDUSTRIAL CONTROLS  
Certificate Program**

Career Curriculum IDM000700  
Certificate Program  
Minimum Hrs. 15  
Major Code: 1.2 470105Q

Dept. No.			Hrs.	Gr.
ELT 102	Basic Electricity and Wiring		4	___
ELT 150	Applied Solid State Electronics		4	___
ELT 224	Power Distribution and Motors		3	___
MAT 106	Technical Mathematics		<u>4</u>	___
			15	

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**Effective Date: Fall 2010**

**Career Opportunities:** Plant maintenance positions, industrial maintenance technician in hospitals, medical facilities, schools, manufacturing companies, industrial companies, motel chains, government agencies, mining industry.



**INDUSTRIAL MAINTENANCE ENGINEERING  
INDUSTRIAL ELECTRONICS MAINTENANCE  
Certificate Program**

Career Curriculum 00ELT1010 Certificate Program Minimum Hrs. 43 Major Code: 1.2 150303J
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**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	—
IDM 210	Hydraulics and Pneumatics	4	—
MAT 120	Elementary Statistics OR MAT 113 Introduction to Contemporary Mathematics OR MAT 106 Technical Mathematics	3-4	—
MFT 103	Industrial Robots and PLCs	<u>3</u>	—
		14-15	

**OPTIONAL**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>1</sup>	1-3	—

**SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 103	Applied DC/AC Circuits	4	—
ELT 150	Applied Solid State Electronics	4	—
ELT 224	Power Distribution and Motors	3	—
IDM 120	Safety and Environmental Management	2	—
MFT 201	PLC Manufacturing Systems	<u>3</u>	—
		16	

**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 111	Digital Electronics	6	—
ELT 151	Applied Solid State Circuits	4	—
MAC 180	Blueprint Reading	<u>3</u>	—
		13	

<sup>1</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet—Industrial Electronics Maintenance Certificate Program \(00ELT1010\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/industrial_electronics_maintenance.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/industrial\\_electronics\\_maintenance.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/industrial_electronics_maintenance.pdf)

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**Effective Date: Fall 2011  
rev. 01/2013**

**Additional Information:** This is a certificate program that emphasizes DC/AC fundamentals, solid state electronics, and industrial electronics applications. Upon completion of this program, the student will be awarded a certificate in industrial electronics maintenance. For students entering the program with prior education or on-the-job experience, it is possible to test out of the basic courses. For additional information, students should see their advisor or the chairperson of the Applied Technologies.

**Career Opportunities:** The graduate of this program will be qualified for an entry level position in any industrial setting as an industrial electronics maintenance specialist.



**INDUSTRIAL MAINTENANCE ENGINEERING  
INDUSTRIAL PLC SYSTEMS  
Certificate Program**

Career Curriculum 00ELT3013 Certificate Program Minimum Hrs. 29 Major Code: 1.2 150303X
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**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 102	Basic Electricity and Wiring	4	___
IDM 210	Hydraulics & Pneumatics	4	___
MAT 113	Introduction to Contemporary Mathematics OR MAT 106 Technical Mathematics OR MAT 111 Pre-Calculus OR MAT 120 Elementary Statistics	3-5	___
MFT 103	Industrial Robots and PLCs	<u>3</u> 14-16	___

**SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 150	Applied Solid State Electronics	4	___
ELT 224	Power Distribution and Motors	3	___
IDM 120	Safety & Environmental Management	2	___
MFT 201	PLC Manufacturing Systems	3	___
PHY 121	Technical Physics	<u>3</u> 15	___

Fall only courses:

ELT 102  
IDM 210  
MFT 103

Spring only courses:

ELT 150  
ELT 224  
IDM 120  
MFT 201

The Industrial PLC Systems Certificate Program (00ELT3013) is an ICCB approved extension of the Industrial Maintenance Engineering AAS Degree (00ELT3012) which is the parent to:

- PLC Technician Certificate (ELT 2006)

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet—Industrial PLC Systems Certificate Program \(00ELT3013\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/Industrial_plc_systems.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/Industrial\\_plc\\_systems.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/Industrial_plc_systems.pdf)

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**Effective Date: Fall 2010  
Rev. 03/2012**

**Career Opportunities:** Entry-level PLC maintenance and PLC System Programmer.





**INDUSTRIAL MAINTENANCE ENGINEERING**  
**PLC Technician**  
**Certificate Program**

Career Curriculum ELT 2006  
Certificate Program  
Minimum Hrs. 13  
Major Code: 1.2 150303Q

Dept.	No.		Hrs.	Gr.
ELT	102	Basic Electricity and Wiring	4	___
ELT	224	Power Distribution and Motors	3	___
MFT	103	Industrial Robots and PLC's	3	___
MFT	201	PLC Manufacturing Systems	<u>3</u>	___
			13	

The PLC Technician Certificate Program (ELT 2006) is an ICCB approved extension of the Industrial PLC Systems Certificate (00ELT3013).

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**Effective Date: Fall 2010**

**Career Opportunities:** Plant maintenance positions, industrial maintenance technician in hospitals, medical facilities, schools, manufacturing companies, industrial companies, motel chains, government agencies, mining industry.



**INFORMATION PROCESSING  
Certificate Program**

Career Curriculum 00BUS0054  
Certificate Program  
Minimum Hrs. 42  
Major Code: 1.2 520408J

**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	___
BUS 135 Office Language Skills	3	___
BUS 236 Records Management	1	___
BUS 255 Customer Service	3	___
CIS 101 Introduction to Computers OR CIS 207 Computer Applications	3	___
MAT 113 Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	3 <u>16</u>	___ ___

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 110 Introduction to Business	3	___
BUS 117 Keyboarding II <sup>1</sup>	3	___
BUS 235 Business Correspondence	3	___
BUS 237 Office Procedures	3	___
CIS 104 Spreadsheet Design	3	___
CIS 110 Introduction to Word Processing	2	___
CIS 130 Introductory Operating Systems	<u>3</u>	___
	20	

**SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100 Business Accounting	3	___
SPE 115 Speech OR SPE 116 Interpersonal Communication	<u>3</u> 6	___ ___

Fall Only Courses

BUS 255

Spring Only Courses

BUS 237

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Information Processing Certificate Program \(00BUS0054\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/information_processing.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/information\\_processing.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/information_processing.pdf)

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**Effective Date: Fall 2013**

**Additional Information:** Students who successfully complete this one-year program will receive a Certificate of Achievement. The curriculum is designed for the individual desiring a clerical office position. Emphasis is placed on word processing, keyboarding, filing, records management, bookkeeping, basic skills, and office procedures.

**Career Opportunities:** Graduates of this program will be qualified for entry level employment as data entry operators, word processing operators, receptionists, file clerks, transcriptionists, general office clerical employees, and civil service employees.



**INTERNATIONAL STUDIES**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 64 Major Code: 1.1 302001A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 101 English Composition I <sup>1</sup>	3	—
GEO 112 Regional Geography	3	—
HIS 213 Eastern Civilizations	3	—
MAT 120 Elementary Statistics	3	—
Fine Arts Elective	3	—
	<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	—
ENG 102 English Composition II <sup>1</sup>	3	—
HTH 110 Health Education	2	—
PSC 131 American Government	3	—
SPE 115 Speech	3	—
Social Studies Elective	3	—
	<u>17</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ECO 201 Introduction to Macroeconomics	3	—
PHS 103 Earth Science OR PHS 105 Physics for Non-Science Majors	3	—
PSC 212 Introduction to International Relations	3	—
Foreign Language I	4	—
Humanities Elective	3	—
	<u>16</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PSY 132 General Psychology	3	—
PSC 289 Introduction to Comparative Governments	3	—
Foreign Language II	4	—
Science Elective	3	—
Supportive Skills <sup>2</sup>	3	—
	<u>16</u>	

<sup>1</sup> Requires a grade of “C” or higher.

<sup>2</sup> Supportive Skills: Chose from CPS 102, CPS 176, CPS 206, BUS 121 or Math elective.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2008**

**Career Opportunities:** Teaching, Peace Corps, US AID, State Department, a variety of Non-Governmental Organizations that work overseas, including religious organizations.

**Major Employers:** Public school systems, private schools, government institutions.



## INTRODUCTION TO WIRE EDM OPERATIONS Certificate Program

Career Curriculum 00TDM0090  
Certificate Program  
Minimum Hrs. 12  
Major Code: 1.2 480507Q

Dept.	No.		Hrs.	Gr.
MAC	154	Introduction to CNC	2	—
MAC	180	Blueprint Reading	3	—
MAT	106	Technical Mathematics	4	—
TDM	203	Nontraditional Machining	<u>3</u>	—
			12	

The Introduction to Wire EDM Operations Certificate Program (00TDM0090) is an ICCB approved extension of the Tooling Manufacturing Technology AAS Degree (00TDM0086).

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**Effective Date: Fall 2008**

**Career Opportunities:** Graduates of this program can expect to be employed as job-shop machinists, production machinists, maintenance machinists, machine setters, operators and tenders, metal, wood, and plastic computer-control programmers and operators, and apprentice tool and die makers.



**JOURNALISM**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 62 Major Code: 1.1 090401A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 101 English Composition I <sup>1</sup>	3	___
JRN 201 Newswriting and Editing I	3	___
PSC 131 American Government	3	___
BIO 100 Biology for Non-Science Majors	3	___
HIS 110 Twentieth Century America OR HIS 112 The Twentieth Century World	<u>3</u> 15	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II <sup>1</sup>	3	___
JRN 202 Newswriting and Editing II	3	___
JRN 210 Newspaper Production Practicum	1	___
JRN 215 Introduction to Mass Media	3	___
MAT 113 Introduction to Contemporary Mathematics Fine Arts Elective	<u>3</u> 16	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
JRN 210 Newspaper Production Practicum	1-2	___
LIT 280 Introduction to Literature	3	___
MAT 120 Elementary Statistics	3	___
PHS 103 Earth Science OR PHS105 Physics for Non-Science Majors	3	___
PSY 132 General Psychology	3	___
SPE 115 Speech	<u>3</u>	___
	16-17	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
GEO 215 Survival of Humans: Environmental Studies	3	___
HTH 110 Health Education	2	___
JRN 210 Newspaper Production Practicum	1-2	___
LIT 232 American Literature: 1865 to Present OR LIT 212 English Literature: Romanticism to Present	3	___
SOC 133 Principles of Sociology Elective	<u>3</u>	___
	15-16	___

<sup>1</sup> Requires a grade of "C" or higher.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2008**

**Career Opportunities:** Writer/Technical writer, business writer, English teacher, reporter/correspondent, proofreader, copy writer/editor, book reviewer, sales representative, marketing representative, public relations specialist, publicity writer, human resources specialist, advertising assistant, library associate, interpreter, translator.

**Major Employers:** Newspapers, magazines, publishing firms, radio and television stations, schools, colleges and universities, advertising and public relations firms, computer and other business services, insurance companies, law firms, non-profit and professional associations.



**LEGAL OFFICE  
Certificate Program**

Career Curriculum 00BUS0018 Certificate Program Minimum Hrs. 33 Major Code: 1.2 220301J
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**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	—
BUS 135 Office Language Skills	3	—
BUS 222 Legal and Social Environment of Business	3	—
BUS 236 Records Management	1	—
BUS 255 Customer Service	3	—
BUS 282 Legal Terminology	3	—
	<u>16</u>	

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 117 Keyboarding II <sup>1</sup>	3	—
BUS 138 Employment Strategy	1	—
BUS 235 Business Correspondence	3	—
CIS 108 Introductory Security Awareness	3	—
CIS 110 Introduction to Word Processing	2	—
CIS 120 Database Management	3	—
CIS 210 Presentation Graphics	2	—
	<u>17</u>	

Fall Only Courses

BUS 255  
BUS 282

Spring Only Courses

CIS 108

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet—Legal Office Certificate Program \(00BUS0018\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/legal_office.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/legal\\_office.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/legal_office.pdf)

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**Effective Date: Fall 2013**

**Career Opportunities:** Positions as a legal office specialist are available in law firms, insurance companies, health care facilities, and city, state, and federal government agencies.



**MARKETING\***  
**Degree Program**

Career Curriculum 00MKT0012  
Associate in Applied Science  
Minimum Hrs. 64  
Major Code: 1.2 521804C

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 138	Employment Strategy	1	___
BUS 255	Customer Service	3	___
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics <sup>2</sup>	3	___
MKT 113	Principles of Marketing I	3	___
MKT 130	Sales I	3	___
	Business Elective <sup>3</sup>	3	___
		<u>19</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 110	Introduction to Business	3	___
CIS 240	Web Page Design	3	___
MGT 112	Principles of Management	3	___
PSY 132	General Psychology	3	___
SPE 115	Speech	3	___
		<u>15</u>	

<u>Fall Only Courses</u>	<u>Spring Only Courses</u>
BUS 255	CIS 108
MKT 130	CIS 245
	MGT 112
	MGT 228
	MKT 224

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 222	Legal and Social Environment of Business	3	___
BUS 235	Business Correspondence	3	___
CIS 207	Computer Applications	3	___
ECO 201	Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3	___
	Business Elective <sup>3</sup>	3	___
		<u>15</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 100	Business Accounting	3	___
MGT 228	Small Business Management	3	___
MKT 224	Advertising	3	___
PHL 111	Ethics and Moral Problems	3	___
	Business Elective <sup>3</sup>	3	___
		<u>15</u>	

\*Students planning to capstone into the Technical Resource Management or Healthcare Management program at SIUC need to see an advisor.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> BUS 111 is preferred unless the student plans to Capstone to SIUC.

<sup>3</sup> Recommended Business Electives:

ACC 200	Financial Accounting I
CIS 104	Spreadsheet Design
CIS 108	Introductory Security Awareness
CIS 245	Advanced Web Design

Business electives may include the following prefixes: ACC, BUS, CIS, ECO, MGT, MKT

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2013**

**Career Opportunities:** Assistant manager, department manager, management trainee, account executive, assistant buyer, sales representative, customer service representative, and buyer.



**MARKETING**  
**Technical Resource Management Capstone Option at SIUC**  
**Degree Program**

Career Curriculum 00MKT0012  
 Associate in Applied Science  
 Minimum Hrs. 64  
 Major Code: 1.2 521804C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 110 Introduction to Business	3	___
BUS 138 Employment Strategy	1	___
ENG 101 English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113 Introduction to Contemporary Mathematics	3	___
MKT 113 Principles of Marketing I	3	___
MKT 130 Sales I	3	___
	<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CIS 240 Web Page Design	3	___
MGT 112 Principles of Management	3	___
PHL 111 Ethics and Moral Problems	3	___
PHS 103 Earth Science	3	___
PSY 132 General Psychology	3	___
SPE 115 Speech	3	___
	<u>18</u>	

Fall Only Courses: Spring Only Courses:  
 BUS 255 CIS 108  
 MKT 130 CIS 245  
 MGT 112  
 MGT 228  
 MKT 224

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Recommended Business Electives:  
 ACC 200 Financial Accounting I  
 CIS 104 Spreadsheet Design  
 CIS 108 Introductory Security Awareness  
 CIS 245 Advanced Web Design

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

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**Effective Date: Fall 2013**

**Career Opportunities:** Assistant manager, department manager, management trainee, account executive, assistant buyer, sales representative, customer service representative, and buyer.





**MARKETING**  
**Health Care Management Capstone Option at SIUC**  
**Degree Program**

Career Curriculum 00MKT0012  
 Associate in Applied Science  
 Minimum Hrs. 64  
 Major Code: 1.2 521804C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 110 Introduction to Business	3	___
BUS 138 Employment Strategy	1	___
ENG 101 English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	___
MAT 113 Introduction to Contemporary Mathematics	3	___
MKT 113 Principles of Marketing I	3	___
MKT 130 Sales I	3	___
	<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 200 Financial Accounting I	3	___
BUS 215 Medical Terminology	3	___
CIS 240 Web Page Design	3	___
MGT 112 Principles of Management	3	___
PHL 111 Ethics and Moral Problems	3	___
PSY 132 General Psychology	3	___
	<u>18</u>	

<u>Fall Only Courses:</u>	<u>Spring Only Courses:</u>
BUS 255	CIS 108
MKT 130	CIS 245
	MGT 112
	MGT 228
	MKT 224

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Recommended Business Electives:  
 ACC 200 Financial Accounting I  
 CIS 104 Spreadsheet Design  
 CIS 108 Introductory Security Awareness  
 CIS 245 Advanced Web Design

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

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**Effective Date: Fall 2013**

**Career Opportunities:** entry-level positions in buying, human resources, marketing and public affairs, medical staff relations, patient care services, and planning and development.



**MARKETING  
RETAILING  
Certificate Program**

Career Curriculum RTL 075  
Certificate Program  
Minimum Hrs. 34  
Major Code: 1.2 521803J

**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 138	Employment Strategy	1	___
BUS 255	Customer Service	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics OR	3	___
	BUS 111 Business Mathematics		
MKT 113	Principles of Marketing I	3	___
MKT 130	Sales I	3	___
		16	

**SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ACC 100	Business Accounting	3	___
MGT 112	Principles of Management	3	___
MGT 228	Small Business Management	3	___
MKT 224	Advertising	3	___
PSY 132	General Psychology	3	___
SPE 115	Speech	3	___
		18	

Fall Only Courses:

BUS 255  
MKT 113  
MKT 130

Spring Only Courses:

MGT 228  
MKT 224

<sup>1</sup> Requires a grade of "C" or higher.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Retailing Certificate Program \(RTL 075\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/retailing.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/retailing.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/retailing.pdf)

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**Effective Date: Fall 2013**

**Career Opportunities:** This one-year curriculum is designed for students desiring a career in retailing. The sales and sales-related retail career area includes positions such as sales associate, store stock associate, customer service, and stock receiver. These frontline positions are retail's core business; serving the customer and generating sales.



**MASSAGE THERAPY\***  
**Certificate Program (Fall Start)**

Career Curriculum MAS 2004  
 Certificate of Achievement  
 Minimum Hrs. 34.5  
 Major Code: 1.2 513501J

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 105 Anatomy & Physiology <sup>1</sup>	3	___
MAS 101 Introduction to Massage Therapy	3	___
MAS 102 Massage Therapy I	5	___
MAS 103 Body Anatomy for Massage Therapy	5	___
	16	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
MAS 104 Anatomy and Physiology for Massage	5	___
MAS 105 Massage Therapy II	5	___
MAS 106 Advanced Massage Therapy	3	___
MAS 107 Massage Clinic	4	___
	17	___

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
MAS 108 Massage Therapy Clinic Practice	1.5	___

\* There is an entrance requirement for the program. Contact the Assessment Office for additional information and registration.

<sup>1</sup> It is strongly recommended that students complete BIO 105 prior to MAS program. Prior credit will not be given if the earned grade is less than a "C."

Students must earn a grade of "C" or better in all MAS classes.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Massage Therapy Certificate Program \(MAS 2004\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/massage_therapy.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/massage\\_therapy.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/massage_therapy.pdf)

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**Effective Date: Summer 2010**  
**Rev. 03/2012**

**Career Opportunities:** Graduates of the program are qualified to take the National Certification Examination for Therapeutic Massage and Bodywork, which is required for massage therapy licensure in the state of Illinois. Licensed massage therapists have employment opportunities in private practice, pain and rehabilitation clinics, health clubs, spas and salons, hotels, athletic events, and other locations.



**MASSAGE THERAPY\***  
**Certificate Program (Spring Start)**

Career Curriculum MAS2004  
 Certificate of Achievement  
 Minimum Hrs. 34.5  
 Major Code: 1.2 513501J

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 105 Anatomy & Physiology <sup>1</sup>	3	___
MAS 101 Introduction to Massage Therapy	3	___
MAS 102 Massage Therapy I	5	___
MAS 103 Body Anatomy for Massage Therapy	5	___
	16	___

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
MAS 104 Anatomy and Physiology for Massage	5	___
MAS 105 Massage Therapy II	5	___
MAS 106 Advanced Massage Therapy	3	___
MAS 107 Massage Clinic	4	___
	17	___

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
MAS 108 Massage Therapy Clinic Practice	1.5	___

\* There is an entrance requirement for the program. Contact the Assessment Office for additional information and registration.

<sup>1</sup> It is strongly recommended that students complete BIO 105 prior to MAS program. Prior credit will not be given if the earned grade is less than a "C."

Students must earn a grade of "C" or better in all MAS classes.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Massage Therapy Certificate Program \(MAS 2004\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/massage_therapy.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/massage\\_therapy.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/massage_therapy.pdf)

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**Effective Date: Summer 2010**  
**Rev. 03/2012**

**Career Opportunities:** Graduates of the program are qualified to take the National Certification Examination for Therapeutic Massage and Bodywork, which is required for massage therapy licensure in the state of Illinois. Licensed massage therapists have employment opportunities in private practice, pain and rehabilitation clinics, health clubs, spas and salons, hotels, athletic events, and other locations.



**MATHEMATICS**  
**SECONDARY MATHEMATICS\***  
**Associate of Arts in Teaching (AAT)**

Transfer Curriculum AAT 0105 Associate of Arts in Teaching Minimum Hrs. 64 Major Code: 1.1 131311N
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 101	Biological Science for Science Majors I	4	___
EDC 200	Introduction to Education	3	___
ENG 101	English Composition I	3	___
MAT 131	Calculus I	5	___
		<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 111	Introduction to Technology for Educators <sup>1</sup>	3	___
ENG 102	English Composition II	3	___
MAT 201	Calculus II	5	___
PHL 121	Introduction to Logic	3	___
PSY 132	General Psychology	3	___
		<u>17</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
EDC 202	Human Growth, Development, and Learning	3	___
MAT 202	Calculus III	3	___
PHY 155	College Physics I OR PHY 205 University Physics I <sup>2</sup>	5	___
SPE 115	Speech	3	___
	Social Science Elective	3	___
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
EDC 210	Regular Education Observation	1	___
HIS 213	Eastern Civilizations	3	___
HTH 110	Health Education	2	___
MAT 221	Introduction to Linear Algebra <sup>3</sup>	3	___
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II	3	___
	Fine Arts Elective	3	___
		<u>15</u>	

\* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:

- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
- Must earn a grade of "C" or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
- May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0 = A). The minimum grade point average for consideration at SIU-C is 2.75.

It is recommended that the student take EDC 203 prior to transferring.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

<sup>2</sup> Students should consult with an advisor and/or appropriate transfer institution catalog to determine if College Physics (PHY 155) or University Physics (PHY 205) is needed for their program. It would also be advised that the student check to see if the second course in that sequence (PHY 156 or PHY 206) will be required.

<sup>3</sup> This course is ordinarily offered in the Spring Semester in even numbered years.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Summer 2012**

**Career Opportunities:** Middle school teacher, high school teacher  
**Major Employers:** Public school systems, private schools, government institutions.



**MATHEMATICS**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087
Associate in Science
Minimum Hrs. 64
Major Code: 1.1 270101B

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 101 Biological Science for Science Majors I	4	___
ENG 101 English Composition I <sup>1</sup>	3	___
MAT 131 Calculus I	5	___
PSC 131 American Government OR	3	___
HIS 201 United States History I OR	15	___
HIS 202 United States History II		

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
MAT 202 Calculus III	3	___
PHY 155 College Physics I OR	5	___
PHY 205 University Physics I <sup>3</sup>		
PSY 132 General Psychology	3	___
SPE 115 Speech	3	___
Fine Arts Elective	3	___
	17	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
Computer Programming <sup>2</sup>	4	___
ENG 102 English Composition II <sup>1</sup>	3	___
MAT 201 Calculus II	5	___
PHL 121 Introduction to Logic	3	___
	15	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
HIS 213 Eastern Civilizations OR	3	___
LIT 280 Introduction to Literature OR		
LIT 284 Ethnic Literature in America		
MAT 205 Differential Equations <sup>4</sup>	3	___
MAT 221 Introduction to Linear Algebra <sup>5</sup>	3	___
PHY 156 College Physics II OR	5	___
PHY 206 University Physics II <sup>3</sup>		
Social Science Elective	3	___
	17	___

<sup>1</sup> Requires a grade of “C” or higher.

<sup>2</sup> Students should consult with an advisor and/or appropriate transfer institution catalog to determine if Introduction to Scientific Programming (CPS 203) or Computer Science I (CPS 206) is needed for their program.

<sup>3</sup> Students should consult with an advisor and/or appropriate transfer institution catalog to determine if College Physics (PHY 155/PHY156) or University Physics (PHY 205/PHY 206) is needed for their program.

<sup>4</sup> This course is offered in the Spring Semester only.

<sup>5</sup> This course is ordinarily offered in the Spring Semester in even numbered years.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2008**

**Career Opportunities:** Actuary, mathematician, mathematics teacher, computer applications engineer, systems analyst, operations research analyst, statistician, mathematical technician, financial analyst, securities, bond advisor, weight analyst, information systems programmer, econometrician, market research analyst, budget management analyst, computing analyst, research mathematician, applied statistician, biostatistician, data reduction technician, business programmer, investment analyst, commodity analyst, insurance analyst, engineering and scientific programmer, financial analyst.

**Major Employers:** Colleges and universities, schools, aerospace, communications, and machinery industries; pharmaceutical and electrical equipment industries; public utilities; finance and insurance companies; management and consulting services; government agencies, including U. S. Departments of Defense, Labor, Commerce, Transportation and Treasury.



**MEDICAL ADMINISTRATIVE ASSISTANT  
Degree Program**

Career Curriculum 00BUS0012  
Associate in Applied Science  
Minimum Hrs. 70  
Major Code: 1.2 510716C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	—
BUS 135 Office Language Skills	3	—
BUS 215 Medical Terminology I	3	—
BUS 255 Customer Service	3	—
CIS 101 Introduction to Computers <sup>2</sup> OR CIS 207 Computer Applications <sup>2</sup>	<u>3</u> 15	—

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 117 Keyboarding II <sup>1</sup>	3	—
BUS 216 Medical Terminology II	3	—
BUS 236 Records Management	1	—
BUS 261 MRT Transcription <sup>3</sup>	3	—
BUS 270 Medical Office Procedures	3	—
CIS 108 Introductory Security Awareness	3	—
MAT 113 Introduction to Contemporary Mathematics <sup>2</sup> OR BUS 111 Business Mathematics <sup>2</sup>	<u>3</u> 19	—

Fall Only Courses:

BUS 255

Spring Only Courses:

BUS 270 BUS 280  
BUS 275 CIS 108

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100 Business Accounting	3	—
ALH 101 Cardiopulmonary Resuscitation	1	—
BUS 222 Legal/Social Environment of Business	3	—
CIS 104 Spreadsheet Design	3	—
CIS 110 Introduction to Word Processing	2	—
SPE 115 Speech <sup>2</sup> OR SPE 116 Interpersonal Communication <sup>2</sup>	<u>3</u> 15	—

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 235 Business Correspondence	3	—
BUS 275 Medical Office Coding and Insurance	3	—
BUS 280 Computer Applications for the Medical Office	3	—
CIS 120 Database Management	3	—
ECO 201 Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3	—
ENG 101 English Composition I <sup>3</sup> OR ENG 113 Professional Technical Writing <sup>3</sup>	3	—
IAI Humanities and Fine Arts elective <sup>4</sup>	<u>3</u> 21	—

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> Students pursuing the Health Care Management Capstone Option at SIUC or a baccalaureate degree at another institution should take CIS 207, MAT 113 and SPE 115.

<sup>3</sup> Requires a grade of "C" or higher.

<sup>4</sup> Preferred IAI Humanities and Fine Arts electives: LIT 235, LIT 280, PHL 121, SPE 113

The Medical Administrative Assistant AAS Degree (00BUS0012) is the parent program to:

- Medical Billing and Coding Certificate Program (00BUS0020)
- Medical Clerk Certificate Program (00BUS0017)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2013**

**Additional Information:** This is a two-year program leading to an Associate in Applied Science degree. The Medical Administrative Assistant Program prepares students for office support positions in a doctor's office, clinic, hospital, or other health care-related organizations. Besides exposure to executive secretarial courses, participants gain experience with computer applications, medical terminology, CPR, medical office procedures, and The Medical Manager®.

**Career Opportunities:** Positions as a medical office assistant, medical transcriptionist, and medical receptionist are available in hospitals, clinics, doctors' offices, health care organizations, insurance companies, health foundations, local industries, and state and federal government agencies.



**MEDICAL ADMINISTRATIVE ASSISTANT  
MEDICAL BILLING AND CODING\*  
Certificate Program**

Career Curriculum 00BUS0020  
Certificate Program  
Minimum Hrs. 32  
Major Code: 1.2 510716J

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 105 Anatomy & Physiology	3	___
BUS 116 Keyboarding I <sup>1</sup>	3	___
BUS 215 Medical Terminology I	3	___
BUS 236 Records Management	1	___
CIS 101 Introduction to Computers	3	___
	13	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 138 Employment Strategy	1	___
BUS 285 CPT™/HCPCS Coding	3	___
	4	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 216 Medical Terminology II	3	___
BUS 270 Medical Office Procedures	3	___
BUS 275 Medical Office Coding and Insurance	3	___
BUS 284 ICD-9-CM Coding	3	___
CIS 120 Database Management	3	___
	15	

Spring Only Courses:

BUS 270  
BUS 275  
BUS 284

Summer Only Courses:

BUS 285

\* Students must maintain a grade of “C” or higher in all courses.

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

The Medical Billing and Coding Certificate Program (00BUS0020) is an ICCB approved extension of the Medical Administrative Assistant AAS degree (00BUS0012).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Medical Billing and Coding Certificate Program \(00BUS0020\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/medical_billing_and_coding.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/medical\\_billing\\_and\\_coding.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/medical_billing_and_coding.pdf)

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**Effective Date: Fall 2011  
Rev. 02/2013**

**Additional Information:** This certificate will prepare individuals to work as medical billers and coders for doctors’ offices, group practices, clinics, and some legal practices specializing in personal injury cases. It also helps individuals prepare for the Certified Professional Coder (CPC®) exam sponsored by the American Academy of Professional Coders.

**Career Opportunities:** This includes health care offices and clinics, large legal firms specializing in personal injury cases, health care insurance companies, government agencies responsible for Medicaid and Medicare disbursements, and others.





**MEDICAL ADMINISTRATIVE ASSISTANT  
MEDICAL CLERK  
Certificate Program**

Career Curriculum 00BUS0017 Certificate Program Minimum Hrs. 17 Major Code: 1.2 510716K
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**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	—
BUS 135 Office Language Skills	3	—
BUS 215 Medical Terminology I	<u>3</u>	—
	9	—

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 138 Employment Strategy	1	—
BUS 236 Records Management	1	—
BUS 270 Medical Office Procedures	3	—
CIS 101 Introduction to Computers OR CIS 207 Computer Applications	<u>3</u>	—
	8	—

Spring Only Courses:

BUS 270

<sup>1</sup> Proficiency exam is available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Education Department for information.

The Medical Clerk Certificate Program (00BUS0017) is an ICCB approved extension of the Medical Administrative Assistant AAS Degree (00BUS0012).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet—Medical Clerk Certificate Program \(00BUS0017\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/medical_clerk.pdf). You can also access this information by typing the following URL into your browser's address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/medical\\_clerk.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/medical_clerk.pdf)

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**Effective Date: Fall 2008  
Rev. 02/2013**

**Career Opportunities:** Positions as a medical office receptionist, medical file clerk, hospital clerk, medical records clerk, intake clerk, and those formerly known as ward clerks.



**MEDICAL ASSISTANT\***  
**Certificate Program**

Career Curriculum MDA 2006  
Certificate of Achievement  
Minimum Hrs. 33  
Major Code: 1.2 510801K

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 115	Keyboarding <sup>1</sup>	1	—
NAD 101	Nursing Assistant Training <sup>2</sup>	<u>7</u>	—
		8	

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 105	Anatomy & Physiology <sup>3</sup>	3	—
MDA 120	Introduction to Medical Assisting	3	—
MDA 122	Medical Office Procedures	4	—
MDA 124	Medical Terminology & Coding	<u>3</u>	—
		13	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
MDA 130	Pharmacology <sup>4</sup>	3	—
MDA 132	Medical Clinic Procedures	4	—
MDA 133	Medical Office Laboratory Procedures	2	—
MDA 134	Externship	<u>3</u>	—
		12	

\* Registration with the Illinois Department of Health-Health Care Worker Registry is required.  
All MDA courses must be taken in the sequence stated in the curriculum.  
Students must maintain a “C” or higher in all courses in order to graduate from the program.  
Drug screening, immunizations and criminal background checks are required for externships.

<sup>1</sup> Proficiency exam is available for BUS 115 (requiring 21 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> NAD 101 must be completed by the end of the first semester or prior to application into the Medical Assistant program.

<sup>3</sup> BIO 205 & BIO 206 may be substituted for BIO 105.

<sup>4</sup> Prerequisite: Math placement score above the College’s developmental level or MAT 051 or MAT 104 with a grade of “C” or higher.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Medical Assistant Certificate Program \(MDA 2006\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/medical_assistant.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/medical\\_assistant.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/medical_assistant.pdf)

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**Effective Date: Fall 2011**  
**Rev. 03/2012**

**Career Opportunities:** This certificate program is a concentrated program of study in medical assisting designed to train individuals to become multi-skilled professionals in an ambulatory healthcare setting. Medical assistants are allied health professionals who function as a member of a health care delivery team and perform routine, yet essential, administrative and clinical procedures.

Graduates are eligible to sit for the following certification exams:

- Registered Medical Assistant (RMA)
- National Certified Medical Assistant (NCMA)



**MEDICAL LABORATORY TECHNOLOGY\***  
**SICCM Cooperative Degree Program**

Career Curriculum MLT 0093  
 Associate in Applied Science  
 Minimum Hrs. 65  
 Major Code: 1.2 511004C

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 205	Human Anatomy and Physiology I	4 <hr style="width: 100%;"/> 4	—

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 206	Human Anatomy and Physiology II	4	—
CHM 141	General, Organic, and Biochemistry I <sup>1</sup>	4	—
Any IAI Math	OR MAT 108 College Algebra	3-4	—
MLT 120	Introduction to Clinical Lab	3 <hr style="width: 100%;"/> 14-15	—

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 226	General Microbiology <sup>2</sup>	4	—
CHM 142	General, Organic, and Biochemistry II	4	—
MLT 121	Serology	1.5	—
MLT 122	Clinical Microscopy	1.5	—
MLT 123	Phlebotomy	3 <hr style="width: 100%;"/> 14	—

**SECOND YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 101	English Composition I <sup>2</sup>	3	—
SPE 115	Speech	3 <hr style="width: 100%;"/> 6	—

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
MLT 223	Immunohematology (1st 10 1/2 weeks)	4	—
MLT 228	Hematology and Hemostasis (1st 10 1/2 weeks)	5	—
MLT 251	Clinical Rotation I (Last 6 1/2 weeks)	3 <hr style="width: 100%;"/> 12	—

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
MLT 225	Clinical Chemistry (1st 10 1/2 weeks)	4	—
MLT 229	Applied Clinical Microbiology (1st 10 1/2 weeks)	5	—
MLT 252	Clinical Rotation II (Last 6 1/2 weeks)	3	—
PSY 132	General Psychology	3 <hr style="width: 100%;"/> 15	—

\*Retention in the MLT program requires that the MLT students earn a grade of "C" or better in all MLT and natural science courses (chemistry, microbiology, anatomy and physiology). The student must achieve a "C" average in the MLT curriculum in order to graduate. If a student fails an MLT or a required natural science course, the course must be repeated with a passing grade ("A", "B", or "C"). MLT courses are only offered once a year, so the student will have to wait to take courses until the prerequisite course has been completed with a passing grade. All courses must be taken in sequence as specified by course prerequisites unless permission is granted by the program director. "C" average = 2.0 on a 4- pt. scale; 3.0 on a 5-pt. scale.

Students wanting to transfer to SIU-C in Health Care Management must complete ACC 200, BUS 215, and MAT 108.

<sup>1</sup> Students must have consent of instructor if they take MAT 108 concurrently.

<sup>2</sup> Requires a grade of "C" or higher.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Spring 2011**

**Additional Information:**

The Profession. The Medical Laboratory Technician (MLT) is employed in clinical laboratories of hospitals, clinics, physician's offices, and other health care facilities performing varied laboratory procedures and diagnostic tests. Laboratory tests are performed on body fluids such as blood,

which is obtained by the technician through venipuncture. The MLT works as a bench technician under the direct supervision of a physician and/or medical technologist in the areas of blood banking, clinical chemistry, hematology, microbiology, urinalysis, coagulation, and immunology. The MLT is an integral part of the health care team focused on providing optimum patient care. The technician monitors quality control, performs maintenance on equipment and instruments, applies basic scientific principles to laboratory techniques and procedures, recognizes factors that affect procedures and results (taking corrective action when indicated), relates laboratory findings to common disease processes, and interacts with other health care personnel and patients.

**The Program.** The Medical Laboratory Technology (two-year) Associate Degree Program is offered through the Southern Illinois Collegiate Common Market (SICCM) and is a cooperative program with John A. Logan College, Rend Lake College, Shawnee Community College, Kaskaskia College, and Southeastern Illinois College. Each spring semester, students from each college are admitted to begin the program the following fall semester. Biology 205 should be taken prior to beginning the program.

MLT Program admission is non-discriminatory, but certain personal and physical attributes are key to success in the profession. These may include the following: good general physical health, good vision (may be corrected), good color vision, and good manual dexterity.

Students are admitted to the MLT program and register for all courses through their home campus. General education courses are taken at the home campus, but MLT core courses are taught at various campuses, requiring students to travel an hour or more to classes. When registering for courses, students should consider travel time between their home campus and campuses where MLT core courses are scheduled. MLT courses may be taught in the day and/or evening based on part-time faculty availability. MLT courses of the second year are taught in the first 10 1/2 weeks of the semester. Courses are scheduled back-to-back to reduce student travel time. Clinical rotations are required in the second year of the program. These consist of two 16-day rotations during the last 6 1/2 weeks of the semester and are completed in labs of area hospitals. Students will be assigned to clinical sites as close to their home as possible, but students may have to travel considerable distances.

The SICCM MLT Program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences, 5600 N. River Rd., Suite 720, Rosemont, IL 60018-5119, telephone: (773) 714-8880. Students who have completed the program requirements are eligible to take the national certification examination offered by the Board of Certification of the American Society of Clinical Pathologists (ASCP). The certified graduate may then use the title "MLT (ASCP)."

**Career Opportunities:** Medical laboratory technician.

**Major Employers:** Clinical laboratories of hospitals, clinics, physician's offices, and other health care facilities performing laboratory procedures and diagnostic tests.



**MEDICAL TRANSCRIPTION LANGUAGE SPECIALIST  
Certificate Program**

Career Curriculum BUS 0075  
Certificate Program  
Minimum Hrs. 39  
Major Code: 1.2 510708W

**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 105 Anatomy and Physiology	3	___
BUS 116 Keyboarding I <sup>1</sup>	3	___
BUS 135 Office Language Skills	3	___
BUS 215 Medical Terminology I	3	___
BUS 236 Records Management	1	___
CIS 101 Introduction to Computers OR CIS 207 Computer Applications	3 16	___ ___

**SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 138 Employment Strategy	1	___
BUS 250 Medical Transcription II	3	___
BUS 251 Medical Transcription Internship	1	___
	5	___

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 117 Keyboarding II <sup>1</sup>	3	___
BUS 216 Medical Terminology II	3	___
BUS 261 MRT Transcription <sup>2</sup>	3	___
BUS 270 Medical Office Procedures	3	___
BUS 280 Computer Applications for the Medical Office	3	___
CIS 108 Introductory Security Awareness	3	___
	18	___

Spring Only Courses

BUS 270  
BUS 280

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> Requires a grade of "C" or higher.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Medical Language Specialist Certificate Program \(BUS 0075\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/medical_transcription_language_specialist.pdf). You can also access this information by typing the following URL into your browser's address bar:

[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/medical\\_transcription\\_language\\_specialist.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/medical_transcription_language_specialist.pdf)

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**Effective Date: Fall 2013**

**Additional Information:** This is a one-year certificate program leading to a Certificate of Achievement. It is designed for the individual desiring a document processing position in the medical field. Emphasis is on the study and use of medical terminology in medical transcription. Proficiency can be acquired in the preparation of medical documents.

**Career Opportunities:** Upon completion of the program, a graduate will be qualified to fill positions in hospitals, clinics, and doctors' offices and perform medical transcription and other related tasks.



**MUSIC\***  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 64 Major Code: 1.1 500901A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 101	English Composition I <sup>1</sup>	3	___
HIS 201	United States History I	3	___
MAT 113	Introduction to Contemporary Mathematics	3	___
MUS 101A	Choral Ensemble	1	___
MUS 108	Aural Skills I	1	___
MUS 121	Theory of Music	3	___
		<u>14</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
HTH 110	Health Education	2	___
MUS 101C	Choral Ensemble	1	___
MUS 208	Aural Skills III	1	___
MUS 221	Theory of Music	3	___
SPE 115	Speech	3	___
	Humanities/Fine Arts Elective	3	___
	Science Elective	3	___
		<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II <sup>1</sup>	3	___
MUS 101B	Choral Ensemble	1	___
MUS 109	Aural Skills II	1	___
MUS 122	Theory of Music	3	___
PHS 105	Physics for Non-Science Majors OR PHS 103 Earth Science	3	___
PSY 132	General Psychology	3	___
	Fine Arts Elective	3	___
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	___
MUS 101D	Choral Ensemble	1	___
MUS 209	Aural Skills IV	1	___
MUS 222	Theory of Music	3	___
	Humanities Elective	3	___
	Social Science Elective <sup>2</sup>	3	___
	Supportive Skills Elective	3	___
		<u>17</u>	

\*Consult your academic and music advisors to determine needed adjustments to this curriculum guide to accommodate your interest in a specific specialization with music (music education, music theater, music business, AFA/BFA in music, etc.) This curriculum guide does not include applied (private) lessons.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Music majors are strongly advised to take MUS 225, Music Literature/History, prior to transfer.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008**

**Career Opportunities:** Accompanist, music director, teacher, arranger, conductor, agent, instrumentalist, music producer, music publisher, singer, studio teacher, voice coach, civic director, acoustical engineer, composer, disc jockey, music librarian, music coordinator, recording engineer, studio manager, recreation director.

**Major Employers:** Symphonies, opera, ballet, and theater orchestras, schools; colleges and universities; dinner clubs; lounges; music publishers; musical instrument manufacturers; retailer and wholesalers; radio and TV studios; recording studios; civic and community centers.

**MUSIC EDUCATION\*****Toward a Bachelor of Music or a Bachelor of Fine Arts Degree**

Transfer Curriculum 00AFA0089 Associate in Fine Arts Minimum Hrs. 68 Major Code: 1.1 131312M
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**FIRST YEAR – FALL SEMESTER<sup>4</sup>**

Dept. No.		Hrs.	Gr.
EDC 200	Introduction to Education	3	___
ENG 101	English Composition I	3	___
MAT 113	Introduction to Contemporary Mathematics	3	___
MUS 101A	Choral Ensemble <sup>1</sup>	1	___
MUS 106	Beginning Class Piano I	1	___
MUS 108	Aural Skills I	1	___
MUS 111 (A-Z)	Applied Music	2	___
MUS 121	Theory of Music	3	___
		<u>17</u>	

**SECOND YEAR – FALL SEMESTER<sup>4</sup>**

Dept. No.		Hrs.	Gr.
LIT 280	Introduction to Literature OR LIT 232 American Literature	3	___
MUS 101C	Choral Ensemble <sup>1</sup>	1	___
MUS 112B	Applied Music-Piano	1	___
MUS 113 (A-Z)	Applied Music	2	___
MUS 208	Aural Skills III	1	___
MUS 221	Advanced Theory of Music	3	___
SPE 115	Speech	3	___
	Science Elective <sup>2</sup>	3	___
		<u>17</u>	

**FIRST YEAR – SPRING SEMESTER<sup>4</sup>**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II	3	___
HTH 110	Health	2	___
MUS 101B	Choral Ensemble <sup>1</sup>	1	___
MUS 109	Aural Skills II	1	___
MUS 111B	Applied Music-Piano	1	___
MUS 112 (A-Z)	Applied Music	2	___
MUS 122	Theory of Music	3	___
	Science Elective <sup>2</sup>	4	___
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER<sup>4</sup>**

Dept. No.		Hrs.	Gr.
MUS 101D	Choral Ensemble <sup>1</sup>	1	___
MUS 113B	Applied Music-Piano	1	___
MUS 209	Aural Skills IV	1	___
MUS 211 (A-Z)	Applied Music	2	___
MUS 222	Advanced Theory of Music	3	___
MUS 225	Music Literature/History	3	___
PSY 132	General Psychology	3	___
	Humanities Elective OR	3	___
	Fine Arts Elective <sup>3</sup>	3	___
		<u>17</u>	

\* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:

- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
- Must earn a grade of "C" or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
- May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0=A). The minimum grade point average for consideration at SIUC is 2.75.

The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> Chamber Ensemble (MUS 102) can substitute for Choral Ensemble (MUS 101).

<sup>2</sup> Select one course from BIO 100, 101, 105, 110 or GEO 215 and one course from CHM 141, 151, PHS 102, 103, 104, 105, PHY 121, 155, or 205. For the AFA, one must have a minimum of 7 semester credits from the IAI GECC Physical and Life Sciences area and one course must be a laboratory course.

<sup>3</sup> Select an approved IAI GECC Humanities or Fine Arts course.

<sup>4</sup> All music courses must be taken in the semester and sequence as stated in the curriculum guide.

SIUC Transfer students should note:

- BIO 100 will substitute for PLB 115 at SIUC. In addition, CHM 141, 151 or 201 will substitute for CHEM 106 and PHY 105, 121, 155 or 201 will substitute for PHYS 101.
- Other approved articulated course matches in this major at SIUC include: HIS 101 or 103 for HIST 101a, HIS 110 for HIST 110, PSC 131 for POLS 114 and SOC 215 for SOC 215.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a Bachelor of Music or Bachelor of Fine Arts degree. This degree program is an IAI statewide articulated degree designed to keep students on a similar schedule to those who begin

study in this field at an Illinois IAI participating institution. Since completion of this curriculum does not fulfill the requirements of the Illinois Transferable General Education Core Curriculum (IAI GECC), students will need to complete the remaining requirements for the IAI GECC after transfer to an Illinois IAI participating institution or complete that institution's general education requirements required for general graduation purposes. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean of Instruction and Vice President of Instruction. However, no substitutions are recommended since this an Illinois statewide articulated degree.

Completion of this program option does not guarantee admission to the baccalaureate program or to upper division music courses in this option. Students may be required to demonstrate skill level through auditions/placement testing and/or meet other criteria for admission. It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Summer 2012**

**Career Opportunities:** Accompanist, music director, teacher, arranger, conductor, agent, instrumentalist, music producer, music publisher, singer, studio teacher, voice coach, civic director, acoustical engineer, composer, disc jockey, music librarian, music coordinator, recording engineer, studio manager, recreation director.

**Major Employers:** Symphonies, opera, ballet, and theater orchestras, schools; colleges and universities; dinner clubs; lounges; music publishers; musical instrument manufacturers; retailer and wholesalers; radio and TV studios; recording studios; civic and community centers.





**MUSIC PERFORMANCE\***  
**Toward a Bachelor of Fine Arts Degree**

Transfer Curriculum 00AFA0088 Associate in Fine Arts Minimum Hrs. 65 Major Code: 1.1 500901M
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 101	English Composition I <sup>1</sup>	3	—
MAT 113	Introduction to Contemporary Mathematics	3	—
MUS 101A	Choral Ensemble <sup>2</sup>	1	—
MUS 106	Beginning Class Piano I	1	—
MUS 108	Aural Skills I	1	—
MUS 111 (A-Z)	Applied Music	2	—
MUS 121	Theory of Music	3	—
		<u>14</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
MUS 101C	Choral Ensemble <sup>2</sup>	1	—
MUS 112B	Applied Music-Piano	1	—
MUS 113 (A-Z)	Applied Music	2	—
MUS 208	Aural Skills III	1	—
MUS 221	Advanced Theory of Music	3	—
SPE 115	Speech	3	—
	Humanities or Fine Arts Elective <sup>4</sup>	3	—
	Science Elective <sup>3</sup>	3	—
		<u>17</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II <sup>1</sup>	3	—
HTH 110	Health	2	—
MUS 101B	Choral Ensemble <sup>2</sup>	1	—
MUS 109	Aural Skills II	1	—
MUS 111B	Applied Music-Piano	1	—
MUS 112 (A-Z)	Applied Music	2	—
MUS 122	Theory of Music	3	—
	Science Elective <sup>3</sup>	4	—
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
MUS 101D	Choral Ensemble <sup>2</sup>	1	—
MUS 113B	Applied Music-Piano	1	—
MUS 209	Aural Skills IV	1	—
MUS 211 (A-Z)	Applied Music	2	—
MUS 222	Advanced Theory of Music	3	—
MUS 225	Music Literature/History	3	—
PSY 132	General Psychology	3	—
	Humanities Elective <sup>5</sup>	3	—
		<u>17</u>	

\*All music courses must be taken in the semester and sequence stated in the curriculum guide.

<sup>1</sup> Requires a grade of “C” or higher.

<sup>2</sup> MUS 102 Chamber Ensemble can substitute for MUS 101A Choral Ensemble).

<sup>3</sup> For the AFA degree, one must earn a minimum of seven semester credits of approved IAI GECC coursework under the Physical and Life Science area. One course must be from the Physical Sciences and one from the Life Sciences. In addition, one of these two courses must include a lab component. To meet the AFA seven semester credit requirement in Science, it is recommended registering for BIO 101 (four credit hours) which meets the Life Science and lab requirement, and to meet the three semester credits of Physical Science, select from PHS 100, 102, 103, 104, 105, 107, or 222.

<sup>4</sup> Select an approved IAI GECC Humanities or Fine Arts course.

<sup>5</sup> Select an approved IAI GECC Humanities course.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a Bachelor of Music or Bachelor of Fine Arts degree. This degree program is an IAI statewide articulated degree designed to keep students on a similar schedule to those who begin study in this field at an Illinois IAI participating institution. Since completion of this curriculum does not fulfill the requirements of the Illinois Transferable General Education Core Curriculum (IAI GECC), students will need to complete the remaining requirements for the IAI GECC after transfer to an Illinois IAI participating institution or complete that institution’s general education requirements required for general graduation purposes. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean of Instruction and Vice President of Instruction. However, no substitutions are recommended since this an Illinois statewide articulated degree.

Completion of this program option does not guarantee admission to the baccalaureate program or to upper division music courses in this option. Students may be required to demonstrate skill level through auditions/placement testing and/or meet other criteria for admission. It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2013**

**Career Opportunities:** Accompanist, music director, teacher, arranger, conductor, agent, instrumentalist, music producer, music publisher, singer, studio teacher, voice coach, civic director, acoustical engineer, composer, disc jockey, music librarian, music coordinator, recording engineer, studio manager, recreation director.

**Major Employers:** Symphonies, opera, ballet, and theater orchestras, schools; colleges and universities; dinner clubs; lounges; music publishers; musical instrument manufacturers; retailer and wholesalers; radio and TV studios; recording studios; civic and community centers.



**NURSING**  
**ASSOCIATE DEGREE NURSING (ADN)\***  
**Degree Program**

Career Curriculum ADN15  
 Associate in Applied Science  
 Minimum Hrs. 71  
 Major Code: 1.2 513801C

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ALH 101	Cardiopulmonary Resuscitation OR ALH 102 CPR Recertification <sup>1</sup>	.5-1	—
BIO 206	Human Anatomy and Physiology II <sup>2</sup>	4	—
CHM 141	General, Organic, and Biochemistry I	<u>4</u>	—
		8.5-9	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ADN 220	Nursing Care of Adult II	7	—
ADN 221	Family Nursing	5	—
ADN 231	Advanced Pharmacology II	1.5	—
BIO 226	General Microbiology <sup>2</sup>	<u>4</u>	—
		17.5	

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ADN 201	Health Assessment and Nursing Care	4	—
ADN 202	Nursing Care of Adult I	7	—
ADN 213	Nursing Today & Tomorrow	2	—
ADN 218	Mental Health Issues in Nursing	3	—
ADN 230	Advanced Pharmacology I	<u>1.5</u>	—
		17.5	

**SECOND YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
MAT 113	Introduction to Contemporary Mathematics <sup>3</sup> OR	3	—
	MAT 120 Elementary Statistics <sup>3</sup> OR		
	MAT 104 Mathematics for Allied Health		
SPE 115	Speech OR	<u>3</u>	—
	SPE 116 Interpersonal Communication	6	

\* Students must maintain "C" or higher in all courses. All students must complete the practical nursing curriculum. All PN courses must be completed with a "C" or better prior to beginning ADN courses. It is strongly recommended that all ADN general education courses are completed prior to beginning the ADN program. The following courses are included in the minimum hours of this degree:

<u>Course</u>	<u>Credit Hours</u>	<u>Course</u>	<u>Credit Hours</u>
BIO 205 Human Anatomy and Physiology I	4	PNE 171 Pharmacology in Nursing II	2
ENG 101 English Composition I	3	PNE 194 Community Nursing Clinical	1
PNE 100 Nutrition	3	PNE 209 I.V. Therapy (or comparable I.V. course)	.5
PNE 101 Fundamentals of Nursing	3	PSY 132 General Psychology	<u>3</u>
PNE 105 Nursing Throughout the Life Cycle	2		
		<b>TOTAL CREDIT HOURS</b>	<b>21.5</b>

ATI scores at Level 2 are required before a course grade will be issued. ATI National Average Score must be obtained on RN Predictor prior to exiting the program. (2 attempts maximum)

A national licensure examination test must be passed in order to be employed in this career.

<sup>1</sup> Students must be certified in CPR annually (ALH 102 CPR Recertification) before starting Clinical Rotations.

<sup>2</sup> Courses are not offered every semester and must be taken the semester indicated or before.

<sup>3</sup> Recommended for transfer students.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2013**

**Additional Information:** The Associate Degree Nursing Program provides practical nurses the opportunity to achieve an associate degree in nursing and take the NCLEX-RN Exam; builds on the practical nurse program of education in communication skills, nursing process, anatomy, physiology, pathophysiology, nutrition, pharmacology, psychology, and basic nursing skills; provides appropriate educational opportunities to prepare the graduate to adhere to standards and scope of practice as set forth in the Illinois Nursing Act of 2000; and creates an environment that encourages lifelong learning and professional development.

This unique program is designed to prepare the student for the practice of professional nursing as defined in the Illinois Nursing Act and meets the requirements for schools approved for associate degree nursing by the Illinois Department of Professional Regulation.

The applicant should contact the Assessment Office at the College to request an admissions packet for the Associate Degree Nursing Program. The steps to be followed are specified in the packet.

In addition to completing a College application, the applicant must be able to do the following:

- provide proof of successful completion of an approved school of practical nursing
- successfully complete the associate degree nursing pre-entrance examination and the ASSET Test
- successfully demonstrate knowledge and abilities of fundamental nursing skills
- provide proof of sound health to practice nursing; and be eligible for nursing licensure in Illinois.

The selection procedures are listed in the admissions packet.

The goals of the ADN program are as follows:

1. To prepare nurses who possess the competencies defined by the ADN Council of the NLN and adhere to the standards and scope of practice set forth in the Illinois Nursing Act of 2007 and American Nursing Association Standards.
2. To support and encourage professional continuing education.
3. To actively maintain and pursue articulation with baccalaureate-level nursing programs.
4. To collaborate with district and regional health care providers to identify entry level employment skills required of ADN graduates.
5. To work with all College departments to provide a high-quality education.
6. To prepare graduates to live and work in a globally interdependent and multicultural society.
7. To maintain faculty, physical facilities, equipment, and clinical facility contracts conducive to a positive learning environment.
8. To serve as a resource to nursing professionals in the area.

Upon satisfactory completion of the program, the student will be eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

**Career Opportunities:** Specializations include obstetrics, surgery, intensive care unit, medical/surgical, emergency room, pediatrics, dialysis, case management, public health, insurance, office nursing and administration, home health.



**NURSING**  
**ASSOCIATE DEGREE NURSING (ADN)\***  
**Part-Time Degree Program**

Career Curriculum ADN15 Associate in Applied Science Minimum Hrs. 71 Major Code: 1.2 513801C
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**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
ALH 101 Cardiopulmonary Resuscitation OR ALH 102 CPR Recertification <sup>1</sup>	.5-1	___
BIO 206 Human Anatomy and Physiology II <sup>2</sup>	4	___
CHM 141 General, Organic, and Biochemistry I	<u>4</u> 8.5-9	___

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ADN 201 Health Assessment and Nursing Care	4	___
ADN 202 Nursing Care of Adult I	<u>7</u> 11	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ADN 213 Nursing Today & Tomorrow	2	___
ADN 218 Mental Health Issues in Nursing	3	___
ADN 230 Advanced Pharmacology I	<u>1.5</u> 6.5	___

**SECOND YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
MAT 113 Introduction to Contemporary Mathematics <sup>3</sup> OR MAT 120 Elementary Statistics <sup>3</sup> OR MAT 104 Mathematics for Allied Health	3	___
SPE 115 Speech OR SPE 116 Interpersonal Communication	<u>3</u> 6	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ADN 221 Family Nursing	5	___
BIO 226 General Microbiology <sup>2</sup>	<u>4</u> 9	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ADN 220 Nursing Care of Adult II	7	___
ADN 231 Advanced Pharmacology II	<u>1.5</u> 8.5	___

\* Students must maintain "C" or higher in all courses. All students must complete the practical nursing curriculum. All PN courses must be completed with a "C" or better prior to beginning ADN courses. It is strongly recommended that all ADN general education courses are completed prior to beginning the ADN program. The following courses are included in the minimum hours of this degree:

Course	Credit Hours	Course	Credit Hours
BIO 205 Human Anatomy and Physiology I	4	PNE 171 Pharmacology in Nursing II	2
ENG 101 English Composition I	3	PNE 194 Community Nursing Clinical	1
PNE 100 Nutrition	3	PNE 209 I.V. Therapy (or comparable I.V. course)	.5
PNE 101 Fundamentals of Nursing	3	PSY 132 General Psychology	<u>3</u>
PNE 105 Nursing Throughout the Life Cycle	2	<b>TOTAL CREDIT HOURS</b>	<b>21.5</b>

ATI scores at Level 2 are required before a course grade will be issued. ATI National Average Score must be obtained on RN Predictor prior to exiting the program. (2 attempts maximum)

A national licensure examination test must be passed in order to be employed in this career.

<sup>1</sup> Students must be certified in CPR annually (ALH 102 CPR Recertification) before starting Clinical Rotations.

<sup>2</sup> Courses are not offered every semester and must be taken the semester indicated or before.

<sup>3</sup> Recommended for transfer students.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2013**

**Additional Information:** The Associate Degree Nursing Program provides practical nurses the opportunity to achieve an associate degree in nursing and take the NCLEX-RN Exam; builds on the practical nurse program of education in communication skills, nursing process, anatomy, physiology, pathophysiology, nutrition, pharmacology, psychology, and basic nursing skills; provides appropriate educational opportunities to prepare the graduate to adhere to standards and scope of practice as set forth in the Illinois Nursing Act of 2000; and creates an environment that encourages lifelong learning and professional development.

This unique program is designed to prepare the student for the practice of professional nursing as defined in the Illinois Nursing Act and meets the requirements for schools approved for associate degree nursing by the Illinois Department of Professional Regulation.

The applicant should contact the Assessment Office at the College to request an admissions packet for the Associate Degree Nursing Program. The steps to be followed are specified in the packet.

In addition to completing a College application, the applicant must be able to do the following:

- provide proof of successful completion of an approved school of practical nursing
- successfully complete the associate degree nursing pre-entrance examination and the ASSET Test
- successfully demonstrate knowledge and abilities of fundamental nursing skills
- provide proof of sound health to practice nursing; and be eligible for nursing licensure in Illinois.

The selection procedures are listed in the admissions packet.

The goals of the ADN program are as follows:

1. To prepare nurses who possess the competencies defined by the ADN Council of the NLN and adhere to the standards and scope of practice set forth in the Illinois Nursing Act of 2007 and American Nursing Association Standards.
2. To support and encourage professional continuing education.
3. To actively maintain and pursue articulation with baccalaureate-level nursing programs.
4. To collaborate with district and regional health care providers to identify entry level employment skills required of ADN graduates.
5. To work with all College departments to provide a high-quality education.
6. To prepare graduates to live and work in a globally interdependent and multicultural society.
7. To maintain faculty, physical facilities, equipment, and clinical facility contracts conducive to a positive learning environment.
8. To serve as a resource to nursing professionals in the area.

Upon satisfactory completion of the program, the student will be eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

**Career Opportunities:** Specializations include obstetrics, surgery, intensive care unit, medical/surgical, emergency room, pediatrics, dialysis, case management, public health, insurance, office nursing and administration, home health.



**NURSING**  
**ASSOCIATE DEGREE NURSING (ADN)\***  
**Hybrid Online AAS In Nursing Degree**

Career Curriculum ADN 16  
 Associate in Applied Science  
 Minimum Hrs. 73.0  
 Major Code: 1.2 513801V

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ALH 101	Cardiopulmonary Resuscitation OR ALH 102 CPR Recertification <sup>1</sup>	.5-1	___
BIO 206	Human Anatomy and Physiology II <sup>2</sup>	<u>4</u> 4.5-5	___

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 226	General Microbiology <sup>2</sup>	4	___
CHM 141	General, Organic, and Biochemistry I	4	___
MAT 113	Intro to Contemporary Mathematics <sup>3</sup> OR MAT 120 Elementary Statistics <sup>3</sup> OR MAT 104 Mathematics for Allied Health	3	___
SPE 115	Speech OR SPE 116 Interpersonal Communication	<u>3</u> 14	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ADN 203	Intro to Conceptual Framework	3	___
ADN 205	Respiratory Nursing Interventions	3	___
ADN 206	Cardiovascular Nursing Interventions	3	___
ADN 207	MTBLC/ENDCRNE Nursing Interventions	3	___
ADN 230	Advanced Pharmacology I	<u>1.5</u> 13.5	___

**SECOND YEAR – INTERSESSION**

Dept. No.		Hrs.	Gr.
ADN 210	GI/GU Nursing Interventions	<u>3</u> 3	___

**SECOND YEAR – SUMMER SEMESTER**

Dept. No.		Hrs.	Gr.
ADN 212	Psychiatric Nursing Interventions	2	___
ADN 226	Neuro/Sensory Nursing Interventions	<u>3</u> 5	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ADN 223	Pediatric Nursing Interventions	2	___
ADN 224	Obstetrical Nursing Interventions	2	___
ADN 225	Ortho/Derm Nursing Interventions	3	___
ADN 228	Nursing Leadership Today & Tomorrow	3	___
ADN 231	Advanced Pharmacology II	<u>1.5</u> 11.5	___

\*Students must maintain "C" or higher in all courses. All students must complete the practical nursing curriculum and be listed as good standing as an LPN on IDFPR. All PN and ADN general education courses must be completed with a "C" or better prior to beginning ADN Hybrid Online courses. The following courses are included in the minimum hours of this degree:

<u>Course</u>	<u>Credit Hours</u>	<u>Course</u>	<u>Credit Hours</u>
BIO 205 Human Anatomy and Physiology I	4	PNE 171 Pharmacology in Nursing II	2
ENG 101 English Composition I	3	PNE 194 Community Nursing Clinical	1
PNE 100 Nutrition	3	PNE 209 I.V. Therapy (or comparable I.V. course)	.5
PNE 101 Fundamentals of Nursing	3	PSY 132 General Psychology	<u>3</u>
PNE 105 Nursing Throughout the Life Cycle	2	<b>TOTAL CREDIT HOURS</b>	<b>21.5</b>

ATI scores at Level 2 are required before a course grade will be issued. ATI National Average Score must be obtained on RN Predictor prior to exiting the program. (2 attempts maximum)

A comprehensive NCLEX online virtual review is required after the last class of the program.

Prior to acceptance an online general education course or Practical Nursing course must be successfully completed.

A national licensure examination test must be passed in order to be employed in this career.

<sup>1</sup> Students must be certified in CPR annually (ALH 102 CPR Recertification) before starting Clinical Rotations.

<sup>2</sup> Courses are not offered every semester and must be taken the semester indicated or before.

<sup>3</sup> Recommended for transfer students.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Spring 2013**

**Additional Information:** The Associate Degree Nursing Program provides practical nurses the opportunity to achieve an associate degree in nursing and take the NCLEX-RN Exam; builds on the practical nurse program of education in communication skills, nursing process, anatomy, physiology, pathophysiology, nutrition, pharmacology, psychology, and basic nursing skills; provides appropriate educational opportunities to prepare the graduate to adhere to standards and scope of practice as set forth in the Illinois Nursing Act of 2000; and creates an environment that encourages lifelong learning and professional development.

This unique program is designed to prepare the student for the practice of professional nursing as defined in the Illinois Nursing Act and meets the requirements for schools approved for associate degree nursing by the Illinois Department of Professional Regulation.

The applicant should contact the Assessment Office at the College to request an admissions packet for the Associate Degree Nursing Program. The steps to be followed are specified in the packet.

In addition to completing a College application, the applicant must be able to do the following:

- provide proof of successful completion of an approved school of practical nursing
- successfully complete the associate degree nursing pre-entrance examination and the ASSET Test
- successfully demonstrate knowledge and abilities of fundamental nursing skills
- provide proof of sound health to practice nursing; and be eligible for nursing licensure in Illinois.

The selection procedures are listed in the admissions packet.

The goals of the ADN program are as follows:

1. To prepare nurses who possess the competencies defined by the ADN Council of the NLN and adhere to the standards and scope of practice set forth in the Illinois Nursing Act of 2007 and American Nursing Association Standards.
2. To support and encourage professional continuing education.
3. To actively maintain and pursue articulation with baccalaureate-level nursing programs.
4. To collaborate with district and regional health care providers to identify entry level employment skills required of ADN graduates.
5. To work with all College departments to provide a high-quality education.
6. To prepare graduates to live and work in a globally interdependent and multicultural society.
7. To maintain faculty, physical facilities, equipment, and clinical facility contracts conducive to a positive learning environment.
8. To serve as a resource to nursing professionals in the area.

Upon satisfactory completion of the program, the student will be eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

**Career Opportunities:** Specializations include obstetrics, surgery, intensive care unit, medical/surgical, emergency room, pediatrics, dialysis, case management, public health, insurance, office nursing and administration, home health.



**NURSING  
NURSING ASSISTANT  
Certificate Program**

Career Curriculum 00NAD0055  
Certificate Program  
Minimum Hrs. 7  
Major Code: 1.2 513902K

Dept. No.		Hrs.	Gr.
NAD 101	Nursing Assistant Training	$\frac{7}{7}$	—

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008  
Rev. 10/2011**

**Additional Information:** This course is designed for students interested in becoming nursing assistant. Students receive training that will enable them to work in hospitals, long-term care facilities, or other health care facilities. A criminal background check is completed as a part of the program. This program is approved by the Illinois Department of Public Health.

**Career Opportunities:**

- Acute Care Hospitals
- Nursing Homes Long-term Care
- Rehabilitation Centers
- Assisted Living Centers
- Home Health





**NURSING  
PRACTICAL NURSING\*  
Certificate Program**

Career Curriculum 00LPN0061  
Certificate Program  
Minimum Hrs. 43  
Major Code: 1.2 513901J

**FIRST SEMESTER – FALL**

Dept. No.	Hrs.	Gr.
ALH 101 Cardiopulmonary Resuscitation <sup>1</sup> or ALH 102 CPR Recertification	.5-1.0	___
BIO 205 Human Anatomy and Physiology I <sup>2</sup>	4	___
PNE 100 Nutrition	3	___
PNE 101 Fundamentals of Nursing	3	___
PNE 102A Nursing Procedures I	1.5	___
PNE 102B Nursing Procedures II	1.5	___
PNE 103 Clinical Nursing	2	___
PNE 105 Nursing throughout the Life Cycle	2	___
PNE 161 Pharmacology in Nursing I	2	___
	<u>19.5-20.0</u>	

**THIRD SEMESTER – SUMMER**

Dept. No.	Hrs.	Gr.
ENG 101 English Composition I	3	___
PNE 206 Adult Nursing II	2	___
PNE 207 Medical/Surgical Clinic II	2	___
PNE 208 Mental Health Nursing	1	___
PNE 209 I.V. Therapy	.5	___
	<u>8.5</u>	

**SECOND SEMESTER – SPRING**

Dept. No.	Hrs.	Gr.
PNE 171 Pharmacology in Nursing II	2	___
PNE 183 Maternal and Newborn Health	2	___
PNE 184 Obstetrics Clinical	1	___
PNE 193 Pediatric Nursing	2	___
PNE 194 Community Nursing Clinical	1	___
PNE 204 Adult Nursing I	2	___
PNE 205 Medical/Surgical Clinic I	2	___
PSY 132 General Psychology	3	___
	<u>15</u>	

\*Students must maintain a "C" or higher in all courses.

<sup>1</sup> Students must be certified in CPR annually before starting clinical rotation.

<sup>2</sup> BIO 205 Human Anatomy and Physiology I must be completed by the end of the first semester of program admittance. No prior credit will be given if a grade lower than a "C" was earned. It is strongly recommended that students without a high school or college background in biology take BIO 100 or 101 or 105 prior to BIO 205.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Practical Nursing Certificate Program \(00LPN0061\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/practical_nursing.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/practical\\_nursing.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/practical_nursing.pdf)

*John A. Logan College reserves the right to modify this curriculum guide as needed.  
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**Effective Date: Fall 2011  
Rev. 03/2012**

**Additional Information:**

The Practical Nursing Program is designed to provide an individual with the knowledge and skills to function as a safe and effective member of the health care team in the role of the practical nurse. Classroom theory, laboratory practice, and clinical experience are included in this three-semester certificate program. This program is accredited by the North Central Association of Colleges and Schools and approved by the Illinois Department of Professional Regulations, and the ICCB. The accreditation and approval of these agencies allow a graduate of the program to do the following:

1. Write the CAT-NCLEX-PN Examination. (This is the licensing examination that a graduate of any nursing program must pass in order to be employed as a practical nurse.)
2. Be employed as a practical nurse in any health care setting of choice, including state and federal institutions.
3. Be employed in any state in the nation.

Some agencies and the military may have additional requirements for employment.

The applicant should contact the Assessment Office at the College and request an admissions packet to the Practical Nursing Program. The steps to be followed are specified in the packet.

In addition to completing a College application, the applicant must be able to do the following: provide proof of graduation from an accredited high school, or possess a G.E.D. certificate; successfully complete the practical nursing pre-entrance examination, including mathematics and communication, ASSET Test or COMPASS Test, and provide proof of sound health to practice nursing. The selection procedures are listed in the admission packet.

The graduate of the John A. Logan College Practical Nursing Program will be able to do the following:

1. The graduate will have satisfactory knowledge of nursing theory and skill in all areas of the developed curriculum to produce a satisfactory score on the CAT-NCLEX-PN.
2. The graduate will have sufficient competencies needed by individuals preparing for gainful employment in the vocation of practical nursing to be recognized as a safe and effective beginning practitioner.
3. The graduate will be able to relate effectively with people in daily endeavors through verbal and nonverbal communication.
4. The graduate will be able to utilize the nursing process in problem solving.
5. The graduate will be able to assist in planning and implementing a health care/teaching plan designed to meet the identified needs of the client.
6. Each graduate will accept responsibility for his/her own attitudes and actions.
7. The graduate will recognize his/her individual capabilities and limitations when functioning as a member of a health care team in a variety of settings.
8. The graduate will recognize the importance of integrity and self-imposed high standards of performance as a means of perpetuating regard for the vocation of practical nursing.
9. To maintain faculty, physical facilities, equipment, and clinical agency contracts conducive to a positive learning environment.
10. To serve as a resource to nursing professionals in the area.
11. To support and encourage professional continuing education.
12. To actively maintain and pursue articulation with ADN-level nursing programs.

**Career Opportunities:**

- Medical office practices
- Flu clinics
- Home Health; Private Duty (especially disabled pediatric home bound patients)
- Nursing Homes
- Assisted Living Centers
- Senior Citizen Centers
- Rehabilitation Centers



**NURSING  
PRACTICAL NURSING\*  
5-Semester, Part-Time Option Certificate Program**

Career Curriculum 00LPN0061 Certificate Program Minimum Hrs. 43 Major Code: 1.2 513901J
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**REQUIRED GENERAL EDUCATION COURSES**

Dept. No.	Hrs.	Gr.
ALH 101 Cardiopulmonary Resuscitation <sup>1</sup> or ALH 102 CPR Recertification	.5-1.0	___
BIO 205 Human Anatomy and Physiology I <sup>2</sup>	4	___
ENG 101 English Composition I	3	___
PNE 100 Nutrition	3	___
PSY 132 General Psychology	3	___
	<u>13.5-14.0</u>	

**FIRST SEMESTER – SPRING**

Dept. No.	Hrs.	Gr.
PNE 101 Fundamentals of Nursing	3	___
PNE 102A Nursing Procedures I	1.5	___
PNE 102B Nursing Procedures II	1.5	___
PNE 103 Clinical Nursing	2	___
PNE 161 Pharmacology in Nursing I	<u>2</u>	___
	10	

**SECOND SEMESTER – SUMMER**

Dept. No.	Hrs.	Gr.
PNE 105 Nursing throughout the Life Cycle	2	___
PNE 193 Pediatric Nursing	2	___
PNE 194 Community Nursing Clinical	<u>1</u>	___
	5	

**THIRD SEMESTER – FALL**

Dept. No.	Hrs.	Gr.
PNE 171 Pharmacology in Nursing II	2	___
PNE 204 Adult Nursing I	2	___
PNE 205 Medical/Surgical Clinic I	<u>2</u>	___
	6	

**FOURTH SEMESTER – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PNE 206 Adult Nursing II	2	___
PNE 207 Medical/Surgical Clinic II	2	___
PNE 208 Mental Health Nursing	1	___
PNE 209 I.V. Therapy	<u>.5</u>	___
	5.5	

**FIFTH SEMESTER – SUMMER**

Dept. No.	Hrs.	Gr.
PNE 183 Maternal and Newborn Health	2	___
PNE 184 Obstetric Clinical	<u>1</u>	___
	3	

\*Students must maintain a "C" or higher in all courses.

<sup>1</sup> Students must be certified in CPR annually before starting clinical rotation.

<sup>2</sup> BIO 205 Human Anatomy and Physiology I must be completed by the end of the first semester or prior to program admittance. No prior credit will be given if a grade lower than a "C" was earned. It is strongly recommended that students without a high school or college background in biology take BIO 100 or 101 or 105 prior to BIO 205.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Practical Nursing Certificate Program \(00LPN0061\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/practical_nursing.pdf). You can also access this information by typing the following URL into your browser's address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/practical\\_nursing.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/practical_nursing.pdf)

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**Effective Date: Fall 2011  
Rev. 03/2012**

**Additional Information:**

The applicant should contact the Assessment Office at the College and request an admissions packet to the Practical Nursing Program. The steps to be followed are specified in the packet.

The Practical Nursing Program is designed to provide an individual with the knowledge and skills to function as a safe and effective member of the health care team in the role of the practical nurse. Classroom theory, laboratory practice, and clinical experience are included in this three-semester certificate program. This program is accredited by the North Central Association of Colleges and Schools and approved by the Illinois Department of Professional Regulations, and the ICCB. The accreditation and approval of these agencies allow a graduate of the program to do the following:

1. Write the CAT-NCLEX-PN Examination. (This is the licensing examination that a graduate of any nursing program must pass in order to be employed as a practical nurse.)

2. Be employed as a practical nurse in any health care setting of choice, including state and federal institutions.
3. Be employed in any state in the nation.

Some agencies and the military may have additional requirements for employment.

In addition to completing a College application, the applicant must be able to do the following: provide proof of graduation from an accredited high school, or possess a G.E.D. certificate; successfully complete the practical nursing pre-entrance examination, including mathematics and communication, ASSET Test or COMPASS Test, and provide proof of sound health to practice nursing.

The selection procedures are listed in the admission packet.

The graduate of the John A. Logan College Practical Nursing Program will be able to do the following:

1. The graduate will have satisfactory knowledge of nursing theory and skill in all areas of the developed curriculum to produce a satisfactory score on the CAT-NCLEX-PN.
2. The graduate will have sufficient competencies needed by individuals preparing for gainful employment in the vocation of practical nursing to be recognized as a safe and effective beginning practitioner.
3. The graduate will be able to relate effectively with people in daily endeavors through verbal and nonverbal communication.
4. The graduate will be able to utilize the nursing process in problem solving.
5. The graduate will be able to assist in planning and implementing a health care/teaching plan designed to meet the identified needs of the client.
6. Each graduate will accept responsibility for his/her own attitudes and actions.
7. The graduate will recognize his/her individual capabilities and limitations when functioning as a member of a health care team in a variety of settings.
8. The graduate will recognize the importance of integrity and self-imposed high standards of performance as a means of perpetuating regard for the vocation of practical nursing.
9. To maintain faculty, physical facilities, equipment, and clinical agency contracts conducive to a positive learning environment.
10. To serve as a resource to nursing professionals in the area.
11. To support and encourage professional continuing education.
12. To actively maintain and pursue articulation with ADN-level nursing programs.

**Career Opportunities:**

- Medical office practices
- Flu clinics
- Home Health; Private Duty (especially disabled pediatric home bound patients)
- Nursing Homes
- Assisted Living Centers
- Senior Citizen Centers
- Rehabilitation Centers



**OCCUPATIONAL THERAPY ASSISTANT\***  
**SICCM Cooperative Degree Program**

Career Curriculum OTA 0094  
 Associate in Applied Science  
 Minimum Hrs. 70  
 Major Code: 1.2 510803C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 215 Medical Terminology I	3	___
ENG 101 English Composition I	3	___
OTA 110 Clinical Observation	2	___
OTA 130 Introduction to Occupational Therapy	2	___
OTA 131 Disease and Impact on Occupation	3	___
OTA 132 Occupational Development	1	___
OTA 210 Occupational Therapy Theory I	4	___
	<u>18</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
OTA 200 Psychosocial Therapy and Practice	3	___
OTA 205 Occupational Therapy in Pediatrics	4	___
OTA 230 Clinical Rotation II	2	___
OTA 231 Occupational Therapy Theory II	1.5	___
OTA 232 Aging and Impact on Occupation	1.5	___
PSY 262 Child Psychology	3	___
	<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 206 Human Anatomy and Physiology II	4	___
OTA 112 Activities of Daily Living	3	___
OTA 120 Occupational Therapeutic Media	3	___
OTA 122 Occupational Therapy Group Process	2	___
OTA 133 Clinical Rotation I	1	___
OTA 134 OT in Physical Disabilities	3	___
PSY 132 General Psychology	3	___
	<u>19</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
OTA 217 Fieldwork Experience I <sup>1</sup> (Class meets 8 weeks)	4.5	___
OTA 218 Fieldwork Experience II <sup>1</sup> (Class meets 8 weeks)	4.5	___
OTA 250 Occupational Therapy Administration	3	___
	<u>12</u>	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
MAT 120 Elementary Statistics OR MAT 104 Mathematics for Allied Health	3	___
SPE 115 Speech	3	___
	<u>6</u>	

\*BIO 205 - Human Anatomy and Physiology I is a prerequisite for this program.  
 Students must maintain "C" overall average plus "C" or better in all OTA classes and all required general education classes.

<sup>1</sup> Must be completed within 18 months of academic coursework.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2010**

**Additional Information:**

The OTA courses have both lecture and hands-on laboratory components. Portions of the lecture section of some OTA courses are web-based. During the program, students will develop entry-level competencies necessary to provide services to persons of all ages who have functional loss due to physical, neurological, social/emotional, cognitive, or developmental disabilities.

The profession tailors rehabilitation individually for each client. Through evaluation and treatment, it seeks to restore or improve function in occupational performance. Treatment is provided within the context of the client's life environments and relationships. Occupation may be defined as the ordinary things people do each day to work, to play, and to take care of themselves. Occupational therapy is based on the idea that our personal identity and feeling of value is closely tied to what we are able to do. We all choose many "occupational" roles that are important to us and make us excited to engage in life. When our function becomes impaired, we may lose both our independence and sense of self-worth.

The practice of OT utilizes the therapeutic use of purposeful and meaningful occupations in treatment, as well as focusing on these occupations as the goal of treatment. OT intervention may include restoration of performance abilities; instruction in compensatory techniques; adaptation of tasks, processes, or environments; disability prevention techniques; and health promotion strategies. Occupational therapy assistants, under the supervision of an occupational therapist, will work directly with persons to achieve a maximum level of independent living by developing the capacities that remain after disease, accident, or other disability.

OT serves a diverse population in a wide variety of settings such as hospitals; clinics; facilities for rehabilitation, extended, and long-term care; sheltered workshops; schools; camps; private homes; physicians' offices; community programs; and private practice.

#### Admission Requirements

1. Graduate from an approved high school, or demonstrate equivalent competency (G.E.D. examination).
2. Complete general admission procedures for John A. Logan College.
3. By March 1, file the following OTA application information with the Assessment Office at John A. Logan College:
  - A. Completed OTA application form.
  - B. Health Occupations Aptitude Test results.
  - C. Official transcripts of previous college experience.
4. Achieve competitive level on a composite selection score for the College. The five top-scoring applicants are awarded admission. This score is based upon the Health Occupations Aptitude Examination–Revised test results and weighted grades for previous college coursework taken within, or transferring to, the occupational therapy assistant required curriculum.

#### Accreditation Status

The SICCM Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P. O. Box 31220, Bethesda, MD 20824-1220. ACOTE's phone number c/o AOTA is 301-652-AOTA. Program graduates will qualify to sit for the National Board for Certification in Occupational Therapy, Inc. (NBCOT) national certification examination. This is a computer-delivered examination. Successful completion of this exam confers the title of Certified Occupational Therapy Assistant (COTA). Illinois and most states additionally require licensure to practice, usually basing this on the NBCOT exam results. A felony conviction may adversely affect ability to sit for the NBCOT exam and/or attain state licensure.

The Associate in Applied Science degree in occupational therapy assistant is offered at five community colleges through the Southern Illinois Collegiate Common Market. Five students are admitted from each college for an entering total of twenty-five. Admitted students take general education courses on their own campuses and OTA courses together in a central laboratory. After classes and the fieldwork internship are completed, they graduate at their entering college.

**Career Opportunities:** An occupational therapy assistant (OTA) provides services to persons of all ages who have functional loss due to physical, neurological, social/emotional, cognitive, or developmental disabilities.



**OFFICE SUPERVISION AND MANAGEMENT  
Degree Program**

Career Curriculum 00BUS0013  
Associate in Applied Science  
Minimum Hrs. 69  
Major Code: 1.2 520204C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	—
BUS 135 Office Language Skills	3	—
BUS 236 Records Management	1	—
BUS 255 Customer Service	3	—
MAT 113 Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	3	—
IAI Humanities and Fine Arts elective <sup>2</sup>	3	—
	<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 235 Business Correspondence	3	—
CIS 110 Introduction to Word Processing	2	—
CIS 120 Database Management	3	—
CIS 210 Presentation Graphics	2	—
ENG 101 English Composition I <sup>3</sup> OR ENG 113 Professional Technical Writing <sup>3</sup>	3	—
SPE 115 Speech OR SPE 116 Interpersonal Communication	3	—
	<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 105 Payroll Accounting	3	—
BUS 117 Keyboarding II <sup>1</sup>	3	—
BUS 222 Legal/Social Environment of Business	3	—
CIS 104 Spreadsheet Design	3	—
CIS 108 Introductory Security Awareness	3	—
ECO 201 Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3 18	—

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 225 Integrated Accounting on Computers	3	—
BUS 138 Employment Strategy	1	—
BUS 237 Office Procedures	3	—
CIS 130 Introductory Operating Systems	3	—
MGT 112 Principles of Management	3	—
Accounting Elective <sup>4</sup>	3	—
Business Elective <sup>4</sup>	3	—
	<u>19</u>	

Fall Only Courses:

BUS 255  
BUS 282

Spring Only Courses:

ACC 105 CIS 108  
ACC 225 CIS 220  
BUS 237 MGT 112  
MKT 224

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.

<sup>2</sup> Preferred Humanities and Fine Arts electives: LIT 235, LIT 280, PHL 121, SPE 113.

<sup>3</sup> Requires a grade of "C" or higher.

<sup>4</sup> Office Supervision and Management curriculum electives:

ACC 100 Business Accounting	3	BUS 216 Medical Terminology II	3	MKT 113 Principles of Marketing I	3
ACC 200 Financial Accounting I	3	BUS 282 Legal Terminology	3	MKT 224 Advertising (spring only)	3
BUS 215 Medical Terminology I	3	CIS 220 Adv. Spreadsheet Design	3		

The Office Supervision and Management AAS Degree (00BUS0013) is the parent to:

- Data Entry Assistant Certificate Program (00BUS0014)
- General Business Certificate Program (00BUS0015)
- Office Assistant Certificate Program (00BUS0016)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Career Opportunities:** Students successfully completing this program will receive an Associate in Applied Science degree. This is a two-year curriculum designed to provide specialized training for the office support person who aspires to be eligible for a management position in the office environment.



**OFFICE SUPERVISION AND MANAGEMENT**  
**Paralegal Studies Option at SIUC (Capstone)**  
**Degree Program**

Career Curriculum 00BUS0013  
 Associate in Applied Science  
 Minimum Hrs. 69  
 Major Code: 1.2 520204C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116	3	___
BUS 135	3	___
BUS 236	1	___
BUS 255	3	___
CIS 207	3	___
ENG 101	3	___
ENG 113	16	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 235	3	___
BUS 282	3	___
CIS 104	3	___
SPE 115	3	___
SPN 101	4	___
JPN 101	16	___
FRE 101		___
GER 101		___
IPP 141		___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ACC 100	3	___
BUS 117	3	___
BUS 222	3	___
CIS 108	3	___
MAT 113	3	___
IAI Humanities & Fine Arts Elective	3	___
	18	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ALH 101	1	___
BUS 215	3	___
BUS 237	3	___
CIS 110	2	___
ECO 201	3	___
MGT 112	3	___
SPN 102	4	___
JPN 102	19	___
FRE 102		___
GER 102		___
IPP 142		___

<u>Fall Only Courses:</u>	<u>Spring Only Courses:</u>
BUS 255	BUS 237
BUS 282	CIS 108
	MGT 112

- <sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Department for information.
- <sup>2,4</sup> These courses will transfer into SIUC and satisfy courses required to be taken to complete a Bachelor of Science degree in the Paralegal Studies program at SIUC. These course choices are recommended, but not required, to be taken at John A. Logan College. Be aware that even if these courses are taken and transferred, **additional electives will still need to be taken at SIUC in order to complete the minimum 120 hours** to obtain the Bachelor's degree in Paralegal Studies.
- <sup>3</sup> Requires a grade of "C" or higher.
- <sup>4</sup> May be substituted with any of the following:

SIUC	JALC	SIUC	JALC
ACCT 220	ACC 200 and 201	ECON 241 (Macro)	ECO 201
HCP 105 Medical Terminology	BUS 215	ECON 240 (Micro)	ECO 202
CS 200B or ISAT 229 (Intro to Computer)	CIS 207	SPAN 140A	SPN 101
FIN 280 (Business Law I)	BUS 221	SPAN 140B	SPN 102
FIN 270 (Legal & Social Business Environment)	BUS 222	FRE 123A	FRE 101
		FRE 123B	FRE 102

<sup>5</sup> Four-year institutions that require a year or more of a foreign language expect that courses be in the same language (SPN 101/SPN 102, JPN 101/102, FRE 101/102, GER 101/102 or IPP 141/142), etc. Consult an advisor at your transfer institution to determine if there is a required or recommended language for your academic major or unit. Some institutions may encourage IPP 141/142 depending on your chosen major where others may not accept IPP as a foreign language.



It is strongly suggested that students complete their foreign-language requirement and BUS 222, the Legal and Social Environment of Business, elective at John A. Logan College. In addition, those students who intend to work in health care should consider including BUS 215, Medical Terminology I, and BUS 216, Medical Terminology II, at John A. Logan College in their course of study.

The Office Supervision and Management AAS Degree (00BUS0013) is the parent to:

- Data Entry Assistant Certificate Program (00BUS0014)
- General Business Certificate Program (00BUS0015)
- Office Assistant Certificate Program (00BUS0016)

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog). Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2013**

**Additional Information:** Students who wish to graduate with a Bachelors degree from the SIUC Paralegal Studies program **must complete a minimum of 120 credit hours**. If students transfer into the SIUC Paralegal Studies program with a two-year AA or AS degree from John A. Logan College, students' CORE curriculum at SIUC will be complete. Students will need to **take 60 credit hours at a four-year institution to complete the required minimum 120 credit hours** for the Bachelor of Science degree. Such students should ask their advisor about the AAS degree Capstone Option for waiving CORE curriculum requirements. In all events, all students transferring into SIUC from John A. Logan College are required to complete at least 60 credit hours at a four-year institution in order to obtain a Bachelor of Science degree from SIUC. Every student planning to attend SIUC's Paralegal Studies program should meet with the student's John A. Logan College advisor at regular semester intervals to assure the student is following an appropriate curriculum. Every student planning to attend SIUC's Paralegal Studies program should meet with an SIUC Paralegal Studies advisor in their final semester at John A. Logan College to confirm the student's smooth transition into the SIUC Paralegal Studies program and to advise what courses to take their first semester at SIUC.

**Career Opportunities for Paralegals include, but are not limited to:** Paralegals in law offices, government offices and agencies, financial institutions, mortgage brokers, and insurance firms. In addition, Paralegal Studies has an excellent pre-law specialization which prepares students for going on to law school after receiving their Bachelor of Science degree.



**OFFICE SUPERVISION AND MANAGEMENT  
DATA ENTRY ASSISTANT  
Certificate Program**

Career Curriculum 00BUS0014 Certificate Program Minimum Hrs. 19 Major Code: 1.2 520407K
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**FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 116	Keyboarding I <sup>1</sup>	3	—
CIS 101	Introduction to Computers OR CIS 207 Computer Applications	3	—
SPE 115	Speech OR SPE 116 Interpersonal Communication	<u>3</u> 9	—

**SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 138	Employment Strategy	1	—
CIS 104	Spreadsheet Design	3	—
CIS 120	Database Management	3	—
MAT 113	Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	<u>3</u> 10	—

<sup>1</sup> Proficiency exam is available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Education Department for information.

The Data Entry Assistant Certificate Program (00BUS0014) is an ICCB approved extension of the Office Supervision and Management AAS Degree (00BUS0013).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Data Entry Assistant Certificate Program \(00BUS0014\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/data_entry_assistant.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/data\\_entry\\_assistant.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/data_entry_assistant.pdf)

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**Effective Date: Fall 2013**

**Career Opportunities:** Positions as a data entry assistant are available in legal, medical, and technical areas, including doctors’ offices, health care organizations, insurance companies, local industries, and local, state, and federal government offices.



**OFFICE SUPERVISION AND MANAGEMENT  
GENERAL BUSINESS  
Certificate Program**

Career Curriculum 00BUS0015 Certificate Program Minimum Hrs. 19 Major Code: 1.2 520101R
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 116	Keyboarding I <sup>1</sup>	3	—
BUS 235	Business Correspondence	3	—
SPE 115	Speech OR	<u>3</u>	—
	SPE 116 Interpersonal Communication	9	—

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BUS 110	Introduction to Business	3	—
BUS 138	Employment Strategy	1	—
CIS 101	Introduction to Computers OR CIS 207 Computer Applications	3	—
MAT 113	Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	<u>3</u> 10	—

<sup>1</sup> Proficiency exams are available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) and BUS 117 (requiring 55 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Education Department for information.

The General Business Certificate (00BUS0015) is an ICCB approved extension of the Office Supervision and Management AAS Degree (00BUS0013).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–General Business Certificate Program \(00BUS0015\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/general_business.pdf). You can also access this information by typing the following URL into your browser’s address bar:

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**Effective Date: Fall 2013**

**Career Opportunities:** Positions are available for those with a general business certificate in legal, medical, and technical areas, including doctors' offices, health care organizations, insurance companies, local industries, and local, state, and federal government offices.



**OFFICE SUPERVISION AND MANAGEMENT  
OFFICE ASSISTANT  
Certificate Program**

Career Curriculum 00BUS0016 Certificate Program Minimum Hrs. 20 Major Code: 1.2 520401K
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**FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 116 Keyboarding I <sup>1</sup>	3	—
BUS 135 Office Language Skills	3	—
CIS 101 Introduction to Computers OR	3	—
CIS 207 Computer Applications	9	—

**SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BUS 138 Employment Strategy	1	—
BUS 235 Business Correspondence	3	—
BUS 236 Records Management	1	—
MAT 113 Introduction to Contemporary Mathematics OR	3	—
BUS 111 Business Mathematics		
SPE 115 Speech OR	3	—
SPE 116 Interpersonal Communication	11	—

<sup>1</sup> Proficiency exam is available for BUS 116 (requiring a production test as well as 40 wpm with no more than three errors on a three-minute straight-copy timing) for students entering the program with a sound background in keyboarding. See your advisor or the chairperson of the Business Education Department for information.

The Office Assistant Certificate Program (00BUS0016) is an ICCB approved extension of the Office Supervision and Management AAS degree (00BUS0013).

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Office Assistant Certificate Program \(00BUS0016\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/office_assistant.pdf). You can also access this information by typing the following URL into your browser’s address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/office\\_assistant.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/office_assistant.pdf)

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**Effective Date: Fall 2013**

**Career Opportunities:** Positions as an office assistant or a general office clerk are available in almost every area of the economy. Those industries employing the largest number include local government, general medical and surgical hospitals, elementary and secondary schools, colleges, universities, professional schools, and employment services.



**PHYSICAL EDUCATION/KINESIOLOGY TEACHER EDUCATION\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 64 Major Code: 1.1 131314B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CPS 111	Introduction to Technology for Educators <sup>1</sup>	3	—
EDC 200	Introduction to Education	3	—
ENG 101	English Composition I	3	—
HIS 213	Eastern Civilizations	3	—
MAT 108	College Algebra	3	—
PEDE 191	Introduction to Physical Education	2	—
		<u>17</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 205	Human Anatomy and Physiology I	4	—
EDC 202	Human Growth, Development, and Learning	3	—
MAT 120	Elementary Statistics	3	—
PSC 131	American Government	3	—
SPE 115	Speech	3	—
		<u>16</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	—
ENG 102	English Composition II	3	—
LIT 280	Introduction to Literature	3	—
PEDE 202	Physical Education for Children	3	—
PSY 132	General Psychology	3	—
		<u>15</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 206	Human Anatomy and Physiology II	4	—
HTH 110	Health Education	2	—
MUS 105	Music Appreciation	3	—
PHS 105	Physics for Non-Science Majors	3	—
SOC 215	Diversity in American Life	3	—
	PED Elective	1	—
		<u>16</u>	

\* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:

- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
- Must earn a grade of “C” or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
- May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0 = A). The minimum grade point average for consideration at SIU-C is 2.75.

It is recommended that the student take EDC 203 prior to transferring.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

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**Effective Date: Summer 2012**

**Career Opportunities:** Physical education teacher (Illinois certification K-12 or 6-12).

**Major Employers:** Public schools, private schools.



**PHYSICS\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087  
Associate in Science  
Minimum Hrs. 64  
Major Code: 1.1 400801B

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 101 English Composition I <sup>1</sup>	3	—
MAT 131 Calculus I	5	—
PHY 205 University Physics I	5	—
Social Science Elective <sup>2</sup>	3	—
	16	—

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CHM 151 Chemical Principles	5	—
MAT 202 Calculus III	3	—
PHY 201 Statics	3	—
Humanities Elective <sup>2</sup>	3	—
Life Science Elective <sup>2</sup>	3	—
	17	—

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II <sup>1</sup>	3	—
MAT 201 Calculus II	5	—
PHY 206 University Physics II	5	—
PSY 132 General Psychology	3	—
	16	—

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
MAT 205 Differential Equations	3	—
PSC 131 American Government OR	3	—
HIS 201 United States History I OR		
HIS 202 United States History II		
SPE 115 Speech	3	—
Fine Arts Elective <sup>2</sup>	3	—
Humanities Elective <sup>2</sup>	3	—
	15	—

\*Students may wish to complete additional courses, such as PHY 202, PHY 212, PHY 215, or CHM 152, CPS203, for transfer into a bachelor's degree program by attending summer sessions or taking an additional course during fall or spring semesters. See advisor for possible courses for specific transfer institutions.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> At least one elective course should be selected from Group VII, Integrative Skills, for the A. S. degree.

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**Effective Date: Fall 2008**

**Career Opportunities:** Positions are available in such specialties as experimental, electronic, molecular, fluids, solid state, theoretical, biophysics, chemical, mechanical, materials science, acoustics, astronomy, electricity and magnetism, light and optics, plasma, thermodynamics, geophysics, engineering, instrumentation, aerospace, education, technical writing, sales.

**Major Employers:** Chemical, electrical equipment, aircraft, automobile, computer hardware and software manufacturers, independent research centers and laboratories, colleges and universities, schools, government agencies including U. S. Departments of Defense, Commerce, and National Aeronautics Space Administration.



**POLITICAL SCIENCE**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 64 Major Code: 1.1 451001A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 101 English Composition I <sup>1</sup>	3	___
HIS 213 Eastern Civilizations	3	___
MAT 120 Elementary Statistics	3	___
PSC 131 American Government	3	___
Fine Arts Elective	3	___
	<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
ENG 102 English Composition II <sup>1</sup>	3	___
HTH 110 Health Education	2	___
PSC 289 Introduction to Comparative Government	3	___
SPE 115 Speech	3	___
Humanities or Fine Arts Elective	3	___
	<u>17</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ECO 201 Introduction to Macroeconomics	3	___
PHS 103 Earth Science OR PHS 105 Physics for Non-Science Majors	3	___
PSC 211 State and Local Government	3	___
PSC 212 Introduction to International Relations	3	___
Foreign Language I	4	___
	<u>16</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PSC 220 The Law and Society	3	___
PSY 132 General Psychology	3	___
Foreign Language II	4	___
Supportive Skills <sup>2</sup>	3	___
Science Elective	3	___
	<u>16</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Choose from CPS 102, CPS 176, CPS 206, BUS 121 or Math elective.

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**Effective Date: Fall 2008**

**Career Opportunities:** Positions are available in such specialties as government, legal services, criminal justice, education, community/regional planning, foreign service, international relations, community relations, budget analysis, publishing, public opinion research, labor/industrial relations, social services, consumer affairs, public relations, market research, grant writing, grant/contract administration, program planning, human resources, legislative assistance, political campaigning, and fundraising.

**Major Employers:** Federal, state and local government agencies including law enforcement, public health, human resources, economic and community planning and developing, revenue, budget, recreation, transportation and public information, regional planning commissions, colleges and universities, businesses and industries, citizens groups, public opinion survey firms, community organizations including legal and social services.



**PRE-CHIROPRACTIC\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087  
Associate in Science  
Minimum Hrs. 63  
Major Code: 1.1 511199R

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
CHM 151 Chemical Principles	5	___
ENG 101 English Composition I <sup>1</sup>	3	___
MAT 131 Calculus I	5	___
Fine Arts Elective	3	___
	16	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
CHM 152 Chemical Principles with Qualitative Analysis	5	___
ENG 102 English Composition II <sup>1</sup>	3	___
MAT 120 Elementary Statistics	3	___
PSY 132 General Psychology	3	___
Social Science Elective <sup>2</sup>	3	___
	17	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 101 Biological Science for Science Majors I	4	___
CHM 201 Organic Chemistry I	5	___
PHL 121 Introduction to Logic	3	___
PSC 131 American Government OR		
HIS 201 United States History I OR	3	___
HIS 202 United States History II	15	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 102 Biological Sciences II	4	___
CHM 202 Organic Chemistry II	5	___
SPE 115 Speech	3	___
Humanities Elective OR	3	___
Fine Arts Elective <sup>2</sup>	15	___

\* Pre-Chiropractic is not a major. At some schools, students must choose a major in which to earn a baccalaureate degree upon transfer.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> At least one elective course should be selected from Group VII, Integrative Studies, for the A. S. degree.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

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**Effective Date: Fall 2010**

**Career Opportunities:** Chiropractor

**Major Employers:** Private practice; clinics; industrial firms.





**PRE-LAW\***  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086  
Associate in Arts  
Minimum Hrs. 62  
Major Code: 1.1 220001A

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 101	English Composition I <sup>1</sup>	3	___
HIS 213	Eastern Civilizations	3	___
MAT 113	Introduction to Contemporary Mathematics	3	___
PSC 131	American Government	3	___
	Fine Arts Elective	3	___
		<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	___
ENG 102	English Composition II <sup>1</sup>	3	___
HIS 202	United States History II	3	___
HTH 110	Health Education	2	___
SPE 115	Speech	3	___
	Social Studies Elective	3	___
		<u>17</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ECO 201	Introduction to Macroeconomics	3	___
LIT 231	American Literature: 1492 to 1865	3	___
PHL 121	Introduction to Logic	3	___
PHS 103	Earth Science OR PHS 105 Physics for Non-Science Majors	3	___
PSC 212	Introduction to International Relations	3	___
		<u>15</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
PSC 220	The Law and Society	3	___
PSC 289	Introduction to Comparative Governments	3	___
PSY 132	General Psychology	3	___
	Science Elective	3	___
	Supportive Skills <sup>2</sup>	3	___
		<u>15</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Supportive Skills: Choose from CPS 102, CPS 176, CPS 206, BUS 121, or Math Elective.

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**Effective Date: Fall 2008**

**Career Opportunities:** Lawyer, district attorney, criminal lawyer, insurance attorney, corporation lawyer, patent lawyer, probate lawyer, real estate lawyer, tax attorney, title attorney.

**Major Employers:** Private law firms; federal government agencies, including U. S. Departments of Justice, Treasury, Interior, Health and Human Services, Defense, and general administration; state and local government agencies; public utilities; transportation firms; banks; insurance firms; accounting firms; educational institutions.



**PRE-PHARMACY\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087  
Associate in Science  
Minimum Hrs. 63  
Major Code: 1.1 511103B

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 110	General Botany	3	___
CHM 151	Chemical Principles	5	___
ENG 101	English Composition I <sup>1</sup>	3	___
MAT 131	Calculus I	5	___
		<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CHM 201	Organic Chemistry I	5	___
PHY 155	College Physics I	5	___
PHL 121	Introduction to Logic	3	___
PSC 131	American Government OR	3	___
	HIS 201 United States History I OR	<u>16</u>	
	HIS 202 United States History II		

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CHM 152	Chemical Principles with Qualitative Analysis	5	___
ENG 102	English Composition II <sup>1</sup>	3	___
MAT 120	Elementary Statistics OR MAT 282 Statistics <sup>2</sup>	3	___
PSY 132	General Psychology	3	___
SPE 115	Speech	3	___
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
CHM 202	Organic Chemistry II	5	___
ECO 201	Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3	___
LIT 280	Introduction to Literature	3	___
	LIT 284 Ethnic Literature in America OR LIT 295 Women in Literature Fine Arts Elective	3	___
		<u>14</u>	

\* For consideration to Pharmacy at SIUE, in addition to completing the coursework recommended in this degree program, students should complete BIO 101, 102, 205, 206, and PHY 156. Students should consult with an advisor to determine the best route to take for various Pharmacy School considerations.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> MAT 282 Statistics is currently only offered as an online course during the summer semester.

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**Effective Date: Fall 2010**

**Career Opportunities:** Pharmacist.

**Major Employers:** Community drug stores; retail store chains; hospitals; health maintenance organizations; health clinics; residential care facilities; pharmaceutical manufacturers; government agencies, including the Veterans Administration and the U. S. Public Health Service.



**PRE-PHYSICAL THERAPY\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 63 Major Code: 1.1 511199E
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 101	Biological Science for Science Majors I	4	___
CHM 151	Chemical Principles	5	___
ENG 101	English Composition I <sup>1</sup>	3	___
MAT 131	Calculus I	5	___
		<u>17</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 102	Biological Sciences II	4	___
CHM 152	Chemical Principles with Qualitative Analysis	5	___
ENG 102	English Composition II <sup>1</sup>	3	___
SPE 115	Speech	3	___
		<u>15</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
MAT 282	Statistics <sup>2</sup>	3	___
PHY 155	College Physics I	5	___
PSC 131	American Government OR HIS 201 United States History OR HIS 202 United States History II	3	___
PSY 132	General Psychology Humanities Elective <sup>3</sup>	3	___
		<u>3</u>	
		17	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
PHY 156	College Physics II	5	___
PHL 111	Ethics and Moral Problems	3	___
SOC 133	Principles of Sociology Fine Arts Elective	3	___
		<u>3</u>	
		14	

\* Pre-Physical Therapy is not a major. Typical baccalaureate majors for physical therapy candidates include Biological Sciences, Physiology, Psychology, Therapeutic Recreation and Physical Education (Athletic Training or Exercise Science).

It is strongly suggested that CHM 201 and 202 organic chemistry be completed before transfer. This may be done by adding it to the suggested schedule above, or by taking some of the required courses during summer semesters.

Some transfer institutions require 8 hours of foreign language.

It is strongly suggested that BIO 205 and 206, BUS 215 or 216, and PSY 270 be completed before transfer.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> MAT 282 Statistics is currently only offered as an online course during the summer semester.

<sup>3</sup> Select from HIS 213, LIT 280, 284, 295, PHL 200 or 260 to also meet the Group VII Integrated Studies Requirement.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2010**

**Career Opportunities:** Specialists include physical medicine and rehabilitation.

**Major Employers:** Clinics, private practice, hospitals, public health agencies, government agencies, colleges and universities.



**PRE-PHYSICIAN ASSISTANT\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087  
 Associate in Science  
 Minimum Hrs. 63  
 Major Code: 1.1 511102R

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 101	Biological Science for Science Majors I	4	___
CHM 151	Chemical Principles	5	___
ENG 101	English Composition I <sup>1</sup>	3	___
MAT 131	Calculus I	5	___
		17	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 226	General Microbiology	4	___
CHM 152	Chemical Principles with Qualitative Analysis	5	___
ENG 102	English Composition II <sup>1</sup>	3	___
SPE 115	Speech	3	___
		15	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
MAT 282	Statistics <sup>2</sup>	3	___
PHY 155	College Physics I	5	___
PSC 131	American Government OR HIS 201 United States History OR HIS 202 United States History II Humanities Elective <sup>3</sup>	3	___
		3	
		14	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
PHY 156	College Physics II	5	___
PSY 132	General Psychology	3	___
SOC 133	Principles of Sociology Fine Arts Elective Humanities Elective <sup>3</sup>	3	___
		3	
		17	

\*Some transfer institutions require 8 hours of foreign language.

It is strongly suggested that CHM 201 and 202 organic chemistry be completed before transfer. This may be done by adding it to the suggested schedule above, or by taking some of the required courses during summer semesters.

It is strongly suggested that BIO 205, BIO 206 and BUS 215 or 216 be completed before transfer.

The Physician Assistant Program at SIUC leads to a master's degree and a PA Certificate. Requirements are similar for other programs. Students should consider a baccalaureate degree in Biological Sciences, Physiology, Nursing (BSN) or other health related areas before applying to a Physician Assistant degree program.

SIUC gives preference to students with health care experience, exceptional academic performance and those from rural areas. Prior medical experience is required (2000 hours of direct patient care experience, including paid employment and volunteer work is preferred).

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> MAT 282 Statistics is currently only offered as an online course during the summer semester.

<sup>3</sup> At least one elective course should be selected from Group VII, Integrative Studies, for the A. S. degree.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts or Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2010**

**Career Opportunities:** Specialists include family practice, cardiology, pediatrics, dermatology, internal medicine, anesthesiology, obstetrics and gynecology, psychiatry, radiology, urology, oncology, ophthalmology, gastroenterology, neurology, nuclear medicine, pathology, orthopedics, plastic surgery, emergency medicine, physical medicine and rehabilitation, and pulmonary medicine.

**Major Employers:** Clinics, private practice, hospitals, public health agencies, government agencies, colleges and universities.



**PRE-PROFESSIONAL DENTAL, MEDICINE, OPTOMETRY,  
PODIATRY\***  
Toward a Bachelor of Science Degree

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 63 Major Code: 1.1 511199B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 101 Biological Science for Science Majors I	4	___
CHM 151 Chemical Principles	5	___
ENG 101 English Composition I <sup>1</sup>	3	___
MAT 131 Calculus I	5	___
	<u>17</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
MAT 282 Statistics <sup>2</sup>	3	___
PHY 155 College Physics I	5	___
PSC 131 American Government OR HIS 201 United States History OR HIS 202 United States History II Humanities Elective <sup>3</sup>	3	___
	<u>3</u>	___
	14	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 102 Biological Sciences II	4	___
CHM 152 Chemical Principles with Qualitative Analysis	5	___
ENG 102 English Composition II <sup>1</sup>	3	___
PSY 132 General Psychology	3	___
SPE 115 Speech	3	___
	<u>3</u>	___
	18	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
PHY 156 College Physics II	5	___
PHL 121 Introduction to Logic	3	___
Fine Arts Elective Social Science Elective <sup>3</sup>	3	___
	<u>3</u>	___
	14	___

\* Pre-Professional Dental, Medicine, Optometry and Podiatry are not majors. Typical baccalaureate majors include Biological Sciences, Anatomy, Physiology or Zoology.

<sup>1</sup> It is strongly suggested that CHM 201 and 202 organic chemistry be completed before transfer. This may be done by adding it to the suggested schedule above, or by taking some of the required courses during summer semesters.

Some transfer institutions require 8 hours of foreign language.

It is suggested that BIO 205, BIO 206 and CIS 207 be completed before transfer.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> MAT 282 Statistics is currently only offered as an online course during the summer semester.

<sup>3</sup> At least one elective course should be selected from Group VII, Integrative Studies, for the A. S. degree.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts or Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

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Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2010**

**Career Opportunities:** Specialists include family practice, cardiology, pediatrics, dermatology, internal medicine, anesthesiology, obstetrics and gynecology, psychiatry, radiology, urology, oncology, ophthalmology, gastroenterology, neurology, nuclear medicine, pathology, orthopedics, plastic surgery, emergency medicine, physical medicine and rehabilitation, pulmonary medicine and osteopathic medicine..

**Major Employers:** Clinics, private practice, hospitals, public health agencies, government agencies, colleges and universities.



**PRE-VETERINARY\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 63 Major Code: 1.1 511104B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 101	Biological Science for Science Majors I	4	___
CHM 151	Chemical Principles	5	___
ENG 101	English Composition I <sup>1</sup>	3	___
MAT 131	Calculus I	5	___
		<u>17</u>	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 102	Biological Sciences II	4	___
CHM 152	Chemical Principles with Qualitative Analysis	5	___
ENG 102	English Composition II <sup>1</sup>	3	___
PSY 132	General Psychology	3	___
SPE 115	Speech	3	___
		<u>18</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 120	Vertebrate Zoology	3	___
PHY 155	College Physics I	5	___
PSC 131	American Government OR HIS 201 United States History OR HIS 202 United States History II		___
	Humanities Elective <sup>3</sup>	3	___
		<u>14</u>	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ECO 201	Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3	___
	Fine Arts Elective	3	___
	Humanities Elective <sup>3</sup> OR Fine Arts Elective	3	___
	Science Elective <sup>2</sup>	2	___
	Supporting Skills Elective	3	___
		<u>14</u>	___

\*Pre-Veterinary Medicine is not a major. After transfer, students will need to immediately declare a major (e.g. Zoology or Animal Science.)

It is strongly suggested that CHM 201 and 202 organic chemistry be completed before transfer. This may be done by adding it to the suggested schedule above, or by taking some of the required courses during summer semesters.

Some transfer institutions require 8 hours of foreign language.

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> It is suggested that PHY 156 be completed before transfer.

<sup>3</sup> Courses selected need to also meet Group VII Integration Studies requirement.

This curriculum guide outlines a recommended or suggested first two years for individuals interested in pursuing a baccalaureate degree in this discipline or possibly one closely related. The General Education component in this recommended guide meets the guidelines established by the Illinois Articulation Initiative General Education Core Curriculum (IAI GECC). With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-V (General Education Component; GECC-IAI) of the curriculum guide (see the Associate in Arts or Associate in Science general degree requirements worksheet in the John A. Logan College Catalog).

It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2010**

**Career Opportunities:** Veterinarian

**Major Employers:** Clinics, private practice, hospitals, public health agencies, government agencies, colleges and universities.



**PSYCHOLOGY**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086  
 Associate in Arts Degree  
 Minimum Hrs. 64  
 Major Code: 1.1 420101A

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
MAT 108	College Algebra OR MAT 113 Introduction to Contemporary Mathematics	3	___
PSY 132	General Psychology Humanities Elective	3 <u>3</u>	___ ___
		15	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
PSY 285	Psychology of Personality	3	___
SPE 115	Speech	3	___
	Foreign Language Elective	4	___
	Science Elective <sup>2</sup>	3	___
	Social Science Elective	<u>3</u>	___
		16	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II <sup>1</sup>	3	___
HIS 201	United States History I OR HIS 202 United States History II OR PSC 131 American Government	3	___
HTH 110	Health Education	2	___
PHS 103	Earth Science OR PHS 105 Physics for Non-Science Majors	3	___
PSY 262	Child Psychology Fine Arts Elective	3 <u>3</u>	___ ___
		17	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
MAT 120	Elementary Statistics	3	___
	Foreign Language Elective	4	___
	Humanities/Fine Arts Elective	3	___
	Integrative Studies Elective	3	___
	Psychology Elective	<u>3</u>	___
		16	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> BIO 105, Anatomy and Physiology, is recommended.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2008**

**Career Opportunities:** Caseworker, human resource assistant, mental health clinic technician, psychiatric technician, customer service representative, management trainee; with graduate study, positions are available in counseling: Clinical, educational, experimental, developmental, personality, school, organizational, health, rehabilitation, child and family, social, industrial, community, and environmental.

**Major Employers:** Schools, colleges and universities, state and community health centers, hospitals, health clinics, health maintenance organizations, correctional facilities, rehabilitation centers, research or consulting firms, manufacturers, private practice, and government agencies, including the Veterans Administration, U. S. Department of Defense, and U. S. Public Health Services.



**RENEWABLE ENERGY & INDUSTRIAL MAINT.  
Degree Program**

Career Curriculum IDM000069 Associate in Applied Science Minimum Hrs. 67 Major Code: 1.2 470303C
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
CMG 107	Construction Document Interpretation	3	—
ELT 102	Basic Electricity and Wiring	4	—
HAC 121	Heating I	4	—
MAT 113	Introduction to Contemporary Mathematics OR MAT 106 Technical Mathematics OR MAT 120 Elementary Statistics	3-4	—
SPE 115	Speech	3	—
		<u>17-18</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 150	Applied Solid State Electronics	4	—
ELT 243	Renewable Energy Systems	3	—
HAC 241	Building Systems Performance	3	—
IDM 120	Safety and Environmental Management	2	—
WEL 201	Industrial Maintenance Welding Lab	6	—
		<u>18</u>	

Fall Only Courses:	Spring Only Courses:
ELT 102	ELT 150
ELT 125	ELT 224
HAC 121	ELT 243
IDM 210	HAC 131
MAC 180	HAC 241
MFT 103	IDM 120
	MFT 201

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
ELT 125	Energy Auditing & Thermography	4	—
IDM 210	Hydraulics & Pneumatics	4	—
MFT 103	Industrial Robots & PLCs	3	—
PHS 106	Energy, Environment and Society	3	—
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II	3 17	—

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
DRT 185	Computer Graphics I	2	—
ELT 224	Power Distribution and Motors	3	—
ENG 101	English Composition I <sup>1</sup> OR ENG 113 Professional Technical Writing <sup>1</sup>	3	—
HAC 131	Refrigeration and Air Conditioning I	4	—
MFT 201	PLC Manufacturing Systems	3	—
		<u>15</u>	

**SECOND YEAR – SUMMER SEMESTER OPTIONAL**

Dept. No.		Hrs.	Gr.
ATI 200	Applied Technologies Internship <sup>2</sup> OR PSY 110 College Success and Career Planning <sup>2</sup>	1-3	—

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Although this class is recommended, it is not required for graduation from this program and therefore is ineligible for Title IV financial aid funding.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Spring 2013  
Rev. 03/2013**

All students in this program will be required to furnish a basic tool set. The set includes the following:

**Screwdrivers**

- #2 Phillips Screwdriver
- ¼" Standard Screwdriver

**Pliers**

- Needle Nose Pliers
- Side Cutter (Diagonal) Pliers
- Lineman's Pliers

**Additional Tools**

- Pocket Knife for Stripping Cable (Lock-Back) or Cable Stripper
- Wire Strippers
- Digital Multimeter (DMM) - must measure volts, ohms, and milli-amps

Note: Cost varies from different suppliers.

**Career Opportunities:** Alternate energy, Industrial, Maintenance or Service Technician, Alternative Energy Installer, Wind or Solar System Sales Representative





**SECONDARY EDUCATION\***  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 62 Major Code: 1.1 131205B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors OR BIO 101 Biological Science for Science Majors <sup>1</sup>	3-4	___
CPS 111 Introduction to Technology for Educators <sup>2</sup>	3	___
EDC 200 Introduction to Education	3	___
ENG 101 English Composition I	3	___
MAT 108 College Algebra OR MAT 113 Introduction to Contemporary Mathematics	<u>3</u> 15-16	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
EDC 202 Human Growth, Development and Learning	3	___
PSC 131 American Government	3	___
SPE 115 Speech	3	___
Fine Arts or Humanities Elective	3	___
General Elective <sup>3</sup>	2	___
Life Science Elective <sup>1</sup>	<u>3</u>	___
	17	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II	3	___
MAT 120 Elementary Statistics	3	___
PSY 132 General Psychology	3	___
Fine Arts Elective	3	___
Physical Science Elective <sup>1</sup>	<u>3</u>	___
	15	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
HIS 213 Eastern Civilizations	3	___
SOC 215 Diversity in American Life	3	___
General Elective <sup>3</sup>	3	___
General Elective <sup>3</sup>	3	___
Science Elective <sup>1</sup>	<u>3</u>	___
	15	

- \* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:
- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
  - Must earn a grade of "C" or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
  - May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0=A). The minimum grade point average for consideration at SIU-C is 2.75.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

- <sup>1</sup> Students should check with their advisor as to which science courses best meet their chosen science option.
- <sup>2</sup> The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.
- <sup>3</sup> Students should consult with their particular transfer institution to see which electives best meet their transfer requirements.

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**Effective Date: Summer 2012**

**Career Opportunities:** Middle school teacher, high school teacher.

**Major Employers:** Public school systems, private schools, state government institutions.



**SOCIAL WORK**  
**Toward a Bachelor of Science Degree**

Transfer Curriculum 000AS0087 Associate in Science Minimum Hrs. 62 Major Code: 1.1 440701B
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	—
ENG 101	English Composition I <sup>1</sup>	3	—
MAT 108	College Algebra OR MAT 113 Introduction to Contemporary Mathematics	3	—
PSC 131	American Government	3	—
SOC 133	Principles of Sociology	3	—
		<u>15</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
PHS 105	Physics for Non-Science Majors	3	—
PSY 270	Abnormal Psychology	3	—
SOC 215	Diversity in American Life	3	—
SOCW 275	Introduction to Social Work Humanities Elective	3	—
		<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 105	Human Anatomy and Physiology	3	—
ENG 102	English Composition II <sup>1</sup>	3	—
MAT 120	Elementary Statistics	3	—
PSY 132	General Psychology	3	—
	Fine Arts Elective	3	—
		<u>15</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
SOC 263	Marriage and the Family	3	—
SPE 115	Speech	3	—
	Fine Arts Elective OR Humanities Elective <sup>2</sup>	3	—
	General Elective <sup>3</sup>	3	—
	General Elective <sup>3</sup>	2-3	—
	Science Elective	3	—
		<u>17-18</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Select from PHL 111, 121, or 131.

<sup>3</sup> Students should consult their four-year college's transfer guide to verify which electives best meet their program requirements.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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 Please verify with your academic advisor the accuracy and time lines of this document.*

**Effective Date: Fall 2008**

**Career Opportunities:** Social worker, caseworker, child care foster care worker, counselor, family services administrator, case manager, child welfare specialist, youth services coordinator, family therapist, child adolescent therapist, community worker, probation and parole officer. Graduate study is required for many positions.

**Major Employers:** Community mental health centers; family and youth services centers; federal and state government agencies, including U. S. Departments of Veterans Affairs and Health and Human Services and the Illinois Departments of Children and Family Services, public aid, corrections and mental health development; private non-profit social service agencies; hospitals; rehabilitation services; residential care facilities; child care centers.



**SOCIOLOGY**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 64 Major Code: 1.1 451101A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
HUM 152	Death and Dying	3	___
MAT 108	College Algebra	3	___
SOC 133	Principles of Sociology	3	___
		<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II <sup>1</sup>	3	___
HTH 110	Health Education	2	___
PHS 105	Physics for Non-Science Majors	3	___
PSC 131	American Government OR HIS 201 United States History I OR HIS 202 United States History II	3	___
SOC 215	Diversity in American Life Humanities Elective	3	___
		<u>3</u>	
		17	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
MAT 120	Elementary Statistics OR Elective (MAT or CPS)	3	___
PHL 111	Ethics and Moral Problems	3	___
SOC 263	Marriage and the Family	3	___
SPE 115	Speech	3	___
	Foreign Language	<u>4</u>	
		16	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
PSY 132	General Psychology	3	___
	Humanities or Social Science elective	3	___
	Fine Arts Elective	3	___
	Foreign Language	4	___
	Science Elective	<u>3</u>	
		16	

<sup>1</sup> Requires a grade of "C" or higher.

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**Effective Date: Fall 2008**

**Career Opportunities:** Human services representative, public relations specialist, caseworker/manager, urban/regional planner, community organizer, community relations manager, industrial sociologist, demographer, family education, gerontologist, criminologist, research assistant, rural/urban sociologist, volunteer services manager.

**Major Employers:** Local, state, and federal government agencies, including Departments of Housing and Urban Development, Transportation and Veterans Administration; American Red Cross, government and private assistant agencies, political organizations, child and foster care agencies, youth centers, residential care facilities, mental and public health service agencies, colleges and universities, social service research centers, human resources departments, public relations firms, hospitality and recreation employers.



**SPECIAL EDUCATION\***  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 62 Major Code: 1.1 131001A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	___
EDC 200 Introduction to Education	3	___
ENG 101 English Composition I	3	___
HTH 110 Health Education	2	___
MAT 208 Mathematics for Elementary Teachers I	3	___
	<u>14</u>	___

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II	3	___
MAT 209 Mathematics for Elementary Teachers II	3	___
MUS 105 Music Appreciation	3	___
PHS 103 Earth Science OR PHS 105 Physics for Non-Science Majors	3	___
PSY 132 General Psychology	3	___
	<u>15</u>	___

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
ART 111 Art Appreciation	3	___
EDC 202 Human Growth, Development, and Learning	3	___
EDC 203 Schooling in a Diverse Society	3	___
PSY 262 Child Psychology	3	___
SPE 115 Speech	3	___
Life Science Elective <sup>1</sup> OR Physical Science Elective <sup>1</sup>	<u>3</u>	___
	18	___

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
HIS 201 United States History I OR HIS 202 United States History II OR PSC 131 American Government	3	___
HIS 213 Eastern Civilizations	3	___
MAT 120 Elementary Statistics	3	___
PSY 265 Introduction to Special Education	3	___
SOC 215 Diversity in American Life	3	___
	<u>15</u>	___

- \* To be considered for admission into a formal Teacher Education Program in Illinois, the transfer student:
- Must pass the Illinois Basic Skills Test (IBST). It is recommended that the student take the IBST during the first semester of college and before completing 30 semester credits in a teacher education track. If a student experiences difficulty passing one or more sections of the IBST, it is recommended that the student enroll in EDU 999 Preparing for IBST.
  - Must earn a grade of "C" or above in all courses for an endorsement and in all courses used as a part of a program (may include general education, professional education and major content courses).
  - May be required to have a minimum overall grade point average to enter a high demand formal teacher certification degree program option. For example: To be considered for entry into a teacher education program, a student should have a minimum overall grade point average of at least 2.5 (4.0 = A). The minimum grade point average for consideration at SIU-C is 2.75.

The content within CPS 111 is important to teacher education degree programs and is an additional recommended course. Some four-year institutions offer an equivalent course or have elected to integrate the topics covered in CPS 111 over a number of courses within the professional education sequence; and therefore, an equivalent course is not available. CPS 111 at these institutions most likely will be accepted as general transfer or elective credit.

For additional information, select this link to the [Tips for Education Majors](#), or view the document in the online College Catalog under the Degrees and Certificates link.

<sup>1</sup> Science elective options SCI 210A with SCI 210B are not required but recommended for the Special Education major.

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**Effective Date: Summer 2012**

**Career Opportunities:** Special education teacher, teacher of hearing impaired, teacher of physically impaired, teacher of visually impaired, teacher of learning disabled.

**Major Employers:** Public school systems, private schools, government institutions.



**SPEECH COMMUNICATION**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 62 Major Code: 1.1 231001A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
BIO 100	Biology for Non-Science Majors OR BIO 110 General Botany	3	___
ENG 101	English Composition I <sup>1</sup>	3	___
MAT 113	Introduction to Contemporary Mathematics <sup>2</sup> OR MAT 120 Elementary Statistics OR Other IAI Approved Math Course	3	___
PSY 132	General Psychology	3	___
SPE 115	Speech <sup>1</sup>	3	___
		<u>15</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
HIS 201	United States History I OR SOC 215 Diversity in American Life OR SOC 263 Marriage and the Family	3	___
PHS 103	Earth Science OR PHS 105 Physics for Non-Science Majors	3	___
SPE 121	Advanced Public Speaking <sup>1</sup> Fine Arts/Humanities Elective	3	___
	Supportive Skills Elective	3	___
		<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 102	English Composition II <sup>1</sup>	3	___
HTH 110	Health Education	2	___
JRN 215	Introduction to Mass Media	3	___
PSC 131	American Government	3	___
SPE 113	Theater Appreciation OR LIT 275 The Art of the Cinema <sup>3</sup>	3	___
SPE 116	Interpersonal Communication <sup>1</sup>	3	___
		<u>17</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
PHL 121	Introduction to Logic	3	___
SPE 131	Family Communication <sup>1</sup>	3	___
SPE 200	Small Group Communication <sup>1</sup> Humanities Elective	3	___
	Physical Science OR Life Science Elective	3	___
		<u>15</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> Recommended for transfer students.

<sup>3</sup> LIT 275 is recommended for students pursuing a bachelors degree in radio and television.

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**Effective Date: Fall 2008**

**Career Opportunities:** Communication Specialist, Communication Trainer, Communication Teacher, Communication Consultant, Speech Writer, Lobbyist, Legislative Assistant, Human Resource Specialist, In-House Communication Specialist, Public Relations Coordinator, Public Information Officer, Media Relations Coordinator, Promotion Coordinator, Special Events Coordinator, Advertising Representative, Media/Market Researcher, Customer Service Representative, TV/Radio Production Assistant, Media Specialist/Media Buyer, Editor, Copy Writer, Business Writer, Technical Writer.

**Major Employers:** Schools, Colleges, Universities, Major Corporations, Insurance Companies, Health Corporations, Publishing Firms, Newspapers, TV/Radio Stations, Advertising and Public Relations Firms, Law Firms, Professional and Trade Organizations, Consulting Firms, Business Services, Government Agencies, Events Companies, Major Hotel Chains, Performing Arts Companies, Performing Arts Venues.



**SURGICAL TECHNOLOGY\***  
**SICCM Cooperative Certificate Program**

Career Curriculum ORT 5199  
 Certificate Program  
 Minimum Hrs. 38  
 Major Code: 1.2 510909J

**FIRST SEMESTER – FALL**

Dept. No.		Hrs.	Gr.
BIO 206	Human Anatomy and Physiology II <sup>1</sup>	4	___
STP 121	Introduction to Surgical Technology	3	___
STP 122	Principles and Practices of Surgical Technology	6	___
STP 127	Pharmacology for Health Professions	3	___
		16	

**THIRD SEMESTER – SUMMER**

Dept. No.		Hrs.	Gr.
STP 124	Surgical Procedures II	3	___
STP 126	Clinical Rotation in Surgical Technology II	5	___
		8	

**SECOND SEMESTER – SPRING**

Dept. No.		Hrs.	Gr.
STP 123	Surgical Procedures I	5	___
BIO 226	General Microbiology	4	___
STP 125	Clinical Rotation in Surgical Technology I <sup>2</sup>	5	___
		14	

\*Students must maintain a “C” or higher in all STP and general education classes.  
 BIO 205 is a prerequisite and must be completed before starting the program.

<sup>1</sup> BIO 206 must be completed by the end of the second semester.

<sup>2</sup> Students must be certified in CPR for Healthcare Providers before starting clinical rotations.

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Surgical Technology Certificate Program \(ORT 5199\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/surgical_technology.pdf). You can also access this information by typing the following URL into your browser’s address bar:  
[http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/surgical\\_technology.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/surgical_technology.pdf)

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**Effective Date: Spring 2009**  
**Rev. 03/2012**

**Additional Information:** The Surgical Technology Certificate is a one-year program offered at the community colleges through the Southern Illinois Collegiate Common Market (SICCM). This program is designed to provide students with the knowledge, skills, and attitudes necessary to practice as certified surgical technologists. Students successfully completing the program will be fully qualified for jobs as scrub surgical technologists and circulating surgical technologists in hospitals, surgical centers, clinics, and physicians’ offices. The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), by recommendation of the Accreditation Review Committee on Education in Surgical Technology. Graduates of an accredited Surgical Technology program are eligible to sit for the National Certifying Exam for Surgical Technologists. The exam is given year round by appointment. It is administered by the Liaison Council on Certification for the Surgical Technologist (LCC-ST), which is accredited by the National Commission for Certifying Agencies (NCCA). Successful completion of this exam confers the title of Certified Surgical Technologist (CST). The program is offered off campus in a central laboratory.

**Career Opportunities:** Assist during surgical operations in hospitals, doctor’s offices and outpatient care centers.



**THEATRE**  
**Toward a Bachelor of Arts Degree**

Transfer Curriculum 000AA0086 Associate in Arts Minimum Hrs. 63 Major Code: 1.1 500501A
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 100 Biology for Non-Science Majors	3	—
ENG 101 English Composition I <sup>1</sup>	3	—
HIS 201 United States History 1	3	—
SPE 113 Theatre Appreciation	3	—
SPE 124 Fundamentals of Acting I	3	—
SPE 128 Theatre Practicum	1	—
	<u>16</u>	

**SECOND YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
HTH 110 Health Education	2	—
LIT 275 The Art of the Cinema	3	—
SPE 115 Speech	3	—
SPE 119 Stagecraft I	3	—
SPE 128 Theatre Practicum	1	—
Science Elective	3	—
	<u>15</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
ENG 102 English Composition II <sup>1</sup>	3	—
PHS 103 Earth Science OR PHS 105 Physics for Non-Science Majors	3	—
PSY 132 General Psychology	3	—
SPE 125 Fundamentals of Acting II	3	—
SPE 128 Theatre Practicum	1	—
Humanities/Fine Art Elective	3	—
	<u>16</u>	

**SECOND YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
SPE 120 Stagecraft II	3	—
SPE 128 Theatre Practicum	1	—
MAT 113 Introduction to Contemporary Mathematics	3	—
Humanities Elective	3	—
Social Science Elective <sup>2</sup>	3	—
Supportive Skills Elective	3	—
	<u>16</u>	

<sup>1</sup> Requires a grade of "C" or higher.

<sup>2</sup> PSC 131, American Government, recommended.

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It is recommended that you consult the catalog of the college or university you are considering as a transfer institution to complete a baccalaureate degree. It is also recommended that you consult with an academic advisor at that college or university.

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**Effective Date: Fall 2008**

**Career Opportunities:** Theatre manager, performing artist, actor/actress, playwright, scene designer, costume designer, lighting technician, sound effects technician, director, theatre sales, makeup artist, choreographer, publicist, travel coordinator.

**Major Employers:** Theatre and film industries.



**VETERINARY TECHNOLOGY\***  
**SICCM Cooperative Degree Program**

Career Curriculum VET 2006  
 Associate in Applied Science  
 Minimum Hrs. 67  
 Major Code: 1.2 510808C

**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
BIO 226 General Microbiology	4	—
MAT 120 Elementary Statistics (IAI) OR MAT 104 Mathematics for Allied Health	3	—
VET 110 Small Animal Nursing I	3	—
VET 112 Animal Anatomy and Physiology I	4	—
VET 117 Animal Radiography	2	—
VET 118 Veterinary Practice Management	2	—
	18	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
VET 111 Small Animal Nursing II	3	—
VET 113 Animal Anatomy and Physiology II	3	—
VET 116 Large Animal Nursing	3	—
VET 119 Animal Clinical Lab I	3	—
VET 133 Animal Surgical Technology I	3	—
VET 138 Animal Pharmacology I	2	—
	17	

**FIRST YEAR – SUMMER SEMESTER**

Dept. No.	Hrs.	Gr.
VET 231 Vet Tech Internship I	3	—
	3	

\*All courses require a grade of "C" or higher.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2013**

**Additional Information:** The applicant should contact the Assessment Office of the College to request an admissions packet for the Veterinary Technology AAS Degree Program. The steps to be followed are specified in the packet. The veterinary technology major in Applied Science is offered at the community colleges through the Southern Illinois Collegiate Common Market (SICCM). Students take general education courses on their own campuses and VET courses together in a central classroom. Students are required to earn a "C" or better in all program courses. Students withdrawing or failing the Veterinary Technology Program must follow the application procedure outline in the packet provided by each college for re-entry. A student success plan/contract will accompany the readmission to assure student success in the program. Students are allowed to re-enter only if space is available after all new and continuing students from your respective college are admitted for the requested school year.

Graduates of the program will qualify to sit for the national certification examination (VTNE exam). Successful completion of this exam confers the title of Certified Veterinary Technician.

The SICCM Veterinary Technology Program is accredited by the American Veterinary Medical Association, 1931 N Meacham Road, Suite 100, Schaumburg, IL 60173-4360. Telephone: 847-925-8070, Fax: 847-925-1329

**Career Opportunities:** Veterinary Technicians typically conduct clinical work in a private practice under the supervision of a veterinarian. Additional job opportunities include working in animal shelters, wildlife rehabilitation, medical research laboratories, and private industry.





**WELDING TECHNOLOGY  
Degree Program**

Career Curriculum WEL 2010  
Associate in Applied Science  
Minimum Hrs. 69  
Major Code: 1.2 480508E

**FIRST YEAR – FALL SEMESTER**

Dept. No.		Hrs.	Gr.
IND 201	Metallurgy	2	___
MAT 113	Introduction to Contemporary Mathematics OR MAT 106 Technical Mathematics	3-4	___
WEL 150	Oxy-Acetylene Fusion Welding I	1	___
WEL 151	Oxy-Acetylene Fusion Welding II	2	___
WEL 152	Brazing & Soldering	1	___
WEL 153	Oxy-Acetylene Cutting	1	___
WEL 154	Arc Welding I	2	___
WEL 155	Arc Welding II	2	___
WEL 156	Arc Welding III	1	___
WEL 200	Welding Theory	2	___
		<u>17</u>	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.		Hrs.	Gr.
ENG 101	English Composition I <sup>1</sup>	3	___
MAC 180	Blueprint Reading	3	___
WEL 157	Arc Welding IV	1	___
WEL 158	Arc Welding V	1	___
WEL 159	Arc Welding	1	___
WEL 160	M.I.G. Welding	2	___
WEL 161	Cored Wire Welding	2	___
WEL 162	T.I.G. Welding	1	___
WEL 163	Weld Testing & Inspection <sup>1</sup>	2	___
WEL 198	T.I.G. Welding Aluminum	1	___
WEL 199	T.I.G. Welding Stainless Steel	1	___
		<u>18</u>	

Fall only courses:      Spring only courses:

IDM 210                      DRT 192  
MAC 200

<sup>1</sup> Requires a grade of "C" or higher.

The minimum general education component for the Associate in Applied Science degree requires satisfactory completion of at least 15 semester credits of coursework distributed over the disciplines of Communications, Mathematics, Arts and Humanities, Physical and Life Sciences, and Social and Behavioral Sciences. The curriculum guide for each Associate in Applied Science degree program will spell out the course requirements or options available for satisfying the general education component. With appropriate justification and in consultation with your academic advisor, a request to substitute a course for one recommended in this guide may be granted with the appropriate approvals from the Department Chair, Dean for Instruction and Vice-President for Instruction. However, no substitutions are allowed in Groups I-III (General Education Component; GECC) of the curriculum guide (see the Associate in Applied Science general degree requirements worksheet in the John A. Logan College Catalog).

Students planning to transfer and pursue a baccalaureate degree should, when given a choice, enroll in the general education course that is IAI GECC approved and articulated with participating Illinois institutions.

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**Effective Date: Fall 2010**

**Career Opportunities:** Upon successful completion of the AAS degree, the student will have the opportunity to enter the workforce as a welding technician. The program will prepare graduates for entry into union trades positions including boilermakers, plumbers & pipefitters, structural steel workers, rail car repair and general maintenance; small and medium job shops.



**WELDING TECHNOLOGY  
Certificate Program**

Career Curriculum 00WEL0060 Certificate Program Minimum Hrs. 27 Major Code: 1.2 480508T
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**FIRST YEAR – FALL SEMESTER**

Dept. No.	Hrs.	Gr.
IND 201 Metallurgy	2	—
WEL 150 Oxy-Acetylene Fusion Welding I	1	—
WEL 151 Oxy-Acetylene Fusion Welding II	2	—
WEL 152 Brazing & Soldering	1	—
WEL 153 Oxy-Acetylene Cutting	1	—
WEL 154 Arc Welding I	2	—
WEL 155 Arc Welding II	2	—
WEL 156 Arc Welding III	1	—
WEL 200 Welding Theory	<u>2</u>	—
	14	

**FIRST YEAR – SPRING SEMESTER**

Dept. No.	Hrs.	Gr.
MAC 180 Blueprint Reading	3	—
WEL 157 Arc Welding IV	1	—
WEL 158 Arc Welding V	1	—
WEL 159 Arc Welding	1	—
WEL 160 M.I.G. Welding	2	—
WEL 161 Cored Wire Welding	2	—
WEL 162 T.I.G. Welding	1	—
WEL 163 Weld Testing & Inspection	<u>2</u>	—
	13	

This is a Gainful Employment Certificate Program of 16 credit hours or more that prepares the student for gainful employment in a recognized occupation. For detailed information regarding program length, cost, average loan debt and completion details, select the following link to the Gainful Employment Worksheet for this program. [Gainful Employment Worksheet–Welding Technology Certificate Program \(00WEL0060\)](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/welding_technology.pdf). You can also access this information by typing the following URL into your browser’s address bar: [http://www.jalc.edu/consumer\\_information/pdfs/gainful\\_employment/welding\\_technology.pdf](http://www.jalc.edu/consumer_information/pdfs/gainful_employment/welding_technology.pdf)

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**Effective Date: Fall 2008  
Rev. 03/2012**

**Career Opportunities:** Upon successful completion of the Welding Technology Certificate, the student will have the opportunity to enter the workforce as a welding technician. The program will prepare graduates for entry into union trades positions including boilermakers, plumbers & pipefitters, structural steel workers, rail car repair and general maintenance; small and medium job shops.

## *Explanation of Course Descriptions*

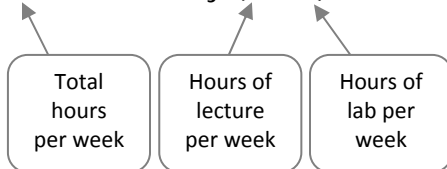
PHY 202 DYNAMICS ← Course prefix, course number, and course name

IAI ← Illinois Articulation Initiative Course Number

3 hours ← Credit hours to be earned

Prerequisites: PHY 201 ← Requirements and/or course(s) to be completed before enrolling in the course

3 hours weekly (3 – 0)



A continuation of PHY 201. Methods of elementary classical mechanics as applied to particles and rigid bodies in nonequilibrium situations. Vector algebra is used extensively and some vector calculus is introduced. ← Course description

## *Course Descriptions* *(Alphabetical Order by Prefix)*

### *Accounting (ACC)*

#### **ACC 100 Business Accounting**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This is a practical accounting course for non-accounting majors. It includes a study of the elements of accounting, accounting procedures, conceptual framework, business transactions, common journals, posting, trial balance, worksheet, adjusting entries, income statement, balance sheet, statement of owner's equity, closing entries, post-closing trial balance, accounting for cash, accounting for purchases and sales, and payroll accounting.

#### **ACC 105 Payroll Accounting**

3 Hours

Prerequisites: ACC 100 or 200 or consent of department chair

3 hours weekly (3-0)

Introduction to payroll accounting as related to business. Includes law related to payroll, wages and salaries, social security taxes, income tax withholding, unemployment compensation taxes, and payroll transactions.

#### **ACC 200 Financial Accounting I**

IAI – BUS 903

3 Hours

Prerequisites: None

3 hours weekly (3-0)

Financial Accounting is designed to be a complete learning package for the first accounting course at the college level. Financial Accounting presents accounting as an information system that produces summary financial statements, primarily for users external to a business or other enterprise. Students study the forms of business organizations and the common transactions entered into by businesses. The emphasis is on understanding and applying basic accounting principles and other concepts that guide the reporting of the effect of transactions and other economic events on the financial condition and operating results of a business. How to analyze and interpret historical financial statements and the limitation of using these in making forward-looking

business decisions are included. The course will expose the students to such topics as ethics, alternative forms of business organizations, typical business practices, legal instruments and financial statements. Woven throughout all of this is the step-by-step instruction needed to understand and apply the concepts, principles, and practices of the modern accounting system according to generally accepted accounting principles.

#### **ACC 201 Financial Accounting II**

IAI – BUS 903

3 Hours

Prerequisites: ACC 200

3 hours weekly (3-0)

Financial Accounting II is designed to complement the learning process started in Financial Accounting I. This course will continue the study of the forms of business organization and the transactions required for the owner's equity section of partnerships and corporations. The primary content will be accounting for current and long-term assets and liabilities, stock and bond transactions from both the issuer's and the buyer's perspective, corporate financial statements, including accounting for cash flow, extraordinary items, discontinued operations, changes in accounting principles, income taxes, and financial statement analyses. Present value will be introduced in conjunction with the valuation of both assets and liabilities.

#### **ACC 202 Managerial Accounting**

IAI – BUS 904

3 Hours

Prerequisites: ACC 201 (SIU 220) and sophomore standing

3 hours weekly (3-0)

This course provides an introduction to accounting techniques used by internal company managers when they are faced with planning, directing, controlling and decision-making activities in their organizations. Managerial accounting is presented as a system of producing information for use in internally managing a business. The course emphasizes the identification, accumulation, and interpretation of information for planning, controlling, and evaluating the performance of separate components of a business. Included is the identification and measurement of the costs of producing goods or services and how to analyze and control these costs. Decision models commonly used in making specific short- and long-term business decisions are also included. Accounting information can be used to identify and analyze alternatives and to guide the manager to a course of

action that will yield the greatest benefit to the firm. While the major emphasis in financial accounting is on the accumulation and presentation of historical accounting data to external decision-makers, the emphasis in managerial accounting is on the presentation and analysis of that data to the internal decision-makers.

### **ACC 218 Tax Accounting**

3 Hours

Prerequisites: ACC 201  
3 hours weekly (3-0)

Introduction to federal income tax structure as related to the individual and to the small business person. Includes individual income tax return, gross income and exclusions, business income and expenses, itemized deductions, other incentives, credits, and special taxes.

### **ACC 225 Integrated Accounting on Computers**

3 Hours

Prerequisites: ACC 100 or 200 or consent of department chair  
3 hours weekly (3-0)

Introduction to computerized accounting programs. Includes accounts payable, accounts receivable, depreciation, financial statements, general ledger, inventory, and payroll.

## ***Automotive Collision Technology (ACT)***

### **ACT 190 Auto Body Repair I**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

A study of the basics of minor dent and rust repair, using fiberglass polyester, two-agent chemically activated fillers, dent puller, and shaping tools. Plastic identification and flex panel repair are included.

### **ACT 191 Metal Finishing and Painting**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

A study in the use of abrasives and solvent type paint preparations, application of lacquer, enamel and water base types of paint, and automotive cleanup and buffing equipment.

### **ACT 192 Frame and Body Alignment**

2 Hours

Prerequisites: ACT 190, 191, 196  
2 hours weekly (2-0)

This course teaches how to analyze and correct one or more damaged automobile sections in order to accomplish a perfect profile and to correct damage in stretching or shrinking of the metal. Studies of heavy auto damage and the use of porto-powers, frame straightening machines and gauging and alignment tools, as well as alignment of door, hood, and deck lid, and replacement of detachable parts are also included. A major emphasis is placed on unitized body repair.

### **ACT 193 Advanced Auto Body Repair**

1 Hour

Prerequisites: ACT 190, 191, 196  
1 hour weekly (1-0)

A study in the use of abrasives and solvent type paint preparations, applications of lacquer, and enamel types of paint. Interior and accent application, custom painting and fiberglass finishings, and use of water base and baked-on finishes are emphasized.

### **ACT 194 Body Shop Management**

1 Hour

Prerequisites: ACT 190, 191, 196  
1 hour weekly (1-0)

A study of body shop management, time management, space, tools, employees, insurance, safety, and estimate writing will be covered.

### **ACT 196 Auto Body Lab**

5 Hours

Prerequisites: Concurrent enrollment in ACT 190, 191  
15 hours weekly (0-15)

This lab will enable students to practice the topics covered in ACT 190 and ACT 191 with the basic application of auto repair filler, patches, and paints. The student will also use buffers, solvents, and chemicals appropriate for new and used car cleanup.

**ACT 197 Auto Body Repair and Paint Lab II**

5 Hours

Prerequisites: Concurrent enrollment in ACT 192, 193, 194  
15 hours weekly (0-15)

This lab will enable students to practice the topics covered in ACT 192, 193, and 194 with the basic application of auto repair filler, patches, and paints. The uses of frame straightening, gauging, and major panel replacement are strongly stressed.

**ACT 273 Chassis Electrical**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A study of the electrical accessories of automobiles such as power windows, power seats, directional signals, and all other wiring. Diagnosis, repair, and troubleshooting are stressed. Theory is supplemented by laboratory work in ACT 197.

**ACT 291 Mechanical Systems for Collision Technology**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

A study in basic cooling systems, drive train, fuel delivery, and exhaust systems. The identification, replacement, and testing of these areas as services in collision repair.

**ACT 293 Structural Damage Repair**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

A study of the repair procedure used in structural damage repair, including replacement of panels, sectioning, and straightening methods. This course will include ASE- and ICAR-approved repairs.

**ACT 294 Plastics and Adhesives**

2 Hours

Prerequisites: None  
4 hours weekly (1-3)

A study in the identification and preparation of plastics and flexible parts for repair. The repair including patching, bonding, shaping, and welding of panels and parts.

**ACT 296 Structural Damage Repair Lab**

4 Hours

Prerequisites: Concurrent enrollment in ACT 293  
12 hours weekly (0-12)

This course teaches how to analyze and correct major collision damage to return the vehicle to the original dimension and strength. Major emphasis is placed on unitized sections and straightening procedures.

***Associate Degree Nursing (ADN)*****ADN 100 ADN Orientation**

.5 Hours

Prerequisites: Admission to ADN program  
.5 hours weekly (.5-0)

This course will introduce students to the ADN program entry requirements for classroom, labs, and clinicals.

**ADN 201 Health Assessment and Nursing Care**

4 Hours

Prerequisites: BIO 205, 206, and acceptance into the Associate Degree Nursing Program  
5 hours weekly (3-2)

This course introduces the student to the concepts that are the foundation of the nursing curriculum. Emphasis is placed on the study of basic human needs and the components of the nursing process. Physical assessment skills will be reviewed utilizing a systems approach. Other topics that will be covered include venipuncture and IV therapy, methods of documentation, and principles of good interpersonal communication.

**ADN 202 Nursing Care of the Adult I**

7 Hours

Prerequisites: Acceptance in the Associate Degree Nursing Program and concurrent enrollment in ADN 201  
10 hours weekly (4-6)

This course introduces concepts related to nursing care of adult and geriatric individuals experiencing acute and chronic alterations in health. Emphasis is placed on utilizing the nursing process as a framework for providing and managing care to individuals along the wellness-illness continuum. Upon completion, students should be able to apply the nursing process to individuals experiencing acute and chronic alterations in their cardiovascular, respiratory, and neurological systems. Nursing

roles, psychosocial needs of the client and family, teaching/learning principles, legal/ethical implications of care, and related health trends and issues are integrated through the class.

### **ADN 202S ADN Supplemental Instruction I**

1 Hour

Prerequisites: Concurrent enrollment in ADN 202  
2 hours weekly (0-2)

This course is designed to provide both individual and group supplemental instruction to complement the theory and clinical portions of the nursing course, ADN 202 Nursing Care of the Adult I. The purpose is to provide the student with necessary knowledge and skills to pass the national nursing exam (NCLEX-RN) and to be a safe beginning nurse practitioner. This course focuses on beginning critical thinking skills related to prioritizing nursing care and decision-making skills regarding nursing interventions for case studies of patients experiencing neurological, cardiovascular, and respiratory disorders.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **ADN 203 Intro to Conceptual Framework**

3 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license.  
3.5 hours weekly (2.5-1)

This course is designed to further the student's knowledge of the concepts that are foundational to the nursing curriculum, including assessment, pharmacological administration and intravenous therapy skills. Emphasis is placed on problem solving through application of the nursing process as well as understanding of pharmacological agents associated with disorders commonly encountered in nursing practice. Learning opportunities include both theory content and selected nursing lab experiences.

### **ADN 205 Respiratory Nursing Interventions**

3 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license.  
4 hours weekly (2-2)

This course is designed to further the student's knowledge in respiratory function and those

associated disorders commonly encountered in nursing practice.

### **ADN 206 Cardiovascular Nursing Interventions**

3 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license.  
4 hours weekly (2-2)

This course is designed to further the student's knowledge in cardiovascular function and those associated disorders commonly encountered in nursing practice.

### **ADN 207 MTBLC/ENDCRNE Nursing Interventions**

3 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license.  
4 hours weekly (2-2)

This course is designed to further the student's knowledge in metabolic-endocrine function and those associated disorders commonly encountered in nursing practice.

### **ADN 210 GI/GU Nursing Interventions**

3 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license. Successful completion of ADN 203, 205, 206, 207.  
4 hours weekly (2-2)

This course is designed to further the student's knowledge in gastrointestinal/genitourinary function and those associated disorders commonly encountered in nursing practice.

### **ADN 212 Psychiatric Nursing Interventions**

2 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license. Successful completion of ADN 203, 205, 206, 207, 210.  
3 hours weekly (1-2)

This course is designed to further the student's knowledge in psychiatric function and those associated disorders commonly encountered in nursing practice.

**ADN 213 Nursing Today and Tomorrow**

2 Hours

Prerequisites: ADN 201

3 hours weekly (1-2)

Leadership in nursing, transition into the new graduate role, and current issues in nursing are the integral components of the terminal course of this program. Students will be given an opportunity to apply their knowledge and nursing skills in a practical experience.

**ADN 218 Mental Health Issues in Nursing**

3 Hours

Prerequisites: ADN 201

4 hours weekly (2-2)

This course includes concepts related to the nursing care of individuals experiencing alterations in social and psychological functioning. Emphasis is placed on utilizing the nursing process to provide and manage nursing care for individuals with common psychiatric disorders or mental health needs. Nursing roles, psychosocial needs of the client, and family teaching/learning principles, legal/ethical implications of care, commonly used medications, and related health trends and issues are integrated throughout the course. Upon completion, students should be able to apply psychosocial theories in the nursing care of individuals with psychiatric/mental health needs.

**ADN 220 Nursing Care of the Adult II**

7 Hours

Prerequisites: ADN 201, 202

10 hours weekly (4-6)

This course provides expanded concepts related to nursing care for individuals experiencing complex alterations in health. Emphasis is placed on the nurse's role as a member of a multidisciplinary team and as a manager of care for a group of individuals. Care for patients with alterations in GI-GU metabolic/endocrine, orthopedics, and skin function will be addressed. Nursing roles, psychosocial needs of the client and family, legal/ethical implications of care, teaching/learning principles, and related health trends and issues are integrated throughout the class.

**ADN 220S Supplemental Instruction II**

1 Hour

Prerequisites: Previous or concurrent enrollment in ADN 220 Nursing Care of the Adult II

2 hours weekly (0-2)

This course is designed to provide both individual and group supplemental instruction to complement the theory and clinical portions of the nursing course, ADN 220 Nursing Care of the Adult II. The purpose is to provide the student with necessary knowledge and skills to pass the national nursing exam (NCLEX-RN) and to be a safe beginning nurse practitioner.

**ADN 221 Family Nursing**

5 Hours

Prerequisites: ADN 201, 202

7 hours weekly (3-4)

This course includes nursing concepts related to the delivery of nursing care for the expanding family. Emphasis is placed on utilizing the nursing process as a framework for managing/providing nursing care to individuals and families along the wellness-illness continuum. Upon completion, students should be able to utilize the nursing process to deliver nursing care to mothers, infants, children, and families. The role of the associate degree nurse as a provider of care is emphasized, integrating the concepts of caring, health care trends, cultural diversity, nutrition, pharmacology, and teaching/learning principles.

**ADN 223 Pediatric Nursing Interventions**

2 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license. Successful completion of ADN 203, 205, 206, 207, 210, 212, 228.

3 hours weekly (1-2)

This course is designed to further the student's knowledge in pediatric interventions and those associated disorders commonly encountered in nursing practice.

**ADN 224 Obstetrical Nursing Interventions**

2 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license. Successful completion of ADN 203, 205, 206, 207, 210, 212, 228.

3 hours weekly (1-2)

This course is designed to further the student's knowledge in obstetrical nursing interventions and those associated disorders commonly encountered in nursing practice.



**ADN 225 Ortho/Derm Nursing Interventions**

3 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license. Successful completion of ADN 203, 205, 206, 207, 210, 212, 228.  
4 hours weekly (2-2)

This course is designed to further the student's knowledge in orthopedic/dermatological function and those associated disorders commonly encountered in nursing practice.

**ADN 226 Neuro/Sensory Nursing Interventions**

3 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license. Successful completion of ADN 203, 205, 206, 207, 210, 212, 228.  
4 hours weekly (2-2)

This course is designed to further the student's knowledge in neurological/sensory function and those associated disorders commonly encountered in nursing practice.

**ADN 228 Nursing Leadership Today & Tomorrow**

3 Hours

Prerequisites: Acceptance into the Hybrid Online AAS in Nursing program. Unencumbered active Illinois LPN license. Successful completion of ADN 203, 205, 206, 207, 210.  
3.5 hours weekly (2.5-1)

Leadership in nursing, transition into the new graduate role and current issues in nursing are the integral components of this course. This course is focused on leadership skills necessary to make the transition to the new graduate role. Learning opportunities include preparation for the NCLEX-RN examination.

**ADN 230 Advanced Pharmacology I**

1.5 Hours

Prerequisites: PNE 161, PNE 171  
2 hours weekly (1-1)

Pharmacologic therapy plays an important role in the treatment of patients experiencing health problems. This course is designed to provide the student with further depth of study into the drugs used in treating patients experiencing cardiovascular, respiratory, neurological and psychiatric problems. Emphasis will be placed on pharmacological classifications, major drugs under each classification, physiologic

mechanism of action, usual dosages, routes of administration, expected therapeutic effect, specific nursing considerations, side effects, adverse/toxic effects and patient education.

**ADN 231 Advanced Pharmacology II**

1.5 Hours

Prerequisites: ADN 230  
2 hours weekly (1-1)

Pharmacologic therapy plays an important role in the treatment of patients experiencing health problems. This course is designed to provide the student with further depth of study into the drugs used in treating patients experiencing metabolic, endocrine, gastrointestinal, genital-urinary, orthopedic, dermatologic, obstetric and pediatric problems. Emphasis will be placed on pharmacological classifications, major drugs under each classification, physiologic mechanism of action, usual dosages, routes of administration, expected therapeutic effect, specific nursing considerations, side effects, adverse/toxic effects and patient education.

***Air Force ROTC (AFS)*****AFS 101 The Air Force Today**

1 Hour (Same as AS101 at SIUC)

Prerequisites: Concurrent enrollment in AFS 101A

Survey course briefly treating chief topics relating to the Air Force and defense. It focuses on the organizational structure and missions of Air Force organizations, officership and professionalism and includes an introduction to communicative skills.

**AFS 101A Leadership Laboratory**

2 Hours (Same as AS101A at SIUC)

Prerequisites: Concurrent enrollment in AFS 101

Weekly laboratory consisting of Air Force customs and courtesies, health and physical fitness, and drill and ceremonies. A mandatory fitness program is included; a pre-participatory sports physical must be completed prior to entering the fitness program.

**AFS 102 The Foundation of the U.S. Air Force**

1 Hour (Same as AS102 at SIUC)

Prerequisites: Concurrent enrollment in AFS 102A.

A survey course designed to introduce students to the United States Air Force and provide an overview of the basic characteristics, missions and organization of the Air Force.

**AFS 102A Leadership Laboratory**  
2 Hours (Same as AS102A at SIUC)

Prerequisites: Concurrent enrollment in AFS 102

Weekly laboratory consisting of Air Force customs and courtesies, health and physical fitness, and drill and ceremonies. A mandatory fitness program is included; a pre-participatory sports physical must be completed prior to entering the fitness program.

**AFS 201 The Evolution of United States Air Force and Space Power I**

1 Hour (Same as AS201 at SIUC)

Prerequisites: Concurrent enrollment in AFS 201A

Features topics on Air Force heritage and leaders; introduction to air and space power through examination of competencies and functions; and continued application of communication skills. Its purpose is to instill an appreciation of the development and employment of air power and to motivate sophomore students to transition from Air Force ROTC cadet to Air Force ROTC officer candidate. In addition, aspects of the 200 course begin to prepare cadets for their experiences at field training.

**AFS 201A Leadership Laboratory**  
2 Hours (Same as AS201A at SIUC)

Prerequisites: Concurrent enrollment in AFS201

Weekly laboratory consisting of Air Force customs and courtesies, health and physical fitness, and drill and ceremonies. A mandatory fitness program is included; a pre-participatory sports physical must be completed prior to entering the fitness program.

**AFS 202 The Evolution of the United States Air Force and Space Power II**

1 Hour (Same as AS202 at SIUC)

Prerequisites: Concurrent enrollment in AFS 202A

Features topics on Air Force heritage and leaders; introduction to air and space power through examination of competencies and functions; and continued application of communication skills. Its purpose is to install an appreciation of the development and employment of air power and to motivate sophomore students to transition from Air Force ROTC cadet to Air Force ROTC officer candidate. In addition, aspects of the 200 course begin to prepare cadets for their experiences at field training.

**AFS 202A Leadership Laboratory**  
2 Hours (Same as AS202A at SIUC)

Prerequisites: Concurrent enrollment in AFS202

Weekly laboratory consisting of Air Force customs and courtesies, health and physical fitness, and drill and ceremonies. A mandatory fitness program is included; a pre-participatory sports physical must be completed prior to entering the fitness program.

*Allied Health (ALH)*

**ALH 101 Cardiopulmonary Resuscitation**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

A basic course designed to prepare students in emergency cardiopulmonary care with emphasis on early signs of cardiopulmonary problems, immediate care of the cardiopulmonary victim, and methods of accessing the emergency medical system. Beginning first aid procedures are also discussed.

**ALH 102 CPR Recertification**

.5 Hour

Prerequisites: CPR certification nearing expiration or expiration within the previous 6 months  
8 hours total

A recertification course designed for those whose basic CPR card is nearing expiration or has expired within the previous six months. Early identification of cardiopulmonary distress, the immediate care for the victim, and methods of obtaining appropriate assistance for the victim will be stressed.

**ALH 106 Introduction to Athletic Training**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed for students pursuing a career in athletic training. The course provides information about the NATA, job opportunities, incidence or injury, basic injury prevention, recognition and treatment.

**ALH 107 Prevention and Care of Athletic Injuries**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Introduction to the prevention and care of athletic-related injuries.

**ALH 110 Issues in Health and Patient Care**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course focuses on current legal and ethical issues in sonography and in health care delivery. An overview of sonography practice, present trends and associations will be discussed. Infection control, an analysis of death and dying and medical asepsis are introduced. Care of the patient with emphasis placed on basic human needs, communication, physical assessment skills and patient positioning is introduced.

**ALH 112 Pathophysiology and Terminology**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to further the student's knowledge of pathophysiological disorders and basic terminology.

***Army Military Science (AMS)*****AMS 101 Introduction to Military Science I**

1-2 Hours (Same as AMS101 at SIUC)

Prerequisites: None  
Variable hours weekly depending on course credit

Introduction to basic military science focusing on leadership skills and individual tasks. This introductory course will provide the student with realistic experience in leadership and hands-on experience with a variety of army equipment. This course offers a leadership laboratory.

**AMS 102 Introduction to Military Science II**

1-2 Hours (Same as AMS102 at SIUC)

Prerequisites: None  
Variable hours weekly depending on course credit

Expanded introduction to basic military skills focusing on squad level tactics, written orders, security, first aid, and drill and ceremony. Realistic

experiences that challenge the students' ability to apply their leadership with doctrinal guidelines. This course offers a leadership laboratory.

**AMS 201 Basic Leadership Skills**

3 Hours (Same as AMS201 at SIUC)

Prerequisites: None  
3 hours weekly (3-0)

Applied leadership in a small group context. Exercises in self-confidence, group communications, and leadership evolved from situations where the group is required to function and survive on a self-sufficient basis. Principles of survival and cooperative effort will be explored in depth, with maximum involvement of the student in leadership and problem-solving roles. Includes leadership lab.

**AMS 202 Leadership Studies and Teamwork**

3 Hours (Same as AMS202 at SIUC)

Prerequisites: None  
3 hours weekly (3-0)

A study of the Military Management System, including the functional aspects of leadership within the military structure. Includes the presentation of military leadership traits, styles, approaches, managerial techniques, and communications. Includes a leadership laboratory.

***Anthropology (ANT)*****ANT 111 Anthropology**IAI – SI 900N  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Anthropology 111 is an introduction to the study of evolution, human origins, archaeology and the development of human society in prehistory. The student will learn about the genetic, environmental, and cultural processes affecting human variation and adaptation. Students will also study the taxonomic classifications of past and present human and non-human primates, archaeological methods and dating techniques used to establish chronologies, the beginnings of human culture, the development of "stone age" societies, the peopling of the New World, and the formation of early cities.

### **ANT 202 America's Diverse Cultures**

IAI – S1 904D

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

With over 300 spoken languages representing as many ethnicities and sub-groups within the political state of America, what does it mean to be an American? The political, military, and economic structures, along with their symbols, provide Americans with a large ideal of a national life. On-the-other-hand, the wide range of social practices express the variety of patterns people maintain to meet the contingencies of daily life. This course is designed to explore the diverse patterns of American life through an ethno-historical perspective and seek some answer to the question of what it is to be American. To this end, we will understand more than ethnicities; we will examine gender, the concept of race, age, social class, assimilation and acculturation, social policy issues and social problems using historical and anthropological investigation and evidence.

### **ANT 216 Cultural Anthropology**

IAI – SI 901N

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Cultural Anthropology is the comparative study of human culture and society. Students will examine problems central to the study of humanity and explore the nature of culture, society, language, kinship, marriage, social hierarchy, and other social creations (such as a person's identity) through ethnographic accounts and anthropological theory. Thus the diverse ways in which humans have organized to meet the contingencies of daily life will provide a deeper understanding and respect for the different patterns of culture humans have created.

### **ANT 240 Introduction: Physical Anthropology**

IAI – S1 902

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Physical Anthropology (also called Biological or Evolutionary Anthropology) is an introduction to humans as a biological species through time and geography. The course applies the scientific method to explore the beginnings of hominids, the origins of humans, and our relationship to our closest primate relatives. The human fossil record,

genetics, evolutionary theory, primate behavior and evolution, and similarities and differences in modern humans, including blood groups, skin color, and disease susceptibility are major topics of study to better understand our place in the web of life as a biological organism.

## ***Adaptive Physical Education (APE)***

### **APE 100 Adaptive Aquatics I**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to introduce the student with various or multiple health-related problems to the benefits of warm water resistance to muscles and joints. The buoyancy of the water will ease the movement of ankles, knees, hips, and other joints by reducing the pounding produced by normal walking or running. The course will consist of some components of Ai Chi, unpredictable command techniques, stretching, aqua resistance movements and relaxation techniques. The rehabilitation pool will be used with a water temperature of 90 degrees. The pool depth is from 1" beginning at the steps to 5' at the deepest end.

### **APE 101 Adaptive Aquatics II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is a continuation of APE 100. With proper orientation, the student may enroll in this course for the first time without enrollment in the prior course. Taught in rehabilitation pool.

### **APE 102 Adaptive Aquatics III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is a continuation of APE 101. With proper orientation, the student may enroll in this course for the first time without enrollment in the prior course. Taught in rehabilitation pool.

**APE 103 Adaptive Aquatics IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide aquatic activities for students unable to participate in regular aquacise courses. The student will have an opportunity to create an aquatic fitness exercise program adapted to their individual capabilities.

**APE 104 Ai Chi**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

A combination of deep breathing and slow, deliberate movements using concepts of Tai Chi, Shiatsu, and Qigong in chest-deep water, thus promoting flexibility, range of motion and general mobility as well as increased metabolism, caloric consumption, and blood circulation. Ai Chi decreases stress, insomnia, depression, anger, fatigue and anxiety. Ai Chi is helpful for hypertension, weight control, back pain, arthritis, and fibromyalgia. Taught in rehabilitation pool.

**APE 105 Unpredictable Command Technique**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

The activities and movements in this course are intended primarily for students with varying states of debilitation from injury, aging, disease or illness, and sedentary lifestyles. The initial emphasis is helping students regain body awareness and reliable, safe voluntary motor control for the trunk and extremities. Achieving that, and based on functional needs, students move into strengthening exercise and increasing endurance. Taught in rehabilitation pool.

**APE 106 Arthritis Aquatics**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Arthritis Aquatics will provide the student with the opportunity to exercise affected joints in the rehabilitation pool with 92° water. Range of motion exercises against warm water resistance will be the focus of the course.

**APE 107 MS Aquatics**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Aquatic exercises provided to maintain or improve balance and coordination without undue fatigue in 85° water. Ai Chi will be used for warm up and Feldenkrais for stretching techniques. Taught in instructional pool.

**APE 108 Aqua Rehabilitation**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide aquatic exercise for individuals who need therapy and/or rehabilitation for various joints or body parts. Warm water instruction in the rehabilitation pool is provided.

**APE 113 Ai Chi II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

A combination of deep breathing and slow, deliberate movements using concepts of Tai Chi, Shiatsu and Qigong in chest deep water thus promoting flexibility, range of motion and general mobility as well as increased metabolism, caloric consumption and blood circulation. Ai Chi decreases stress, insomnia, depression, anger, fatigue and anxiety. Ai Chi is helpful for hypertension, weight control, back pain, arthritis and fibromyalgia. A continuation of APE 104.

**APE 114 Ai Chi III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

A combination of deep breathing and slow, deliberate movements using concepts of Tai Chi, Shiatsu and Qigong in chest deep water thus promoting flexibility, range of motion and general mobility as well as increased metabolism, caloric consumption and blood circulation. Ai Chi decreases stress, insomnia, depression, anger, fatigue and anxiety. Ai Chi is helpful for hypertension, weight control, back pain, arthritis and fibromyalgia. A continuation of APE 113.

**APE 115 Ai Chi IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

A combination of deep breathing and slow, deliberate movements using concepts of Tai Chi, Shiatsu and Qigong in chest deep water thus promoting flexibility, range of motion and general mobility as well as increased metabolism, caloric consumption and blood circulation. Ai Chi decreases stress, insomnia, depression, anger, fatigue and anxiety. Ai Chi is helpful for hypertension, weight control, back pain, arthritis and fibromyalgia. A continuation of APE 114.

**APE 116 Arthritis Aquatics II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Arthritis Aquatics will provide the student with the opportunity to exercise affected joints in the therapy pool with 91 degree water. Range of motion exercises against warm water resistance will be the focus of the course. A continuation of APE 106.

**APE 117 Arthritis Aquatics III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Arthritis Aquatics will provide the student with the opportunity to exercise affected joints in the therapy pool with 91 degree water. Range of motion exercises against warm water resistance will be the focus of the course. A continuation of APE 116.

**APE 118 Arthritis Aquatics IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Arthritis Aquatics will provide the student with the opportunity to exercise affected joints in the therapy pool with 91 degree water. Range of motion exercises against warm water resistance will be the focus of the course. A continuation of APE 117.

**APE 199 Adaptive PE Activities**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course will acquaint students with a variety of adaptive PE activities. Topics may vary each semester.

**APE 200 Block Adaptive Aquacise I**

.5-1 Hour

Prerequisites: None  
Hours weekly (variable)

This 8-week course is designed to provide aquatic activities for students unable to participate in regular aquacise courses. The student will have an opportunity to create an aquatic fitness exercise program adapted to their individual capabilities.

***Architecture (ARC)*****ARC 184 Architecture Documents I**

4 Hours

Prerequisites: DRT 185 Computer Graphics I  
6 hours weekly (2-4)

This course introduces the student to architectural drafting techniques. The student will learn how to develop plans for a residential building. Following are the key topics covered in class: site plan, floor plan, foundation plan, wall sections, elevations, electrical, and plumbing.

**ARC 201 Strength of Materials**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A study of forces, components, resultants and equilibrants, stress and strain in compression, tension and shear, modulus of elasticity, controls, moments of inertia and section modulus of sections, shearing stress and diagrams, bending moments, and diagrams in beams.

## **ARC 202 Presentation Drawings**

3 Hours

Prerequisites: ARC 184 Architecture Documents I or GRD 110 Graphics Design I  
4 hours weekly (2-2)

Study of design principles of presentation drawings related to the architectural field. The different types of presentation methods including elevations, floor plans, site plans, and sections will be discussed. The various types of common media will be explored. The three different types of perspective drawings will be discussed and evaluated as each relates to presentation drawings. Line types, color, and methods of shading will be used on projects.

## *Art (ART)*

### **ART 101 Two-Dimensional Design**

IAI – ART 907  
3 Hours

Prerequisites: None  
6 hours weekly (0-6)

This is a fundamental design course dealing with concepts and materials that can be applied to any two-dimensional work. Emphasis is placed on problem solving, developing perceptual skills, and critical judgment. This studio course explores fundamentals of formal systems and basic elements of visual organization. Basic health and safety issues will be taught relative to the materials used.

### **ART 102 Three-Dimensional Design**

IAI – ART 908  
3 Hours

Prerequisites: None  
6 hours weekly (0-6)

Introduction to the basic elements of three-dimensional design; those ideas and concepts that concern themselves with structure and spatial organization used in investigating and solving basic sculptural problems/three-dimensional problems. Various materials will be used. Basic health and safety issues will be taught relative to the materials used.

### **ART 111 Art Appreciation**

IAI – F2 900  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course attempts to develop interest, aptitude, and understanding through visual, verbal, and actual

experience with media. A basis for approaching visual arts is also included. Emphasis is on exposure to the visual arts.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

### **ART 165 Fibers I**

3 Hours

Prerequisites: None  
6 hours weekly (0-6)

This is an introduction to fibers as an art form, emphasizing esthetic and technical development using existing fiber surfaces and/or fabricated surfaces. Basic health and safety issues will be taught relative to the materials used.

### **ART 180 Drawing I**

IAI – ART 904  
3 Hours

Prerequisites: None  
6 hours weekly (0-6)

A basic course stressing understanding of visual perception, drawing media and drawing skills. Emphasis is placed on attaining a basic level of drawing skill, using a variety of media, solving problems in a creative and original manner, and learning how three-dimensional objects can be rendered on the flat surface. Course includes vocabulary development, critical analysis activities, and reference to historic models of drawing. Basic health and safety issues will be taught relative to the materials used.

### **ART 205 Graphic Design**

3 Hours

Prerequisites: ART 101 or consent of instructor  
6 hours weekly (0-6)

An introduction to the theoretical and practical aspects of visual communication, including techniques, processes, terminology, and basic compositional and conceptual skills of graphic design. Emphasis will be placed on design problems that will develop perceptual skills and critical judgment.

**ART 220 History of Art I**

IAI – F2 901

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is the first part of a three-semester survey of Western and non-Western art from prehistory to the present. The origins and nature of art in a variety of ancient civilizations from around the world, such as Ancient Mesopotamia, Egypt, Greece, China, India and the Americas will be studied. Sculptures, painting, architecture, metalwork, ceramics, textiles and other art works are studied in their social and historical contexts, with consideration of issues of style, subject matter, meaning technique and aesthetics.

**ART 221 History of Art II**

IAI – F2 902

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is the second part of a three-semester survey of Western and non-Western art from prehistory to the present. Art from Ancient Rome to Early Renaissance in Europe, Africa and Asia will be studied. Sculptures, painting, architecture, metalwork, ceramics, textiles and other art works are studied in their social and historical contexts, with consideration of issues of style, subject matter, meaning technique and aesthetics.

**ART 222I History of Modern Art**

3 Hours

Prerequisites: Students enrolled in a study abroad program. (Contact the International Education Coordinator for more information.)  
3 hours weekly (3-0)

This course examines Modern Art in historical perspective. We will trace its roots in 19th century individualism and the Impressionists' discovery of modern life and then follow the major movements and artists of the 20th century. Since the course is taught in the context of a European Studies Program, it will emphasize the European development and discuss American contributions, especially in the second half of the century, on a comparative basis.

**ART 223 History of Art III**

3 Hours

Prerequisite: None  
3 hours weekly (3-0)

This course is the third part of a three-semester survey of Western and non-Western art from prehistory to the present. The focus will be on art produced from the 19th century to the 21st. Sculptures, painting, architecture, metalwork, ceramics, textiles and other art works are studied in their social and historical contexts, with consideration of issues of style, subject matter, meaning technique and aesthetics.

**ART 250 Ceramics I**

3 Hours

Prerequisites: None  
6 hours weekly (0-6)

This is an introduction to fine arts ceramics. Handbuilding processes—pinching, slab construction, and coil building—will predominate with some opportunity for beginning wheel throwing. Projects will include both vessel making and sculpture. Students will gain familiarity with clay, slips, glazes, and simple firing techniques. In addition they will be introduced to the scope of historical and contemporary ceramic art. Basic health and safety issues will be taught relative to the materials used.

**ART 255 Life Drawing**

3 Hours

Prerequisites: ART 180 or consent of instructor  
6 hours weekly (0-6)

This is an introduction to basic concepts and procedures as experienced through a variety of drawing media that function as graphic expression. Basic information and practice in drawing the human figure and related concerns constitute the substance of this course. Basic health and safety issues will be taught relative to the materials used.

**ART 256 Drawing II**

IAI – ART 905

3 Hours

Prerequisites: ART 255 or consent of instructor  
6 hours weekly (0-6)

This course provides the opportunity to extend knowledge and practice in drawing still life, landscape, human figure, and perspective while gaining increased control of assorted drawing



media. It gives the student opportunity for additional development beyond beginning drawing and life drawing. A minimum of 120 hours of studio work is required. Basic health and safety issues will be taught relative to the materials used.

**ART 256A Drawing**  
1 Hour

Prerequisites: ART 255  
2 hours weekly (0-2)

This course expands on the topics covered in Beginning Drawing (ART 180) and Life Drawing (ART 255). Students will be assisted in gaining increased control of the drawing medium and in improving their individual composition. Requires the completion of one or more paintings and at least 30 hours of in-class laboratory work.

**ART 256B Drawing**  
2 Hours

Prerequisites: ART 255  
4 hours weekly (0-4)

This course expands on the topics covered in Beginning Drawing (ART 180) and Life Drawing (ART 255). Students will be assisted in gaining increased control of the drawing medium and in improving their individual composition. Requires the completion of multiple paintings as specified by the instructor and at least 60 hours of laboratory work.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

**ART 260 Beginning Painting**  
3 Hours

Prerequisites: ART 101 or 180 or consent of instructor  
6 hours weekly (0-6)

Concepts, procedures, and material are all important for the painting discipline. This course provides an opportunity to work in several different painting media. Basic information about varied paints, painting materials, and practices are part of the format. Basic health and safety issues will be taught relative to the materials used.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

**ART 290 Computer Art I**  
3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is an introduction to computer applications in the visual arts. Students will utilize computer equipment and software in approaching visual image manipulation and generation, including the integration of computer hardware, software and peripheral equipment to create and combine traditional and contemporary visualizations with art and design. Issues of personal health and safety relative to this process are thoroughly discussed and practiced.

**ART 291 History of Photography**  
IAI – F2 904  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is about the historical development of photography as an art form from 1839 to the present, including critical analysis of types of photographs and aesthetic movements in photography. A close look at those considered established masters and others will be studied and critiqued for composition, their aesthetic and humanistic values, emphasizing photographs as expressions of the ideas and beliefs of photographers within their cultural and social content.

**ART 292 Computer Art II**  
3 Hours

Prerequisites: ART 290  
4 hours weekly (2-2)

This course continues building esthetic and technical skills begun in the introductory level course and refines those skills. Students will utilize computer equipment and professional digital imaging software, a printer and media storage devices to complete imaging projects. Foundation techniques will include proper layout, design, resolution, printing, and techniques critical to computer art. This course will enable students to better understand the power of this art form.

### **ART 293 Art Preparation and Portfolio**

1 Hour

Prerequisites: ART 101, ART 102, ART 180 or an Art Elective  
2 hours weekly (0-2)

This course will prepare art and art education students with skills and materials they will need to apply to BA and BFA programs. It will also teach advanced skills for preparing canvases for painting.

### **ART 295 Portfolio**

3 Hours

Prerequisites: Consent of instructor  
6 hours weekly (0-6)

This course is designed to assist art majors in the preparation of individual art portfolios for future use when students transfer to another institution of higher education or seek employment in an art-related occupation. This course may be taken as an elective or, in some cases, as partial substitute for another art course, if approved by the art advisor. Basic health and safety issues will be taught relative to the materials used.

### **ART 296 Photography I**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

An introductory course covering the basic principles of digital photography as an art medium, including equipment selection and use, image processing, and relevant aesthetic, historic, cultural, and critical issues. Students will receive instruction on a variety of photographic subjects and will participate in photographic assignments and critiques.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

### **ART 299I Studio Art: Printmaking**

3 Hours

Prerequisites: Beginning Drawing. Students enrolled in a study abroad program. (Contact the International Education Coordinator for more information.)  
5 hours weekly (1-4)

The course is designed as an introduction to the major techniques of printmaking. In addition, several workshops will introduce students to Salzburg artists. Students with a previous

background in printmaking may work in an area/technique of their choice and develop their own project(s) for the semester. Students are encouraged to keep a sketchbook throughout the semester as a collection and resource of visual ideas.

## ***Automotive Services Technology (AST)***

### **AST 170 Engine Repair**

4 Hours

Prerequisites: None  
8 hours weekly (2-6) (Meets 4 hours daily for 30 days or 16 hours weekly for 7.5 weeks)

A study of the diagnosis and repair of cylinder heads and valve trains, short blocks, and lubrication and cooling system components. General engine diagnosis and engine completion and start-up procedures are also covered.

### **AST 171A Ignition Systems**

4 Hours

Prerequisites: None  
8 hours weekly (2-6) (Meets 4 hours daily for 30 days or 16 hours weekly for 7.5 weeks)

This course is a study of ignition systems, beginning with breaker point systems and covering the evolution through computerized ignition systems.

### **AST 171B Fuel and Exhaust Systems**

4 Hours

Prerequisites: AST 171A  
8 hours weekly (2-6) (Meets 4 hours daily for 30 days or 16 hours weekly for 7.5 weeks)

A study of fuel and exhaust systems, including carburetion, fuel injection, and computer-controlled fuel systems.

### **AST 172 Introduction to Automotive Services**

2 Hours

Prerequisites: None  
4 hours weekly (1-3) (Meets 4 hours daily for 15 days or 8 hours weekly for 7.5 weeks)

A study of shop safety, shop operation, and career opportunities in automotive technology. Also covered are basic servicing techniques as applied to engine repair and automatic transmissions and transaxles.

### **AST 173 Braking Systems**

4 Hours

Prerequisites: None

8 hours weekly (2-6) (Meets 4 hours daily for 30 days or 16 hours weekly for 7.5 weeks)

Provides instruction in hydraulic principles, brake lines and hoses, disc and drum brake components, and anti-lock braking systems.

### **AST 180A Basic Electrical Systems**

2 Hours

Prerequisites: None

4 hours weekly (1-3) (Meets 4 hours daily for 15 days or 8 hours weekly for 7.5 weeks)

This course is a study of the principles of electricity and general electrical system diagnosis.

### **AST 180B Starting and Charging Systems**

2 Hours

Prerequisites: AST 180A or consent of instructor  
4 hours weekly (1-3) (Meets 4 hours daily for 15 days or 8 hours weekly for 7.5 weeks)

A study of the diagnosis and service of batteries, starting systems, and charging systems.

### **AST 180C Electrical Accessories**

2 Hours

Prerequisites: AST 180A or consent of instructor  
4 hours weekly (1-3) (Meets 4 hours daily for 15 days or 8 hours weekly for 7.5 weeks)

A study of lighting systems, gauges, warning circuits, supplemental restraint systems, and other accessories.

### **AST 200 Alternative Fuels**

2 Hours

Prerequisites: None

2 hours weekly (2-0) (Meets 2 hours daily for 15 days or 4 hours weekly for 7.5 weeks)

This course is a continually evolving study of alternative ways to propel an automobile. For example, compressed natural gas, propane, biodiesel, hydrogen fuels, electrical vehicles, etc., will be studied.

### **AST 270 Manual Drive Trains and Axles**

4 Hours

Prerequisites: None

8 hours weekly (2-6) (Meets 4 hours daily for 30 days or 16 hours weekly for 7.5 weeks)

A study of the diagnosis and repair of clutches, manual transmissions, manual transaxles, and differentials. Drive shafts, CV joints, front-wheel drive, and four-wheel drive components are also covered.

### **AST 271 Automatic Transmission/Transaxles**

4 Hours

Prerequisites: None

8 hours weekly (2-6) (Meets 4 hours daily for 30 days or 16 hours weekly for 7.5 weeks)

A study of automatic transmission and transaxle diagnosis and repair. Electronic controlled transmissions are also covered.

### **AST 273 Automotive Computer Electronics**

2 Hours

Prerequisites: AST 180A or consent of instructor  
4 hours weekly (1-3) (Meets 4 hours daily for 15 days or 8 hours weekly for 7.5 weeks)

This course is a review of Ohm's law as it applies to electronic circuits. Solid state components and digital electronics are also covered.

### **AST 276 Emission Control Systems**

2 Hours

Prerequisites: None

4 hours weekly (1-3) (Meets 4 hours daily for 15 days or 8 hours weekly for 7.5 weeks)

This course is a study of emission control systems. Individual emission control devices as well as OBD II systems are covered.

### **AST 279 ASE Testing**

2 Hours

Prerequisites: None

2 hours weekly (2-0) (Meets 2 hours daily for 15 days or 4 hours weekly for 7.5 weeks)

This course is designed to help prepare the student to pass ASE tests. These tests are not from ASE tests, but are similar in context and style. The National Institute for Automotive Service Excellence (ASE) has been organized to promote and encourage high standards of automotive service and

repair. ASE offers tests in eight specific areas of automotive repair, which are covered in this course.

### **AST 280 Air Conditioning**

4 Hours

Prerequisites: None  
8 hours weekly (2-6) (Meets 4 hours daily for 30 days or 16 hours weekly for 7.5 weeks)

This course is a study of automotive air conditioning and climate control systems.

### **AST 281 Suspension and Steering**

4 Hours

Prerequisites: None  
8 hours weekly (2-6) (Meets 4 hours daily for 30 days or 16 hours weekly for 7.5 weeks)

A study of suspension and steering system diagnosis, repair, and adjustment.

## ***Applied Technologies Internship (ATI)***

### **ATI 200 Applied Technologies Internship**

1-3 Hours

Prerequisites: Completed 12 credit hours and consent of department chair  
80-240 hours during semester

The internship is on-the-job work experience that will enable the student to apply skills and knowledge acquired in the classroom to real work experiences. It is a cooperative venture involving the student, the college, and training station (employer). The internship will be closely planned and supervised by the College coordinator, so the student will obtain the student's course of study and level of development. Internship students work in a variety of applied technologies programs.

## ***Biology (BIO)***

### **BIO 100 Biology for Non-Science Majors**

IAI – LI 900L

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

A course designed specifically for the non-science major student. The course provides laboratory experience and lecture concepts that help the non-science major student understand the foundations of biology. Emphasis is placed on the application of this knowledge to human concerns and endeavors.

Topics to be covered include but are not limited to: process of science, biochemistry, cell science, metabolism, genetics, molecular biology, biotechnology, evolution, and ecology.

### **BIO 101 Biological Science for Science Majors I**

IAI – L1 900L, BIO 910

4 Hours

Prerequisites: None  
5 hours weekly (3-2)

This course is designed for science majors. It is a lecture-lab course which includes the following: an introduction to biochemistry, molecular genetics, cell structure, function, and processes. The scientific method is presented in lab.

### **BIO 102 Biological Sciences II**

IAI – BIO 910

4 Hours

Prerequisites: None  
5 hours weekly (3-2)

Organismal biology, ecology, and evolution. An introduction to structure and function of major groups of microorganisms, fungi, animals, and plants. Emphasis on evolutionary relationships and ecological principles. Laboratory required.

### **BIO 105 Anatomy and Physiology**

IAI – L1 904L

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

An introduction to the study of the human body. The course includes laboratory experience and lecture concepts suited for a beginning anatomy and physiology class. Topics include but are not limited to structure and function of the organ systems, metabolism, biochemistry, cells, and tissues.

### **BIO 106 Human Body Structure and Function**

4 Hours

Prerequisites: None  
5 hours weekly (3-2)

A comprehensive study of the basic structure and function of the normal human body. The course includes study of the body plan, cells, tissues, and integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems. Laboratory includes fetal pig dissection and appropriate physiological experiments.

**BIO 110 General Botany**

IAI – L1 901L

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

Fundamental concepts of plant life cycles, structure, function, and divisional survey, with emphasis on higher plants.

**BIO 115 Invertebrate Zoology**

IAI – L1 902L

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

A survey of the major invertebrate phyla from protozoans through echinoderms. The course emphasizes origins and evolutionary history, functional morphology, and natural history. Representative organisms are examined in the laboratory.

**BIO 120 Vertebrate Zoology**

IAI – L1 902L

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

A survey of the phylum chordata, including cephalochordates and hemichordates as well as the more familiar vertebrates. Emphasis is placed on development, morphology, natural history, and diversity. Representative organisms are examined in the laboratory.

**BIO 125 Horticulture**

4 Hours

Prerequisites: None  
5 hours weekly (3-2)

Taped lecture aired over public television. Instructor will be available to students by telephone, mail, and on a walk-in basis.

Lab class will consist of learning and demonstrating techniques used by gardeners, nurseries, orchardists, and horticulturists. Laboratory will be offered in conjunction with a telecourse. Successful completion of both the telecourse and the lab will allow the student to satisfy a science elective.

**BIO 205 Human Anatomy and Physiology I**

4 Hours

Prerequisites: None  
5 hours weekly (3-2)

A study of the structure, functions, and homeostatic mechanisms of the normal human body. Subjects covered include: fundamentals of the chemical basis of life; cell structure and physiology; tissues; integumentary, skeletal, muscular, central and autonomic nervous systems; and special senses. The laboratory includes dissection of a cat, small mammal, mammalian eye, and appropriate physiological experiments.

**BIO 206 Human Anatomy and Physiology II**

4 Hours

Prerequisites: None  
5 hours weekly (3-2)

A study of the structure, function, and homeostatic mechanisms of the endocrine, circulatory, lymphatic, respiratory, digestive, urinary, and reproductive systems; defense mechanisms of the body; pregnancy; embryonic development; and inheritance. The laboratory includes dissection of cat and large mammal heart and appropriate physiological experiments.

**BIO 225 Genetics**

IAI – L1 906

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course examines gene structure and function. Cytogenetics, transmission genetics, molecular genetics and population genetics are explored during the semester. Special attention is given to applications of gene technology and the impact of genetic knowledge and technology on humanity.

**BIO 226 General Microbiology**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

An introduction to the study of microorganisms, including their morphology, physiology, cultivation, classification, pathogenicity, economic importance, control, and immunity. Laboratory experiments guide students in development of laboratory procedures, sterile techniques, and data interpretation.

**BIO 240 Plant and Animal Ecology**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Important abiotic factors as well as population and community and ecosystem ecology, energy, bio-chemistry, and practical considerations are covered via a textbook of conceptual ecology. A field trip to both tropical and marine ecosystems is an option available to students.

**BIO 241 Introduction to Tropical Ecology**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

A travel-study course providing baccalaureate transfer students an introduction to tropical ecology. Tropical forests, deserts, savannas, freshwater marine habitats, and the human impact on these areas are explored through readings, lectures, videos, and fieldwork in a tropical location. On-campus assignments include a seminar before and after the trip and weekly assignments during the semester.

**BIO 245 Conservation of Natural Resources**

3 Hours

Prerequisites: Consent of the instructor  
3 hours weekly (3-0)

Conservation of natural resources, including both traditional and current approaches with emphasis on recent developments.

**BIO 275 Wild Plants**

3 Hours

Prerequisites: None  
5 hours weekly (1-4)

A course in the identification of common vascular plants, particularly the angiosperms (flowering plants), stressing basic taxonomy, field and herbarium methods, plant uses and plant communities in southern Illinois. Local field trips will offer a diversity of trees, shrubs and wildflowers in season.

***Business (BUS)*****BUS 035A Pre-Office Language Skills A**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

This course is designed to review reading, listening, and language skills and to improve the use of the dictionary. This course will help prepare the student for the language skills course and other courses requiring a basic knowledge of grammar.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

**BUS 035B Pre-Office Language Skills B**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

This course is designed to review language skills and to improve recognition of the various parts of a sentence and punctuation of a sentence. This course will help prepare the student for the language skills course and other courses requiring a basic knowledge of grammar.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

**BUS 035C Pre-Office Language Skills C**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

This course is designed to review language skills and to improve the use of the following: spelling, punctuation, various parts of a sentence, proper capitalization, and skills for sentence composition. This course will help prepare the student for the language skills course and other courses requiring a basic knowledge of grammar.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

**BUS 045A Business Math Fundamentals A**

1 Hour

Prerequisites: None

1 hours weekly (1-0)

The first level of a three-level course designed to prepare the student to enter the college-level business math course. In addition to the basic functions of math, the student will learn business terminology and applications.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

**BUS 045B Business Math Fundamentals B**

1 Hour

Prerequisites: None

1 hour weekly (1-0)

The second level of a three-level course designed to prepare the student to enter the college-level business math course. In addition to the basic functions of math, the student will learn business terminology and applications.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

**BUS 045C Business Math Fundamentals C**

1 Hour

Prerequisites: None

1 hour weekly (1-0)

The third level of a three-level course designed to prepare the student to enter the college-level business math course. In addition to the basic functions of math, the student will learn business terminology and applications.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

**BUS 101 Basic Business Mathematics**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is designed for students enrolling with a math deficiency as evidenced by grades in previous math courses and results of test scores. The following topics are covered: addition, subtraction, multiplication, division, fractions, decimals, percentages, narrative problems, and the use of calculators in working with math problems. After successfully completing this course, a student is ready to enroll in BUS 111.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

**BUS 110 Introduction to Business**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

Introduction to business functions, operations, and organization. Includes ownership and management, forms of organizations, finance, business ethics, personnel and labor-management relations, and marketing.

**BUS 111 Business Mathematics**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

A mathematics course designed to prepare the student to enter the business world and successfully apply math principles to everyday business problems. After a brief review of basic math, some of the topics covered are percentages, discounts, interest, discounting notes, depreciation, inventory, commissions, bank statements, account sales and account purchases, basic statistics, markup-markdown, distribution of profits, and overhead expenses. Good basic math skills are highly recommended.

**BUS 115 Basic Keyboarding**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This course is an introduction to the computer keyboard. The primary goal is mastery of the keyboard demonstrated by the touch operation of the alphanumeric keyboard and symbols. The touch method for ten-keypad will be introduced. The course is designed to be completed in 7½ weeks.

**BUS 116 Keyboarding I**

3 Hours

Prerequisites: None  
5 hours weekly (1-4)

Mastery of the keyboard with speed and accuracy in the touch operation of the keyboard is the major goal of this course. Skill is developed for vocational and personal uses. Business office standards are used in keyboarding basic letter styles, reports, and tables. The following grade scale is used for speed on 3-minute timings on straight copy; A=40 wpm; B=36-39 wpm; C=32-35 wpm.

**BUS 117 Keyboarding II**

3 Hours

Prerequisites: BUS 116 or consent of department chair  
5 hours weekly (1-4)

Further development of speed and accuracy in both production and straight copy keyboarding. Further study of business letters, special business communication forms and styles, reports, tables, and a mastery of keyboarding digits. The following grade scale is used for speed for 3-minute timings on straight copy: A=58 wpm; B=54 wpm; C=50 wpm.

**BUS 121 Business Statistics**

IAI – BUS 901  
3 Hours

Prerequisites: MAT 116  
3 hours weekly (3-0)

Introduction to statistical analysis of business and economic data and how it aids in controlling operations and in making sound business decisions. Includes descriptive measures of populations and samples, central tendency, probability and probability distributions, interval estimation, hypothesis testing, linear regression and analysis, chi-square analysis, and analysis of variance.

**BUS 135 Office Language Skills**

3 Hours

Prerequisites: None  
3 hours (3-0)

This course is designed to review language skills and to improve the use of the following: proofreading skills, spelling, punctuation, other grammatical skills, including the proper use of capital letters, abbreviations, number styles, word division, and the use of appropriate word choice.

**BUS 138 Employment Strategy**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

This course is designed to provide students with the skills necessary to secure and maintain employment. Topics covered include organizing the job search, locating job leads and getting interviews, identifying skills, developing interview strategies, completing applications and creating effective resumes. Job survival skills are also covered within the class.

**BUS 150 (A-D) Case Studies/Procedures in Business and Industry**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

Application of business/management principles to specific problems through case studies, simulation, special class projects or problem-solving procedures. (Topic to be listed on the student's permanent academic record.)

**BUS 151 (A-C) School-to-Work Transition Development**

1 Hour

Prerequisites: None  
1 hour weekly (0-1)

The broad objective is to meet the students' needs that are not covered in regular classes. Specific objectives and other elements in the syllabus will be developed when the course is offered. Application of workplace readiness skills to specific problems through observation, simulation, special class projects, or problem-solving procedures. (Topic to be listed on the student's permanent academic record.)



**BUS 215 Medical Terminology I**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This is an introduction to the correct spelling, pronunciation, and meaning of roots, prefixes, and suffixes of common medical terms that relate to body systems and pathological conditions. In addition, students will study abbreviations, lab tests and clinical procedures, and analyze medical documents.

**BUS 216 Medical Terminology II**

3 Hours

Prerequisites: BUS 215

3 hours weekly (3-0)

This is a continuation of the correct spelling, pronunciation, and meaning of roots, prefixes, and suffixes of common medical terms that relate to body systems and pathological conditions including pharmacology, child health, mental health, and geriatrics. In addition, students will study abbreviations, lab tests, and clinical procedures, and analyze medical documents.

**BUS 221 Business Law**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

Introduction to the legal system as it affects business activity. Areas of concentration include formation and nature of contract, the agency relationships, and the Uniform Commercial Code Law of Sales and Commercial Paper.

**BUS 222 Legal/Social Environment of Business**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

A study of the legal and social environment of business, with emphasis on business ethics and corporate social responsibility. Areas of concentration include the legal system and government regulation of business, formation of contracts, securities law, consumer protection law, and labor and employment.

**BUS 235 Business Correspondence**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

After a brief review of grammar, punctuation, word usage, and letter formats, the principles of letter writing will be presented. Attention is given to the various types of written business correspondence, interoffice communications, employment communications, and dictation techniques.

**BUS 236 Records Management**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

Emphasis is on the basic principles of modern filing systems—including alphabetic, subject, numeric, chronological, and geographic filing. Students work with practice filing equipment and become acquainted with the rules of indexing, cross referencing, and coding, as well as retrieval, retention, and recycling of records.

**BUS 237 Office Procedures**

3 Hours

Prerequisites: BUS 116 or equivalent-CIS 101

3 hours weekly (3-0)

The knowledge and skills necessary to work as an office assistant in today's offices will be presented. Major topical areas include the organization of business offices, communications skills, technology and procedures, document creation and distribution, travel, conference and meeting planning, financial and legal aspects, and professional and continuing development.

**BUS 239 Business Seminar II**

1 Hour

Prerequisites: None

1 hour weekly (1-0)

This course is designed to help students acquire human relations skills and to develop career maturity essential to successful employment.

**BUS 240 Supervised Executive Secretary Work Experience**

2 Hours

Prerequisites: Consent of Chair of Department of Business

10 hours weekly (0-10)

On-the-job executive secretarial work experience will enable students to apply the skills and knowledge learned in the classroom. Students will work in approved offices in business and industry. The teacher-coordinator and the on-the-job supervisor will work together to evaluate student trainees in order to help them upgrade their skills and strengthen weaknesses.

**BUS 241 Supervised Legal Secretary Work Experience**

2 Hours

Prerequisites: Consent of Chair of Department of Business

10 hours weekly (0-10)

On-the-job legal secretarial work experience will enable students to apply the skills and knowledge learned in the classroom. Students will work in approved offices in business and industry. The teacher-coordinator and the on-the-job supervisor will work together to evaluate student trainees in order to help them upgrade their skills and strengthen weaknesses.

**BUS 242 Supervised Executive/Legal Secretary Work Experience**

4 Hours

Prerequisites: Consent of Chair of Department of Business

20 hours weekly (0-20)

On-the-job executive/legal secretarial work experience will enable students to apply the skills and knowledge learned in the classroom. Students will work in approved offices in business and industry. The teacher-coordinator and the on-the-job supervisor will work together to evaluate student trainees in order to help them upgrade their skills and strengthen weaknesses.

**BUS 250 Medical Transcription II**

3 Hours

Prerequisites: BUS 249 with a grade of "C" or better  
6 hours weekly (0-6)

This is a second-semester course of simulated on-the-job medical transcription. It will enable students

to apply the skills and knowledge learned in previous medical classes to transcribe health care-related documents similar to those found in hospitals, clinics, and private practices. Students will transcribe dictation from physicians, nurses, and other health care providers.

**BUS 251 Medical Transcription Internship**

1 Hour

Prerequisites: BUS 250 or concurrent enrollment  
5 hours weekly (0-5)

An internship to give students supervised on-the-job work experience in a medical transcription environment. Students will work in approved health care or independent transcription service work sites for a total of 80 hours. The teacher-coordinator and the on-the-job supervisor will work together to evaluate student trainees to help them upgrade skills and strengthen weaknesses.

**BUS 255 Customer Service**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Customer service is the foundation on which business success and profitability is built. This course is about understanding the importance of offering quality service and ensuring customer satisfaction in today's competitive marketplace. Students will learn the principles of customer service and what skills are necessary to work with customers and solve problems in all sectors: corporate, government, industry, real estate, retail, legal, wholesale, healthcare, etc.

**BUS 261 MRT Transcription**

3 Hours

Prerequisites: BUS 116, BUS 215, concurrent enrollment BUS 216  
6 hours weekly (0-6)

Development of skills in interpreting, editing, and transcribing physician and professional dictation into well-organized reports using medical terminology, effective language, and reference skills. Actual case histories of patients are transcribed using transcription equipment. Accuracy is placed on the transcription equipment with increasingly higher standards required as the students progress through case studies and other medical material.

**BUS 270 Medical Office Procedures**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed to prepare the student to perform basic office procedures and follow common practices in today's medical community. Administrative medical office duties covered include mailing procedures, patient reception, telephone communications, travel and meeting arrangements, patient scheduling, patient chart preparation, patient billing, insurance billing, office management, and practice finances. Hands-on application will be provided using a popular practice management software program.

**BUS 275 Medical Office Coding and Insurance**

3 Hours

Prerequisites: BUS 215 and BUS 216 (or concurrent enrollment in BUS 216) or consent of department chair  
3 hours weekly (3-0)

This course will provide students preparing to work in medical offices with a basic knowledge of national diagnostic (ICD-9-CM) and procedural (CPT-4) coding systems. In addition, students will develop skills in the preparation of insurance claim forms for the major medical insurance programs.

**BUS 280 Computer Applications for the Medical Office**

3 Hours

Prerequisites: BUS 116 and CIS 101  
4 hours weekly (2-2)

This course is designed to prepare the student to use electronic health records (EHR) in today's medical community. First, conceptual theory is presented including history and EHR standards. Then, the student applies theoretical knowledge through in-depth and practical training using a popular EHR software program to equip the student to successfully enter a medical setting with a comprehensive working experience of EHR.

**BUS 282 Legal Terminology**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to familiarize students with the various fields of law and to develop a working knowledge of the legal terminology commonly associated with each respective field.

**BUS 284 ICD-9-CM Coding**

3 Hours

Prerequisites: BUS 215 and BUS 216 (or concurrent enrollment in BUS 216) or consent of department chair  
3 hours weekly (3-0)

This course is designed to help the inexperienced coder have a better understanding of how to apply coding concepts when choosing an ICD-9-CM code. It will also provide a "refresher" for the working coder. Coding Conventions, General Coding Guidelines, and Chapter Specific Guidelines will be covered.

**BUS 285 CPT™/HCPCS Coding**

3 Hours

Prerequisites: BUS 215 and BUS 216 (or concurrent enrollment in BUS 216) or consent of department chair and BUS 284 (ICD-9-CM)  
3 hours weekly (3-0)

This course is designed to help the inexperienced coder have a better understanding of how to apply coding concepts when choosing CPT™ and HCPCS codes. It will also provide a "refresher" for the working coder. Coding Conventions, General Coding Guidelines, and Chapter Specific Guidelines will be covered.

**BUS 286 Electronic Health Records Internship**

2 Hours

Prerequisites: Minimum grade of C in all health business related courses and consent of instructor.  
10 hours weekly (0-10)

An internship to give students supervised on-the-job work experience in a health care environment where electronic health care records are used. Students will work at an approved health care or related work site for a total of 160 hours. The teacher-coordinator and the on-the-job supervisor will work together to evaluate student interns to help them upgrade skills and strengthen weaknesses.

## *Chemistry (CHM)*

### **CHM 141 General, Organic, and Biochemistry I**

IAI – P1 902L

4 Hours

Prerequisites: Two years of high school algebra or MAT 062

6 hours weekly (3-3)

A first semester course of general, organic, and biochemistry sequence designed to meet the needs of students of nursing, dental hygiene, physical therapy, allied health programs, forestry, nutrition, and other majors with comparable requirements. This course covers matter, electrons and chemical bonds, formulas and equations, stoichiometry, gases, solutions, energies, acid-base reactions, radioactivity, and introduction to organic chemistry.

### **CHM 142 General, Organic, and Biochemistry II**

4 Hours

Prerequisites: CHM 141

6 hours weekly (3-3)

Second semester course of general, organic, and biochemistry sequence designed to meet the needs of students of nursing, dental hygiene, physical therapy, allied health programs, forestry, nutrition, and other majors with comparable requirements. This course covers organic compounds and their characteristics, and biological compounds and their role in living organisms.

### **CHM 151 Chemical Principles**

IAI – P1 902L, CHM 911

5 Hours

Prerequisites: MAT 111 or concurrent enrollment or instructor approval

7 hours weekly (3-4)

A study of the fundamental laws and concepts of chemistry, including formulas, nomenclature, atomic structure, bonding, the periodic chart, equations, stoichiometry, gas laws, and liquids and solids. Laboratory experiments investigate these concepts. A first semester course for students majoring in scientific, pre-professional, engineering, or technological programs.

### **CHM 152 Chemical Principles with Qualitative Analysis**

5 Hours

Prerequisites: CHM 151

7 hours weekly (3-4)

A study of theory and calculations of chemical equilibrium, ionization, solubility products, redox reactions, acids and bases, and the methods and tools of analysis. The laboratory work consists of qualitative identification of common cations, and gravimetric and volumetric quantitative determinations. Second semester chemistry for science, engineering, and pre-professional majors.

### **CHM 201 Organic Chemistry I**

IAI – CHM 913

5 Hours

Prerequisites: CHM 151

7 hours weekly (3-4)

A course in general organic chemistry intended for chemistry majors and minors and pre-professional students, this examines descriptive and theoretical organic chemistry. Topics discussed include bonding within carbon compounds, stereochemistry, reaction mechanisms, and organic reactions involving specific classes of compounds. In the laboratory, students will learn and utilize microscale organic techniques that are integrated with separations using GC and HPLC and with characterizations using IR and UV-Vis spectroscopy. This course is currently offered only in the fall semester.

### **CHM 202 Organic Chemistry II**

IAI – CHM 914

5 Hours

Prerequisites: CHM 201

7 hours weekly (3-4)

This course continues the discussions of CHM 201 topics. Topics discussed include reaction mechanisms, reactions involving specific classes of compounds, and an introduction to NMR theory. In the laboratory, students will use microscale organic techniques involving GC and HPLC separations and IR and UV-Vis spectroscopy, and will be introduced to NMR computer simulations. This course is currently offered only in the spring semester.

## ***Computer Information Systems (CIS)***

### **CIS 101 Introduction to Computers**

IAI – BUS 902

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course provides an overview of the computing field and its typical applications. Key terminology and components of computer hardware, application software, and system software (including operating systems) are covered along with the development and management of information systems. Other topics include computer career opportunities, various networks (including the Internet), and World Wide Web technologies. This course also provides students with training in the use of business productivity software, including word processing, database management, spreadsheet, and presentation graphics along with web browser software.

### **CIS 104 Spreadsheet Design**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed to provide the business student with skills and knowledge necessary to design and implement practical spreadsheet models using Microsoft Excel software. Students will use basic business mathematics skills to design problem-solving models that can be used in the analysis of data. This course will help the student prepare to take the Microsoft Certified Application Specialist Exam.

### **CIS 108 Introductory Security Awareness**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is intended for beginners and intermediate users who want to increase their understanding of information security issues and practices. It is intended for end users who use computers at home or in the office. The course covers all of the need-to-know information about staying secure, including maintaining a secure environment and how to avoid security attacks.

### **CIS 110 Introduction to Word Processing**

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

This course is designed to provide the student with skills to become effective and efficient in using a popular word processing software. The student will incorporate critical thinking skills along with problem-solving techniques to master this software package. This course is designed for students who would like to master a word processing package and cover many Microsoft Certification exam topics.

### **CIS 120 Data Base Management**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed to provide the student with fundamental database concepts. The student will be able to create and maintain tables, forms, queries, and reports. Skills will go beyond that of utilizing the wizards. Customized forms and reports will be developed. Interacting with the Web, setting table relationships, and data integration with other applications will be covered. Many of the Microsoft Certification exam topics will be covered.

### **CIS 130 Introductory Operating Systems**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course provides an overview of the Microsoft Windows operating system. The course will explore the basics of Microsoft Windows, file organization, and personalization of the Windows environment. The student will learn how to set-up, maintain, manage and use E-mail accounts. Through hands-on practice, the student will work with security settings to protect their computer and network. The student will perform hands-on troubleshooting and set-up of their Internet connections. Additional topics will include: searching and collaboration, using mobile devices and remote connections, managing multimedia files, maintaining hardware and software, and improving computer performance.

### **CIS 200 Network Essentials**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course will provide the student with a general background in networking concepts, procedures and skills necessary in a computer network environment. This course is designed to familiarize the student with an overview of network topologies, physical network architecture, various networking operating systems and a brief introduction into Microsoft Active Directory. This class will also provide the student with necessary skills in troubleshooting and help desk topics necessary for the network's technician and software specialist.

### **CIS 206 Managing Network Environments I**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed to give the student knowledge and practical experience in administering a Microsoft Server 2003 network. Students will be able to describe the principle features of a network operating system and the networking basics of active directory. The student will work with and troubleshoot in the areas of installation of the network operating system, setting up users and groups, assignment of group policy and permissions of a network. This course will assist the student in preparing for an industry-recognized certification exam and is a prerequisite class of CIS 218.

### **CIS 207 Computer Applications**

IAI – AG 913, BUS 902

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed to provide students with the skills and knowledge necessary to function in a highly automated business environment. The Windows operating system will serve as the framework for developing skills in file management and organization, the use of Internet access, and the application of business computer software including word processing, database management, spreadsheet design, and presentation graphics software.

### **CIS 208 Security Awareness**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to provide a security awareness overview and emphasize the importance of information systems as well as the home computer system will be covered. Issues will include personal, Internet, and organizational security. Types of security attacks will be discussed, prevention methods will be determined, and recovery plans will be developed. Policies and procedures that will assist in preventing an invasion of privacy will be covered.

### **CIS 209 Introduction to Cybercrimes**

3 Hours

Prerequisites: Must be 18 years of age or older.  
3 hours weekly (3-0)

This course will give students an understanding of computer crimes along with forensic processing of seized computer equipment. The student will also learn the terminology used in the industry. Emphasis will be placed on learning the types of cybercrimes.

### **CIS 210 Presentation Graphics**

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

This course is designed to provide the student with skills and concepts to create custom presentations using Microsoft PowerPoint. Students will learn to create presentations, add multimedia effects to presentations, publish presentations on the World Wide Web, and set up and schedule online broadcasts. This course will help the student prepare to take the Microsoft Certified Application Specialist Exam.

### **CIS 218 Managing Network Environments II**

3 Hours

Prerequisites: CIS 206  
4 hours weekly (2-2)

This course is designed to use Microsoft Server 2003 and is a continuance of CIS 206. The student will continue to work with and troubleshoot Active Directory in the following areas: managing printers, publishing, auditing, and disk resources administering, web resources in Windows Server 2003, administering TCP/IP, administering DNS,

monitoring and troubleshooting Windows Server 2003 and administering remote access services. This course will assist the student in preparing for an industry-recognized certification exam.

### **CIS 220 Advanced Spreadsheet Design**

3 Hours

Prerequisites: CIS 104  
4 hours weekly (2-2)

This course is a continuation of CIS 104 and builds upon basic design skills. It provides the student with an opportunity to develop advanced techniques in the design of business applications. Advanced study of special mathematics, logical, and database statistical functions will provide the foundation for advanced program design. Problem solving for managerial and accounting decision making is emphasized, and design techniques incorporating the use of macros, menu layout, and data transfer are included using Microsoft Excel. This course will help the student prepare to take the Microsoft Certified Application Specialist Exam.

### **CIS 225 Advanced Data Base Management**

3 Hours

Prerequisites: CIS 120  
4 hours weekly (2-2)

This course is a continuation of CIS 120. The concepts needed to develop and maintain a database system at an advanced level will be emphasized. Items that will be covered are: advanced query manipulation, table linking, macro programming, planning and creating a switchboard application as well as applying custom toolbars. Business simulated projects will be a major part of the curriculum. Upon completion of this course, the student should be prepared to take the Microsoft Certification exam.

### **CIS 230 Operating Systems**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

Students will learn important concepts about Microsoft Windows Vista operating system while applying skills and knowledge to support Windows Vista in a business environment or an IT position. Hands-on exercises will apply the knowledge and skills necessary to troubleshoot and customize windows in the following areas; installing Windows Vista, system utilities, disk management, file management, user management, security features, performance tuning, application support and disaster

recovery. Students will learn skills necessary to work towards the preparation of an industry standard certification. This course teaches to a power user level.

### **CIS 235 Current Topics in Information Systems**

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

This course is designed to provide the student an opportunity to see and use various alternative software packages and hardware systems currently available in today's business market. Emphasis will be on current trends and topics in computer hardware, software, operating systems, and the Internet.

### **CIS 240 Web Page Design**

IAI – MC 923

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed to give the student the knowledge needed to develop and maintain a basic web site, discuss the importance of web ethics and legal issues, understand and modify HTML code, link web pages, format and enhance a web site, embed multi-media files, utilize tables and AP elements for page layout, create various navigation structures, incorporate cascading style sheets, create a form, utilize behaviors and publish a web site.

### **CIS 245 Advanced Web Design**

3 Hours

Prerequisites: CIS 240 or consent of instructor  
4 hours weekly (2-2)

This course is designed to provide the student with the advanced skills used by popular web design software. The student will create custom web pages implementing the following: behaviors, layers, forms, and templates, Cascading Style Sheets, HTML code, Spry, and Ajax. The student will learn how to create a standard compliant website using PHP server behaviors, how to store records in a database and deploy the website. Rich media items will be implemented using other design software and search engine optimizing techniques will be explored.

### **CIS 250 Wireless Networks**

3 Hours

Prerequisites: CIS 200 or CIS 230 or consent of instructor  
4 hours weekly (2-2)

This course is designed to introduce basic terminology, organization, and understanding of a network operating system. The terminology and organization will be incorporated through lecture and practical application. The student will be able to describe a network and its functions as well as the physical components of a network system, identify network services, and perform login procedures. This course will provide a solid foundation for advancement of network applications along with the basic necessary skills to apply to networking concepts. Rich media items will be implemented such as video and sound. Search engine optimizing techniques will be explored. The student will be introduced to the fundamentals of web database interaction.

## ***Construction Management Technology (CMG)***

### **CMG 100 Construction Orientation**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

Construction Orientation is designed to introduce the student to the many career opportunities in the construction industry. The course allows the student the opportunity to ask questions about the industry as a whole. The course also refines construction math skills to help facilitate the other construction management courses.

### **CMG 101 Building Green**

3 Hours

Prerequisites: For students not pursuing a Construction Management major.  
3 hours weekly (3-0)

This course is an introduction to new emerging building systems for residential construction. A major focus of this course will be the introduction of green building products and ways to be more energy efficient. That national green building standard will be used as the guidelines for this course.

### **CMG 104 Building Layout**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

The student will perform basic surveying operations necessary for the location, layout, and construction of a building. Techniques will include taping, differential leveling, laying off vertical and horizontal angles, topographic surveys, and construction control surveys.

### **CMG 105 Estimating Techniques**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to familiarize the student with construction cost estimating. The five (5) basic elements involved in the estimating process will be covered. These five elements are: (1) working drawings and specifications; (2) subcontractor's bids; (3) quantity take-offs; (4) checklists; and (5) a summary cost estimate. A major emphasis will be placed on accurate quantity takeoffs.

### **CMG 107 Construction Document Interpretation**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

The purpose of this course is to introduce the student to the various conceptual documents used in the construction process. The primary focus will concentrate on interpretation and visualization of construction blueprints and understanding the use of construction specifications. Residential and commercial projects will be covered.

### **CMG 108 Construction Materials**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

The student will learn about soil properties and how they play a major role in building design and site work. Students will also obtain knowledge of concrete, its physical and mechanical properties, and the design and control of concrete mixes. In the laboratory portion of the class, students will learn the fundamentals of placing, finishing, and testing for quality control.



**CMG 109 Residential Construction Materials**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

In this course, the student will learn the basic principles and practices used by the residential construction industry when utilizing soil, concrete, and masonry. The student will also acquire the necessary knowledge needed to make sound decisions when dealing with the physical and mechanical properties of these materials. The laboratory portion of the class will give the student an opportunity to get hands on experience and learn the fundamentals of quality control on the jobsite.

**CMG 110 Wood Frame Construction**

4 Hours

Prerequisites: None  
5 hours weekly (3-2)

This course will introduce the student to the basic processes, terminology, procedures, and building components of wood frame construction. With this basic understanding of construction concepts, the student can build a foundation for a career in the construction industry. The course facilitates classroom learning with actual field applications.

**CMG 111 Exterior and Interior Finish Systems**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is a continuation from the wood framing construction course, designed so the student can synthesize a complete residential building. Special emphasis will be directed at the materials and application of these materials to complete the exterior and interior of the building.

**CMG 204 Residential Mechanical Systems**

3 Hours

Prerequisites: Students must be second year Construction Management majors.  
3 hours weekly (3-0)

The purpose of this course is to introduce the student to the basic principles and operation of residential building mechanical systems. The course will provide the student with detailed information on HVAC, plumbing, electrical, safety, and security systems used in residential construction.

**CMG 205 Construction Management & Supervision**

2 Hours

Prerequisites: Students must be second year Construction Management majors.  
2 hours weekly (2-0)

This course is designed to lead the student through the day to day activities of the project supervisor from project startup to final completion. Special emphasis will be placed on working relationships with trade contractors and homeowners.

**CMG 207 Construction Management**

3 Hours

Prerequisites: CMG 105 and CMG 107  
3 hours weekly (3-0)

This course is designed to help the student understand the concepts involved with the management and ownership in the construction process. The focus of this course will cover pre-construction through final completion, viewed from the constructor's perspective.

**CMG 208 Processes in Estimating**

3 Hours

Prerequisites: CMG 105 or consent of instructor  
3 hours weekly (3-0)

The course builds upon CMG 105, Estimating Techniques, and will introduce more advanced methods of cost estimating. From a set of blueprints the students will apply man hours, labor costs, and material costs to quantity takeoffs. In a portion of this course the students will learn to utilize Timberline Corporation's Precision Estimating software package. Students will learn how to interpret data generated and how to modify the computer program to meet their estimating needs.

**CMG 209 Environmental Systems**

3 Hours

Prerequisites: CMG 105 and CMG 107  
3 hours weekly (3-0)

This course is designed to introduce the student to the basic terminology and principles of electrical, plumbing, and air conditioning systems. The student will also gain an understanding of the importance of the respective design engineers in the building process.

**CMG 210 Building Renovations**

3 Hours

Prerequisites: CMG 110  
4 hours weekly (2-2)

Students will acquire knowledge of the techniques and technologies necessary to remodel, repair, or renovate existing residential and commercial buildings. The student will study the design and construction techniques required to convert unused areas into additional living space, make additions to existing structures, upgrade mechanical and electrical systems to meet building codes and repair, renovate, and maintain older buildings.

**CMG 211 Commercial Construction**

3 Hours

Prerequisites: CMG 108 or consent of instructor.  
3 hours weekly (3-0)

The course will acquaint the student with the latest methods, materials, and equipment used within the industry and will familiarize the student with concepts of the construction industry that have stood the test of time. Traditional materials such as reinforced concrete, masonry, steel, and timber will be thoroughly examined in conjunction with recent developments in the construction industry.

**CMG 212 Construction Administration**

2 Hours

Prerequisites: CMG 105 and CMG 107  
2 hours weekly (2-0)

The student will be introduced to processes and methods of administrative responsibilities, which will help in producing a quality construction project.

**CMG 215 Green Building in the 21<sup>st</sup> Century**

3 Hours

Prerequisites: Students must be second year Construction Management majors.  
3 hours weekly (3-0)

This course provides an overview of new emerging building systems for single, multi-family and remodeling to meet the national green building standard. The course will also focus on energy efficiency and discuss the impact that construction has on the environment.

**CMG 217 Building Codes and Standards**

2 Hours

Prerequisites: Students must be second year Construction Management majors.  
2 hours weekly (2-0)

This course will illustrate to the student how building codes and standards stipulate design and construction of buildings. A building code is defined as a set of rules of procedure and standards of materials designed to secure uniformity and protect the public interest in such matters as building construction and public health, established usually by a public agency and commonly having the force of law in a particular jurisdiction.

**CMG 218 CAD for Residential Construction**

3 Hours

Prerequisites: Students must be second year Construction Management majors.  
4 hours weekly (2-2)

This course will introduce the construction student on how to design and draw plans for residential construction. The student will utilize software to design a complete set of building plans. The course will focus on construction phases from site design to the completed exterior finishes and landscaping.

**CMG 220 Construction Scheduling**

3 Hours

Prerequisites: CMG 105 and CMG 107  
3 hours weekly (3-0)

This course is an introduction to modern construction scheduling methods and techniques. The application of various scheduling methods will provide an understanding of the importance that time phasing and coordination have on completing a construction project in a timely manner.

**CMG 221 Land Development**

3 Hours

Prerequisites: Students must be second year Construction Management majors.  
4 hours weekly (2-2)

This course will present the social and economic needs, and the legal regulations involved when developing a parcel of land into a housing community. The student will design and calculate the infrastructure to meet the mandated code requirements.

**CMG 222 Business Management for Home Builder**

3 Hours

Prerequisites: Students must be second year Construction Management majors.

3 hours weekly (3-0)

The purpose of this course is to provide the student with information to use in managing a home building business. The course will focus on how to start up your business and develop and implement policies and procedures to ensure profitability in the home building industry.

**CMG 226 Statics for Structures**

3 Hours

3 hours weekly (3-0)

Prerequisites: None

Students will learn fundamental principles of mechanics as they use tables and formulas in the determination of loads and the selection of wooden members and steel connectors which will safely carry these loads on floor and roof systems.

*Cosmetology (COS)*

**COS 101 Cosmetology Theory I**

6 Hours

Prerequisites: None

6 hours weekly (6-0)

This course is a study of professional ethics, personal hygiene and grooming, visual poise, and personality development for application in our daily relationships with others. The study of bacteriology, decontamination, and infection control for application of safe and necessary disinfection methods is emphasized. Also included is the study of hair, skin, and their disorders for use in chemical and physical applications. The basic introduction of anatomy and physiology to be applied in specific skill areas will also be emphasized.

**COS 102 Cosmetology Theory II**

5 Hours

Prerequisites: COS 101

5 hours weekly (5-0)

The cosmetology program is designed to give students thorough training in the arts, skills, and applied science that deals with the adornment of the hair, skin, and nails. This course is designed to provide the students with a study of basic principles of salon management, nail disorders, preparing a

resume, and provide the students with a study of basic principles of electricity and light therapy as applied to beauty science, Illinois law, and chemistry as applied to cosmetics.

**COS 111 Cosmetology Lab I**

11 Hours

Prerequisites: None

33 hours weekly (0-33)

This course includes demonstrations and lectures by instructors with student participation and application of beauty services which include fingerwaving, hairstyling, application of permanent waving, hair coloring, superfluous hair removal, basic make-up application, and demonstrates how to achieve basic skill areas in shampooing, draping, brushing, thermal waving, blow drying, and hair shaping. Students will exchange beauty services on each other and will perform beauty skills on patrons in the clinic laboratory. Each student is responsible for sanitation duties to be performed in the clinic as required by the Department of Professional Regulation, State of Illinois.

**COS 112 Cosmetology Lab II**

11 Hours

Prerequisites: COS 111

33 hours weekly (0-33)

This course is a continuation of hairstyling, chemistry and application of permanent waving, chemical hair relaxing and hair transformations and includes review and practice of skill areas taught in Cosmetology III with demonstration and lectures by instructors. Students will participate and demonstrate skills learned through performance by exchanging services on each other and patrons in the clinical laboratory. Each student is responsible for sanitation duties to be practiced in the clinic laboratory as required by the Department of Professional Regulation, State of Illinois.

**COS 113 Cosmetology Lab III**

3 Hours

Prerequisites: COS 101, 111

9 hours weekly (0-9)

This course is a review and practice of skill areas taught in previous courses through demonstrations and lectures taught by an instructor. Students will practice skills on each other, mannequins, and clients during laboratory time. Each student is responsible for sanitation duties to be practiced in the laboratory as required by the Department of Professional Regulation, State of Illinois.

### **COS 114 Cosmetology Internship Program**

2 Hours

Prerequisites: COS 101, 111, 750 clock hrs.  
10 hours weekly (0-10)

This course is designed to be an extended salon experience, a supplemental, off-campus, on-the-job experience for qualified students.

### **COS 250 Instructional Strategies**

5 Hours

Prerequisites: Valid Illinois Cosmetology License with two years' experience within last five years.  
11 hours weekly (2-9)

This course is designed to teach the students various methods of instruction. Teachers should possess an array of teaching strategies in order to meet the widely varying learning styles, interests, and abilities of their students. By providing a variety of teaching methods that are suited to the goals of instruction and the needs of students, the cosmetology teacher will be highly productive and experience satisfaction in the teaching role.

This course will also provide guidelines and strategies for planning, implementing, and maintaining an effective behavior management system in the classroom. The foundation of any behavior management system consists of the behavioral expectations that set the standards for appropriate conduct in the classroom. These expectations are reflected in the teacher's rules, consequences, and procedures.

### **COS 251 Cosmetology Teacher Program**

8 Hours

Prerequisites: Concurrent enrollment in Cosmetology 250. Must have a valid Illinois cosmetology license with a minimum of 2 years full-time work experience within the last 5 years. Letters from clients, managers, etc., verifying 2 years' experience.  
16 hours weekly (0-16)

This course is designed to give the student information in practical and theoretical applications used in the classroom and laboratory, which are taught in COS 250, Instructional Strategies. Upon completion of the 256 clock hours, students can make application to the State Board of Cosmetology, Department of Professional Regulations for examination for Cosmetology Teachers License.

### **COS 260 Cosmetology Review**

8 Hours

Prerequisites: Lapsed Cosmetology License  
16 hours weekly (0-16)

This course is designed as a refresher course for cosmetologists who need to renew their license or simply update their skills. This program is a compilation of topics covering the pertinent objectives necessary for the learner to accomplish in order to enter the work force.

## ***Computer Science (CPS)***

### **CPS 102 Exploring Computer Technology**

3 Hours

Prerequisites: MAT 062 or equivalent  
4 hours weekly (2-2)

This course will serve as an introduction to computer systems, including their hardware and software, and their use in problem solving. The course has three major goals: to foster computer literacy and competency, to explore the use of various application packages, and to develop skill in problem solving using computer technology. The focus will be on a conceptual understanding of how computer systems are used to represent, store, manipulate, and communicate information rather than to provide training on any one particular application. This study of the uses and limitations of technology will lead to an informed decision about using computer resources.

### **CPS 111 Introduction to Technology for Educators**

3 Hours

Prerequisites: Students must have basic skill in word processing, spreadsheet, and database programs; or consent of instructor. A high school course which introduces this software or completion of CPS 102, or CIS 101, or CIS 207 or equivalent will satisfy this prerequisite.  
4 hours weekly (2-2)

This course is an introductory/intermediate technology, digital media, and Web applications course for educators and education majors. It will introduce participants to current trends in technology integration in K-12 classrooms and include hands-on activities that will develop performance skills in technologies used in the classroom. Topics will include: • use of various hardware devices such as interactive whiteboards, student response systems, projector systems and computers • use of computer

software applications to produce digital documents, spreadsheets, multi-media presentations, and recordings, both audio and video • use of Web 2.0, “cloud” applications for research, social networking, website construction, wiki collaboration, and multi-media storage and distribution • exploration and discussion of current issues surrounding technology integration. Both the Illinois State Board of Education Technology Standards for All Teachers and the International Society for Technology in Education (ISTE) standards for teachers (NETS-T) and students (NETS-S) are integrated throughout the course curriculum.

### **CPS 176 Introduction to Computer Programming** 4 Hours

Prerequisites: MAT 062 or equivalent  
5 hours weekly (3-2)

This course provides an initial exposure to computers and programming, fostering competence in a high-level language via hands-on experience. This course serves as a prerequisite for more intensive study of other high-level languages and lays the groundwork for understanding problem-solving and common programming language constructs. Students will be introduced to structured programming methodologies, syntax and semantics of a popular, high-level programming language, algorithm development, and good programming style guidelines. Students will be expected to complete a variety of programming lab assignments both during scheduled lab times and outside of class. This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.

### **CPS 202 Discrete Structures (Also MAT 125)** IAI – CS 915, MI 905 3 Hours

Prerequisites: MAT 108 or MAT 111 either with a grade of “C” or higher or assessment  
3 hours weekly (3-0)

This course is a general education mathematics course which fulfills 3 hours of the core curriculum mathematics requirement. It will lay the groundwork for students interested in computer arithmetic, sets, relations and functions, logic, Boolean algebra, elementary matrix operations, combinations, permutations, and counting techniques, and basic concepts of probability. **This course is ordinarily offered in the fall semester in odd numbered years.**

### **CPS 203 Introduction to Scientific Programming** 4 Hours

Prerequisites: CPS 176 or consent of instructor and MAT 131  
5 hours weekly (3-2)

A computer programming course using the modern, structured high-level language C + +. This course is intended for math and engineering majors, and will emphasize the use of programming in problem analysis and problem solving with applications in mathematics. Topics will include syntax of the language, data types, control structures, numerical methods, arrays, modular design through functions, object-oriented design, and simulations. Emphasis will be given to problem solving, program design, testing, and documentation.

### **CPS 204 Introduction to PASCAL** 3 Hours

Prerequisites: CPS 176 or consent of instructor  
3 hours weekly (3-0)

A course in the high level, general purpose PASCAL language. Attention will be given to the vocabulary and syntax of the language, problem formulation, and the proper design of a PASCAL program utilizing structured programming techniques.

### **CPS 206 Computer Science I** IAI – CS 911 4 Hours

Prerequisites: CPS 176 or consent of instructor and MAT 111  
5 hours weekly (3-2)

The first in a sequence of courses for majors in Computer Science, Mathematics, and Engineering. Introduces a disciplined approach to problem-solving and algorithm development in addition to an introduction to procedural and data abstraction. Covers: selection, repetition, and sequence control structures; program design, testing, and documentation using good programming style; block-structured high-level programming languages; and arrays, records, and files utilizing a popular, high-level programming language.

### **CPS 207 Java Programming**

4 Hours

Prerequisites: CPS 176 or consent of instructor  
5 hours weekly (3-2)

An introduction to the Java Programming language with object-oriented design. Students will be introduced to the use of pre-written Java classes and methods as well as building their own classes and applying these to the creation of graphical user interfaces, Web-based programming and multimedia applications. Topics to be covered include Java applications, Java Applets, data storage, sequence, selection and repetition control structures, methods, arrays, classes, and object-oriented programming. Good program style considerations will be emphasized.

### **CPS 208 Assembly Language Programming**

3 Hours

Prerequisites: CPS 204 or 206 or consent of instructor  
3 hours weekly (3-0)

An introduction to the logical basis and basic computer organization of a particular system through the treatment of assembly language. Topics studied include: machine representation of numbers and characters, basic assembly language syntax, machine operations, addressing techniques, as well as machine-level input/output programming.

### **CPS 215 Computer Science II**

IAI – CS 912

4 Hours

Prerequisites: CPS 206 or 207 with a grade of "C" or higher or consent of instructor  
5 hours weekly (3-2)

The second in a sequence of courses for majors in Computer Science. Covers: design and implementation of large-scale problems; abstract data types; data structures (files, sets, pointers, lists, stacks, queues, trees, graphs; program verification and complexity; recursion; dynamic concepts (memory, scope, block structures); text processing; and an introduction to searching and sorting algorithms utilizing a popular, high-level programming language. **This course is offered in the fall semester only.**

## *Criminal Justice (CRJ)*

### **CRJ 103 Introduction to Criminal Justice**

IAI – CRJ 901

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A review of historical and ideological foundations of law enforcement and corrections; delineation of major patterns of practice and organizational structure; and description of major programs and their relationships.

### **CRJ 105 Criminal Behavior**

IAI – CRJ 912

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

An introduction to personality theories and their application to causes of crime with primary emphasis on individual-oriented theories; consideration of the offender and his/her community context as problems for rehabilitation efforts; criticism of typical treatment programs.

### **CRJ 115 Policing**

3 Hours

Prerequisites: CRJ 103 and 105  
3 hours weekly (3-0)

This course examines the law enforcement component of the criminal justice system. The historical and contemporary perspective of policing in America is explored. Various issues such as organization, role, recruitment, patrol, discretion, police-community relations, police accountability, and international comparisons are studied. Upon completion of this course, the student will have an understanding of the internal and societal challenges that confront police on a daily basis.

### **CRJ 201 Criminal Justice Internship**

4 Hours

Prerequisites: Consent of Health and Public Service Associate Dean  
20 hours weekly (0-20)

An optional internship to give the students supervised on-the-job work experience and exposure to various operations of a criminal justice agency. Students will work in approved work sites in criminal justice agencies for a total of 320 hours. The teacher-coordinator and the on-the-job

supervisor will work together to evaluate student trainees in order to help them upgrade skills and strengthen weaknesses. An overall GPA of 2.85 with a 3.0 or better in core courses is required.

### **CRJ 203 Introduction to Security**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course will introduce the student to public and private security issues. Emphasis will be placed on history of public and private security agencies, proprietary and contractual organizations of security, security planning, asset protection and loss prevention, physical security and design.

### **CRJ 205 Survey of Crime Detection Methods**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course enables the student to examine the major theories and techniques of criminal investigation. Upon completion of this course, the student will have an understanding of the techniques of criminal investigation and will have learned some of the skills of investigation. He or she will also have learned the value and techniques of preserving evidence and how the chain of evidence is vital to a successful prosecution.

### **CRJ 209 Criminal Law**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course covers the substantive criminal law encompassed in the criminal code and the constitutional limits on criminal law. Upon completion of the course, the student will be familiar with the key provisions of the criminal code, including elements of the offenses, parties to crimes, and defenses to criminal liability.

### **CRJ 210 Introduction to Forensic Investigation**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This is an orientation course dealing with the application of several scientific methods of criminal investigation of crime scenes. Topics discussed will include polygraph, firearms, and tool mark identification, hair and fiber examination, drug

analysis, serial numbers restoration, crime scene investigation, and the investigator's role in the post-mortem examination.

### **CRJ 218 Introduction to Corrections**

IAI – CRJ 911

3 Hours

Prerequisites: CRJ 103 and 105  
3 hours weekly (3-0)

This course will examine local confinement facilities, county jails, juvenile facilities, and state and federal prison systems. Emphasis will be placed on correctional administration models, correctional institution designs, and the history of prison systems.

### **CRJ 219 Criminal Procedure**

3 Hours

Prerequisites: CRJ 209  
3 hours weekly (3-0)

This course will examine the due process functions of the criminal law. Upon completion of the course, the student will have an understanding of the law and constitutional considerations concerning probable cause, arrest, search and seizure, stop and frisk, confessions and admissions, and legal evidence. Recent Supreme Court decisions affecting these areas will be covered.

### **CRJ 220 Probation, Parole, and Community-Based Corrections**

3 Hours

Prerequisites: CRJ 103 and 105  
3 hours weekly (3-0)

This course will examine alternatives to incarceration and include the history and philosophical foundations of such programs. Special emphasis will be given to probation and parole systems, models of community-based corrections such as group homes, work release programs, and half-way houses. Treatment and rehabilitation methods will also be covered.

### **CRJ 221 Police Administration**

3 Hours

Prerequisites: CRJ 103 and 105  
3 hours weekly (3-0)

This course will introduce the student to modern principles of organization and management. The course will provide background in organizational theory, behavior, and administration. Emphasis will

be placed on objectives of police operations and future trends in police administration.

**CRJ 222 Natural Resource Law Enforcement**  
3 Hours

Prerequisites: CRJ 103 and 105  
3 hours weekly (3-0)

This course is to introduce the criminal justice student to the basic principles of conservation as related to the criminal justice system; protection of natural resources; the legal and administrative considerations affecting conservation areas; legal, administrative, and social factors of the criminal justice system; and the need and basis for trained and qualified personnel.

**CRJ 223 Juvenile Justice**  
IAI – CRJ 914  
3 Hours

Prerequisites: CRJ 103 and 105  
3 hours weekly (3-0)

This course is a general overview of the juvenile justice system in the United States, with a concentration on the methods available for dealing with juvenile victims and offenders in the State of Illinois. The course includes historical and contemporary perspectives on the justice system's handling of minors as well as definitions of the different categories of juvenile court cases, techniques for treating juvenile victims and offenders, types of foster care and residential treatment facilities available for minors, and types of community-based programs that deal with juvenile offenders. A major portion of the course will deal with delinquency issues, including informal and formal supervision, detention, institutionalization, gangs, and alcohol/drug use by minors.

**CRJ 224 H Terrorism and Homeland Security**  
3 Hours

Prerequisites: CRJ 103, 105, 115, 203, 205, 209 and consent of instructor.  
3 hours weekly (3-0)

This course will examine the concept of terrorism, domestic and international terrorism, and the role of Homeland Security. Students will critically examine, analyze, and discuss law enforcement, security and the intelligence community and their efforts confronting terrorism and related disasters. This is an honor's course and consent of instructor is required.

***Dental Hygiene (DHY)***

**DHY 200 Orientation and Pre-Clinic**  
4 Hours

Prerequisites: Admission to the Associate Degree Dental Hygiene Program  
10 hours weekly (2-8)

This course is designed to introduce the student to the methods and procedures employed during the oral prophylaxis appointment, including techniques for instrumentation, removing stains and deposits from tooth surfaces, instrument care, sterilization and disinfection, along with oral physiotherapy procedures. The course utilizes mannequins, demonstrations, and student practice.

**DHY 201 Dental Nutrition**  
2 Hours

Prerequisites: Acceptance into the Associate Degree Dental Hygiene Program  
2 hours weekly (2-0)

This course is designed to introduce the science of nutrition and its applications on a personal, professional, and community level with emphasis on its application to dentistry. Students are introduced to the analysis of diets, to the evaluation and use of nutritional reference and educational materials, and to patient counseling skills.

**DHY 202 Dental Pharmacology**  
2 Hours

Prerequisites: Admission to the Associate Degree Dental Hygiene Program  
2 hours weekly (2-0)

This course is designed to familiarize students with the medications that patients may be taking. Students learn specific drug actions, routes of administration, common dosages, precautions, contraindications, and side effects of pharmacological agents.

**DHY 204 Periodontology**  
2 Hours

Prerequisites: DHY 200, 201  
2 hours weekly (2-0)

This course is designed to provide the dental hygiene student with an understanding of the anatomy and physiology of the tissue of the periodontium in both health and disease. This course will emphasize methods and procedures of



patient treatment and management of the disease processes associated with periodontal disease.

### **DHY 206 Oral Pathology**

1 Hour

Prerequisites: DHY 200  
1 hour weekly (1-0)

This course acquaints the student with oral anomalies manifested by development, metabolic, and disease disturbances. Emphasis will be placed upon the clinical aspects of oral pathology along with the histological and morphological study of the diseased or anatomically altered oral structures.

### **DHY 207 Community Oral Health**

2 Hours

Prerequisites: DHY 200, 210  
2 hours weekly (2-0)

This course presents concepts of health education and promotion, community dental health, and public health dentistry. Students gain background knowledge in assessment, planning, implementation, and evaluation of community oral health programs. Field experience in selected social settings permits student participation in community health care planning.

### **DHY 210 Dental Hygiene Seminar I**

1 Hour

Prerequisites: DHY 200  
1 hour weekly (1-0)

A continuation of DHY 200 with emphasis on discussion of ancillary procedures, i.e., drug investigation, significance of the oral examination, agents used to desensitize teeth, appointment sequencing, use of topical anesthetics, post-operative instructions, and the use of ultrasonic scaling devices, and air polishing.

### **DHY 211 Dental Hygiene Practice I**

4 Hours

Prerequisites: DHY 200, 201  
16 hours weekly (0-16)

This course is designed to provide the student with experience in application of dental hygiene techniques on a variety of patients within the clinical setting. Continued application of oral prophylaxis techniques, fluoride application, oral physiotherapy, periodontal patient management, desensitization, and appointment planning.

### **DHY 212 Dental Hygiene Seminar II**

.5 Hour

Prerequisites: DHY 200, 204, 211  
.5 hour weekly (.5-0)

A continuation of DHY 210 with emphasis placed on the periodontally involved patient and treatment procedures for patients exhibiting special oral needs such as the oncology patient, the geriatric patient, the pedodontic patient, the mentally handicapped patient and the physical and sensory handicapped patients.

### **DHY 213 Dental Hygiene Practice II**

2 Hours

Prerequisites: DHY 204, 206, 210, 211  
8 hours weekly (0-8)

This course is a continuation of DHY 211. The students will be provided opportunities to refine previously learned skills. Emphasis will be placed on root planing, topical medical application, preparation of study casts, placement of sealants, periodontal charting, and treatment of patients with special oral needs. Planned and supervised clinical experiences are arranged in the dental hygiene clinic and extra-mural rotations.

### **DHY 214 Dental Hygiene Seminar III**

1 Hour

Prerequisites: DHY 207, 210, 212, 213  
1 hour weekly (1-0)

This course is designed to prepare the student for future employment and the responsibilities of the dental hygiene profession. Legal and ethical aspects of practice are emphasized as well as other responsibilities of the hygienist. The student is required to write a personal resume. Classroom discussion and role-playing focus on interviewing techniques and employment decision-making.

### **DHY 215 Dental Hygiene Practice III**

3 Hours

Prerequisites: DHY 212, 213  
12 hours weekly (0-12)

This course incorporates all previous clinical, (DHY 211 and DHY 213), didactic and laboratory information and skills, (DHY 200, DHY 201, DHY 210, DHY 212), for the delivery of dental hygiene care.

## ***Diagnostic Medical Sonography (DMS)***

### **DMS 104 Diagnostic Ultrasound Foundations**

3 Hours

Prerequisites: Acceptance into Diagnostic Medical Sonography Program  
3 hours weekly (3-0)

A study of clinical medicine pertinent to sonography including obtaining the clinical history and related clinical signs and symptoms from the patient chart or interview. Diagnostic testing pertinent to the ultrasound diagnosis and specialized medical terminology are discussed and defined. Medication terminology, classification and administration will be introduced. Ultrasound equipment, equipment controls, laboratory setup, and the beginning physical principles associated with diagnostic medical sonography are discussed. Quality control, medical ethics, legal issues, and ergonomics associated with diagnostic medical sonography are discussed and defined.

### **DMS 200 Medical Physics and Instrumentation**

5 Hours

Prerequisites: DMS 104, DMS 202, DMS 204, and DMS 206  
5 hours weekly (5-0)

This course will cover ultrasound instrumentation and the physical principles of sound, ultrasound, and Doppler pertinent to sonography. Emphasis will be placed on propagation principles, transducer parameters, interactive properties of ultrasound with human tissues, and quality control procedures.

### **DMS 202 Cardiac Anatomy and Physiology**

4 Hours

Prerequisites: Acceptance into Diagnostic Medical Sonography Program  
4 hours weekly (4-0)

This course is a study of the cardiac and vascular anatomy and physiology in the normal and abnormal patient. The hemodynamics, pathology, and pathophysiology of the cardiac system are discussed and analyzed. The pathology, clinical signs and symptoms, diagnostic testing, and treatment of various cardiac diseases are discussed. This is an Internet course.

### **DMS 204 Cardiac Ultrasound Imaging/Lab I**

6 Hours

Prerequisites: Acceptance into Diagnostic Medical Sonography Program  
8 hours weekly (4-4)

This course will cover the basic terminology, anatomy, instrumentation, and physical principles necessary for the student to begin two-dimensional and M-mode ultrasound scanning of the normal heart. The laboratory component of Cardiac Ultrasound Imaging is designed for the student to practice applications of basic scanning techniques and protocols with emphasis on the normal heart.

### **DMS 206 Cardiac Ultrasound Clinic I**

3 Hours

Prerequisites: Acceptance into Diagnostic Medical Sonography Program. The student must have and maintain a current CPR certificate and have a negative two-step TB test (or negative chest x-ray).  
9 hours weekly (0-9)

This course is a supervised clinical experience, which will cover basic cardiac scanning techniques and protocols with emphasis on observation of two-dimensional and M-mode scanning of the normal heart. This course is designed for the student to observe applications of the principles and concepts taught in Cardiac Ultrasound Imaging and observe a functioning ultrasound department.

### **DMS 224 Cardiac Ultrasound Imaging/Lab II**

6 Hours

Prerequisites: DMS 104, 202, 204, 206  
8 hours weekly (4-4)

This course will cover the basic terminology, anatomy, instrumentation, and physical principles necessary for the student to begin color flow, cardiac Doppler, and two-dimensional and M-mode ultrasound scanning of the abnormal and normal heart. The laboratory component of Cardiac Ultrasound Imaging and Lab II will cover scanning techniques and protocols with emphasis on color flow, cardiac Doppler, and two-dimensional and M-mode ultrasound scanning of the abnormal heart. This course also provides the students the opportunity to practice scanning techniques and protocols. This course is taught with problem-based learning techniques.

**DMS 226 Cardiac Ultrasound Clinic II**

6 Hours

Prerequisites: DMS 104, 202, 204, 206 and a current CPR certificate and have a negative two-step TB test (or negative chest x-ray)  
18 hours weekly (0-18)

The clinical component of Cardiac Ultrasound Imaging II, this course is a supervised clinical experience which will cover cardiac scanning techniques and protocols with emphasis on color flow, cardiac Doppler, and two-dimensional and M-mode ultrasound scanning of the normal heart. This course is designed for the student to practice cardiac ultrasound techniques and observe a functioning ultrasound department.

**DMS 230 Cardiac Seminar**

2 Hours

Prerequisites: Concurrent enrollment with DMS 246  
2 hours weekly (2-0)

Advanced study of cardiac ultrasound physics and echocardiography in preparation for the certifying examinations. A review of case studies and "mock" examinations will help the student to focus on his/her individual problem areas. This is an Internet course.

**DMS 236 Cardiac Ultrasound Clinic III**

5 Hours

Prerequisites: DMS 200, 224, 226 and a current CPR certificate and have a negative two-step TB test (or negative chest x-ray)  
15 hours weekly (0-15)

This course is a continuation of the clinical component of Cardiac Ultrasound Imaging II, and is a supervised clinical experience covering cardiac-scanning techniques and protocols with emphasis on two-dimensional, M-modes, color flow, and cardiac Doppler ultrasound scanning of the normal and abnormal heart. The course is designed for the students to practice cardiac ultrasound techniques and observe a functioning ultrasound department.

**DMS 246 Cardiac Ultrasound Clinic IV**

10 Hours

Prerequisites: DMS 236  
30 hours weekly (0-30)

The clinical component of Cardiac Ultrasound Imaging IV is a supervised clinical experience which will cover cardiac scanning techniques and protocols with emphasis on stress, transesophageal, intra-operative, and contrast echocardiograms, echo-guided maneuvers, and provocative measures utilized with echocardiograms.

***Dental Assisting (DNA)*****DNA 100 Oral and Dental Anatomy**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

Dental anatomy is designed to give the student a basic understanding of crown and root development, morphology, and functional and positional relationships of the teeth within the dentition.

**DNA 101 Dental Emergencies & Pathology**

2 Hours

Prerequisites: Completion of all fall semester DNA courses.  
2 hours weekly (2-0)

This course is designed to introduce the student to the signs, symptoms, and treatment of medical emergencies in the dental office, and identify the supplies and materials needed in managing medical emergencies. Basic knowledge about oral pathology and associated terminology will be used to describe deviations from the normal in the patient's mouth.

**DNA 102 Dental Assisting Procedures I**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

An introduction to the basic equipment, instruments, and procedures associated with the dental office, with emphasis being placed on learning to assist the dentist during four-handed dental procedures utilizing mannequins, demonstrations, and student practice. Principles and procedures of oral diagnosis and treatment planning, tooth numbering and surface annotation, local anesthesia, isolation procedures, and instrument use, care, and sterilization will be presented. The principles of

cavity preparation and choice of materials and instrumentation for restoring amalgam and composite restorations will be used.

### **DNA 103 Dental Assisting Procedures II**

2 Hours

Prerequisites: Completion of all fall semester DNA courses.

3 hours weekly (1-2)

This course utilizes the basic knowledge and skills required in DNA 102 to increase skill competency levels in operative dentistry with major emphasis given to principles and procedures of the dental specialties, including endodontics, periodontics, orthodontics, prosthodontics, pedodontics, and oral surgery. Patient care, management, and diagnosis and treatment planning for each specialty area will be presented. Assisting skills will be learned utilizing mannequins, demonstrations, and student practice. This class must be successfully completed before beginning an externship in a dental office.

### **DNA 104 Dental Radiography I**

3 Hours

Prerequisites: None

4 hours weekly (2-2)

This course provides an introduction to dental radiography. The material covered includes basic theory regarding radiography, its equipment and equipment usage, the effects and hazards of radiation, and operator/patient protection during radiographic procedures. The types of exposures included in this course include bitewings and periapicals (bisecting and paralleling). This course provides the student with the technical knowledge needed for positioning, exposing, processing, mounting and evaluating dental radiographs (to the extent of normal anatomy). The student will receive practical experience exposing and processing radiographs on mannequins.

### **DNA 105 Dental Radiography II**

2 Hours

Prerequisites: Completion of all fall semester DNA courses.

3 hours weekly (1-2)

Utilizing the basic knowledge and skills emphasized in DNA 104, this course increases the skill competency levels to prepare diagnostically acceptable intraoral radiographs using paralleling and bisecting techniques. In addition, this course will encompass the techniques for exposing radiographs on children, edentulous patients, and

other special populations. Developing skills in the extraoral techniques will be included. The student will receive practical experience exposing radiographs on mannequins and selected patients.

### **DNA 106 Preventive Dental Health Education**

3 Hours

Prerequisites: Completion of all fall semester DNA courses.

4 hours weekly (2-2)

A review of the etiology of dental caries and a study of dental plaque and periodontal disease with emphasis on the prevention and control. The role of the dental assistant in regard to oral health education will be the primary focus. The basic content, including proper nutrition and oral hygiene, directs students toward the ability to practice their communication skills and nutritional counseling skills as they relate to preventive dental health education. The student will receive practical experience for the delivery of dental health education.

### **DNA 107 Dental Materials**

3 Hours

Prerequisites: None

4 hours weekly (2-2)

A study of the physical and chemical properties and origin of dental materials, including the manufacturing process of specific materials. Dental materials is a science dealing with the development, properties, manipulation, care, evolution, and evaluation of materials used in the treatment and prevention of dental diseases. Through the understanding of how basic principles affect the choice, manipulation, patient education, and care of all materials used to assist in rendering dental services, the dental assistant can help ensure the ultimate success of a patient's dental work. Laboratory experiences are designed to develop competency in skills of manipulation and application of the materials to dental procedures.

### **DNA 108 Head and Neck Anatomy**

2 Hours

Prerequisites: None

2 hours weekly (2-0)

Head and Neck Anatomy is designed to give the student a basic understanding of the major anatomical landmarks of the head and neck, their location, innervation, blood supply, and function.

### **DNA 109 Dental Office Procedures**

2 Hours

Prerequisites: Completion of all fall semester DNA courses.

3 hours weekly (1-2)

Business skills needed to function successfully as a dental secretary/office manager will be explored. Written skills (appointment book, accounts receivable and payable, fee collection, and recording) will be stressed. Proper bookkeeping (check writing, statement reconciliation, petty cash, etc.) will be explained and practiced. Prepaid dental care plans, payment plans, and necessary forms will be discussed. Effective oral and written communication with the public will be stressed. The student will receive computer experience using dental software programs. Knowledge and mastery of these procedures will enable the student to assist in the operation of an efficient dental office.

### **DNA 110 Infection Control**

1 Hour

Prerequisites: None

1 hour weekly (1-0)

This course is designed to provide the student with the basic concepts, procedures, and current regulatory mandates related to infection control and the management of hazardous materials for the dental team.

### **DNA 112 Dental Assisting Externship**

5 Hours

Prerequisites: Completion of all fall semester DNA courses.

21 hours weekly (1-20)

A clinical practice learning experience to increase dental assisting skills to job-entry level competency. Clinical assignments in various dental specialty practices, as well as general dentistry practices will provide opportunities for advanced skill development in chairside assisting techniques, clinical support, and business office procedures. Students will demonstrate effective therapeutic communication skills. Ethical, legal, and personal responsibilities, testing and certification requirements, employer-employee relationships, job opportunities, professional development and continuing education, and current techniques/ equipment will be discussed in group sessions.

### **DNA 113 Oral Embryology & Histology**

2 Hours

Prerequisites: None

2 hours weekly (2-0)

Oral Embryology and Histology is designed to provide the student with the knowledge to understand the embryological development and microscopic examination of orofacial organs and structures.

## ***Drafting Technology (DRT)***

### **DRT 181 Technical Drafting I**

4 Hours

Prerequisites: None

6 hours weekly (2-4)

This is a lecture-laboratory course designed to promote the basic technical skills involved in mechanical drafting. Geometric construction, orthographic projection, sections, auxiliary views, dimensioning, and tolerancing will be studied with the major emphasis on the fundamentals of orthographic projection.

### **DRT 182 Technical Drafting II**

4 Hours

Prerequisites: None

6 hours weekly (2-4)

A continuation of Technical Drafting 181, with emphasis on precision dimensioning, tolerancing, cams, gears, threads and fasteners, and assembly drawing. Specific problems are undertaken in the drawing and dimensioning of mechanical elements.

### **DRT 183 Detail and Assembly**

2 Hours

Prerequisites: DRT 181

4 hours weekly (0-4)

A laboratory class involved in the study of detail and assembly drawing with emphasis on production drawings and practices. Specific problems are undertaken in detail and assembly drawing, title block construction and production dimensioning. Also, students will learn how to measure parts using calipers and micrometers.

**DRT 185 Computer Graphics I**

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

This course is designed to provide the student with an introduction to the practical uses of computer graphics. The student will become familiar with using a CAD system. The lab will provide hands-on experience.

**DRT 186 Geometric Dimensioning & Tolerancing**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

Geometric dimensioning and tolerancing (GD&T) is the accepted language industry uses to communicate with engineering drawings. This course is designed to provide the student with a practical understanding of GD&T. Specific engineering problems are undertaken in the control of manufacturing design and production. Some areas of study include how GD&T is used, datums, flatness, parallelism, perpendicularity, pro-files, and position.

**DRT 187 Product Design**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

The course will allow the student to design a functioning product. Used are materials, injection molding, pneumatics, hydraulics, motors, and coatings. Students will design systems based on given requirements.

**DRT 190 Computer Graphics II**

2 Hours

Prerequisites: DRT 185  
3 hours weekly (1-2)

This course is a continuation of DRT 185, Computer Graphics I. The student will further his/her knowledge of AutoCAD. The student will learn how to use the following commands and functions: model space, paper space, more on layers, blocks, plotting, and advanced dimensioning, and will write simple LISP programs. The student will gain hands-on experience by creating drawings in lab.

**DRT 192 Blueprint Reading**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Fundamentals of blueprint reading as applied to the welding industry. Basic drafting principles are studied and applied to specific problems.

**DRT 281 Computer Graphics III**

3 Hours

Prerequisites: DRT 185  
3 hours weekly (2-2)

Continuation of Technical Drafting DRT 182 with emphasis on weldments, piping drawings, electrical drawings, and machine elements. The use of handbooks, catalogs, and other reference materials is emphasized in the design and drawing of various required-drawing assignments. All drawings will be done with computer-aided drafting.

**DRT 282 Tool Design**

3 Hours

Prerequisites: DRT 281  
4 hours weekly (2-2)

A theory-practice course in design related to production tooling devices for tool guiding and work holding. Laboratory assignments include jig and fixture design problems. Current industrial designs and vendors' catalogs provide reference and guidance for practical individual design solutions.

**DRT 283 Advanced Technical Drawing II**

3 Hours

Prerequisites: DRT 181  
5 hours weekly (1-4)

The course will consist of the student selecting a simple part and taking it through the entire industrial process. This includes designing the part, drawing the casting, processing the part, selecting an automatic machine and drawing the tool layout, designing the necessary tooling components, and designing the necessary gauges to check the part.

### **DRT 286 Computer Graphics IV**

3 Hours

Prerequisites: DRT 185

4 hours weekly (2-2)

The student will study solids modeling, the text editor, developing libraries, script files and attributes. Theory is supplemented by practical hands-on lab experience in actual industrial problems.

## ***Early Childhood Education (ECE)***

### **ECE 150 Infancy Development**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course introduces students to the beginnings of human life including reproduction, conception, pregnancy stages, pregnancy difficulties, and quality infant and toddler child care. The study of child development theory, research, and implications for child care practices from birth to 36 months is a major focus of the course. Emphasis is also placed upon NAEYC's developmentally appropriate practices for infants and toddlers; and providing culturally sensitive care to diverse families.

### **ECE 155 The Early Childhood Profession**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course will introduce students to the broad field of early childhood education to include an overview of diverse early childhood programs and settings; career opportunities and professional personnel; history and philosophy; legislation impacting child care; and major child and family issues. Emphasis will be placed on value clarification, making the right career choice, and personal and professional development as preparation for working with children, parents, and staff. Understanding of developmentally appropriate practices and quality programming will be fostered through classroom and field experiences.

### **ECE 160 Development and Care of Children**

4 Hours

Prerequisites: None

6 hours weekly (3-3)

This course is designed to acquaint students with theories and principles of development from preschool-middle childhood. At the end of the

semester, the student should have developed an understanding of the physical, social, emotional, cognitive, and language development of children and ways in which adults can support and enhance their development. Theories discussed include Piaget, Erikson, Vygotsky, Watson, and others. Students are introduced to DCFS guidelines and NAEYC's developmentally appropriate practices. Students enrolled in ECE 160 receive practical experience, three hours per week, in Logan's Preschool.

### **ECE 260 Parent Involvement**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is designed to enhance students' skills in working with families. Students will be introduced to theories, research, and practices related to promoting positive home, school, and community relationships. Respect for cultural diversity, professional ethics, and responding to the individual needs of families are central themes. Emphasis will be placed on using good communication skills, supporting parent's childrearing efforts, and guiding parent participation in schools.

### **ECE 265 Curriculum Development**

3 Hours

Prerequisites: None

5 hours weekly (2-3)

This course will teach students how to design a preschool and school age classroom, develop lesson plans, and present activities to children. This course will help students generate ideas appropriate for each age group of children. Emphasis is placed on the writing of objectives, classroom management, and the use of positive guidance techniques with children.

### **ECE 266 Preschool Administration**

3 Hours

Prerequisites: ECE 150, 160, 265, 267

3 hours weekly (3-0)

This course is an orientation to supervisory and administrative operations of preschool centers. Consideration is given to staffing, public relations, equipment, budgets, parent-school relationships, policies, and managerial duties. Community services available to support preschool centers will also be discussed.

**ECE 267 Child Care Laboratory I**

5 Hours

Prerequisites: ECE 150, 160, 265  
15 hours weekly (0-15)

This course involves actual work experience with young children that will give the student an opportunity to apply knowledge of child development theory and principles of developmentally appropriate care and education. The student will assist the supervising teacher with guiding children, implementing activities, and maintaining a clean, safe, and attractive environment.

Note: Combined enrollment of ECE 267 and 268 will not exceed 22 students.

**ECE 268 Child Care Laboratory II**

5 Hours

Prerequisites: ECE 267  
15 hours weekly (0-15)

This course will provide the student with additional work experience with children in an early childhood setting. The student is expected to gradually take more initiative in assisting the supervising teacher in the classroom. The experience will include observing and analyzing children's behavior; planning and implementing developmentally appropriate activities/ lessons; using positive discipline techniques; maintaining a clean, safe, and attractive classroom; and helping children to develop their potential socially, emotionally, physically, and intellectually.

**ECE 272 Language and Literacy Development**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is a study of language and literacy development beginning in infancy and progressing through the primary years. Emphasis will be placed on promoting family literacy, approaches to reading and writing instruction, application of research to practice, and evaluation of commercialized instructional programs. Students will be introduced to elementary school reading programs, reading problems, and remediation concerns.

**ECE 279 Management Internship**

4 Hours

Prerequisites: Career Early Childhood Education  
AAS Degree  
20 hours weekly (0-20)

This course will provide students with advance management experience in an early childhood facility selected by the College to meet Illinois Director Credential requirements. The student will work in the facility 300 contact hours (20 hrs. per wk). This experience will primarily involve job shadowing a seasoned program administrator, interviewing, performing tasks assigned by the administrator/site supervisor; as well as completing projects assigned by the College instructor.

**ECE 280 Professional Development**

4 Hours

Prerequisites: Early Childhood Education AAS  
Degree  
8 hours weekly

This course was designed to assist students in fulfilling the professional contribution component of the Illinois Director's Credential (IDC). The IDC requires students to demonstrate professional commitment and leadership in the field of early childhood education through active engagement in professional endeavors beyond the scope of daily management of a center. The course instructor will provide support, supervision and guidance as students explore professional development opportunities, develop their plans, and engage in professional activities. Course requirements will be met via independent study and approved field experiences.

***Economics (ECO)*****ECO 150I Comparative Economics**

3 Hours

Prerequisites: Students enrolled in a study abroad program. (Contact the International Education Coordinator for more information.)  
3 hours weekly (3-0)

An examination of the forces that have led to the dramatic political, economic, social and cultural changes in Eastern Europe, and of the present situation. Includes guest lecturers from Eastern European countries.



### **ECO 201 Introduction to Macroeconomics**

IAI – S3 901

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This introductory course emphasizes macroeconomic theory and application. Major topics include basic economic principles; capitalism vs. socialism; supply and demand analysis; resource allocation; evaluation of the major macroeconomic problems; inflation and deflation; employment and unemployment; national income accounting and theories; economic roles of households, business, government, and foreign sector; the business cycle including economic fluctuations, stability and growth; Classical, Keynesian, and monetarist economic theories, fiscal policy, monetary policy; money and banking, international economics and the world economy.

### **ECO 202 Introduction to Microeconomics**

IAI – S3 902

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This introductory course emphasizes microeconomic theory and application. Major topics include basic economic principles; capitalism vs. socialism; supply and demand analysis; resource allocation; behavior of the consumer; price theories including price and output determination, and the behavior of the firm under varying market structures; monopoly problems, including antitrust and regulation; factor markets with emphasis on the labor market; income distribution and poverty; international economics and the world economy.

### **ECO 220 Money and Banking**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course presents the basic economic principles most closely related to the subject of money and banking in a context of topics of interest to present and prospective bank managers. The course stresses the practical application of the economics of money and banking to the individual bank and the banking system. Some of the subjects covered include money; banks and the money supply; cash assets and liquidity management; bank investments, loans, earnings, and capital; the Federal Reserve System and its policies and operation; Treasury

Department operations; and the changing international monetary system.

## ***Education (EDC)***

### **EDC 200 Introduction to Education**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

EDC 200 provides a comprehensive overview of American education and the teaching profession. The course is particularly pertinent to those considering entering the educational fields as professionals or paraprofessionals. Topics include the theoretical and philosophical basis of American education, the structure of schools including governance, curriculum and financing; legal ethical and professional issues in education, and the changing role of schools and teachers. Employment outlook for educators will be evaluated. In addition, at least 25 hours of apprenticeship in an assigned elementary or secondary classroom is required.

*Students may be required to pass a background check in order to fulfill classroom observation requirements.*

### **EDC 202 Human Growth, Development, & Learning**

3 Hours

Prerequisites: PSY 132  
4 hours weekly (2-2)

This course is a study of growth, development, and learning of the individual through adulthood with an emphasis on social, emotional, cognitive, and physical aspects of growth and behavior related to school settings. Thirty hours of clinical experience are focused on the social, emotional, cognitive, and physical aspects of behavior, preschool through high school, including observations of learners.

*Students may be required to pass a background check in order to fulfill classroom observation requirements.*

### **EDC 203 Schooling in a Diverse Society**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is an overview of American education as both a professional and a public enterprise. Social, historical, and philosophical foundations are considered to give perspective to current issues,

policies, and trends in the field of education. The course will examine how schooling is shaped by the social contexts in which it occurs, particularly in multicultural and global contexts.

*Students may be required to pass a background check in order to fulfill classroom observation requirements.*

### **EDC 208 Characteristics and Methods for Teaching Exceptional Children**

3 Hours

Prerequisites: EDC 200, EDC 202, PSY 132  
3 hours weekly (3-0)

This course is designed for pre-service teachers who serve children and youth with disabilities in general education classrooms. The course focuses on essential disability characteristics; data-based decision-making; scientifically-based academic and behavioral interventions/strategies; differentiated instruction; accommodations; and forming and sustaining collaborative relationships. Each of these areas will be addressed by assigned readings, lecture, and other assignments and activities.

*Students may be required to pass a background check in order to fulfill classroom observation requirements.*

### **EDC 210 Regular Education Observation**

1 Hour

Prerequisites: 30 hours of successful coursework (20 at John A. Logan College); or consent of instructor; comprehensive GPA of 2.75  
2 hours weekly (0-2)

This course is designed to introduce education students to the learning/teaching environment. The field observation experience is related to concepts introduced in program coursework. Activities are assigned so that students are directed through a sequence of planning, implementation, and reflection. In addition, various activities are given by the cooperating teacher to familiarize students with various roles of the teacher.

*Students may be required to pass a background check in order to fulfill classroom observation requirements.*

### **EDC 211 Special Education Observation**

3.5 Hours

Prerequisites: 30 hours of successful coursework (20 at John A. Logan College); or consent of instructor; comprehensive GPA of 2.75  
7 hours weekly (0-7)

This course is designed to enable special education majors to obtain field experiences. The field observation experience is related to concepts introduced in program coursework. Activities are assigned so that students are directed through a sequence of planning, implementation, and reflection. This course requires 100 hours of supervised clinical experience.

*Students may be required to pass a background check in order to fulfill classroom observation requirements.*

### **EDC 212 Paraprofessional/Practicum**

3 Hours

Prerequisites: Students must have completed at least 30 credit hours or obtain permission of the instructor.

6 hours weekly (6-0)

This course is designed for people working as paraprofessionals in educational settings and for people who desire to work in educational settings in paraprofessional roles. A student who is already working in an education setting may use that setting for the practicum provided that individual arrangements are agreed upon by the instructor, supervising teacher and student. Students may be required to pass a background check in order to fulfill classroom observation requirements.

## ***Education/Basic Skills (EDU)***

### **EDU 999 Preparing for the IBST**

1-3 Hours

Prerequisites: Students must be enrolled in teacher education or paraprofessional education program, possess basic computer skills and have consent of Associate Dean for Educational Programming.  
2-6 hours weekly (variable)

This course is designed to prepare prospective teachers to take and pass the Illinois Basic Skills Test (IBST), by refreshing and/or improving skills and abilities in Reading, Writing and Mathematics.

## ***Engineering Graphics (EGR)***

### **EGR 101 Engineering Graphics**

IAI – EGR 941, IND 911

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

This course is designed primarily for the pre-engineering student. It covers lettering, use of instruments, sketching, geometric construction, orthographic projection, auxiliaries, sections, dimensioning, threads and fasteners, intersections, and developments and problems in descriptive geometry that relate to prints, lines, planes in space, and curved surfaces.

## ***Electronics (ELT)***

### **ELT 100 DC/AC Fundamentals**

8 Hours

Prerequisites: None  
12 hours weekly (4-8)

DC/AC fundamentals will be approached by analyzing the basic series, parallel, and series-parallel circuits. The analysis of AC will be continued with RC, RL, RCL, filters, integrators, and differentiators. Circuit analysis theorems such as Thevenin's and Norton's superposition will be reinforced by appropriate lab experiments.

### **ELT 100S DC/AC Supplemental Instruction**

2 Hours

Prerequisites: Concurrent enrollment in ELT 102 or ELT 111  
2 hours weekly (2-0)

This course is designed to provide both group and individual supplemental instruction. The purpose is to provide additional opportunity for student success in the Electronics program.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **ELT 102 Basic Electricity and Wiring**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

This course is designed to give students a basic understanding of industrial electricity and power systems to include industrial control circuits.

### **ELT 103 Applied DC/AC Circuits**

4 Hours

Prerequisites: ELT 102  
6 hours weekly (2-4)

This course is designed to introduce the student to applied DC/AC circuits. DC topics will include the study of Superposition Theorem, filters, Voltage dividers. AC circuit analysis will include sinusoidal sources, RMS calculations, resonant circuits, capacitive and inductive time constants, series and parallel resonance, and transformers will be covered. Students will use the theory learned in the classroom to design and construct circuits in the laboratory, computer simulation software will also be used. Test equipment will be used to take measurements and to perform basic trouble.

### **ELT 110 Solid State Circuits**

8 Hours

Prerequisites: ELT 100 or consent of instructor  
12 hours weekly (4-8)

This course will introduce students to the use of semi-conductor devices and their properties. Diodes, transistors, J-FETS, and operational amplifiers will be analyzed for DC properties and as amplifiers.

### **ELT 111 Digital Electronics**

6 Hours

Prerequisites: None  
8 hours weekly (4-4)

This course will introduce students to basic digital technology. Number systems and basic and complex gate systems will be covered. Digital systems will be analyzed using techniques of Boolean algebra and Karnaugh mapping.

**ELT 115 Introduction to Networking I**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course will familiarize students with a variety of networking technologies. Students will develop fundamental concepts covering hardware and software for networking in a P. C. environment.

**ELT 116 Networking II**

3 Hours

Prerequisites: ELT 115  
4 hours weekly (2-2)

This course will introduce the students to configuring switches, routers, IGRP, access list, and IPX. Students will develop hands-on experience with configuring network components, network cabling, and network plan.

**ELT 125 Energy Auditing & Thermography**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

This course will cover principles of energy, energy conservation, energy cost reduction, basic concepts for implementation of an efficiency program and procedures of energy audits in residential and other buildings. Introduction to thermography principles is covered as an essential troubleshooting tool used when performing an audit and analyzing electrical equipment. Some of the main topics that will be covered include: principles of energy, energy conservation, government programs and certifications that require audits, and the purpose, theory, practice and outcomes of an energy audit.

**ELT 143 Renewable Energy Principles**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed to provide students with an introduction and overview of renewable energies technologies. Emphasis will be placed on the exploration of principles and concepts as well as the application of renewable energy technologies (RET). The student will explore topics such as energy consumption, the pros and cons of renewable energy, energy production and costs, energy conversion, environmental issues and concerns, United States Electrical Grid, biomass and biofuel,

geothermal, wind power, solar power, nuclear power, and hydropower systems.

**ELT 150 Applied Solid State Electronics**

4 Hours

Prerequisites: ELT 102  
6 hours weekly (2-4)

This course is designed to introduce the student to solid state devices, controls, and their applications. Basic theory of operation and troubleshooting practices will be introduced using meters and the oscilloscopes. Some of the devices covered will include diodes, transistor amplifiers, logic circuits, thyristors, and timers.

**ELT 151 Applied Solid State Circuits**

4 Hours

Prerequisites: ELT 150  
6 hours weekly (2-4)

This course is designed to introduce the student to applied solid-state circuits. Topics include the study of power supplies, transistor, transistor amplifier and JFET transistor characteristics and circuits. Students will use the theory learned in the classroom to design and construct in the laboratory, computer simulation software will also be used. Test equipment will be used to take measurements and to perform basic troubleshooting.

**ELT 200 Introduction to Microprocessors**

5 Hours

Prerequisites: ELT 102, ELT 111  
7 hours weekly (3-4)

The instruction, demonstration, and practice of beginning machine language programming of the Motorola 6806 microprocessor to be followed by an introduction to basic interfacing techniques.

**ELT 210 A+ Preparation Essentials**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

CompTIA A+ Essentials validates knowledge of basic computer hardware and software systems, covering skills such as installation, building, upgrading, repairing, configuring, troubleshooting, and preventive maintenance, along with elements of security and soft skills. The Essentials Exam validates the basic skills needed by any entry-level service technician regardless of job environment.

**ELT 214 A+ Preparation IT Technician**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

The CompTIA A+ Technician (220-602) exam is targeted for individuals who intend to work in a mobile or corporate technical environment with a high level of face-to-face client interaction. The CompTIA IT Technician (220-602) is for the candidate who has already passed the CompTIA A+ Essentials examination. Candidates who pass both the CompTIA A+ Essential and exam 220-602 will be CompTIA A+ certified with the IT Technician designation.

**ELT 218 Introduction to Network Technologies**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed to allow students to obtain the skills necessary to work as an entry level network technician. The course is vendor neutral and allows the student to gain experience in network installation and administration. The successful student will be prepared to take the CompTIA Net + exam.

**ELT 220 Linear Integrated Circuits**

5 Hours

Prerequisites: ELT 151  
7 hours weekly (3-4)

This course will introduce the student to applications of various devices covered in digital and solid states, such as switching and sensing devices. Various industrial power systems and equipment, such as load centers and motor and control circuits, will be covered.

**ELT 224 Power Distribution and Motors**

3 Hours

Prerequisites: ELT 102 or consent of instructor  
4 hours weekly (2-2)

This course will be concerned with power distribution systems and motor loads. Both three phase and single phase will be discussed.

**ELT 236 Introduction to Fiber Optics**

3 Hours

Prerequisites: ELT 102  
4 hours weekly (2-2)

This course will give students a basic understanding of fiber optic electronics. It will explore the basic principle of light, light sources, and light carrying links. Fiber optic communications systems will be discussed, including optic receivers, optic transmitters, and optic system power losses.

**ELT 240 FCC General Class License Preparation**

3 Hours

Prerequisites: ELT 103 and ELT 151 or consent of instructor  
3 hours weekly (3-0)

This course is designed to prepare the student to take the General Radio Telephone Operator's Exam administered by the FCC. After successful completion of the course, the student will be eligible to sit for the exam at an FCC testing site.

**ELT 243 Renewable Energy Systems**

3 Hours

Prerequisites: None  
5 hours weekly (1-4)

Students will develop knowledge in the solar energy technologies field. They will learn the various types of solar systems and how to set up a solar energy system. Also general maintenance and cost calculations will be covered.

**ELT 260 Introduction to Hydropower**

3 Hours

Prerequisites: ELT 102 with a grade of "C" or higher or consent of instructor  
4 hours weekly (2-2)

This course is designed to introduce the student to basic Hydropower concepts. Hydropower topics will include the study of the history, terminology, hydrologic cycle, system components, basic system operation, turbine types, and water sources. Student will participate in hands-on labs with a hydro turbine. Also, the student will do basic head measurements of a simulated site.

## *Emergency Medical Services (EMS)*

### **EMS 250 Paramedic I**

10 Hours

Prerequisites: EMT 111 or equivalent, ALH 101 or valid CPR-Healthcare Provider Card  
12 hours weekly (9-3)

This course expands on the basic EMT level material in the areas of medical, legal, moral, and ethical responsibilities, and human anatomy and physiology. Trauma patient assessment is stressed utilizing ITLS standards. Patient assessment will be comprehensive and evoke critical thinking concepts. Respiratory system anatomy and physiology will be covered in preparation for EMS 251. Students must show evidence of appropriate inoculations.

### **EMS 251 Paramedic II**

13 Hours

Prerequisites: EMS 250, ALH 101 or valid CPR-Healthcare Provider Card, current Illinois EMT-Basic or EMT-Intermediate  
21 hours weekly (9-12)

This course introduces students to the anatomy and physiology of the cardiovascular system, emphasizing the structure, function, and electrical conduction system of the heart, and the pathophysiology and emergency management of the cardiovascular system. The student will study the EKG interpretation and treatment of various arrhythmias and specific treatment techniques, including CPR, EKG, monitoring, defibrillation and cardioversion. The student will also study and show proficiency in advanced airway techniques and demonstrate an understanding of pharmacology and medications administered by the paramedic.

### **EMS 252 Paramedic III**

7.5 Hours

Prerequisites: EMS 250 and EMS 251, valid CPR-Healthcare Provider Card, current Illinois EMT-Basic or EMT-Intermediate  
12 hours weekly (5-7)

This course is a continuation of EMS 251 covering advanced body systems. The student will first learn the management of hemorrhage in the patient followed by shock and its effects on body systems, and how the nervous system relates to trauma and medical emergencies. The student will also explore additional body systems including endocrine, gastrointestinal, and integumentary.

### **EMS 253 Paramedic IV**

12.5 Hours

Prerequisites: EMS 250, EMS 251, EMS 252, valid CPR-Healthcare Provider Card, current Illinois EMT-Basic or EMT-Intermediate  
20.5 hours weekly (8.5-12)

This course is a continuation of EMS 252 that will expand into specific types of patients and special circumstances in EMS. Students will learn about hematology, infectious diseases, patients with behavioral and/or psychiatric disorders, physical disabilities, pediatrics, and geriatrics, with special emphasis on personal safety and patient care. Students will also learn techniques of emergency childbirth, be able to identify obstetrical emergencies, respond to hazardous emergencies and explain the incident command system.

## *Emergency Medical Technician (EMT)*

### **EMT 111 Emergency Medical Technician I**

10 Hours

Prerequisites: 18 years of age, H. S. diploma or equivalency. ALH 101, student must possess valid CPR-Healthcare Provider Card certification prior to the end of the EMT 111 course.  
12 hours weekly (8-4)

This course is designed to provide the student with techniques of emergency care and transportation of the sick and injured. Emphasis is also placed on the legal and ethical responsibilities of the EMT, anatomy and physiology of the human body, resuscitation and defibrillation, techniques of using emergency equipment, and incident management.

## *English (ENG)*

### **ENG 050 Basic Reading & Writing**

5 Hours

Prerequisites: None  
5 hours weekly (5-0)

This course introduces students to reading and writing skills necessary for success in college. Students learn to understand and remember better what they read. Writing assignments require them to engage in a process of planning, drafting, revising, and editing. Editing skills (grammar, punctuation, and spelling) are emphasized throughout the semester.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **ENG 052 Developmental Writing Skills**

5 Hours

Prerequisites: None

5 hours weekly (5-0)

Developmental writing enables students to gain confidence in their writing ability through journal writing, reacting to personal reading, and writing for a variety of purposes. Students also develop peer-revising skills that enable them to recognize strengths and weaknesses in their own and others' writings. While this course is not designed for transfer, it prepares students to succeed in English 101 and assists them in developing the communication skills they will need in their chosen occupational field. Students must earn a grade of "C" or higher in order to progress to ENG 101.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **ENG 053 Developmental Reading Skills**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This is a "slice of college life" approach which involves students in a lively and immediate application of the reading process. Students will learn previewing, underlining/highlighting, marginal note taking, locating and defining key concepts, mapping, and summarizing. In addition, students will learn to manage time, to take effective classroom notes, and to prepare for and take objective and essay examinations. The course will be devoted to the direct application of these strategies to content area materials.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **ENG 090 Writing Center**

4 Hours

Prerequisites: None

4 hours weekly (4-0)

The Writing Center offers students assistance with any of the stages of the writing process: discovering (planning), drafting, revising, and editing. Tutors will not write or edit student work, but they will guide

student writers to do their own writing well. English instructors are available for one-on-one tutoring each semester during hours posted at the Writing Center in E109.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **ENG 099 English Skills-Education**

1 Hour

Prerequisites: None

1 hour weekly (1-0)

This course is to prepare students for the Reading Comprehension and Language Arts domains of the Enhanced Basic Skills test of the Illinois Certification Testing System (ICTS). Candidates seeking an education major for entry into the program are required to take and pass a basic skills test. The skills addressed in this course will prepare students to demonstrate literal, inferential and critical reading skills in a variety of written materials and demonstration of the ability to write effectively at the college level, with control over the conventions of edited English in the United States, as well as the ability to exercise critical thinking and reflection in written communications.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **ENG 101 English Composition I**

IAI – C1 900R

(Transfer students should take either 101 or 113.)

3 Hours

Prerequisites: Asset score of 38 or COMPASS score of 45 or ENG 052 (grade of "C" or higher)  
3 hours weekly (3-0)

The primary objective of English 101 is to write effective expository prose. ENG 101 emphasizes the use of standard English and appropriate sentence structures in unified, developed, and coherent paragraphs and essays. Writing assignments require various patterns of development as students learn the process of writing. The course also includes an introduction to research skills and research writing.

### **ENG 102 English Composition II**

IAI – C1 901R

3 Hours

Prerequisites: ENG 101 (with a grade of “C” or higher)

3 hours weekly (3-0)

In this course students further develop skills in writing expository prose. English 102 is literature-based and includes documented research analysis of at least one of the literary genres (poetry, drama, fiction, and/or nonfiction).

### **ENG 103 Creative Writing**

3 Hours

Prerequisites: ENG 101

3 hours weekly (3-0)

In this course, students release as much imagination and craft on paper as possible by means of fictional and non-fictional sketch and exercise essays. The emphasis is on exercise. We will strive with the time and ability at our disposal to do the best work possible.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

### **ENG 113 Professional Technical Writing**

IAI – C1 900R

(Transfer students should take either 101 or 113.)

3 Hours

Prerequisites: None

3 hours weekly (3-0)

Technical writing is a composition course especially for engineering, science, social science, and vocational-technical students. Encompassing many different approaches to solving specific communication problems and emphasizing critical thinking skills, this course covers the written communication required in a job situation in the technical fields. A special section is reserved for criminal justice majors only.

### **ENG 275 Foundations or Survey of Reading**

3 Hours

Prerequisites: Consent of Instructor

3 hours weekly (3-0)

This course examines theories and practices that underpin reading instruction. The most influential theories of the reading process and the development of reading in children will be presented. Students

will have the opportunity to examine related theories of learning, language, and teaching. This course will also provide the opportunity to develop knowledge of the diversity of language learners. A part of this course includes the consideration of one's own literacy history and how that aids in understanding what affects learning and appropriate teaching strategies.

### **ENG 276 Diagnosis of Reading Difficulties**

3 Hours

Prerequisites: Consent of Instructor

3 hours weekly (3-0)

This course is designed to study the causes of reading disabilities, diagnostic procedures, and methods of instruction.

## ***Financial Entrepreneurship (FIN)***

### **FIN 229 Financial Entrepreneurship**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is designed to help an individual make better financial decisions for investments and retirement. Special emphasis is placed on learning the basics of the stock market and the securities industries and to expand the student's knowledge base to become financially independent.

### **FIN 230 Financial Entrepreneurship II**

3 Hours

Prerequisites: FIN 229

3 hours weekly (3-0)

A continuation of FIN 229, this advanced course is designed to better educate the students to become financially independent. Emphasis will be placed on technical analysis, fundamental analysis and information analysis. Students will be introduced to options and futures trading and retirement investing opportunities.



## ***French (FRE)***

### **FRE 101 Elementary French I**

4 Hours

Prerequisites: None  
4 hours weekly (4-0)

Emphasis on conversation with vocabulary building, grammar rules, and pronunciation practice. Language laboratory is required.

### **FRE 102 Elementary French II**

4 Hours

Prerequisites: FRE 101 or consent of instructor  
4 hours weekly (4-0)

Continuation of FRE 101 with oral practice of basic conversation and reading of French literature. Language laboratory is required.

### **FRE 201 Intermediate French I**

4 Hours

Prerequisites: FRE 102 or consent of instructor  
4 hours weekly (4-0)

Review and application of essential principles of French grammar structure and training in idiomatic usage through oral and written exercises; intensive practice of spoken language; reading of French literature with emphasis on French culture and civilization; required language laboratory assignments.

### **FRE 202 Intermediate French II**

IAI – HI 900  
4 Hours

Prerequisites: FRE 201 or consent of instructor  
4 hours weekly (4-0)

Continuation of FRE 201 with emphasis on refining conversational skills and rapid reading of representative French prose. Language laboratory is required.

## ***Fire Science Services (FSS)***

This program is for students who are already functioning with a fire department and wish to participate in the certification program of the Illinois Office of the State Fire Marshal. Students must be employed by an Illinois fire department (full-time, part-time or volunteer) to be eligible for certification

by the Office of the State Fire Marshal and to enroll in certain courses offered in this program.

### **FSS 103 Firefighter IIA**

4 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer).  
5 hours weekly (3-2)

This course is the first of four courses required by the Illinois State Fire Marshal's Office to become a Certified Firefighter. Topics covered in this course include fire behavior, safety, self-contained breathing apparatus, fire extinguishers, ladders, and fire hoses and appliances. After completion of this course, FSS 104, FSS 105, and FSS 106, students are eligible for Illinois State Fire Marshal's Office Firefighter II Certification.

### **FSS 104 Firefighter IIB**

4 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer) and FSS 103.  
5 hours weekly (3-2)

This course is the second of four courses required by the Illinois State Fire Marshal's Office to become a Certified Firefighter II. Topics covered in this course include emergency medical care, building construction, water supply, forcible entry, ventilation, fire control, nozzles, fire streams, and rescue. After completion of this course, FSS 103, FSS 105, and FSS 106, students are eligible for Illinois State Fire Marshal's Office Firefighter II Certification.

### **FSS 105 Firefighter IIC**

2 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer) and FSS 103 and FSS 104.  
3 hours weekly (1-2)

This course is the third of four courses required by the Illinois State Fire Marshal's Office to become a Certified Firefighter. Topics covered in this course include ropes and knots, loss control, fire detection, alarm, and suppression systems, fire prevention and public education, protecting evidence, terrorism awareness, and firefighter survival. After completion of this course, FSS 103, FSS 104, and FSS 106, students are eligible for Illinois State Fire Marshal's Office Firefighter II Certification.

**FSS 106 Hazardous Materials: Awareness**

1 Hour

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), FSS 103, FSS 104, and FSS 105.

1 hour weekly (1-0)

This course was designed to enable firefighters to recognize hazardous materials and learn methods to protect themselves and secure the scene while waiting for Hazardous Materials specialists. After completion of this course, FSS 103, FSS 104, and FSS 105, students are eligible for Illinois State Fire Marshal's Office Firefighter II Certification.

**FSS 107 Firefighter III**

5 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter II Certificate, and FSS 105.

6 hours weekly (4-2)

This course was designed to provide Certified Firefighters (level II) training in advanced firefighting topics to enable them to advance to Certification level. Advanced topics covered in this course include fire behavior, safety, self-contained breathing apparatus, ropes, ladders, water supply, ventilation, rescue, communications, overhaul, fire prevention, public education, and building construction. After completion of this course and FSS 206, students are eligible for Illinois State Fire Marshal's Office Firefighter III Certification.

**FSS 108 Management I**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter III Certificate, FSS 105, and FSS 107.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level III) introductory training in leadership, supervision, and management. Topics covered include human resource management, community awareness, public relations, organizational structure, motivation, and fiscal budgets. After completion of this course, students who also complete FSS 200, FSS 204, FSS 205, and FSS 208 will be eligible for Illinois State Fire Marshal's Office Fire Officer I Certification.

**FSS 200 Instructor I**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter III Certificate, FSS 105, and FSS 107.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level III) training in the basic principles of instruction. Topics covered include oral communication, instructional techniques, student assessment, responsibilities, and evaluations. After completion of this course, students who also complete FSS 108, FSS 204, FSS 205, and FSS 208 will be eligible for Illinois State Fire Marshal's Office Fire Officer I Certification.

**FSS 201 Instructor II**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter III Certificate, Illinois State Fire Marshal's Office Instructor I Certificate, FSS 105, FSS 107, and FSS 200.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level III) training in advanced instruction. Topics covered include evaluation, program development, lesson plans, public speaking, and instructional technologies. After completion of this course, students will be eligible for Illinois State Fire Marshal's Office Instructor II Certification.

**FSS 202 Fire Apparatus Engineer**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter II Certificate, and FSS 105.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level II) training in the operation of pumping systems. Topics covered include pump operation, pump accessories, water supply systems, pump maintenance, use of streams, and hydrants. After completion of this course, students will be eligible to sit for Illinois State Fire Marshal's Office Fire Apparatus Engineer Certification.

### **FSS 204 Fire Prevention Principles**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter III Certificate, FSS 105, and FSS 107.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level III) training in fire prevention, investigation, and inspection. Topics covered include ordinances, life safety code, building construction, building occupancy, inspection techniques, investigation procedures, fire protection systems, and public education. After completion of this course, students who also complete FSS 108, FSS 200, FSS 205, and FSS 208 will be eligible for Illinois State Fire Marshal's Office Fire Officer I Certification.

### **FSS 205 Tactics and Strategy I**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter III Certificate, and FSS 107.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level III) training in the principles of fire control. Topics covered include company officer leadership, fire chemistry and behavior, equipment, firefighting tactics, safety, building construction, and firefighting strategies. After completion of this course, students who also complete FSS 108, FSS 200, FSS 204, and FSS 208 will be eligible for Illinois State Fire Marshal's Office Fire Officer I Certification.

### **FSS 206 Hazardous Materials: Operations**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter II Certificate, FSS 105, and FSS 106.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level II) classroom instruction to enable them to function as a First Responder or Hazardous Materials Incident Commander. Topics covered include laws, regulations, health and safety, assessment, monitoring, and response. After completion of this course, students are eligible for Illinois State Fire Marshal's Office Hazardous Materials: Operations Certification.

### **FSS 208 Management II**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Office Firefighter III Certificate, FSS 107, and FSS 108.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level III) advanced training in management. Topics covered include labor management, legal issues, communication, plan development, safety, conflict resolution, and local government. After completion of this course, students who also complete FSS 108, FSS 200, FSS 204, and FSS 205 will be eligible for Illinois State Fire Marshal's Office Fire Officer I Certification.

### **FSS 209 Hazardous Materials Technician A**

3 Hours

Prerequisites: Employed by Illinois Fire Department (paid or volunteer), Illinois State Fire Marshal's Hazardous Materials Operations and Firefighter II Certifications, FSS 105, and FSS 206.

3 hours weekly (3-0)

This course was designed to provide Certified Firefighters (level II) training to enable them to mitigate Hazardous Materials incidents. After completion of this course, students are eligible for Illinois State Fire Marshal's Office Hazardous Materials Technician A Certification.

## ***Geography (GEO)***

### **GEO 112 Regional Geography**

IAI – S4 900N

3 Hours

Prerequisites: None

3 hours weekly (3-0)

An introduction to regional geography is an attempt to study and use geographic concepts and structures in relation to specific regions and countries. Focus is on key countries in the seven continents of the world.

**GEO 215 Survival of Humans: Environmental Studies**

IAI – L1 905  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

An introductory course dealing with the human-land relationship from a geographic viewpoint. Topics to be covered include the development, use, and management of natural resources. Emphasis will be placed upon political, economic, and social factors that influence resource decisions.

**GEO 216 American Regional Geography**  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Study of contemporary world cultures and the interrelationships with geographic structure and regions. Includes human origins and distribution, population, migration, health, climate, culture, language, settlements, industry, and agriculture.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

***German (GER)***

**GER 101 Elementary German**  
4 Hours

Prerequisites: None  
4 hours weekly (4-0)

Emphasis on grammar, vocabulary, pronunciation, and composition. Language laboratory is required.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

**GER 102 Elementary German**  
4 Hours

Prerequisites: GER 101 or consent of instructor  
4 hours weekly (4-0)

Continuation of GER 101 with oral practice of basic conversation and reading of German literature. Language laboratory is required.

**GER 201 Intermediate German**  
4 Hours

Prerequisites: GER 102 or consent of instructor  
4 hours weekly (4-0)

Review and application of essential principles of German grammar structure and training in idiomatic usage through oral and written exercises, intensive practice of spoken language; reading of German literature with emphasis on German culture and civilization; required language laboratory assignments.

**GER 202 Intermediate German**  
IAI – HI 900  
4 Hours

Prerequisites: GER 201 or consent of instructor  
4 hours weekly (4-0)

Continuation of GER 201 with emphasis on refining conversational skills and rapid reading of representative German prose. Language laboratory is required.

***Graphics Design (GRD)***

**GRD 110 Graphics Design I**  
5 Hours

Prerequisites: None  
8 hours weekly (2-6)

Study of basic design principles related to business and the advertising industry. Individual projects will include problems in typography, logo designs, corporate identity systems, and business forms using traditional tools and computer graphics software. Windows-based computers will be used in conjunction with Adobe Photoshop, InDesign, and Illustrator software.

**GRD 120 Graphics Design II**  
5 Hours

Prerequisites: GRD 110 Graphics Design I or consent of instructor  
8 hours weekly (2-6)

Study of the fundamentals of advertising design. Students continue with advanced studies of design principles, research and formats, layout, and create advertising and editorial designs for magazines and books. Windows-based computers will be used in conjunction with Photoshop Illustrator, and Adobe Acrobat.

### **GRD 210 Graphics Design III**

5 Hours

Prerequisites: GRD 120 Graphics Design II or consent of instructor  
8 hours weekly (2-6)

Study of multimedia and includes focus areas such as presentation, animation, marketing, video/DVD composition, instructional design, print technology, typography, and photographic design. Windows-based computers will be used in conjunction with Photoshop.

### **GRD 220 Animation**

3 Hours

Prerequisites: None  
5 hours weekly (1-4)

Study of animation principles related to the movie and TV advertising industry. Individual projects will include composition, time and space, layering, masking, special effects, and lighting. Windows based computers will be used in conjunction with other effects software.

### **GRD 230 Video Production**

3 Hours

Prerequisites: None  
5 hours weekly (1-4)

Study of basic skills and terms involved in television production. Projects will include set-up, lighting, gathering audio and recording video for corporate production, news, short-films and commercials. Windows based computers will be used in conjunction with Adobe Premiere and other effects software.

## ***Heating and Air Conditioning (HAC)***

### **HAC 105 Basic Sheet Metal Layout**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

A basic course for sheet metal pattern layout techniques as used in residential air conditioning and ventilation.

### **HAC 106 Advanced Sheet Metal Layout**

2 Hours

Prerequisites: HAC 105  
4 hours weekly (0-4)

An advanced course for sheet metal layout techniques as used in residential and commercial air conditioning and ventilation systems. The triangulation method of sheet metal layout will be emphasized in this course.

### **HAC 107 Electrical Controls and Circuitry**

3 Hours

Prerequisites: ELT 102  
4 hours weekly (2-2)

The student is introduced to air conditioning, heating, and refrigeration controls circuitry as well as solid state electronic controls. Proper troubleshooting techniques as well as safety will be covered.

### **HAC 121 Heating I**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

An introduction to heating, ventilation, and air conditioning systems. Maintenance and repair of gas, oil, and hydronic furnaces will be covered.

### **HAC 122 Heating II**

4 Hours

Prerequisites: HAC 121  
6 hours weekly (2-4)

Introduction to air distribution, air cleaning, and calculation of heat loads. Special emphasis will be placed on electric furnace testing and servicing along with heat load calculations.

### **HAC 131 Refrigeration and Air Conditioning I**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

This course covers the fundamentals of refrigeration, refrigeration cycle, and basic refrigeration systems. Compression systems, refrigeration controls, charging, evacuating, and refrigeration tools and materials will be covered.

**HAC 132 Refrigeration and Air Conditioning II**

4 Hours

Prerequisites: HAC 131  
6 hours weekly (2-4)

This course covers the operation and design of window units and split systems. Air conditioning controls and troubleshooting will also be covered. Special emphasis will be placed on psychrometrics, troubleshooting, and system design.

**HAC 140 Weatherization**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course covers the process of implementing cost effective energy efficiency measures that increase the comfort and durability of the home.

**HAC 142 Commercial Refrigeration**

4 Hours

Prerequisites: HAC 131  
5 hours weekly (3-2)

This course is designed to introduce the student to the operation and application of commercial refrigeration, evaporators, condensers, compressors, expansion devices, and related system components. Troubleshooting and typical operating conditions will be studied.

**HAC 207 Advanced Controls and Circuitry**

3 Hours

Prerequisites: ELT 102, HAC 107  
4 hours weekly (2-2)

An introduction to more advanced controls used in the HVAC/R industry for operational, energy management, and diagnostic applications. This course will cover programmable temperature controls/thermostats, Direct Digital Control (DDC) applications, and Energy Management Systems (EMS) as they apply to heating and air conditioning.

**HAC 222 Advanced Heating Systems**

3 Hours

Prerequisites: HAC 121, HAC 122  
4 hours weekly (2-2)

An introduction to more advanced heat pump systems, including dual fuel applications. Emphasis on air-to-air and geothermal heat pumps.

**HAC 224 Geothermal Systems**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course covers Geothermal as it is used in the HVAC industry. Basic concepts of geothermal installation, design, maintenance, and troubleshooting will be covered. This class will also cover refrigeration theory, heat transfer, payback, current tax incentives, common problems and pricing geothermal systems.

**HAC 240 Installation of HVAC Systems**

3 Hours

Prerequisites: HAC 121, HAC 131  
5 hours weekly (1-4)

Student will develop advanced skills and knowledge of the installation and start-up of residential heating and air conditioning systems. Focuses on installation code requirements and start-up procedures for residential heating and air conditioning systems. Tools safety and add-on purchases will also be covered.

**HAC 241 Building Systems Performance**

3 Hours

Prerequisites: None  
5 hours weekly (1-4)

Students will develop skills to manage and plan green technologies installations. This course focuses on setting up and determines what equipment is best and most cost effective for a particular job. Various types of HVAC equipment and efficiencies and comparison of each will be done.

**HAC 279 ICE Testing**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This course is designed to help prepare the student to pass the ICE Exams. The Industry Competency Exams were organized by the ARI (Air Conditioning and Refrigeration Institute) to encourage high standards in education HVAC installation, service, and maintenance.

## *History (HIS)*

### **HIS 101 Western Civilization I**

IAI – H2 901

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

History of Europe to 1715. Attention is given to Mesopotamia, Egypt, Greece and Rome, Middle Ages society and church, the growth of urban culture and trade, the rise of kings, European exploration of other parts of the world, and the emergence of nation states. Emphasis is on broad social, intellectual, religious, and political movements that shaped Europe on the verge of the modern era.

### **HIS 102 Western Civilization II**

IAI – H2 902

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

History of Europe since 1650. Beginning with the rise of nation states in the seventeenth century, this course traces the intellectual, political, religious, and social trends that formed the modern world. Important elements include the Scientific Revolution, the political transformations beginning with the American and French Revolutions, the rise of industry, imperialism, the world wars, and the direction of Western culture in the Cold War and after.

### **HIS 103 World Civilizations I**

IAI – S2 912N

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

History of world cultures, including those of Africa, Asia, Europe, and the Americas, from prehistory to the Age of Exploration. The course will deal with the emergence of cultures, economic and political developments, and especially the relations between different cultures as they expanded into contact with each other.

### **HIS 104 World Civilizations II**

IAI – S2 913N

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

History of world cultures, including those of Africa, Asia, Europe, and the Americas, from the Age of Exploration to the present. The course will deal with all aspects of culture, economic and political development, and the increasing interrelatedness of cultures.

### **HIS 110 Twentieth Century America**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

History of the United States since 1900. Areas of emphasis include political changes during the century; social changes, including class, gender, and region; the impact of the world wars and the wars in Korea and Vietnam; technology and its effects; and the United States in an increasingly interdependent world community.

### **HIS 112 The Twentieth Century World**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

History of the world from 1900 to the present. Attention is given to the issue of imperialism, the world wars, the Cold War and the period after the fall of Communism. The focus is on political, economic, and social changes, and the evolution of the world system from one of a few great powers to an increasingly interdependent model.

### **HIS 201 United States History I**

IAI – S2 900

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

The origins of American culture from exploration through settlement and the founding of the United States. Emphasis is given to social, religious, economic, and political factors that shaped and continue to shape American civilization. Colonization, development of American identity,

rebellion against Great Britain, the writing of the Constitution, and the evolving cultures of North and South are addressed. The course culminates in the sectional crisis, the Civil War, and Reconstruction.

### **HIS 202 United States History II**

IAI – S2 901  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

United States History from Reconstruction to the present. Emphasis is placed on the importance of industrialization and the rise of business in transforming both North and South, and the significance of responses of workers, farmers, religious figures, and others to the social and economic transformation of America. The Progressive Movement, New Deal, New Frontier, Great Society, and other domestic issues are presented, along with the role of the United States in the world wars and the Cold War, and the post-Cold War role of the United States as superpower.

### **HIS 211 Modern American History: 1920-1939 (The Twenties, The Depression, and The New Deal)**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A study of the contrasts in American social and economic life in the 1920s and the effects of the Great Depression of the 1930s on American attitudes, both national and local. Attention is also given to the major domestic political events of the period. This course is designed for history majors and minors and others desiring a social science elective.

### **HIS 213 Eastern Civilizations**

IAI – H2 903N  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A survey of the history of China and Japan from prehistory to the present. Special attention is given to the ways these non-Western societies organized and governed themselves, and to the art and literature of East Asia. Further emphasis is given to Asian religious outlooks (Confucian, Taoist, Buddhist, and Shinto) that underlie modern Asian values. The interaction of East Asia with Europe and the United States in the last two centuries is also considered.

### **HIS 216I Modern Britain**

3 Hours

Prerequisites: Students enrolled in a study abroad program. (Contact the International Education Coordinator for more information.)  
3 hours weekly (3-0)

A survey of the history of England. Includes political, economic, religious, cultural, social and diplomatic aspects.

### **HIS 223 The African-American Experience**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

History of African-American culture from African origins to the present. This course deals with social, economic, literary, religious, and ideological factors as they relate to African origins, the transatlantic slave trade, the cultures formed within slavery in the Americas, the impact of the American Revolution, the antislavery movement, Civil War, and Reconstruction, the Jim Crow era of segregation, and twentieth century moves toward civil rights.

### **HIS 260I British History to 1714**

3 Hours

Prerequisites: Students enrolled in a study abroad program. (Contact the International Education Coordinator for more information.)  
3 hours weekly (3-0)

A survey course covering the political, social, economic, and cultural history of Britain to 1714.

## ***Health Information Technology (HIT)***

### **HIT 101 Introduction to Health Information**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Introduction to Health Information is a course that will initiate the student to the field of medical records technology. It is an overview of the functions and responsibilities of the technologist and orientation to the technical skills held by the technologist, including skills necessary to maintain components of health record systems consistent with the medical administrative, ethical, legal, accreditation, and regulatory requirements of the health care delivery system.



**HIT 102 Health Records Systems**

3 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
3 hours weekly (3-0)

Study of the content, format, evaluation, and completeness of the medical record; licensing, accrediting, and regulatory agencies; numbering systems; patient index; filing systems; and record retention, storage, and retrieval.

**HIT 103 Health Records Systems Lab**

1 Hour

Prerequisites: HIT 101 and acceptance into HIT program  
2 hours weekly (0-2)

This course provides the student the laboratory hands-on experience in evaluating content, format, and completeness of actual medical records. Also included in this lab is experience with numbering systems, patient indexes, filing systems and records retention, storage, and retrieval. Computer experience will be utilized as a teaching method.

**HIT 201 Health Data and Statistics**

2 Hours

Prerequisites: MAT 120 and acceptance into HIT program  
2 hours weekly (2-0)

Study of the sources and uses of health data; computation of rates and percentage; vital records registration, reporting, and display.

**HIT 202 Clinical Practicum I**

2 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
10 hours weekly (0-10)

Clinical experience in the areas of patient registration; registration procedures in the medical record department; storage and retrieval of medical records; technical analysis of the medical record; coding and indexing; and medical transcription, with related experiences.

**HIT 203 Management in Health Care**

3 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
3 hours weekly (3-0)

Study of management principles as applied to the medical record department. Includes an introduction to management; the functions of planning; organizing; controlling; actuating/supervising; problem solving; and quality assurance in the medical record department.

**HIT 204 Coding**

5 Hours

Prerequisites: HIT 215 and BIO 105  
6 hours weekly (4-2)

A study of classifications and nomenclatures, with in-depth coverage of the International Classification of Diseases, 10<sup>th</sup> Revision, Clinical Modification (ICD-10-CM) and the International Classification of Diseases, 10<sup>th</sup> Revision, Procedure Classification System (ICD-10-PCS) coding systems.

**HIT 210 CPT Coding**

3 Hours

Prerequisites: HIT 204  
3 hours weekly (3-0)

This course covers the principles of coding with CPT. Students will develop an understanding of coding and classification systems in order to assign valid CPT/HCPCS procedure codes used to report reimbursable services.

**HIT 211 Medico Legal Aspects**

2 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
2 hours weekly (2-0)

Study of the basic concepts and principles of law and their application to the health care field and specifically to the medical record department; laws dealing with confidentiality and release of information; liability of health care providers and other topics.

### **HIT 212 Quality Management**

3 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
3 hours weekly (3-0)

Study of quality assurance systems. Includes the purpose and philosophy of quality assurance; utilization management quality assessment and risk management in the acute care facility; coordination of quality assurance activities with physician credentialing/reappointment and employee performance evaluation; quality assurance requirements for acute care facilities in specific programs; quality assurance in non-acute care facilities; confidentiality or quality assurance information; and the expanding quality assurance function.

### **HIT 213 Clinical Practicum II**

2 Hours

Prerequisites: HIT 202  
10 hours weekly (0-10)

Clinical experience in the areas of medical staff; JCAH; quality assurance, utilization review, PRO, Medicare, DRGs; coding reinforcement and health information.

### **HIT 214 Health Information in Non-Traditional Setting**

2 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
2 hours weekly (2-0)

Study of medical record services in health care institutions other than acute care hospitals. Includes regulating agencies, reporting systems, controls, the health record system, and other regulated topics.

### **HIT 215 Fundamentals of Medical Science**

4 Hours

Prerequisites: Acceptance into HIT program  
4 hours weekly (4-0)

Introduction to general principles of disease with emphasis on the etiology, symptoms, signs, diagnostic findings, and treatment.

### **HIT 216 Reimbursement Management**

2 Hours

Prerequisites: Completion of HIT Program Coding or consent of Program Director/Assistant Director  
2 hours weekly (2-0)

Study of reimbursement as it relates to the healthcare field and specifically to the Health Information Department. Includes an overview of reimbursement methodologies, government sponsored healthcare programs, coding compliance, charge description master maintenance, and revenue cycle management.

## ***Health (HTH)***

### **HTH 110 Health Education**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

Designed to provide a sound knowledge of health in order to favorably influence the student's attitudes, habits, and practices pertaining to the physical, mental, social, and emotional environments. This is a course in critical decision making for personal health and lifestyle choices.

### **HTH 111 Exercise & Conditioning II**

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

Emphasis is placed on the elements of physical fitness and the nature of physical change through the process of exercise program design, modification, and progression. Discussion includes physiological function, promotion of physical efficiency, exercise safety, and aspects of nutrition influencing program success.

### **HTH 112 Exercise & Conditioning III**

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

Emphasis is placed on the elements of physical fitness and the nature of physical change through the process of exercise program design, modification, and progression. Discussion includes physiological function, promotion of physical efficiency, exercise safety, and aspects of nutrition influencing program success.

**HTH 113 Exercise & Conditioning IV**

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

Emphasis is placed on the elements of physical fitness and the nature of physical change through the process of exercise program design, modification, and progression. Discussion includes physiological function, promotion of physical efficiency, exercise safety, and aspects of nutrition influencing program success.

**HTH 115 Foundations of Health & Physical Fitness**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

Emphasis is placed on the physiological aspects of health. An analysis of personal health and physical fitness for efficiency and longevity. Discussion and lab testing of areas of obesity, nutrition, and total physical fitness through balanced living.

**HTH 116 Elements of Exercise & Conditioning**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

Emphasis is placed on the elements of physical fitness and the nature of physical change through the process of exercise program design, modification, and progression. Discussion includes physiological function, promotion of physical efficiency, exercise safety, and aspects of nutrition influencing program success.

**HTH 117 Elements of Physical Fitness**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

Emphasis is placed on the safe development and maintenance of a physical fitness program. Discussion includes physiological function, exercise safety, and the recognition of period based program change for long-term program success.

**HTH 118 Lifelong Health and Physical Fitness**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

Emphasis is placed on the safe development and maintenance of physical fitness and efficiency toward enhancement of the individual goals of daily function, recreational enjoyment, and/or sport performance. Discussion includes physiological function, the establishment of personal fitness benchmarks, and lifelong exercise adherence.

**HTH 120 Human Sexuality**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

The course provides a comprehensive introduction to the biological, psychological, social, historical, and cultural aspects of human sexuality. Course design encourages students to better understand their own sexuality, to increase students' awareness of sexuality throughout the life cycle, to describe human sexuality in precise and objective language, to learn to make responsible sexual decisions, to become aware of issues in the area of sexual health, and to enhance students' understanding of sexual intimacy.

**HTH 125 First Aid and Personal Safety**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This course will cover the general first aid and personal safety procedures most often needed in emergency situations. Students will be taught to recognize various illnesses and injuries and the procedures to be used to keep people alive and comfortable until professional help arrives.

**HTH 135 Drug Abuse & Alcohol Education**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This course is designed to provide students with an understanding of drug use in our society. This course will increase the student's awareness of alternatives to drug use and increase decision making skills.

### **HTH 150 Stress and Its Management**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course provides a comprehensive introduction to stress and its management as it integrates the mental, emotional, physical, social, and spiritual aspects of well-being. It emphasizes theoretical concepts regarding the causes of stress, symptoms stress can produce, and practical methods utilized to deal with each. Emphasis is placed on the students' identification of particular stressors in their daily lives and the practical application of stress management techniques that work best for them.

### **HTH 250 Wellness for Women**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

Over the last 25 years, there has been a growing interest in the unique health issues of women. The feminine life cycle is a new field of study. The course is intended to provide a comprehensive study of the physical, emotional, spiritual, and social wellness areas for women. Men as well as women can benefit from the information provided in this course.

## ***Humanities (HUM)***

### **HUM 101 Introduction to Humanities**

IAI – HF 900

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is designed to give the student a wide and integrated view of the humanities and incorporates four disciplines: art, music, literature, and philosophy. The course is team taught using four modules, one for each of the above disciplines.

### **HUM 120/PSC 120 Latin American**

Civilization

3 Hours

Prerequisites: None

3 hours weekly (3-0)

Latin American Civilization is an interdisciplinary course combining the social sciences and humanities. The course will examine Latin American history, politics, religion, geography, languages, culture, music, and art. Students will study the

diversity of the peoples of Central and South America and throughout the Caribbean. One of the central purposes is to present students with the opportunity to learn about the complexity and richness of people and nations of the Latin American region. Nations such as Mexico, Brazil, Costa Rica, Colombia, Chile, and Ecuador will be featured in the course.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

### **HUM 152 Death and Dying**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course presents an interdisciplinary analysis of death and dying. Topics to be covered include definitions of death; cultural, social, and psychological aspects of these topics; children and death; dying patients and their survivors; euthanasia; suicide; the right to die; and other related matters. The course is accepted as a College-wide elective.

### **HUM 200I Understanding Austria**

3 Hours

Prerequisites: Students enrolled in a study abroad program. (Contact the International Education Coordinator for more information.)

3 hours weekly (3-0)

This course is an introduction to Austrian history and culture. It focuses on the historical, musical and artistic heritage of Austria ending with a survey of Austrian life today.

## ***Industrial Maintenance (IDM)***

### **IDM 120 Safety and Environmental Management**

2 Hours

Prerequisites: None

2 hours weekly (2-0)

This course is designed to provide the student with an understanding of proper safety precautions involved in using various shop equipment and solutions. Also, proper material handling, storage, and disposal of hazardous materials are discussed.

**IDM 207 Building Mechanics and Maintenance**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

This course is designed to introduce the student to construction processes, procedures and techniques as they may apply to agricultural mechanics and or facility management. A major emphasis of this course will be applied applications of proper tool usage and procedures for basic carpentry, concrete/masonry, plumbing, electrical, welding and small engines.

**IDM 210 Hydraulics and Pneumatics**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

A study of basic industrial fluid power systems common to automated industrial equipment, including hydraulic and pneumatic.

***Independent Study (IND)*****IND 199 Independent Study**

1-4 Hours

This course provides students with an opportunity to pursue supervised study on an independent basis for academic work in subject areas offered by John A. Logan College. Each proposal for independent study must be submitted in written form through the appropriate department chairperson for approval by the vice-president for instruction. Each approved independent study project must be supervised by a faculty member. Students must submit proposals prior to the first week of classes. Forms are available from the Office of the Vice-President for Instruction.

***Industrial Processes (IND)*****IND 106 Math for Metrology**

3 Hours

Prerequisites: MAT 106 or equivalent  
3 hours weekly (3-0)

This course will introduce students to basic concepts and principles of Metrology. During the course, students will apply mathematical principles to solve problems relevant to the field of Metrology.

**IND 121 Manufacturing Processes I**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

This course is an introductory study of conventional machining processes. The student will become familiar with machine shop safety, hand tools, precision measurement, identification of materials, machinability, layout, metal cutting, drilling, turning, milling, and grinding machines. The students will also be introduced to computer numerical control (CNC) programming and machine processes.

**IND 122 CAD/CAM Operations**

2 Hours

Prerequisites: IND 121 or DRT 185  
4 hours weekly (0-4)

This course is designed to provide advanced machining experience in the use of CAD/CAM machining processes. The students will develop the drawing, part program, text files, and document files using Auto-CAD and EZ-CAM software. The students will use their programs to produce various component parts as assigned. Various applications of 2D and 3D machining techniques will be emphasized as they apply to CNC machining operations.

**IND 138 Industrial Seminar**

1 Hour

Prerequisites: None  
1 hour weekly (1-0) or block schedule

An orientation to the jobs available in the field. The class sessions include lectures by the instructor and representatives in related fields as well as class discussion, projects, and individual research.

**IND 201 Metallurgy**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

A study of the fundamental characteristics and properties of metals and alloys, elementary theories of bonding, crystal structure, deformation phenomena, and phase relationships in binary alloys. Annealing and heat treatment of alloys with major emphasis on iron-carbon alloys.

## ***Interpreter Preparation (IPP)***

### **IPP 111 Nonverbal Language**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course examines the profound and overlooked contribution of nonverbal behavior to the communication processes, particularly in American Sign Language. It compares and contrasts actions rather than speech and signs. Nonverbal language is inseparable from the feelings that we knowingly or inadvertently project in our everyday social interaction and determines the effectiveness and well-being of our intimate, social, and working relationships. Facial expressions, postures, movements, and gestures are so important that when our words/signs contradict the silent messages contained within them, others mistrust what we say, for they rely almost completely on what we do. Additionally, this course lays the foundation for learning American Sign Language by concentrating on body language, natural gestures, and facial expressions.

### **IPP 141 American Sign Language (ASL I)**

4 Hours

Prerequisites: None  
6 hours weekly (2-4)

This course is designed for students who have no knowledge of American Sign Language and for individuals with previous knowledge of sign language but not American Sign Language. A grade of "C" or higher must be achieved to advance to second-year classes.

### **IPP 142 American Sign Language (ASL II)**

4 Hours

Prerequisites: IPP 141 or equivalent  
6 hours weekly (2-4)

This course is a continuation of American Sign Language I. It is designed to develop further communicative proficiencies at the intermediate level. Students will be writing transcription symbols, sentence types, time signs, pronominalization, subjects and objects, classifiers, locatives, pluralization, and temporal and distribution aspects for execution. Students will experience additional in-depth receptive and expressive proficiency development. Nonmanual aspects (grammar markers) will be featured and emphasized. Additional information about the deaf community/deaf world and its culture will be

featured. A grade of "C" or higher must be achieved to advance to second-year classes.

### **IPP 143 American Sign Language (ASL III)**

5 Hours

Prerequisites: IPP 142  
7 hours weekly (3-4)

This course is a continuation of American Sign Language II. It is designed to develop further communicative proficiencies at the beginning of the advanced level.

### **IPP 144 ASL Classifiers**

3 Hours

Prerequisites: IPP 141  
3 hours weekly (3-0)

This course will provide the opportunity for students to enhance their use of classifiers. Classifiers, not used in the English language, are one of the most difficult parts of the American Sign Language for students to learn. Content will be explored using games and activities and a CD text.

### **IPP 151 Deaf Studies/Culture**

3 Hours

Prerequisites: IPP 111, 141  
3 hours weekly (3-0)

This course is designed to provide students with awareness and in-depth information on the history of the deaf world/deaf community with its embedded cultural traditions from a sociological and humanistic viewpoint on deafness.

### **IPP 201 Introduction to Interpreting**

3 Hours

Prerequisites: IPP 111, 141  
3 hours weekly (3-0)

This course is designed to introduce students to the basic concepts and vocabulary in the field of interpreting. We will focus on the psychological impact of having interpreters involved in the communication event. Students will participate in a cultural role play to begin to understand the feelings of people on every side of the communication. Students will also be exposed to working interpreters through structured observations.

**IPP 211 ASL Linguistics I**

3 Hours

Prerequisites: IPP 142

3 hours weekly (3-0)

This course will introduce students to the basic linguistic principles behind ASL in an effort to continue their development of sign language skills. The students will develop knowledge of the structure of the language to complement their proficiency in language use. The phonological rules of ASL and English will also be studied. A grade of "C" or higher in IPP 141 and 142 must be achieved to advance to second-year classes.

**IPP 212 ASL Linguistics II**

3 Hours

Prerequisites: IPP 211

3 hours weekly (3-0)

A continuation of the first semester course in ASL Linguistics, this course is also designed to reinforce the students' acquisition of language skills in ASL by providing the knowledge competency component. This course focuses on the morphology, syntax and use of ASL. A grade of "C" or higher in IPP 141 and 142 must be achieved to advance to the second-year classes.

**IPP 220 ASL for Interpreters**

1 Hour

Prerequisites: IPP 142

2 hours weekly (0-2)

This course provides students with additional American Sign Language skills and provides remediation of linguistic deficits prior to starting interpreting courses. Students with ASL deficits measured by earning a grade of "C" or lower in IPP 142 will be required to take this course. Others may take it at their option. This course will provide students with practice using American Sign Language in real world situations by using the scenario approach.

**IPP 222 Interpreting ASL to English**

4 Hours

Prerequisites: IPP 201

6 hours weekly (2-4)

This course explores the theory and skills necessary to interpret from an American Sign Language text to appropriate spoken English. This course will explore the concepts of register, processing time, and the interpretation process. Course materials will be

sequenced from paraphrasing, translation, consecutive interpretation, and simultaneous interpretation. Emphasis will be placed on message equivalence and appropriate vocabulary choices. A grade of "C" or higher in IPP 141 and 142 must be achieved to advance to second-year classes.

**IPP 223 Introduction to Transliterating**

3 Hours

Prerequisites: IPP 143, 211, 231

6 hours weekly (2-4)

This course explores the theory and skills necessary to transliterate and shows in which contexts transliteration is used. In class, students will practice transliterating in conceptually accurate ASL signs and principles executed in English word order. Course materials will be sequenced from preschool to adult-level material and from non-technical to technical use of vocabulary. Emphasis will be placed on speed, conceptual accuracy, fingerspelling, and appropriate vocabulary. A grade of "C" or higher in IPP 141 and 142 must be achieved to advance to second-year classes.

**IPP 224 Educational Interpreting**

3 Hours

Prerequisites: IPP 250, completion or near completion of an interpreter education program, or paid experience interpreting in the classroom.  
3 hours weekly (3-0)

This course explores educational interpreting in both theory and practice. This course will capitalize on the capability of the Internet to support threaded discussion forums. The students will discuss ethical decision making and dilemmas that often arise in education. They will talk about background information that is needed for successfully interpreting in the classroom. There will be discussion of administration's role in educational interpreting and the interpreter's role as part of the education team. Course materials and discussion will be sequenced from pre-school to adult level. This course is intended for the experienced practitioner.

**IPP 226 Seminar in Interpreting**

3 Hours

Prerequisites: Completion or near completion of an interpreting program and/or work experience as a sign language interpreter  
3 hours weekly (3-0)

Seminar in Interpreting provides a forum for professional development for working interpreters.

Participants generate the topics for discussion, research those topics, and present an online paper about their chosen topic. These topics are then discussed by the class online, with the author of the paper as discussion leader.

**IPP 227 Interpreting Ethics in Action**  
3 Hours

Prerequisites: Completion or near completion of an interpreting program and/or work experience as a sign language interpreter  
3 hours weekly (3-0)

Interpreting Ethics in Action provides a forum for professional development for working interpreters. Students participate in discussions of ethical situations and work toward generating workable solutions to ethical dilemmas. Participants choose an ethical situation to discuss, research possible solutions to the situation, and lead an online discussion on possible resolutions with members of the class.

**IPP 228 Texts in Translation: ASL to English**  
3 Hours

Prerequisites: Completion or near completion of an interpreting program and/or experience working as an interpreter and/or fluency in American Sign Language and English  
3 hours weekly (3-0)

This course explores translation of languages, theories of translation, and how to analyze an ASL text. This is done in the unique forum of the Internet. The students will translate a variety of ASL texts and submit those translations online for review. Course discussion will take place entirely online.

**IPP 231 Interpreting I**  
4 Hours

Prerequisites: IPP 141, 142, 201  
6 hours weekly (2-4)

This course focuses on the acquisition of the interpreting process. Students develop processing skills by paraphrasing, translating, consecutive interpreting, and finally simultaneously interpreting spoken and signed messages. Ethical decision making will be reinforced. Diagnostic observation of working interpreters will also be a focus of this course. A grade of "C" or higher in IPP 141 and 142 must be achieved to advance to second-year classes.

**IPP 240 – Fingerspelling and Numbers I**  
1 Hour

Prerequisites: IPP 142  
2 hours weekly (0-2)

Interpreters must understand and be able to produce fingerspelled words and numbers. This course is intended to give students the tools and vocabulary needed to improve their reading and production of fingerspelling and numbers used discreetly or in monologues or dialogues.

**IPP 241 – Fingerspelling and Numbers II**  
1 Hour

Prerequisites: IPP 240  
2 hours weekly (0-2)

Interpreters must understand and be able to produce fingerspelled words and numbers. This course is intended to give students the tools and vocabulary needed to improve their reading and production of fingerspelling and numbers used discreetly or in monologues or dialogues. This course is a continuation of Fingerspelling and Numbers I.

**IPP 244 ASL IV – Survey of ASL Literature**  
4 Hours

Prerequisites: IPP 143 and 211  
4 hours weekly (4-0)

This course explores American Sign Language (ASL) literature, both in translations and in its own right. A well-rounded language program must explore literary works in the language of study. The students will study and explicate important literary works and video journalize their analysis. A grade of "C" or higher in IPP 141 and 142 must be achieved to advance to second-year classes.

**IPP 250 Field Experience I**  
3 Hours

Prerequisites: IPP 143, 211, 231  
11 hours weekly (1-10)

This practicum will expose students to interpreting experiences, continued observation of working interpreters, and continued interaction with deaf and hard-of-hearing people. The students will participate in a one-hour seminar session per week and ten hours of practicum per week.



**IPP 251 Interpreting II**

4 Hours

Prerequisites: IPP 231  
6 hours weekly (2-4)

This course is a continuation of Interpreting I. The students will simultaneously interpret various spoken and signed texts and participate in role plays related to settings in which interpreters work. Vocabulary development will also be an emphasis and discussions of the application of ethical principles to various situations. A grade of "C" or higher in IPP 141 and 142 must be achieved to advance to second-year classes.

**IPP 275 Evaluation Preparation**

3 Hours

Prerequisites: For students nearing completion of their interpreter program, and working interpreters preparing to take interpreter evaluations.  
3 hours weekly (3-0)

This course is intended to provide useful information for sign language interpreters preparing to take written or performance evaluations. In this course we will explore evaluations, what to expect and relaxation techniques to help interpreters do their best in the "hot seat".

**IPP 276 ASL and ENG: What's the Difference**

3 Hours

Prerequisites: Fluency in sign language and the desire to produce ASL.  
3 hours weekly (3-0)

This course explores the difference between ASL and English, and helps interpreters and interpreting students to distinguish the difference and produce an ASL message.

**IPP 277 Interpreting for Deaf-Blind Persons**

3 Hours

Prerequisites: Interpreting skill, interest for deaf-blind individuals.  
3 hours weekly (3-0)

This course explores interpreting for deaf-blind individuals. It is somewhat self-paced, with assessments at various points in the course.

**IPP 278 ASL Vocabulary Building I**

3 Hours

Prerequisites: IPP 142 with a grade of "C" or higher. Students in the Educational Interpreting Professional

Program are working interpreters and qualify for admission to this course.  
3 hours weekly (3-0)

This course is intended to supplement American Sign Language vocabulary development. It is structured with individual lessons with targeted vocabulary presented by video clips online. Each lesson has an online quiz over the targeted vocabulary.

**IPP 279 ASL Vocabulary Building II**

3 Hours

Prerequisites: IPP 278 with a grade of "C" or higher.  
3 hours weekly (3-0)

This course is intended to supplement an American Sign Language class and provide additional ASL development. It is structured with individual lessons with targeted vocabulary presented by video clips online. Each lesson has an online quiz over the targeted ASL signs.

**IPP 290 Interpreting Stories and Textbooks**

3 Hours

Prerequisites: IPP 224  
3 hours weekly (3-0)

Interpreters are required to interpret textbooks, story books and other written material, often without prior preparation. This course will give the students tools to deal with difficult material and help them learn to mentally map (discourse map) the concepts in the text so that they can structure their interpretation.

**IPP 291 Interpreting Technical Classes**

3 Hours

Prerequisites: IPP 224  
3 hours weekly (3-0)

Interpreters are often required to interpret highly technical information. This course is intended to give students the tools and vocabulary needed to convey technical information to deaf and hard of hearing students.

**IPP 299 Educational Interpreting Internship**

3 Hours

Prerequisites: IPP 224  
11 hours weekly (1-10)

This internship will expose students to interpreting experiences, continued observation of working interpreters and interaction with deaf and hard of hearing children.

## ***Interdisciplinary (Special) Topics (ITD)***

### **ITD 200 A to H Special Topics in Social Science**

1 to 3 Hours

Prerequisites: Consent of instructor  
1 to 3 hours weekly

This course provides a study of special topics and problems in social science through an interdisciplinary approach. Study may be through lecture, readings, discussions, guided research, travel, and field trips. Topics may vary from semester to semester and must be approved by the social science chairperson.

ITD 200

- A Anthropology
- B Geography
- C History
- D Political Science
- E Education
- F Sociology
- G Travel/Study
- H Psychology

### **ITD 201 Special Topics in Humanities**

1-3 Hours

Prerequisites: Consent of instructor  
1-3 hours weekly ((1-3)-0)

This course provides a study of special topics and/or problems in humanities through reading, discussions, guided research, and field trips. Topics vary from semester to semester and must be approved by the humanities chairperson. On-site visitations and travel will be included.

### **ITD 204 Special Topics in Health & Public Service**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to explore the life and culture of other countries. Through an interdisciplinary approach, the history, cultural, and social aspects of other countries will be studied. On-site visitations and travel will be included.

### **ITD 205 Special Topics: Irish Studies**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Interdisciplinary study of Irish culture, with emphasis on literature and social change. Topics will include Irish history, mythology, poetry, film, politics, and sociology. The conflict between Great Britain and Ireland will be a major focus of the course.

## ***Japanese (JPN)***

### **JPN 101 Elementary Japanese**

4 Hours

Prerequisites: None  
4 hours weekly (4-0)

The course introduces students to elementary Japanese vocabulary, grammar, and usage. The skills of listening comprehension, speaking, reading, and writing are stressed. By the end of the course, students will be able to read and write Hiragana and Katakana (the two phonetic scripts used for Japanese), as well as about 75 kanji ("ideographic" characters). Much classroom time is devoted to students' production of meaningful utterances in small groups or pairs.

### **JPN 102 Elementary Japanese II**

4 Hours

Prerequisites: JPN 101  
4 hours weekly (4-0)

This language course is combined to include the four language learning skills: listening, speaking, reading, and writing as well as culture/civilization. This course is designed for students interested not only in continuing to learn another language but also for those wishing to stay current in a global and international society. Its emphasis is on familiarizing oneself with the Japanese language and culture in order to do away with the awkwardness sometimes felt in coming into contact with a different culture for the first time.

### **JPN 150 Conversational Japanese**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This course is designed as an introduction to spoken Japanese with particular emphasis on its linguistic and cultural characteristics. Via a video presentation and in-class language skill drills, the

student will be presented with the necessary tools for speaking and understanding everyday conversational Japanese. Civilization and customs will be taught as they pertain to the spoken language. Students will also be introduced to the Japanese reading and writing systems.

## ***Journalism (JRN)***

### **JRN 201 Newswriting and Editing I**

IAI – MC 919  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Introduction to news writing includes basic techniques of news gathering, reporting, interviewing, computer-assisted reporting, editing, and layout. Some course-work may be published in the student newspaper, The Volunteer.

### **JRN 202 Newswriting and Editing II**

3 Hours

Prerequisites: JRN 201  
3 hours weekly (3-0)

A continuation of news gathering and writing skills. Coursework will be published in The Volunteer student newspaper. Assignments include investigative re-orting, computer-assisted reporting, and a site visit to a local media outlet.

### **JRN 210 Newspaper Production Practicum**

1-3 Hours

Prerequisites: Consent of instructor  
5-15 hours weekly (0-5 or 0-15)

Students earn credit by joining The Volunteer newspaper staff, increasing their proficiency in one or more of the tasks required to produce consistently a high-quality student newspaper. Volunteer staff members gain an understanding of the collaborative nature of newspaper work through active participation in one or more of the following areas: newswriting, editing, news photography, design, layout, and/or advertising. Students use the resources available in and outside the newsroom to increase their skills.

### **JRN 215 Introduction to Mass Media**

IAI – MC 911  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This is an introduction to the various types of mass media, their effect on the public, their development, and ways in which the consumer can be perceptive and discriminating.

## ***Laborer's (LBR)***

The Construction Trades program is offered through a partnership with the Illinois Laborer's and Contractors as part of their Joint Apprenticeship and Training Program. Enrollment is restricted to new and current apprentices.

### **LBR 111 Orientation to Laborers Craft**

2 Hours (Variable credit)

Prerequisites: Admission to Laborers' Apprenticeship Program  
3 hours weekly (1-2 for 2 credit hours)

Work zone flagger training; sun sense, math review, back injury prevention, construction rigging and knot tying, hazard communication, drug and alcohol awareness.

### **LBR 112 Occupational Safety and Health**

1 Hour (Variable credit)

Prerequisites: Admission to Laborer's Apprenticeship Program  
2 hours weekly (.5-1.5 for 1 credit hour)

Occupational Safety and Health Act 29 CFR 1926, common causes of accidents and fatalities in industry. Students practice applications of standards.

### **LBR 113 Mason Tending**

3 Hours (Variable credit)

Prerequisites: Admission to Laborers' Apprenticeship Program; First Aid/CPR Certification  
4 hours weekly (2-2 for 3 credit hours)

The apprentice will be able to assist the mason by applying practice and procedures of mason tending including proper scaffolding, mortar and grout, mixing and forklift operation.

**LBR 114 Concrete Practices and Procedures**

3 Hours (Variable credit)

Prerequisites: Admission to Laborers' Apprenticeship Program  
4 hours weekly (2-2 for 3 credit hours)

Concrete materials and mix proportions, tools and equipment used with concrete, finishing techniques, curing and protection of concrete.

**LBR 115 Asphalt Technology and Construction**

3 Hours (Variable credit)

Prerequisites: Admission to Laborers' Apprenticeship Program  
4 hours weekly (2-2 for 3 credit hours)

Asphalt technology and construction flagger certification, manual tape application, paint striping operator, carbide asphalt grinder.

**LBR 116 Apprenticeship I**

3 Hours (Variable credit)

Prerequisites: Admission to Laborers' Apprenticeship Program  
24 hours weekly (0-24 for 3 credit hours)

On-the-job component of Laborers' Apprenticeship Program; work related to skills learned in the classroom including mason tending, concrete procedures and asphalt use. All work activities performed under direct supervision of journeyman.

**LBR 131 Principles of Pipelaying**

3 Hours (Variable credit)

Prerequisites: LBR 111, 112, 113, 114, 115, 116, and second-year status in Laborers' Apprenticeship Program  
4 hours weekly (2-2 for 3 credit hours)

Principles of pipelaying, including gravity flow piping systems, batterboards, sewer lasers, utility lines and grades, review of metric system.

**LBR 133 Asbestos Abatement**

3 Hours (Variable credit)

Prerequisites: LBR 111, 112, 113, 114, 115, 116, and second-year status in Laborers' Apprenticeship Program  
4 hours weekly (2-2 for 3 credit hours)

Asbestos abatement principles and practices, approved by Illinois Department of Public Health/E.P.A. Accredited.

**LBR 136 Apprenticeship II**

3 Hours (Variable credit)

Prerequisites: Second-year status in Laborers' Apprenticeship Program  
24 hours weekly (0-24 for 3 credit hours)

On-the-job component of Laborers' Apprenticeship Program; work related to skills learned in the classroom including mason tending, concrete procedures, asphalt use, pipelaying, asbestos abatement, and blueprint reading. All work activities performed under direct supervision of journeyman.

**LBR 139 Highway Construction Plan Reading**

3 Hours (Variable credit)

Prerequisites: None  
3 hours weekly (3-0 for 3 credit hours)

The purpose of this course is to introduce the student to the various conceptual documents used in the construction process. The primary focus will concentrate on interpretation and visualization of construction blueprint and understanding and interpretation of construction specifications.

**LBR 150 Basic Construction Surveying**

3 Hours (Variable credit)

Prerequisites: None  
3 hours weekly (3-0 for 3 credit hours)

The student will perform basic leveling operations necessary for line and grade checking of roadways and excavation projects. Techniques taught will include taping, differential leveling, contour plans, plan reading, grade checking, staking, and laser levels.

**LBR 152 Bridges**

3 Hours (Variable credit)

Prerequisites: LBR 131, 133, 136, LBR 139 and third-year status in the Laborers' Apprenticeship Program  
4 hours weekly (2-2 for 3 credit hours)

Methods of bridge construction, renovation and demolition for the laborer.

**LBR 153 Hazardous Waste**

4 Hours (Variable credit)

Prerequisites: LBR 131, 133, 136, LBR 139 and third-year status in the Laborers' Apprenticeship Program

5 hours weekly (3-2 for 4 credit hours)

Hazardous waste training for the Laborers' Apprentice.

**LBR 156 Apprenticeship III**

3 Hours (Variable credit)

Prerequisites: Third-year status in Laborers' Apprenticeship Program

24 hours weekly (0-24 for 3 credit hours)

On-the-job component of Laborers' Apprenticeship Program; work related to skills learned in the classroom including mason tending, concrete procedures, asphalt use, pipelaying, asbestos abatement, and blueprint reading, surveying, bridge construction and hazardous waste handling. All work activities performed under direct supervision of journeyman.

**LBR 250 Labor Management Development**

3 Hours (Variable credit)

Prerequisites: Journeyman status  
3 hours weekly (3-0 for 3 credit hours)

Develop skills needed to serve as foreman on construction jobs. Includes leadership, motivation, documents, safety, planning and control, communication and conflict resolution.

**LBR 251 Special Project I**

3 Hours (Variable credit)

Prerequisites: Completion of trade certificate, consent of department chair

3 hours weekly (3-0 for 3 credit hours)

Designed by the student and supervisor to develop special skills and talents in the field of choice.

**LBR 252 Special Project II**

3 Hours (Variable credit)

Prerequisites: Completion of trade certificate, recommendation of apprenticeship instructor, consent of department chair

3 hours weekly (3-0 for 3 credit hours)

Designed by the student and supervisor to develop special skills and talents in the field of choice.

**LBR 253 Special Project III**

3 Hours (Variable credit)

Prerequisites: Completion of trade certificate, recommendation of union leadership, consent of department chair

3 hours weekly (3-0 for 3 credit hours)

Designed by the student and supervisor to develop special skills and talents in the field of choice.

**LBR 271 Trade Apprenticeship I**

3 Hours (Variable credit)

Prerequisites: Approval of department chair and appropriate union management

24 hours weekly (0-24 for 3 credit hours)

Supervisory and management projects and activities will be the primary emphasis of the class. On-the-job experience in the selected field. All work activities under direct supervision of a foreman. Activities will consist of the same as those required of a journeyman. Students may not receive credit for this course and the course in their trade curriculum.

**LBR 272 Trade Apprenticeship II**

3 Hours (Variable credit)

Prerequisites: Approval of department chair and appropriate union management

24 hours weekly (0-24 for 3 credit hours)

Supervisory and management projects and activities will be the primary emphasis of the class. On-the-job experience in the selected field. All work activities under direct supervision of a foreman. Activities will consist of the same as those required of a journeyman. Students may not receive credit for this course and the course in their trade curriculum.

**LBR 273 Trade Apprenticeship III**

3 Hours (Variable credit)

Prerequisites: Approval of department chair and appropriate union management

24 hours weekly (0-24 for 3 credit hours)

Supervisory and management projects and activities will be the primary emphasis of the class. On-the-job experience in the selected field. All work activities under direct supervision of a foreman. Activities will consist of the same as those required of a journeyman. Students may not receive credit for this course and the course in their trade curriculum.

### **LBR 274 Trade Apprenticeship IV**

3 Hours (Variable credit)

Prerequisites: Approval of department chair and appropriate union management  
24 hours weekly (0-24 for 3 credit hours)

Supervisory and management projects and activities will be the primary emphasis of the class. On-the-job experience in the selected field. All work activities under direct supervision of a foreman. Activities will consist of the same as those required of a journeyman. Students may not receive credit for this course and the course in their trade curriculum.

### *English as a Second Language (LIN)*

#### **LIN 101 English Composition I for International Students**

3 Hours

Prerequisites: TOEFEL score of 520 + and concurrent enrollment in LIN 104  
3 hours weekly (3-0)

Non-native speakers of English learn to write effective expository prose, focusing on particular second-language problems. The course emphasizes the use of standard English and appropriate sentence structures in unified, developed, and coherent paragraphs and essays. Writing assignments are based on assigned readings and require various patterns of development as students learn the writing process. The course also includes an introduction to research skills and research writing. This course is equivalent to ENG 101.

#### **LIN 102 English Composition II for International Students**

3 Hours

Prerequisites: LIN 101 and LIN 104  
3 hours weekly (3-0)

Non-native speakers of English further develop skills in writing expository prose. LIN 102 is literature-based and includes documented research analysis of at least one of the literary genres (poetry, drama, or fiction). This course is equivalent to ENG 102.

#### **LIN 104 Grammar for International Students**

2 Hours

Prerequisites: TOEFEL score of 520+ and concurrent enrollment in LIN 101  
2 hours weekly (2-0)

This course is an intensive review of English sentence structure and punctuation for non-native speakers. Students study the system of the English language and the rules that operate within that system. Since the course is taken concurrently with LIN 101, students have practical opportunities to apply their developing grammatical skills as they edit essays.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### *Literature (LIT)*

#### **LIT 211 English Literature to 1750**

IAI – H3 912  
3 Hours

Prerequisites: ENG 101  
3 hours weekly (3-0)

This is a survey of masterpieces of English literature from Beowulf through the end of the Neo-Classical Age.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

#### **LIT 212 English Literature: Romanticism to the Present**

IAI – H3 913  
3 Hours

Prerequisites: ENG 101  
3 hours weekly (3-0)

This is a study and analysis of selected works from the Romantic, Victorian, and Modern Eras.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

#### **LIT 231 American Literature: 1492 to 1865**

IAI – H3 914  
3 Hours

Prerequisites: ENG 101  
3 hours weekly (3-0)

This is a survey of American literature from the late seventeenth century to the mid-nineteenth century. The emphasis is on major writers of the Colonial, Enlightenment, and Romantic Periods. Students will study the extraordinary emergence of American culture as they examine diverse religious, political, economic, and artistic ideas. Readings will include

journals, letters, documents, speeches, essays, poetry, and fiction.

**LIT 232 American Literature: 1865 to the Present**

IAI – H3 915

3 Hours

Prerequisites: ENG 101

3 hours weekly (3-0)

This is a survey of American literature from the mid-nineteenth century through the twentieth century. The emphasis is on major writers of the Realistic, Naturalistic, and Modern Periods. Students will study the development of American culture from post-Civil War to contemporary times. Readings will include poetry, drama, essays, fiction, and literary criticism.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

**LIT 235 The American Short Story**

IAI – H3 901

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course introduces students to a detailed study of the American short story. Students will increase their enjoyment and understanding of this literary form by reading a variety of texts and writers. Students are expected to use literary terms effectively and to analyze prose in class discussions and formal essays.

**LIT 236 Introduction to Drama**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is designed to deepen understanding, appreciation and ability to critically analyze drama, by reading, discussing and writing about plays from the ancient Greeks to modern theater. The focus will be on various dramatic forms, on the elements and structure of drama, and on the role of theater in effecting social change. Students are required to attend and critique a live dramatic performance.

**LIT 264 Literature for Children**

IAI – H3 918

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course introduces students to the best that has been written for children or is appropriate for them. The coursework includes a study of the history of children's literature, child development and literature, types of children's literature, and methods of sharing literature with children. Classroom work will focus on the literary and artistic elements of the works. Students will learn to evaluate and select age-appropriate literature and extension activities for children from pre-school through middle school.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

**LIT 270 Bible as Literature: Old Testament**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course introduces the student to the Old Testament of the Bible viewed strictly as a great literary work. Focusing on the major stories, events, and people of the Old Testament, the course analyzes their literary value with emphasis on literary forms, plot lines, character development, symbolism, and themes. Another important function of the course is to show how the Old Testament has influenced our modern world in such areas as art, music, poetry, and literature.

**LIT 271 Bible as Literature: New Testament**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course examines the New Testament of the Bible and its considerable literary value to our modern world. Emphasizing the four Gospels, the Acts of the Apostles, the Epistles, and the book of Revelation, the course studies each of these from a strictly literary standpoint. The student is expected to become familiar with the major people, events, and writing styles of the New Testament and to appreciate the great influence which this part of the Bible has had on all of Western civilization for the last two thousand years.

**LIT 275 The Art of the Cinema**

IAI – F2 909

3 Hours

Prerequisites: ENG 101

3 hours weekly (3-0)

This survey course is a study of the art of motion pictures and will include not only a literary and historical approach to the motion picture industry, but also a study of the techniques of motion picture production. An essential part of the course is the requirement to understand cinematic and literary terms and their applications. The student is also expected to develop a concept of what constitutes excellence in film production.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

**LIT 280 Introduction to Literature**

IAI – H3 900

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course offers an introduction to fiction, poetry, and drama from a variety of time periods and cultural backgrounds. Students learn to interpret and critically analyze literature.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

**LIT 281 Introduction to Mythology**

IAI – H9 901

3 Hours

Prerequisites: None

3 hours weekly (3-0)

Introduction to Mythology introduces students to the major mythological stories of various world cultures, particularly those of ancient Greece and Rome, with emphasis on the roles of the gods and of the major characters. The stories are analyzed for their recurring themes, their relationship to modern literature, and their influence on the culture of the Western world.

**LIT 284 Ethnic Literature in America**

IAI – H3 910D

3 Hours

Prerequisites: ENG 101

3 hours weekly (3-0)

This course is an introduction to contemporary ethnic literature with the primary focus on important Asian-American, African-American, Native American, and Latino writers. Students will explore critical socio-economic, political, and cultural themes with an emphasis on these concepts: the similarities and differences within and among ethnic groups, the changing demographics of America, the dynamic nature of ethnicity, and the effects of stereotyping.

**LIT 290 Non-Western World Literature**

IAI – H3 908N

3 Hours

Prerequisites: ENG 101

3 hours weekly (3-0)

The purpose of Non-Western Literature is to introduce students to literary masterpieces from a variety of nationalities and epochs. Emphasis will be given to selections of poetry, short stories, memoirs, and drama from the twentieth century.

**LIT 295 Women in Literature**

IAI – H3 911D

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course introduces students to literary masterpieces written by female writers. By juxtaposing traditional and non-traditional roles for women, students discover how stereotypical images may be transcended. Students will read short fiction, poetry, and drama by a wide variety of writers to develop an understanding of the diversity within each of the literary genres and the multi-dimensional nature of women's selfhood through the ages.

***Machine Tools (MAC)*****MAC 150 Machine Tool Operations**

2 Hours

Prerequisites: Concurrent enrollment in MAC 151, 152, 153

2 hours weekly (2-0)

This course is an introductory study of shop safety, measurement and layout techniques, drills and tapping procedures, materials and fasteners, hand



tools, lathes, milling operations, beginning manual CNC part programming operations, and supportive equipment used in the machine tool industry.

### **MAC 151 Machine Tool laboratory**

2 Hours

Prerequisites: MAC 150, IND 121, or consent of instructor

4 hours weekly (0-4)

This course provides laboratory experiences involved in basic drilling operations, machines, holding devices, taps, tapping, reaming, countersinking, counterboring, boring operations, mechanical hardware, and fastening devices as used by the machinist.

### **MAC 152 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 150, IND 121, or consent of instructor

4 hours weekly (0-4)

This course is designed to provide laboratory experiences emphasizing conventional turning processes. Turning operations using tapering, external and internal threading, four-jaw chucking procedures, indicating, radius turning, and turning between centers will be emphasized.

### **MAC 153 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 150, IND 121, or consent of instructor

4 hours weekly (0-4)

This course is designed to provide laboratory experiences using conventional vertical and horizontal milling techniques. The student will complete assignments with emphasis on milling set-ups, feeds and speeds, holding jigs and fixtures, flycutting, end milling, and indicating and alignment procedures necessary to develop skills in milling. Introductory CNC milling concepts will also be emphasized.

### **MAC 154 Introduction to CNC**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

An introductory course in the study of numerical control (NC) and computer numerical control (CNC) machine processes. Emphasis will be placed on NC fundamentals, punched tape controls, computer-

controlled operations, basic machine codes, and manual part programming.

### **MAC 155 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 152, 153  
4 hours weekly (0-4)

This course is a continuation of the study of precision measuring techniques with emphasis on the use of the surface plate, height gage, sine bar, gage blocks, layout procedures, and thread measurement. Advanced conventional and CNC turning and milling assignments will be used to apply these measuring skills.

### **MAC 156 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 152, 153  
4 hours weekly (0-4)

A continuation study of the turning and milling machines with emphasis on conventional and CNC procedures. Assignments will be used that emphasize the cutting of threads, chucking procedures, holding devices, cutting speeds and feeds, horsepower requirements, offset boring, recessing, grooving, and tapering procedures.

### **MAC 157 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 156  
4 hours weekly (0-4)

A continuation study of the turning and milling machines with emphasis on conventional and CNC procedures. Advanced chucking procedures, mandrel turning, indexing operations, offset boring, angular milling, and CNC machine techniques will be emphasized.

### **MAC 158 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 153, 154, 156  
4 hours weekly (0-4)

A continuation study of the turning and milling machines with emphasis on conventional and CNC procedures. Emphasis will be placed on the CNC part program.

**MAC 159 CAM Operations**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

A continuation of the study of CNC programming with emphasis on advanced milling and turning machine techniques, program set-up, carbide tooling, program editing, ISO/EIA program input, and introductory 3D machining techniques. Students will develop programs through the EZ-CAM 3D software and the EZ-TURN software. CNC machine applications will be applied in the development of projects through laboratory experiences.

**MAC 160 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 157  
4 hours weekly (0-4)

An advanced study of CNC lathe and milling processes with an emphasis on additional thread form turning, turning eccentrics, precision boring, ring grooving, and form tool cutting procedures.

**MAC 161 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 156, 157  
4 hours weekly (0-4)

An advanced study of CNC lathe and milling processes with emphasis on the use of the follow rest, steady rest, faceplate turning, carbide tooling, advanced threading, metric threading, and advanced four-jaw indicating procedures.

**MAC 162 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 159, 160, 161  
4 hours weekly (0-4)

An advanced study of CNC milling and lathe operations with emphasis on the use of the rotary table, sine plate, circular slot cutting, "T" slots, dovetail slots, form tool cuts, keyways, keyseats, and indicating procedures.

**MAC 163 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 159, 160, 161  
4 hours weekly (0-4)

A study of advanced CNC milling and lathe operations with emphasis on the use of indexing

head procedures, direct, simple, and angular indexing, milling grooves, slots, locating of holes, precision gear cutting, and computer-aided machining applications.

**MAC 164 Machine Tool Laboratory**

2 Hours

Prerequisites: MAC 159, 160, 161  
4 hours weekly (0-4)

An advanced study of computer numerical control with emphasis placed on the development of part programs using CAM computer programming and wire EDM programming applications. The computer set-up procedures, tool cycle data, geometry, tool path, verification, plotting, editing, up-loading, and down-loading programs will be emphasized.

**MAC 180 Blueprint Reading**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course is designed for technical students, apprentices in the machine trades, and other personnel who must develop the basic skills required for visualizing and interpreting industrial prints in their jobs. Emphasis will be placed on industrial practice, types of drawings, geometric dimensioning, and the impact of computer drafting as related to the machine trades.

**MAC 200 Machine Tool Laboratory**

4 Hours

Prerequisites: None  
8 hours weekly (0-8)

This course is designed to provide laboratory experiences in machine tool processes and procedures, and skills necessary for the industrial maintenance students. Emphasis will be placed on precision measuring, drilling processes, turning, milling, grinding, and beginning CNC processes as well as other maintenance and repair procedures.

***Massage Therapy (MAS)*****MAS 101 Introduction to Massage Therapy**

3 Hours

Prerequisites: None  
3 hours (3-0)

This course introduces the student to the many cultural histories of massage and the theories behind the various techniques they will be applying,

including traditional Western (Swedish) massage, Oriental Theory, Reflexology, and Shiatsu. It will also cover the benefits and effects of massage, clinical applications of massage, endangerment sites, cautions, and contraindications. There will be a brief introduction to business.

### **MAS 102 Massage Therapy I**

5 Hours

Prerequisites: None  
8 hours weekly (2-6)

Students are introduced to the fundamentals of applied massage, including Swedish massage techniques, draping, and appropriate oils and lotions. Areas of emphasis include ethics, client intakes, privacy regulations, techniques for beginning client assessments. Tai Chi and proper body mechanics are taught for the health and safety of the practitioner. This course also includes training in on-site seated massage, introductions to Neuromuscular Therapy (NMT), deep tissue, sports, Anma & Shiatsu.

### **MAS 103 Body Anatomy for Massage Therapy**

5 Hours

Prerequisites: None  
5 hours weekly (5-0)

This course is a detailed study of the muscles, bones, and tissues of human anatomy as they pertain to massage therapy. Emphasis is on learning the identification, origin, insertion, and actions of the muscles.

### **MAS 104 Anatomy and Physiology for Massage**

5 Hours

Prerequisites: MAS 101, 102, 103  
5 hours weekly (5-0)

This course will continue with a detailed study of muscles, bones, and tissues as they pertain to therapeutic massage with emphasis on the origin, insertion and action of muscles, including synergists and antagonists. It will also address the physiology and pathologies of the different body systems to help the student make informed decisions as to the appropriate application of massage therapy.

### **MAS 105 Massage Therapy II**

5 Hours

Prerequisites: MAS 101, 102, 103, CPR Certification  
8 hours weekly (2-6)

Students will be instructed in advanced massage therapy techniques and appropriate applications including Shiatsu, deep tissue, neuromuscular technique (NMT), sports massage, stone massage and others. There will be continued instruction in Tai Chi, body mechanics and professional communication. Practice occurs in a supervised lab setting.

### **MAS 106 Advanced Massage Therapy**

3 Hours

Prerequisites: MAS 101, 102, 103  
3 hours weekly (3-0)

This course will explore theories behind the various advanced techniques in the field of massage such as Oriental theory, deep tissue, NMT, energy work, reflexology, and others. It will also cover the business side of the massage profession including marketing and bookkeeping.

### **MAS 107 Massage Clinic**

4 Hours

Prerequisites: MAS 101, MAS 102, MAS 103 and CPR Certification  
8 hours weekly (0-8)

This course provides the massage student with the opportunity to work in the clinical setting and in several on-site locations with supervised practice. Meeting times will vary.

### **MAS 108 Massage Therapy Clinic Practice**

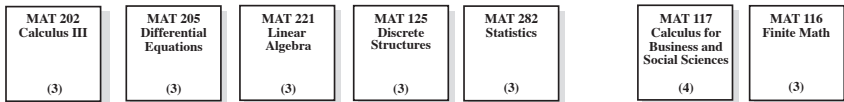
1.5 Hours

Prerequisites: MAS 101, 102, 103, BIO 105, and CPR Certification  
3 hours weekly (0-3)

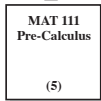
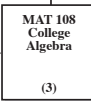
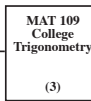
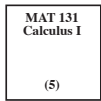
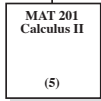
This course allows the massage student to gain additional experience in the clinical setting, with an emphasis on postural assessment, injury evaluation, and therapeutic exercise recommendations to be provided for clinic clients.

**PRE-ENGINEERING, COMPUTER SCIENCE & MATH**

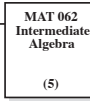
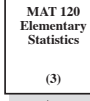
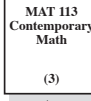
**BUSINESS ADMINISTRATION**



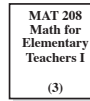
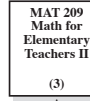
*Note:* MAT 117 is recommended immediately after MAT 108 for Business Administration majors.



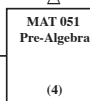
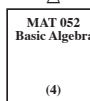
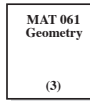
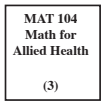
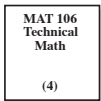
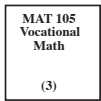
**GENERAL EDUCATION**



**ELEMENTARY TEACHERS**



**CAREER**



*Note:* If a student has not taken and passed a one-year high school geometry course and is enrolled in a transfer program, then s/he must enroll in MAT 061.



**JOHN A. LOGAN COLLEGE  
MATHEMATICS SEQUENCES**

## *Mathematics (MAT)*

### **MAT 051 Pre-Algebra**

4 Hours

Prerequisites: None  
4 hours weekly (4-0)

MAT 051 is designed as a review of the basic operations of arithmetic and an introduction to algebra. The student must earn a grade of "C" or higher in order to enroll in MAT 052. In addition, the student will need to enroll in MAT 052, MAT 061, and MAT 062 before progressing to transfer-level mathematics courses. This course will cover the integers, fractions and decimals; ratio, proportion and percent; prime numbers, factoring; exponents; and solving equations.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **MAT 052 Basic Algebra**

4 Hours

Prerequisites: MAT 051 or equivalent with a grade of "C" or higher or assessment  
4 hours weekly (4-0)

MAT 052 is designed for students with less than one year of high school algebra. The student must earn a "C" or higher in order to enroll in MAT 062. In addition, the student will need to successfully complete MAT 061 (or equivalent) and MAT 062 before progressing to transfer-level mathematics courses. This course covers the properties of real numbers; solving equations and inequalities in one variable; operations with polynomials in one variable as well as an introduction to polynomials in several variables; factoring polynomials leading to solving quadratic equations by factoring; operations with rational expressions and solving rational equations; graphing linear equations in two variables, slope, and writing equations of lines; solving systems of linear equations; and radical notation, including solving radical equations.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **MAT 052H Supplemental Study-Basic Algebra**

1 Hour

Prerequisites: Currently enrolled in MAT 052 or consent of instructor.  
1 hour weekly (1-0)

Students currently enrolled in developmental math course MAT 052 are targeted for this course, although other students may benefit from this supplemental study course. The class time will revolve around intensified tutor sessions to meet individual student need.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **MAT 061 Basic Euclidean Geometry**

3 Hours

Prerequisites: MAT 052 with a grade of "C" or higher or assessment  
3 hours weekly (3-0)

MAT 061 is designed for students who did not successfully complete at least one year of Euclidean geometry at the secondary level and therefore must fill this deficiency prior to completing the mathematics requirement for their degree from John A. Logan College. In order to help students think deductively, this course will emphasize logical reasoning, using geometric concepts and relationships as the vehicle to meet this goal. Topics include reasoning, basic logic theory, definitions, axioms, proofs, constructions, line and angle relationships, parallel lines, triangle congruency, and similarity theorems, quadrilaterals, circles, and area of polygons and circles. The ultimate purpose of this course is to help students learn to apply the principles of geometry, as well as enable them to develop logical and deductive thinking.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **MAT 062 Intermediate Algebra**

5 Hours

Prerequisites: MAT 052 and MAT 061 both with a grade of "C" or higher or assessment  
5 hours weekly (5-0)

MAT 062 is designed for students with less than two years of high school algebra. Students must earn a grade of "C" or higher in order to progress to

transfer-level mathematics courses. This course will cover linear equations and inequalities; graphs of equations—both linear and nonlinear equations; functions and graphs; slope and equation of lines; systems of equations; operations with and factoring of polynomials; operations with rational expressions and solving rational equations; operations with radical expressions and solving radical equations; rational exponents; complex numbers; quadratic equations and graphs; exponential and logarithmic functions.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **MAT 062H Supplemental Study**

1 Hour

Prerequisites: Concurrently enrolled in MAT 062  
1 hour weekly (1-0)

Students currently enrolled in developmental math course MAT 062 are targeted for this course, although other students may benefit from this supplemental study course. The class time will revolve around intensified tutor sessions to meet individual student need.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **MAT 099 Math Skills—Education**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

MAT 099 prepares students for the math component of the enhanced Basic Skills Test of the Illinois Certification Testing System (ICTS). Candidates seeking an education major for entry into the program are required to take and pass a basic skills test. The skills addressed in this course will prepare students to demonstrate quantitative literacy at the college level through the application of mathematical methods and reasoning to solutions of real-world problems.

*This is a developmental course which is used to calculate GPA at John A. Logan College, but does not transfer.*

### **MAT 104 Mathematics for Allied Health**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to prepare prospective Allied Health students in the areas of mathematics in which they must be proficient in order to accurately perform their duties as licensed Health Care professionals. Topics covered include the four basic arithmetic operations as applied to positive integers, fractions, mixed numbers, and decimals as well as metric measurements. Conversions among fractions, decimals, percents, ratios, and mixed numbers are also included. The majority of the course is devoted to real problems from pharmacology. The students are not allowed to use calculators in this course.

### **MAT 105 Vocational Mathematics**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This is a basic mathematics course for the vocational-technical student. It is not designed for college transfer. This course is designed to review and improve mathematical skills necessary for everyday calculations in the two-year technical programs. Starting from very basic mathematics, the course progresses through a minimal introduction to geometry while stressing the metric system and measurements.

### **MAT 106 Technical Mathematics**

4 Hours

Prerequisites: MAT 051 or assessment  
4 hours weekly (4-0)

MAT 106 is designed for students in technical programs who have minimal mathematics backgrounds (pre-algebra arithmetic skills). The course is designed to give the student an understanding of introductory algebra covering topics such as polynomials, linear equations and their solutions, solving systems of linear equations, factoring, and quadratic equations. Also, the metric system, ratio and proportions, geometry, and trigonometry will be emphasized. A large number of applications will be integrated throughout the course.

**MAT 108 College Algebra**

3 Hours

Prerequisites: MAT 061 and MAT 062 both with a grade of “C” or higher or assessment  
3 hours weekly (3-0)

MAT 108 is a general education mathematics course; however, it cannot be taken as the only mathematics course for the A. A. degree. College Algebra gives in-depth study of graphs of equations, functions, transformations, and polynomial and rational functions. Exponential and logarithmic functions, systems of equations and inequalities, matrices, and determinants are also covered. College Algebra requires a thorough understanding of Intermediate Algebra.

**MAT 109 College Trigonometry**

3 Hours

Prerequisites: MAT 108 with a grade of “C” or higher or assessment  
3 hours weekly (3-0)

MAT 109 in conjunction with MAT 108 will fulfill the prerequisites for MAT 131, Calculus I. This course covers trigonometric functions and inverse trigonometric functions; solutions of right triangles and oblique triangles; trigonometric identities; trigonometric equations; vectors; conic sections; sequences, series and the binomial theorem.

**MAT 111 Pre-Calculus**

5 Hours

Prerequisites: MAT 061 and MAT 062 both with a grade of “C” or higher or assessment  
5 hours weekly (5-0)

Students who successfully complete MAT 111 may use it to fulfill part of the 6 hours general education requirement in mathematics for the A. S. degree at John A. Logan College. However, MAT 111 cannot be taken as the only mathematics course for the A.A. degree. Tentatively, topics included in this course are functions, graphs, and transformations; polynomial and rational functions; exponential and logarithmic functions; angles, triangles, and trigonometric functions and their inverses; trigonometric identities, functions, and equations; triangles, vectors, and applications; systems of equations; matrices and determinants; conic sections; sequences, series, mathematical induction, and the binomial theorem.

**MAT 113 Introduction to Contemporary Mathematics**

IAI – M1 904

3 Hours

Prerequisites: MAT 061 and MAT 062 both with a grade of “C” or higher or assessment  
3 hours weekly (3-0)

MAT 113 is a general education mathematics course which fulfills 3 hours of the core curriculum’s mathematics requirement. Designed particularly for the non-science major, the course focuses on mathematical reasoning and solving of real-life problems, rather than on routine skills. Three or four of the following topics will be studied in depth: counting techniques and probability, game theory, geometry (additional topics beyond the prerequisite), graph theory, linear programming (including functions and graphs), sets and logic, mathematical modeling, the mathematics of finance, and statistics.

**MAT 116 Finite Mathematics for Business and Management**

IAI – M1 906

3 Hours

Prerequisites: MAT 108 with a grade of “C” or higher or assessment  
3 hours weekly (3-0)

While MAT 116 may be used to fulfill part of the 6 hours general education mathematics requirement for the A. S. degree at John A. Logan College, it is designed primarily for economics, business administration and accounting majors. Those students will be required to take a calculus course to complete their mathematics sequence. MAT 116 will fulfill the mathematics requirement for the A. A. degree. Topics covered include functions and lines, linear systems, linear programming, the Simplex Method, mathematics of finance, set theory, and probability. MAT 116 is not designed for mathematics or science majors.

**MAT 117 Calculus for Business and Social Sciences**

IAI – M1 900-B

4 Hours

Prerequisites: MAT 108 with a grade of “C” or higher or assessment  
4 hours weekly (4-0)

MAT 117 is designed especially for business administration and accounting majors. MAT 117 does not count toward a major or minor in science-related areas. Students who successfully complete this course fulfill the general education mathematics

requirement at John A. Logan College. MAT 117 may be taken before or after MAT 116; however, it is recommended that it be taken immediately after College Algebra (MAT 108). Topics covered include graph sketching and recognition, and differentiation and integration of polynomial, rational, exponential, and logarithmic functions. Applications from the worlds of business and social science are emphasized.

### **MAT 120 Elementary Statistics**

IAI – M1 902

3 Hours

Prerequisites: MAT 061 and MAT 062 both with a grade of “C” or higher or assessment  
3 hours weekly (3-0)

MAT 120 is a general education mathematics course which fulfills 3 hours of the core curriculum mathematics requirement. The course introduces the basic properties of descriptive and inferential statistics, basic probability theory, probability distributions, graphing, measures of location and variation, linear regression and correlation. Emphasis is placed on the application of statistics, distributions, and regression analysis.

### **MAT 125 Discrete Structures (Also CPS 202)**

IAI – M1 905, CS 915

3 Hours

Prerequisites: MAT 108 or MAT 111 either with a grade of “C” or higher or assessment  
3 hours weekly (3-0)

MAT 125 is a general education mathematics course which fulfills 3 hours of the core curriculum mathematics requirement. It will lay the groundwork for students interested in computer arithmetic, sets, relations and functions, logic, Boolean algebra, elementary matrix operations, combinations, permutations, counting techniques, and basic concepts of probability. **MAT 125 is ordinarily offered in the fall semester in odd numbered years.**

### **MAT 131 Calculus I**

IAI – M1 900-1, MTH 901

5 Hours

Prerequisites: MAT 109 or MAT 111 either with a grade of “C” or higher or assessment  
5 hours weekly (5-0)

MAT 131 will cover the basic concepts and techniques of single variable calculus. Although careful definitions and statements will be given, emphasis on formal proof will be minimal. Topics

will include limits and their properties, differentiation of single variable functions, integration of elementary functions, and several applications of differentiation and integration associated with analytic geometry and physics. Students who successfully complete this course fulfill the general education mathematics requirement of John A. Logan College.

### **MAT 201 Calculus II**

IAI – M1 900-2, MTH 902

5 Hours

Prerequisites: MAT 131 with a grade of “C” or higher.  
5 hours weekly (5-0)

MAT 201 is a continuation of MAT 131. Students who successfully complete this course fulfill the general education mathematics requirement of John A. Logan College. Topics include integration, methods of integration, applications of integration, infinite series, power series, polar coordinates, parametric equations, and introduction to three-dimensional and integral calculus.

### **MAT 202 Calculus III**

IAI – M1 900-3, MTH 903

3 Hours

Prerequisites: MAT 201 with a grade of “C” or higher  
3 hours weekly (3-0)

MAT 202 is an introduction to multivariable calculus. Topics include vectors in two and three dimensions; vector operations; planes and lines in space; cylinders, quadric surfaces, and surfaces of revolution; cylindrical and spherical coordinates; vector-valued functions (space curves); limits, continuity, differentiation, differentials, iterated integrals, double integrals, triple integrals and applications of functions of two or three variables; optimization using Lagrange multipliers; directional derivatives, gradients, and the Jacobian.

### **MAT 202H Supplemental Study: Calculus III**

1 Hour

Prerequisites: Concurrent enrollment in MAT 202  
1 hour weekly (1-0)

MAT 202H is a supplemental study course designed to be taken concurrently with MAT 202. This course is designed for students who are having or have had difficulties with Calculus III. The focus will be on supplementing the existing MAT 202 class with in-class exercises, demonstrations, and small group activities. The student will receive a pass/fail grade based upon attendance and participation.



### **MAT 205 Differential Equations**

IAI – MTH 912

3 Hours

Prerequisites: MAT 201 with a grade of “C” or higher

3 hours weekly (3-0)

MAT 205 is an introduction to differential equations. Topics include standard solution techniques for first order linear, separable, exact, and/or homogeneous equations; standard solution techniques for homogeneous second and higher order equations with constant coefficients; linear independence of solutions; the Wronskian; the methods of reduction of order, undetermined coefficients and variation of parameters; Cauchy-Euler equations; the existence and uniqueness of solutions; the Laplace transform, transfer and impulse response functions. Further topics may be chosen from system and plane analysis, Newtonian mechanics, RLC circuit analysis, power series methods, numerical methods, stability of solutions, the heat equation and Fourier Series, or Bessel functions. **MAT 205 is offered in the spring semester only.**

### **MAT 205H Supplemental Study: Differential Equations**

1 Hour

Prerequisites: Concurrent enrollment in MAT 205  
1 hour weekly (1-0)

MAT 205H is a supplemental study course designed to be taken concurrently with MAT 205. This course is designed to help students use the computer to aid in the study of differential equations. The focus will be on supplementing the existing MAT 205 class with in-class exercises, demonstrations, and small group activities. The student will receive a pass/fail grade based upon attendance and participation.

### **MAT 208 Math for Elementary Teachers I**

3 Hours

Prerequisites: MAT 061 and MAT 062 both with a grade of “C” or higher or assessment  
3 hours weekly (3-0)

MAT 208 is the first of two courses in the mathematics sequence required for elementary and/or special education majors. It covers sequences, problem solving, set theory, logic, numeration systems and whole numbers, integers, number theory, rational numbers, irrational numbers, and the real number system. In order to receive credit, the student must earn a grade of “C” or higher.

### **MAT 209 Math for Elementary Teachers II**

IAI – M1 903

3 Hours

Prerequisites: MAT 208 with a grade of “C” or higher

3 hours weekly (3-0)

MAT 209 is the second of two courses in the mathematics sequence required for elementary and/or special education majors. The completion of the two course sequence (MAT 208 and MAT 209) will meet the general education mathematics core requirement. It includes percent, real numbers, probability, statistics, geometric figures, congruencies, similarities, concepts of measurement (including the metric system), and coordinate geometry. In order to receive credit, the student must earn a grade of “C” or higher.

### **MAT 221 Introduction to Linear Algebra**

IAI – MTH 911

3 Hours

Prerequisites: MAT 201 with a grade of “C” or higher

3 hours weekly (3-0)

MAT 221 is an introduction to the theory and application of linear algebra. Topics include: vectors; operations on matrices; matrices; inverse of a matrix; solution of systems of linear equations; rank of a matrix; vector spaces and subspaces; linear dependence and independence; basis and dimension; linear transformations; sums, composites, inverses of linear transformations; range and kernel of a linear transformation; proof; determinants; eigenvalues and eigenvectors; orthogonality and inner product spaces. Emphasis is placed on the application of linear algebra and formal verification of theoretical properties. Applications include polynomial curve fitting, network analysis, stochastic matrices, Leontief Input-Output models, least squares regression analysis, eigenvalue problems, applications in analytic geometry, and least squares approximations. **MAT 221 is ordinarily offered in the spring semester in even numbered years.**

### **MAT 282 Statistics**

IAI – M1 902

3 Hours

Prerequisites: MAT 108 with a grade of “C” or higher or assessment

3 hours weekly (3-0)

MAT 282 is designed to meet the needs of students requiring a statistics course with a college algebra

prerequisite in their programs. Topics include descriptive statistics, including graphical and numerical, basic probability theory, probability distributions, inferences involving estimation, and hypothesis testing, correlation and regression, and analysis of variance. **MAT 282 is ordinarily offered in the summer semester only.**

### *Medical Assistant (MDA)*

#### **MDA 120 Introduction to Medical Assisting**

3 Hours

Prerequisites: NAD 101  
3 hours weekly (3-0)

This course lays a foundation for the completion of the MDA program by presenting broad aspects related to each component of being an entry-level professional medical assistant. The course orients students to the clinical, clerical, and content-based areas of front and back office practices, along with the primary scientific and psychological concepts underlying a competent medical assistant's career. This course transitions from the NAD 101 CNA training. Students will be able to evaluate their potential to succeed as a medical assistant.

#### **MDA 122 Medical Office Procedures**

4 Hours

Prerequisites: BUS 115, NAD 101 and admission to the Medical Assistant Program.  
5 hours weekly (3-2)

The core competencies needed to efficiently manage the front office in a health-care setting will be emphasized in this course. Communication skills for oral and written business transactions, electronic technology applications, bookkeeping procedures, legal concepts, medical records and facility management; community resources; and the frameworks for quality control and assurance are covered.

#### **MDA 124 Medical Terminology and Coding**

3 Hours

Prerequisites: Admission to the Medical Assistant Program or the instructor's consent.  
3 hours weekly (3-0)

The basic structure of medical words, including the applications of medical terminology; a general overview of the current diagnostic and procedural CPT/ICD-9 coding protocols and medical practice reimbursements are presented in this course.

#### **MDA 130 Pharmacology**

3 Hours

Prerequisites: BIO 105, MDA 120, MDA 122, MDA 124, Mathematics placement score above the College's developmental level or MAT 051 or higher, or MAT 104 with a grade of "C" or better.  
4 hours weekly (2-2)

Basic pharmacological considerations commonly seen in outpatient settings, including the proper techniques and calculations involved in the selection, preparation, administration, and monitoring of medications given via oral and parenteral (excluding IV) routes are covered in this course.

#### **MDA 132 Medical Clinic Procedures**

4 Hours

Prerequisites: BIO 105, MDA 120, MDA 122, MDA 124 and admission to the Medical Assistant Program or consent of the program director.  
5 hours weekly (3-2)

The fundamental tasks and procedures related to the clinical operations in an ambulatory healthcare facility are presented in this course. Course components include the theory related to clinical procedures involving patient care and instructions; assisting with specialty examinations and procedures and office/ambulatory surgery; rehabilitation and therapeutic modalities; nutrition in health and disease; and diagnostic testing.

#### **MDA 133 Medical Office Laboratory Procedures**

2 Hours

Prerequisites: BIO 105, MDA 120, MDA 122, MDA 124 and admission into the Medical Assistant program or consent of the program director.  
3 hours weekly (1-2)

Medical Office Laboratory Procedures introduces the medical assistant student to standard laboratory procedures within a medical office. Health and safety guidelines, types of laboratory testing, quality control, specimen collection, and uses of microscopes are included. Students will learn basic phlebotomy techniques and perform collection methods. Hematology, urinalysis, basic microbiology, and other specialty laboratory tests are reviewed.

**MDA 134 Externship**

3 Hours

Prerequisites: BIO 105, MDA 120, MDA 122, MDA 124, and a grade of "C" or better at the midterm in MDA 130, MDA 132, and MDA 133.

11 hours weekly (1-10)

This course is a practical externship at ambulatory health care sites designed to reinforce classroom theory and applications for medical assisting students to gain hands-on experience.

***Manufacturing Technology (MFT)*****MFT 101 Production Technology**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course introduces the student to production technologies. It will include the study of computers, CAD, CAM, industrial robots, PLCs, CNC applications, materials handling, inspection by vision, production, planning, scheduling, purchasing, inventory management, and other processes that insure optimum productivity. The student will gain an understanding of how these entities must be integrated for the total production system.

**MFT 103 Industrial Robots and PLCs**

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

This course introduces the student to industrial robots. Included is the operation of PLCs. The student will learn ladder diagram programming of PLCs and point-to-point programming for industrial robots. The student will also write programs to integrate various equipment using the PLCs.

**MFT 110 Statistical Process Control**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This course is designed to give students an understanding of quality and the use of statistical process control. Topics covered in this class include: quality, bar charts, Pareto diagrams, histograms, X-R charts, I-R charts, P charts, and process capability.

**MFT 201 PLC Manufacturing Systems**

3 Hours

Prerequisites: MFT 103 and ELT 100 or 102 or consent of instructor  
5 hours weekly (1-4)

This course gives the student hands-on experience with PLC systems. Included are certain technical and internal integration technologies utilizing automated manufacturing systems to demonstrate how CIM works in application. Supporting equipment will also be used.

***Management (MGT)*****MGT 112 Principles of Management**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to introduce the concepts, terminology, principles, practices, and techniques of management. Emphasis is placed on managing in a diverse, global, technologically driven, fast-changing economic environment. The four basic management functions of planning, organizing, leading and controlling will be explored in the course.

**MGT 116 Supervisory Techniques of Management**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to provide preparation in areas such as the functions of organizations, communication, personnel management, leadership, motivational factors, employee appraisal, productivity, and career paths for supervisors.

**MGT 225, 226 Coordinated Marketing Mid-Management Training**

3 Hours

Prerequisites: Consent of Chair of Department of Business  
15 hours weekly (0-15)

This course is designed to provide students with an opportunity to apply knowledge and skills acquired in the classroom to actual employment applications. Students will work in approved business and industry setting; the instructor-coordinator and the on-the-job supervisor will assist students in determining learning objectives, upgrading skills, and strengthening weaknesses.

### **MGT 228 Small Business Management**

3 Hours

Prerequisites: BUS 110

3 hours weekly (3-0)

Attention is focused upon the proper procedures for developing and operating a profitable small business, both Internet and brick and mortar. Students will be introduced to the types of decisions faced by entrepreneurs and managers in on-going firms, and the application of professional business disciplines.

## ***Marketing (MKT)***

### **MKT 113 Principles of Marketing I**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

An introductory course designed to expose the student to today's marketing in the new millennium and keeping up with change. This course contains the study of the contemporary marketing environment; managing technology to achieve marketing success; marketing planning, information, and segmentation; customer behavior; product strategy; distribution strategy; promotional strategy; and pricing strategy.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

### **MKT 130 Sales I**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

A course in the theory and application of professional salesmanship. Modern techniques for making a sale are taught including prospecting, preapproach, approach, presentation, handling objections, proper closings, follow-up and customer service. Also involved is a study of building partnerships, ethics, global and cultural diversity and technology.

### **MKT 131 Sales II**

3 Hours

Prerequisites: BUS 130 or equivalent

3 hours weekly (3-0)

A continuation of MKT 130, consisting of a review on the entire sales presentation, with emphasis placed

on building partnerships, formal negotiations, advanced closings, handling objections, and sales management. In addition, emphasis will be placed on professional presentations, and the students will be video taped for professional communication development.

### **MKT 224 Advertising**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

An analysis of the principles and practices used in the various types of modern day advertising. Principles of advertising, involving an application of planning, financing, and managing a campaign. Emphasis is placed on the effectiveness of advertising in the total marketing structure.

### **MKT 290 International Marketing**

3 Hours

Prerequisites: MKT 101

3 hours weekly (3-0)

Summarizes the significance and benefits of international marketing to the U. S. The student will be able to state the importance of cultural, legal, economic and environmental factors in marketing. Identifies marketing mix options for specific world markets. Evaluates the effect of tariffs, quotas, subsidies, nationalization, and state-owned corporations on growth of world trade. Analyzes foreign markets through secondary research (Internet). Organizes and administers global marketing activities. Develops a portfolio for marketing a product in a foreign market.

## ***Medical Laboratory Technology (MLT)***

### **MLT 120 Introduction to Clinical Laboratory**

3 Hours

Prerequisites: Admission to Medical Laboratory Technology Program

4 hours weekly (2-2)

Acquaints the student with the profession of medical laboratory technology. Includes an overview of the major disciplines in laboratory medicine, basic laboratory mathematics, collection and handling of specimens, handling and care of laboratory equipment, preparation of solutions and media, methods of sterilization, and the basic elements of quality control. The student is introduced to the disciplines of hematology, immunohematology, clinical chemistry, urinalysis, and microbiology.

**MLT 121 Serology**

1.5 Hours

Prerequisites: MLT 120

2 hours weekly (1-1)

An introduction to immunology with emphasis on applied serology. The immune response, properties and synthesis of antibodies, antigens, and antibody reactions, and the serological procedures most widely performed in the clinical laboratory are the major topics for discussion.

**MLT 122 Clinical Microscopy**

1.5 Hours

Prerequisites: MLT 120

2 hours weekly (1-1)

A study of the theory and microscopic examination of urine and other body fluids (i.e., synovial fluid, thoracentesis fluid, semen, and gastric fluid).

**MLT 123 Phlebotomy**

3 Hours

Prerequisites: Successful completion ("C" or higher) in MLT 120

4 hours weekly (2-2)

MLT Phlebotomy covers the phlebotomist's role in health care, confidentiality and ethics; Patient's Bill of Rights; Quality Assurance; basic anatomy and physiology of the circulatory system, safety, infection-control, isolation techniques; OSHA standards; handling accidental needle stick exposures; phlebotomy equipment; phlebotomy technique on routine venipunctures, dermal punctures, and drawing difficult patients; specimen collection and handling techniques; compliance; customer service; patient identification procedures; and competency in phlebotomy. In addition, the student will learn the theory of arterial punctures, but will observe only, in the clinical setting. The student will perform 100 venipunctures during the eight weeks of clinical rotation for recommended experience and competency as well as specimen collection and handling procedures.

**MLT 223 Immunohematology**

4 Hours

Prerequisites: MLT 121, 122

5 hours weekly (3-2)

A study of the blood groups of mankind and their significance in bloodbanking and transfusion services. Included are the inheritance and properties of blood group antigens and their

corresponding antibodies, methods of detection and identification, hemolytic disease processes, and the collection and processing of blood and blood components to ensure safe transfusion. Blood group immunology, record keeping, and quality control are stressed.

**MLT 225 Clinical Chemistry**

4 Hours

Prerequisites: MLT 223

5 hours weekly (3-2)

A study of the diagnostic chemistry tests in the average clinical laboratory. Includes normal physiology, principles of the reactions and interpretation of test results. Includes basic instrumentation, laboratory mathematics, and quality control.

**MLT 228 Hematology and Hemostasis**

5 Hours

Prerequisites: MLT 120, MLT 121, MLT 122, MLT 123

6 hours weekly (4-2)

This course offers an introduction to the study of clinical hematology and hemostasis, which emphasizes the basic procedures performed in most clinical laboratories as well as their uses in the diagnosis and follow up of hematological and coagulation disorders. The role of the laboratory in the diagnosis of anemias, leukemias, myeloproliferative disorders, and other diseases affecting the hematopoietic system is stressed along with the hemostatic component, coagulation factors, coagulation cascade mechanism, heredity and acquired bleeding disorders, coagulation factor deficiencies, therapeutic regimes, and laboratory methods for analysis of clinical conditions.

**MLT 229 Applied Clinical Microbiology**

5 Hours

Prerequisites: MLT 223, MLT 228, MLT 251

6 hours weekly (4-2)

This course is a study of the normal and pathogenic microflora of man with an emphasis on the methods used for isolation, recognition and identification of microorganisms of medical significance. Included are the types of media used for culturing microorganisms, descriptive cellular and colonial morphology, stains and staining reactions, drug susceptibility testing and procedures used for species identification. Emphasis on host parasite relationships, medical bacteriology, virology, parasitology, and mycobacteria is also stressed.

**MLT 251 Clinical Rotation I**

3 Hours

Prerequisites: MLT 223  
15 clinical hours (0-15)

Supervised clinical experience. Students rotate in hematology/coagulation and immunohematology during the last 6 ½ weeks of the semester.

**MLT 252 Clinical Rotation II**

3 Hours

Prerequisites: MLT 251  
15 clinical hours (0-15)

Supervised clinical experience. Students rotate in clinical chemistry/clinical microscopy, and clinical microbiology/serology.

### *Music (MUS)*

**MUS 101 (A-D) Choral Ensemble**

1-4 Hours

Prerequisites: None  
3 hours weekly (0-3)

The John A. Logan College Choral Ensemble is a non-auditioned performance ensemble. The choir performs many times throughout the year including, but not limited to a Holiday Collage, Spring Concert, Spring Musical, and various outside arenas. Musical selections are chosen from a wide variety of repertoire representing styles from the early Renaissance through the 21<sup>st</sup> century. Music majors are required to take one faculty-supervised ensemble every semester of enrollment.

**MUS 102 (A-D) Chamber Ensemble**

1-4 Hours

Prerequisites: Consent of instructor  
3 hours weekly (0-3)

The John A. Logan College Chamber Ensemble, also known as the Logan Singers, is open to a limited number of auditioned singers. It is designed to give students experience with choral music specifically written for small groups. Outside of presentations with the Choral Ensemble, the Logan Singers will often perform at area civic and community events as well as public relations venues.

**MUS 103 Symphonic Band**

1 Hour

Prerequisites: None  
3 hours weekly (0-3)

This class is designed to give students the opportunity to prepare and perform as a part of a symphonic band. As a part of the course, students will give public performances throughout the semester.

**MUS 105 Music Appreciation**

IAI – F1 900  
3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Music Appreciation is designed to familiarize the student with outstanding works of musical composition by means of recordings. This includes an emphasis on the elements of music, various musical forms and periods, and great composers and performers from antiquity through the 21<sup>st</sup> century.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

**MUS 106 Beginning Class Piano I**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

A class designed to teach basic musical information and keyboard skills with actual keyboard instruction. Available in the piano laboratory. Elementary education or child care students will find this class particularly useful.

**MUS 108 Aural Skills I**

1 Hour

Prerequisite: Must be taken in sequence  
2 hours weekly (0-2)

MUS 108 is the first in a four-semester sequence of courses in which music majors need to enroll each term. It is the accompanying course of MUS 121. It includes the sequential development of ear training, sight singing, and dictation and may include piano keyboard-assisted instruction.

**MUS 109 Aural Skills II**

1 Hour

Prerequisites: Must be taken in sequence  
2 hours weekly (0-2)

MUS 109 is the second in a four-semester sequence of courses in which music majors need to enroll each term. It is the accompanying course of MUS 122. It includes the sequential development of ear training, sight singing, and dictation and may include piano keyboard-assisted instruction.

**MUS 110 Music Fundamentals**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Music Fundamentals is designed for the student who desires knowledge of the basic concepts of rhythm, notation, music reading, scales, chords, and other theoretical applications of music. It assumes no previous knowledge or formal training.

**MUS 111, 112, 113 Applied Music\***

1-2 Hours

Prerequisites: Must be taken in sequence  
2 hours weekly (0-2) for 1 credit  
4 hours weekly (0-4) for 2 credits

Private lessons on any classical instrument are available through John A. Logan College. Lessons are given on campus whenever possible or by qualified instructors in a private studio. Lessons incorporate representative solo and study materials and a basic knowledge of appropriate literature. Students will develop basic knowledge through advanced performance skills. A student may take up to six semesters of the same instrument for college credit. Music majors are required to take applied lessons every semester of enrollment. Students should consult with the Applied Lessons Coordinator to begin lessons.

\*Applied Music Sections:

A	Voice	K	Bassoon
B	Piano	L	Saxophone
C	Organ	M	Percussion
D	Violin	N	French Horn
E	Viola	O	Trumpet
F	Cello	P	Trombone
G	String Bass	Q	Tuba
H	Flute	R	Baritone
I	Oboe	S	Harpsichord
J	Clarinet	T	Guitar
		U-Z	Other

*Some Applied Music courses are also offered as part of the study abroad program. Contact the International Education Coordinator for more information.*

**MUS 116 Jazz Band**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This is a select instrumental ensemble which rehearses and performs a variety of jazz arrangements. The Jazz Band will perform several times a year.

**MUS 117 Marching Band**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This is a select instrumental ensemble which rehearses and performs a variety of marching band arrangements. The Marching Band will perform several times a year.

**MUS 118 Community Band**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

An elective course offered for students who participate in community band or community orchestra.

**MUS 119 Community Orchestra**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

An elective course offered for students who participate in community band or community orchestra.

**MUS 121 Theory of Music**

3 Hours Each

Prerequisites: Students will be given a music theory assessment during the first week of class. Students not meeting minimum criteria will be required to enroll in MUS 110 in conjunction with MUS 121. 3 hours weekly (3-0)

A course for the student who desires in-depth knowledge of the rules and principles involved in part writing. Studies the 17<sup>th</sup> century techniques of

writing music. MUS 108 and 109 are companion courses and must be taken the same semester as MUS 121 and MUS 122.

### **MUS 122 Theory of Music**

3 Hours Each

Prerequisites: Fundamentals of Music (MUS 110) is required or proficiency must be passed.  
3 hours weekly (3-0)

A course for the student who desires in-depth knowledge of the rules and principles involved in part writing. Studies the 17<sup>th</sup> century techniques of writing music. Required for music majors and minors. MUS 108 and 109 are companion courses and must be taken the same semester as MUS 121 and MUS 122.

### **MUS 123 Music Ensemble**

1 Hour

Prerequisites: Consent of instructor  
3 hours weekly (3-0)

Students may acquire no more than four hours credit and not more than two hours per year. Hours are to be secured for participating in musical activities. Designed to provide students with a combination of instrumental and vocal music experience and to develop skills in concentrated areas of music. Students may receive the opportunity to participate in musicals such as Lil Abner, The Fantastics, Showboat, Oklahoma, Charlie Brown, The Wizard of Oz, Little Mary Sunshine, Paint Your Wagon, Annie Get Your Gun, and Man of LaMancha.

### **MUS 128 Community Band II**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

Students will experience musicianship, music interpretation, styles, music from the various music historical periods, proper tone production, color, balance, blend, intonation, dynamics, music of the various idioms, rhythm, music of various ethnic origins, and proper stage presentation as defined by professional musicians. Students will experience concert preparation.

### **MUS 129 Community Orchestra II**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

Students will experience musicianship, music interpretation, proper tone production, color, balance, blend, intonation, dynamics and rhythm. Students will also learn proper rehearsal and concert preparation skills. Students will also be exposed to a variety of different musical styles, historical periods, and ethnic origins and give the students a variety of experiences in performing at different types of musical events as selected and scheduled by the orchestra conductor.

### **MUS 208 Aural Skills III**

1 Hour

Prerequisites: MUS 109. Must be taken in sequence.  
2 hours weekly (0-2)

MUS 208 is the third in a four-semester sequence of courses in which music majors need to enroll each term. It is the accompanying course of MUS 221. It includes the sequential development of ear training, sight singing, and dictation and may include piano keyboard-assisted instruction.

### **MUS 209 Aural Skills IV**

1 Hour

Prerequisites: MUS 208  
2 hours weekly (0-2)

MUS 209 is the fourth and final class of a four-semester sequence of courses in which music majors need to enroll each term. It is the accompanying course of MUS 222. It includes the sequential development of ear training, sight singing, and dictation and may include piano keyboard-assisted instruction.

### **MUS 211, 212, 213 Applied Music\***

1-2 Hours

Prerequisites: Must be taken in sequence  
2 hours weekly (0-2) for 1 credit  
4 hours weekly (0-4) for 2 credits

Private lessons on any classical instrument are available through John A. Logan College. Lessons are given on campus whenever possible or by qualified instructors in a private studio. Lessons incorporate representative solo and study materials and a basic knowledge of appropriate literature. Students will develop basic knowledge through



advanced performance skills. A student may take up to six semesters of the same instrument for college credit. Music majors are required to take applied lessons every semester of enrollment. Students should consult with the Applied Lessons Coordinator to begin lessons.

\*Applied Music Sections:

A	Voice	K	Bassoon
B	Piano	L	Saxophone
C	Organ	M	Percussion
D	Violin	N	French Horn
E	Viola	O	Trumpet
F	Cello	P	Trombone
G	String Bass	Q	Tuba
H	Flute	R	Baritone
I	Oboe	S	Harpsichord
J	Clarinet	T	Guitar
		U-Z	Other

### **MUS 218 Advanced Community Band**

1 Hour

Prerequisites: Must have at least two years' experience on their instrument and have the ability to play the music of an advanced instrumental organization.

2 hours weekly (0-2)

Students will experience musicianship, music interpretation, styles, music from the various music historical periods, proper tone production, color, balance, blend, intonation, dynamics, music of the various idioms, rhythm, music of various ethnic origins, and proper stage presentation as defined by professional musicians. Students will experience concert preparation.

### **MUS 219 Advanced Community Orchestra**

1 Hour

Prerequisites: Must be proficient on their instrument and have the ability to play the music of the orchestral ensemble. Since this is an orchestral ensemble, all-proficient string players are accepted. Brass, winds, and percussion players are accepted as positions become available.

2 hours weekly (0-2)

Students will experience musicianship, music interpretation, proper tone production, color balance, blend, intonation, dynamics and rhythm. Students will also learn proper rehearsal and concert preparation skills. Students will also be exposed to a variety of different musical styles, historical periods, and ethnic origins and give the students a variety of experiences in performing at different of

musical events as selected and scheduled by the orchestra conductor.

### **MUS 221 Advanced Theory of Music I and MUS 222 Advanced Theory of Music II**

3 Hours

Prerequisites: Must have completed MUS 121 and 122 and taken in sequence  
3 hours weekly (3-0)

Advanced course in continuing sequence to MUS 121 and 122. Companion courses are MUS 208 and 209.

### **MUS 225 Music Literature/History**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Music Literature/History provides an introduction to the standard concert repertory through intensive guided listening. Representative works by major composers are chosen to illustrate the principal styles, forms, and techniques of vocal and instrumental music. It is a preparatory course for the professional study of music and assumes a fundamental knowledge and understanding of the elements of music.

### **MUS 250 Advanced Community Orchestra I**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A course offered for students who participate in community band or community orchestra.

### **MUS 251 Advanced Community Orchestra II**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A course offered for students who participate in community band or community orchestra. A continuation of MUS 250.

### **MUS 252 Advanced Community Orchestra III**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A course offered for students who participate in community band or community orchestra. A continuation of MUS 251.

**MUS 253 Advanced Community Orchestra IV**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A course offered for students who participate in community band or community orchestra. A continuation of MUS 252.

***Nursing Assistant Training (NAD)*****NAD 098 Manual Skills Evaluation**

.5 Hours

Prerequisites: Current Illinois RN Licensure  
.5 hours weekly (.5-0)

This course is an evaluator workshop that will qualify participants to test manual skills in the Basic Nursing Assistant Training Program. Participants will be required to demonstrate a teaching style. This course is approved by the Illinois Department of Public Health.

**NAD 099 Alzheimer's Disease and Disorders**

.5 Hours

Prerequisites: Current Illinois RN Licensure  
.5 hours weekly

This course provides information about the Alzheimer's disease and related disorders. At the completion of the course, the graduate will be able to teach the Alzheimer's portion of the certified nursing assistant course.

**NAD 101 Nursing Assistant Training**

7 Hours

Prerequisites: None  
10.5 hours weekly (5.5-5)

This course is designed to train students to be competent in skills necessary for the nursing assistant to function successfully in a hospital, long-term care facility, or other health care facilities. The nursing assistant will provide services related to the comfort and welfare of the resident under direct supervision of the licensed nurse or physician. Some topics to be covered include body mechanics, transfer techniques, basic anatomy and physiology, personal care, vital signs, rehabilitation, death, Alzheimer patient care, dying, and post-mortem care. Cardiopulmonary resuscitation is also included.

**NAD 200 Train the Trainer**

2 Hours

Prerequisites: Current Illinois RN Licensure  
2 hours weekly (2-0)

Successful completion of this course will qualify RNs licensed in Illinois to develop and teach the Basic Nursing Assistant Training Program, including the Alzheimer's portion of the curriculum. The evaluator workshop is also being conducted. The Evaluator Workshop portion of the program will qualify participants to test manual skills in the Basic Nursing Assistant Training Program. Participants will be required to demonstrate a teaching style. This course is approved by the Illinois Department of Public Health.

***Orientation (ORI)*****ORI 100 Seminars for Success**

.5-4 Hours

Prerequisites: None  
.5-4 hours weekly (.5-4)

Seminars, conferences, special project(s), or professional meetings maximizing one's potential in college, the workplace, or in lifelong learning.

**ORI 101 Student Success Seminar**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is designed to provide the Deaf/Hard of Hearing student with the necessary prerequisite skills for successful college completion through practice and discussion of study skills, independent living skills, interpersonal relationships, academic goals and learning styles, career exploration, the use of interpreters in academic and community settings, and self-discipline. This course is intended to enhance the transition from high school to college and from school to work.

**ORI 102 Student Success Seminar II**

3 Hours

Prerequisites: ORI 101  
3 hours weekly (3-0)

A continuation of Student Success Seminar I. Topics include advanced study skills, support services in academic settings, time management for long-term projects, work ethics in academic and employment settings, key factors affecting personal and professional success, drug and alcohol abuse

issues, and the use of library resources. This class is designed for deaf and hard of hearing students.

### **ORI 103 Orientation to Financial Services**

.5 Hours

Prerequisites: None  
.5 hours weekly (.5-0)

This is a general overview for all first-time students who are attempting to receive financial services from John A. Logan College. The course will cover the various types of financial aid offered at the College, Pell Grants, MAP Grants, loans, and other forms of aid. The course will also cover federal regulations and policies covered by the Department of Education for the proper disbursement and continuation of financial services. The students will be informed about John A. Logan College policies as they relate to completion rates, GPA and other factors that allow students to continue their financial aid eligibility. This will be an on-line course. The course has tests built in after each section to determine if the students grasp the information and understand certain policies and procedures.

### **ORI 110 Seminars for Success**

4 Hours

Prerequisites: None  
4 hours weekly (4-0)

Seminars maximizing one's potential in college, the workplace or in lifelong learning will be presented. These seminars will enhance and improve the abilities of the participants.

### **ORI 200 Job Skills Improvement**

4 Hours

Prerequisites:  
4 hours weekly (4-0)

This course is designed to familiarize students with the internet as an instructional tool. Broad internet topics will be covered as well as on-line courses from both a student and instructional perspective.

## ***Occupational Therapy Assistant (OTA)***

### **OTA 110 Clinical Observation**

2 Hours

Prerequisites: BIO 205 and Admission to the Occupational Therapy Assistant Program  
4 hours weekly (1-3)

This Level I Fieldwork experience provides the student introductory contact with persons of differing

age and ability levels. Students will be rotated through approved agencies and centers and begin, under supervision, to practice: (1) critical observation of abilities and disabilities within physical, emotional, cognitive, and social domains; and (2) therapeutic communication techniques.

### **OTA 112 Activities of Daily Living**

3 Hours

Prerequisites: OTA 110, 130, 131, 132, 210  
5 hours weekly (2-3)

Basic self-care skills of feeding, hygiene, and dressing, independent living skills of communication, home management, architectural barrier modification, and community resources are stressed. Adaptation to equipment and assistive devices necessary to perform ADL tasks are reviewed.

### **OTA 120 Occupational Therapeutic Media**

3 Hours

Prerequisites: OTA 110, 130, 131, 132, 210  
5 hours weekly (2-3)

Theory and practice of selected creative manual arts, includes learning basic skills, concepts of activity analysis in practical application, instruction of individuals and groups, problem-solving, therapeutic application, and laboratory and equipment maintenance.

### **OTA 122 Occupational Therapy Group Process**

2 Hours

Prerequisites: OTA 110, 130, 131, 132, 210  
4 hours weekly (1-3)

Exploration of the use of groups in occupational therapy treatment. Occupational therapy models of practice and protocol across the lifespan are emphasized. Group leadership, group facilitation, and activity selection skills will be developed.

### **OTA 130 Introduction to Occupational Therapy**

2 Hours

Prerequisites: BIO 205 and Admission to Occupational Therapy Assistant Program  
2 hours weekly (2-0)

Overview of the profession with emphasis on its history, philosophy, and organization. Explores the role of occupational therapy personnel and domain of treatment. Students are introduced to the Occupational Therapy Practice Framework.

**OTA 131 Disease and Impact on Occupation**

3 Hours

Prerequisites: BIO 205 and Admission to Occupational Therapy Assistant Program  
3 hours weekly (3-0)

This course provides an overview of the etiology, clinical course, management, and prognosis of congenital and developmental disabilities, acute and chronic disease processes, and traumatic injuries, and examines the effects of such conditions on occupational performance throughout the lifespan as well as explores the effects of wellness on the individual, family, culture, and society.

**OTA 132 Occupational Development**

1 Hour

Prerequisites: BIO 205 and Admission to the Occupational Therapy Assistant Program  
3 hours weekly (0-3)

Occupational Development is an overview of movement development and movement patterns required for the participation in occupations. An introduction to Occupational Therapy Practice Framework and theories that impact movement and occupational participation are also presented. The course explores the general to more specific aspects of movement development for occupational performance.

**OTA 133 Clinical Rotation I**

1 Hour

Prerequisites: OTA 110, 130, 131, 132, 210  
3 hours weekly (0-3)

This Level I Fieldwork experience is designed to build Physical Disabilities clinical skills with the student. Students will complete in-class laboratory as well as assigned clinical rotations in select physical disability settings. The course will focus on preparatory (including Physical Agent Modalities), purposeful and occupational treatment techniques for orthopedic and neurological disabilities. In the clinic students will provide hands-on therapy under the direct, line-of-sight supervision of a qualified occupational therapy practitioner. Students will begin the process of developing treatment plans and procedures, adapting equipment, and activities.

**OTA 134 OT in Physical Disabilities**

3 Hours

Prerequisites: OTA 110, 130, 131, 132, 210  
5 hours weekly (2-3)

Overview of occupational therapy theory and techniques as they relate to medical conditions referred to occupational therapy; coverage of etiology, body systems affected, residual effects and medical management; study of methods of prevention, reduction, or alleviation of certain aspects of disease/illness which impede activities and self-care performance.

**OTA 200 Psychosocial Therapy and Practice**

3 Hours

Prerequisites: OTA 112, 120, 122, 133, 134  
5 hours weekly (2-3)

Overview of occupational therapy psychosocial theory and techniques as they relate to various classifications of behavioral disorders and developmental disabilities. Group leadership, development of communication, observation skills, and use of self as a therapeutic modality are emphasized.

**OTA 205 Occupational Therapy in Pediatrics**

4 Hours

Prerequisites: OTA 112, 120, 122, 133, 134  
6 hours weekly (3-3)

In analysis of occupational function and dysfunction, this course presents sequential normal and pathological development from birth through adolescence across sensorimotor, play/leisure, cognitive, affective, and self-care/work readiness domains. It investigates issues, treatment, and service systems in effective occupational performance.

**OTA 210 Occupational Therapy Theory I**

4 Hours

Prerequisites: BIO 205 and Admission to the Occupational Therapy Assistant Program  
6 hours weekly (3-3)

Introduction to the fundamental concepts of joint and muscle movement. Overview of sensory systems, musculoskeletal systems, neuroanatomy, kinesiology, and basic assessment of previously mentioned.

### **OTA 217 Fieldwork Experience I**

4.5 Hours

Prerequisites: Successful completion of ALL academic coursework, except OTA 250.  
20.5 hours weekly (0.5-20)

Development of professional skills through supervised application of treatment principles. This first Level II Fieldwork experience is designed to provide the first two clinical opportunities to make the transition from “student to clinician.” Within the eight weeks, students are expected to perform the functions of a practicing therapist at the first two assigned clinical sites. It is expected that at the end of the eight weeks (school systems minimum 280 hours, all others minimum 320 hours) the student should be functioning at entry-level with close supervision needed. General objectives for each experience are the same. However, specific objectives will be developed by each fieldwork site in conjunction with the OTA educational program. Fieldwork will include at least one physical disability site and any of the following for the other section site: physical disability, psychosocial, pediatric, hand therapy, or a combination. Psychosocial experiences will be strongly encouraged within all fieldwork. Students will be closely supervised by a certified occupational therapy assistant and/or a registered occupational therapist with at least one year clinical experience. **FIELDWORK I EXPERIENCE MUST BE SUCCESSFULLY COMPLETED WITHIN 18 MONTHS OF ACADEMIC COURSEWORK.**

### **OTA 218 Fieldwork Experience II**

4.5 Hours

Prerequisites: Successful completion of ALL academic coursework, except OTA 250.  
20.5 hours weekly (0.5-20)

The second Level II Fieldwork experience is designed to provide the ongoing opportunity for transition from “student to clinician.” As with Fieldwork Experience I, within the eight weeks students are expected to perform the functions of a practicing therapist at the second clinical site. It is expected that at the end of the eight weeks (school systems minimum 280 hours, all other minimum 320 hours) the student should be functioning at entry-level with close supervision needed. General objectives for each experience are the same. However, specific objectives will be developed by each fieldwork site in conjunction with the OTA educational program. Fieldwork will include at least one physical disability site and any of the following

for the other section site: physical disability, psychosocial, pediatric, hand therapy, or a combination. Psychosocial experiences will be strongly encouraged within all fieldwork. Students will be closely supervised by a certified occupational therapy assistant and/or a registered occupational therapist with at least one year clinical experience. **FIELDWORK EXPERIENCE II MUST BE SUCCESSFULLY COMPLETED WITHIN 18 MONTHS OF ACADEMIC COURSEWORK.**

### **OTA 230 Clinical Rotation II**

2 Hours

Prerequisites: OTA 112, 120, 122, 133, 134  
4 hours weekly (1-3)

This Level I Fieldwork experience provides the student with clinical opportunities (both in-class laboratory and assigned clinical sites) for treatment of patients/clients of different ages and disabilities. Students will continue practice of treatment and communication techniques under supervision. Students will continue to expand the process of developing treatment plans and procedures, adapting equipment, and activities with an emphasis on ethics and the cultural impact of client-centered treatments. Preparation for participation in the Level II Fieldwork experiences is provided.

### **OTA 231 Occupational Therapy Theory II**

1.5 Hours

Prerequisites: OTA 112, 120, 122, 133, 134  
2.5 hours weekly (1-1.5)

Provides an expanded knowledge of development and administration of selected tests, theoretical basis for treatment, and treatment principles with an emphasis on clinical reasoning, the OT process, and diagnostic-specific techniques across the life span.

### **OTA 232 Aging and Impact on Occupation**

1.5 Hours

Prerequisites: OTA 112, 120, 122, 133, 134  
2.5 hours weekly (1-1.5)

This course introduces the student to the physical, psychological, socioeconomic, cultural aspects of aging and their relationship to occupational therapy programs for older adults. The focus is on providing care to individuals experiencing disorders of aging and uses of occupational therapy process of evaluation, planning, implementation, and community programming.

**OTA 250 Occupational Therapy Administration**  
3 Hours

Prerequisites: OTA 200, 205, 230, 231, 232  
3 hours weekly (3-0)

This class provides an introduction to basic management knowledge and skills essential to occupational therapy practice. Topics emphasized are marketing, supervision (both clinical and administrative), communications, quality assurance, and departmental operations. Students will develop a resume, practice job interviewing, and participate in other activities related to the professional organization(s). This course will be taught utilizing web-based format.

***Physical Education Development (PED)***

**PED 100 Aerobic and Weight Training I**  
.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Introduction to and participation in multi-station Aerobic Super Circuit, utilizing sub-maximal weight during multiple repetitions. The student will rotate through a 21-station circuit, going from stationary bike to Universal equipment each 30 seconds.

**PED 101 Aerobic and Weight Training II**  
.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Introduction to concepts of aerobic activities and weight training. Demonstrations of differences between body parts conditioning vs. cardiovascular conditioning. Use of Aerobic Super Circuit and Universal weight training equipment.

**PED 102 Aerobic and Weight Training III**  
.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed as a continuation of PED 101; however, with proper orientation it may be started as the first aerobics class. The program consists of an Aerobic Super Circuit, which takes 26 minutes to complete.

**PED 103 Aerobic and Weight Training IV**  
.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed as a continuation of PED 102. However, with proper orientation it may be started as the first aerobics and weight training class. The program consists of an Aerobic Super Circuit which takes 28 minutes to complete. The main thrust of the circuit is to promote cardiovascular fitness. A second phase of the program is in the individual body parts section, which allows the student to make gains in the muscular tone-up and strength development areas.

**PED 104 Physical Fitness**  
.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed as a continuation of aerobics and weight training; however, with proper orientation it may be started as a beginning fitness class. The program consists of an Aerobic Super Circuit, which takes 28 minutes to complete. The main thrust of the circuit is to promote cardiovascular fitness. A second phase of the program is in the individual body parts section, which allows the student to make gains in the muscular tone-up and strength development areas.

**PED 105 Fitness Walking**  
1 Hour

Prerequisites: None  
2 hours weekly (0-2)

Fitness walking class consists of information on everything you need to know about a successful walking program: the health benefits and physiology of walking; technique for both fitness walking and race walking; special considerations for pregnancy, diabetes, and other medical conditions; motivational tools; sound advice on walking shoes and equipment. The methods of presentation consist of brief professor lectures combined with walking outdoors, indoors, or to a series of video tapes.

**PED 106 Lifetime Cardio Fitness**  
.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to promote and improve cardiovascular efficiency by methodical exercise

bouts relative to strengthening the heart muscle and improving blood flow. Students will exercise in the target heart rate range for 30 minutes 3 times per week.

### **PED 107 Lifetime Strength Fitness**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to improve muscular strength/endurance by methodical exercise bouts relative to various muscles and/or muscle groups. Both weight training machines and free weights will be used.

### **PED 108 Lifetime Total Fitness**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to identify weaknesses in muscular strength and cardiovascular efficiency. Improvement will be made by regular fitness producing exercises relative to both strength and cardiovascular gains. Both aerobic and progressive resistance machines will be utilized.

### **PED 109 Zumba I**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Zumba is a fusion of Latin and International music and dance themes creating a dynamic, exciting and effective fitness program. The routines feature aerobic fitness interval training with a combination of fast and slow rhythms that tone and sculpt the entire body to create a one of a kind workout.

### **PED 110 Zumba II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Zumba is a fusion of Latin and International music and dance themes creating a dynamic, exciting and effective fitness program. The routines feature aerobic fitness interval training with a combination of fast and slow rhythms that tone and sculpt the entire body to create a one of a kind workout. This course will add cumbia and reggaeton rhythms to the beginning class level.

### **PED 111 Zumba III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Zumba is a fusion of Latin and International music and dance themes creating a dynamic, exciting and effective fitness program. The routines feature aerobic fitness interval training with a combination of fast and slow rhythms that tone and sculpt the entire body to create a one of a kind workout. As a continuation of Zumba II, this course will provide specific workout moves back and forth between toning, strengthening and cardio concepts.

### **PED 112 Zumba IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

Zumba is a fusion of Latin and International music and dance themes creating a dynamic, exciting and effective fitness program. Zumba uses the principles of interval training and resistance to maximize calories burned, fat burning and total body toning. Zumba targets areas of the body such as glutes, legs, arms, and the most important muscle – your heart.

### **PED 113 Tennis I**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This class is designed for the student who is attempting to develop the skills necessary for successful and enjoyable participation in tennis and for the player who wishes to raise the standard of play to a higher level. Methodology of administration consists of lectures, demonstrations, and drills with supervision and feedback provided by the instructor. NCAA rules and regulations are applied. Actual play will begin when the student has made satisfactory progress in the basic skills.

### **PED 114 Tennis II**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This course provides the student with continued instruction on stroke development and strategies of the game. Emphasis is on court awareness and double play. This course is designed to provide an educational situation and atmosphere for students

who are beyond the beginning level but do not feel comfortable in an advanced tennis class with students of tennis team quality. Instruction to consist of review of beginning tennis techniques while providing additional supervised practice and individual attention in areas of skill weakness.

### **PED 115 Advanced Tennis**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

Advanced tennis provides advanced students the opportunity to perfect their strokes while competing at a high level of tournament competition.

### **PED 116 Badminton I**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

Badminton for beginners is designed for the student who is attempting to develop the skills necessary for successful and enjoyable participation in badminton and for the player who wishes to raise the standard of play to a higher level. The student will receive information about the construction of the game, the events of which the game is composed, the court layout, and information about the equipment needed for the game. Teaching methodology of stroke mechanics consists of lectures, demonstrations, drills, and instructor feedback. Competitive strategies for singles and doubles play as well as class tournaments are included.

### **PED 117 Badminton II**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

Intermediate badminton is designed for the student who is attempting to develop the skills necessary for successful and enjoyable participation in badminton and for the player who wishes to raise the standard of play to a higher level. The student will receive information about the rules of the game, the events of which the game is composed, the court layout, and information about the equipment needed for the game. Teaching methodology of stroke mechanics consists of lectures, demonstrations, drills, and instructor feedback. Competitive strategies for singles and doubles play as well as a class tournament are included.

### **PED 118 Badminton III**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

Advanced badminton is designed for the student who is attempting to develop advanced skills and strategies necessary for successful and enjoyable participation in badminton and for the player who wishes to raise the standard of play to a higher level. The student will receive information about the rules of the game, the events of which the game is composed, the court layout, and information about the equipment needed for the game. Teaching methodology of stroke mechanics consists of lectures, demonstrations, drills, and instructor feedback. Competitive strategies for singles and doubles play as well as a class tournament are included.

### **PED 122 Individual Physical Education I**

1 Hour

Prerequisites: Permission of Instructor  
2 hours weekly (0-2)

This course is designed for students who cannot fit a scheduled physical education class into their program. The course allows the student, under the supervision of an instructor, to participate in a variety of fitness- producing and recreational activities. The student will arrange with the instructor to become involved in a particular activity at an off-campus facility.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

### **PED 123 Individual Physical Education II**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This course is designed for students who cannot fit a scheduled physical education class into their program. The course allows the student, under the supervision of an instructor, to participate in a variety of fitness- producing and recreational activities. The student will arrange with the instructor to become involved in a particular activity at an off-campus facility.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*



**PED 124 Individual Physical Education III**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

This program is designed for students who cannot fit a scheduled physical education class into their program. The course allows the student, under the supervision of an instructor, to participate in a variety of fitness-producing and recreational activities. The student will arrange with the instructor to become involved in a particular activity at an off-campus facility.

**PED 125 Individual Physical Education IV**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

This course is designed for students who cannot fit a scheduled physical education class into their program. The course allows the student, under the supervision of an instructor, to participate in a variety of fitness-producing and recreational activities. The student will arrange with the instructor to become involved in a particular activity at an off-campus facility.

**PED 126 Beginning Weight Training**

.5-2 Hours

Prerequisites: None

Hours weekly (variable)

This course is designed as a continuation of the aerobic and weight training courses; however, with proper orientation it may be started as the first aerobics and weight training class.

**PED 127 Intermediate Weight Training**

.5-2 Hours

Prerequisites: None

Hours weekly (variable)

This course is designed as a continuation of the aerobic and weight training courses; however with proper orientation it may be started as the first aerobics and weight training class.

**PED 128 Advanced Weight Training**

.5-2 Hours

Prerequisites: None

Hours weekly (variable)

This course is designed as a continuation of the aerobic and weight training courses; however, with proper orientation it may be started as the first aerobics and weight training class. The program consists of an Aerobic Super Circuit, which takes 13 minutes to complete. The main thrust of the circuit is to promote cardiovascular fitness. A second phase of the program is in the individual body parts section, which allows the student to make gains in the muscular tone and strength development areas.

**PED 129 Strength Training & Conditioning**

.5-2 Hours

Prerequisites: None

Hours weekly (variable)

This course is designed to provide the student athlete with additional fitness gains such as muscular strength, endurance, flexibility, body composition, agility, and cardio respiratory endurance. The student will have an opportunity to create a daily log to assess gains in fitness components.

**PED 130 Strength Training & Conditioning II**

.5-2 Hours

Prerequisites: Permission of Instructor

Hours weekly (variable)

This course is designed to provide the student athlete with additional fitness gains such as muscular strength, endurance, flexibility, body composition, agility and cardiorespiratory endurance. The student will have an opportunity to create a daily log to assess gains in fitness components. It is a continuation of PED 129.

**PED 134 Softball I**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

An introduction to the game of softball through the acquisition of knowledge and understanding of the rules, skill techniques, and strategies.

**PED 135 Softball II**

1 Hour

Prerequisites: Permission of Instructor

2 hours weekly (0-2)

An intermediate concept of the game of softball through the acquisition of additional knowledge and understanding of the rules, skill techniques, and strategies.

**PED 136 Softball III**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

An advanced concept of the game of softball through the acquisition of knowledge and understanding of the rules, skill techniques, and strategies. Round Robin and tournament play will be emphasized.

**PED 137 Volleyball I**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This class presents an approach to learning the game of volleyball that will take the learner through the beginning level. The student will receive an introduction to the mechanics of each skill and information about mental preparation, strategies, and game application.

**PED 138 Volleyball II**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This class presents an approach to learning the game of volleyball that will take the learner to the intermediate level. The student will receive an introduction to the mechanics of each skill and information about mental preparation, strategies, and game application.

**PED 139 Volleyball III**

1 Hour

Prerequisites: Permission of Instructor  
2 hours weekly (0-2)

This class presents an approach to learning the game of volleyball that will rapidly take the learner from basic beginner play to the intermediate or advanced levels. The student will receive an introduction to the mechanics of each skill and information about mental preparation, strategies, and game application.

**PED 140 Advanced Volleyball**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This class presents an approach to learning the game of volleyball that will rapidly take the learner from basic beginner play to the advanced level. The student will receive an introduction to the mechanics of each skill and information about mental preparation, strategies, and game application.

**PED 141 Basketball I**

1 Hour

Prerequisites: Permission of Instructor  
2 hours weekly (0-2)

This class presents an approach to learning the game of basketball that will introduce the beginner to the basic skills of basketball. Methodology of presentations consists of lectures, demonstrations, and drills with supervision and feedback provided by the instructor. The student will receive an introduction to the mechanics of each skill, as well as information about various types of offensive and defensive systems of play, strategies, individual development, and team development. Actual play will begin when the student has made satisfactory progress in the basic skills.

**PED 142 Basketball II**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This class presents an approach to learning the game of basketball that will rapidly take the learner from basic play to the intermediate level. Methodology of presentations consists of lectures, demonstrations, and drills with supervision and feedback provided by the instructor. The student will receive an introduction to the mechanics of each skill, as well as information about various types of offensive and defensive systems of play, strategies, individual development, and team development.

**PED 143 Basketball III**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This class presents an approach to learning the game of basketball that will rapidly take the learner from intermediate to advanced levels. Methodology of presentations consists of lectures, demonstrations, and drills with supervision and feedback provided by the instructor. The student will receive an introduction to the mechanics of each skill, as well as information about various types of offensive and defensive systems of play, strategies, individual development, and team development.

**PED 150 Bowling**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

The basic techniques are explained for the new bowler. Experienced bowlers will find many valuable tips about how to improve. Individualized instruction is stressed, and each student is encouraged to develop his or her style at an individual pace. Bowling terms, etiquette, and scoring give students a better understanding of the elements involved in the game and enhance his/her enjoyment and performance.

**PED 155 Golf I**

1 Hour

Prerequisites: Permission of Instructor

2 hours weekly (0-2)

This class is designed for beginning golfers. The full swing will be presented first to allow sufficient time to develop the most difficult skills. The student will receive an introduction to the mechanics of each skill and information about mental preparation, strategies, and game application. The majority of class time will be spent on the driving range. Actual play will begin when the student has made satisfactory progress in the basic skills.

**PED 156 Golf II**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

This class is designed for intermediate golfers. The full swing will be presented first to allow sufficient time to develop the most difficult skills. The student will receive an introduction to the mechanics of each skill and information about mental preparation, strategies, and game application. Class time will be spent on the driving range and the golf course.

**PED 157 Golf III**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

This class is designed for advanced golfers. The full swing will be presented first to allow sufficient time to develop the most difficult skills. The student will receive a review of the mechanics of each skill and information about mental preparation, strategies, and game application. The majority of class time will be spent on the golf course.

**PED 158 Advanced Golf**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

This class is designed for serious, advanced golfers. The full swing will be presented first to allow sufficient time to develop the most difficult skills. The student will receive an introduction to the mechanics of each skill and information about mental preparation, strategies, and game application. Class time will be spent on the golf course. Tournament play will be encouraged.

**PED 159 Beginning Judo**

1 Hour

Prerequisites: None

2 hours weekly (0-2)

A study of Kudokan sport judo, its story, rules, philosophy, and techniques. A demonstrated proficiency in this art form, i.e., standing throws (Tachi waza), falling (Ukemi), and grappling (Katame waza) will lead to an optional belt rank test. Aikido, a system of self-defense based upon judo principle, will also be introduced.

**PED 160 Weight Training and Aquacise I**

.5-4 Hours

Prerequisites: None

Hours weekly (variable)

This course will allow the student to participate in fitness producing and recreational activity in both the Aerobic and Weight Training Center and the Aquatic Center during the designated class times.

**PED 161 Weight Training and Aquacise II**

.5-4 Hours

Prerequisites: None

Hours weekly (variable)

This course will allow the student to use both the Aerobic Center and the Aquatic Center from the first day of the semester until the first day of the following semester during available Aerobics and Aquatic times. A continuation of PED 160.

**PED 162 Weight Training and Aquacise III**

.5-4 Hours

Prerequisites: None  
Hours weekly (variable)

This course will allow the student to use both the Aerobic Center and the Aquatic Center from the first day of the semester until the first day of the following semester during available Aerobics and Aquatic times. A continuation of PED 161.

**PED 163 Weight Training and Aquacise IV**

.5-4 Hours

Prerequisites: None  
Hours weekly (variable)

This course will allow the student to use both the Aerobic Center and the Aquatic Center from the first day of the semester until the first day of the following semester during available Aerobics and Aquatic times. A continuation of PED 162.

**PED 164 Weight Training and Aquacise V**

.5-4 Hours

Prerequisites: None  
Hours weekly (variable)

This course will allow the student to use both the Aerobic Center and the Aquatic Center from the first day of the semester until the first day of the following semester during available Aerobics and Aquatic times. A continuation of PED 163.

**PED 165 Aqua Zumba I**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

Aqua Zumba is an aquatic application of Zumba dances for fitness and fun. The fusion of Latin and world music and dance themes creates an exhilarating pool party that is dynamic and physically challenging while still adaptable to many abilities. Selection of fitness routine profiles and intensity levels keep this workout interesting and varied for enjoyment and conditioning.

**PED 166 Aqua Zumba II**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

Aqua Zumba is an aquatic application of Zumba dances for fitness and fun. The fusion of Latin and

world music and dance themes creates an exhilarating pool party that is dynamic and physically challenging while still adaptable to many abilities. Selection of fitness routine profiles and intensity levels keep this workout interesting and varied for enjoyment and conditioning.

**PED 167 Aqua Zumba III**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

Aqua Zumba is an aquatic application of Zumba dances for fitness and fun. The fusion of Latin and world music and dance themes creates an exhilarating pool party that is dynamic and physically challenging while still adaptable to many abilities. Selection of fitness routine profiles and intensity levels keep this workout interesting and varied for enjoyment and conditioning.

**PED 168 Aqua Zumba IV**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

Aqua Zumba is an aquatic application of Zumba dances for fitness and fun. The fusion of Latin and world music and dance themes creates an exhilarating pool party that is dynamic and physically challenging while still adaptable to many abilities. Selection of fitness routine profiles and intensity levels keep this workout interesting and varied for enjoyment and conditioning.

**PED 170 Aquacise I**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide instructional pool availability to students at designated times throughout the day. The purpose is to provide lap swimming for fitness, rehabilitation and therapy, individual skills improvement, and relaxation techniques. After registering for the course, the new student selects an Orientation to Aquacise session. These times are listed in the class schedule book each semester. Upon completion of the Orientation to Aquacise session, the student may use the instruction pool at any designated aquacise time. These times are also listed in the class schedule book each semester. The rehabilitation pool may be used at aquacise scheduled times only if available.

**PED 171 Aquacise II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide instructional pool availability to students at designated times throughout the day. The course is a continuation of Aquacise I; however, with proper aquacise orientation, it may be started as the first aquacise course. The purpose is to provide lap swimming for fitness, rehabilitation and therapy, individual skills improvement, and relaxation techniques. After registering for the course, the new student selects an Orientation to Aquacise session. These times are listed in the class schedule book each semester. Upon completion of the Orientation to Aquacise session, the student may use the instruction pool at any designated aquacise time. These times are also listed in the class schedule book each semester. The rehabilitation pool may also be used at aquacise scheduled times only if available.

**PED 172 Aquacise III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide instructional pool availability to students at designated times throughout the day. The course is a continuation of Aquacise II; however with proper aquacise orientation, it may be started as the first aquacise course. The purpose is to provide lap swimming for fitness, rehabilitation and therapy, individual skills improvement, and relaxation techniques. After registering for the course, the new student selects an Orientation to Aquacise session. These times are listed in the class schedule book each semester. Upon completion of the Orientation to Aquacise session, the student may use the instruction pool at any designated aquacise time. These times are also listed in the class schedule book each semester. The rehabilitation pool may be used at aquacise scheduled times only if available.

**PED 173 Aquacise IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide instructional pool availability to students at designated times throughout the day. The course is a continuation of Aquacise III; however with proper aquacise orientation, it may be started as the first aquacise

course. The purpose is to provide lap swimming for fitness, rehabilitation and therapy, individual skills improvement, and relaxation techniques. After registering for the course, the new student selects an Orientation to Aquacise session. These times are listed in the class schedule book each semester. Upon completion of the Orientation to Aquacise session, the student may use the instructional pool at any designated aquacise time. These times are also listed in the class schedule book each semester. The rehabilitation pool may be used at aquacise scheduled times only if available.

**PED 174 Beginning Swimming**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed for the non-swimmer and covers the basic swimming strokes, provides instruction in drown-proofing, adjustment skills, basic techniques of safety, survival, and propulsion.

**PED 175 Intermediate Swimming**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to improve on the five basic swimming strokes, with an emphasis on moderate endurance. Students will have an opportunity to design individual fitness programs of aquatic activity for themselves.

**PED 176 Advanced Swimming**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide students with an opportunity to improve upon their basic swimming strokes and skills. Students will create individual aquatic fitness programs unique to their own goals. Instruction in mask, fin and snorkel, and basic pre-scuba diving techniques will be provided.

**PED 177 Aqua Aerobics**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to give students a conceptual and practical understanding of aquatic skills to develop physical fitness. Special exercises are designed to take advantage of the water's

buoyancy and resistance. Regular participation in water resistance training will be the primary mechanism by which students will improve or sustain desirable levels of fitness. This course also emphasizes the importance of fitness becoming a lifestyle activity, maintaining update information on overall wellness, and utilizing a variety of water activities.

### **PED 178 Scuba Diving**

2 Hours

Prerequisites: None  
3 hours weekly (1-2)

This course is designed to cover the nationally standardized principles and skills of scuba diving. Upon completion of this course, the student has the option of qualifying for the PADI certification.

### **PED 179 Aquatic Recreational Games**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This course is designed to give the student instruction in the skills, techniques, and rules of inner tube water polo, water basketball, water volleyball, and underwater hockey. Regular participation in the aquatic recreational games listed will be the primary mechanism by which the student will improve or maintain desired levels of fitness. This course also emphasizes the importance of fitness becoming a lifestyle activity, maintaining up-to-date information on overall wellness, and utilizing a variety of water activities.

### **PED 180 Aquatic Toning and Aerobic Activity I**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide the student with increased fitness and flexibility through aquatic exercise. The student will participate in an aquatic fitness and toning exercise program.

### **PED 181 Aquatic Toning and Aerobic Activity II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is a continuation of PED 180. With proper orientation, the student may enroll in this

course for the first time without previous enrollment in the prior course.

### **PED 182 Aquatic Toning and Aerobic Activity III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is a continuation of PED 181. With proper orientation, the student may enroll in this course for the first time without previous enrollment in the prior course.

### **PED 183 Aquatic Toning and Aerobic Activity IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is a continuation of PED 182. With proper orientation, the student may enroll in this course for the first time without previous enrollment in the prior course.

### **PED 188 Moms and Tots Swim**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

The course will provide instruction for young children who are accompanied by their parent. The parent will implement ways to teach the child to swim and be comfortable in the water. Instruction will be in the rehabilitation pool.

### **PED 189 Prenatal Aquatics**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course will provide aquatic exercise for pregnant women who would like to participate in a low-impact physical fitness program.

### **PED 199 Physical Education Activities**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course will acquaint students with various physical education activities. Topics may vary each semester.

**PED 200 Block Total Fitness**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed as block scheduling. The student must participate in 30 exercise sessions geared to provide basic knowledge of strength and cardiovascular gains. Block scheduling allows students to complete the course in 8 weeks instead of 16 weeks. This course may be taken in either the first or second 8 weeks of the semester as described in the current course schedule. Orientation to Aerobics and Weight Training is required prior to using the Aerobic Center.

**PED 203 Walking for Fitness I**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

This course will provide students with the opportunity to learn the fundamentals and proper techniques of walking for health and fitness. Emphasis is placed on stretching exercises for warm-up and utilization of weight training machines for strength and endurance gains.

**PED 204 Walking for Fitness II**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

This course will provide students with the opportunity to learn the fundamentals and proper techniques of walking for health and fitness. A continuation of PED 203. Emphasis is placed on stretching exercises for warm-up and utilization of weight training machines for strength and endurance gains.

**PED 205 Walking for Fitness III**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

This course will provide students with the opportunity to learn the fundamentals and proper techniques of walking for health and fitness. A continuation of PED 204. Emphasis is placed on stretching exercises for warm-up and utilization of weight training machines for strength and endurance gains.

**PED 206 Walking for Fitness IV**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

This course will provide students with the opportunity to learn the fundamentals and proper techniques of walking for health and fitness. A continuation of PED 205. Emphasis is placed on stretching exercises for warm-up and utilization of weight training machines for strength and endurance gains.

**PED 207 Fit for Life Stretching and Toning I**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course focuses on stretching to improve the participant's range of motion through activities which increase flexibility and blood flow.

**PED 208 Fit for Life Stretching and Toning II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course focuses on stretching to improve the participant's range of motion through activities which increase flexibility and blood flow.

**PED 209 Fit for Life Stretching and Toning III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course focuses on stretching to improve the participant's range of motion through activities which increase flexibility and blood flow.

**PED 210 Fit for Life Stretching and Toning IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course focuses on stretching to improve the participant's range of motion through activities which increase flexibility and blood flow.

**PED 215 Block Aquatics I**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This 8-week course is designed to provide the swimmer with additional aquatic skills such as the crawl, backstroke, and breast stroke. The student will have an opportunity to create an aquatic fitness exercise program and participate in various physical fitness-producing aquatic exercises.

**PED 218 Block Aqua Aerobics I**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This 8-week course is designed to give students a conceptual and practical understanding of aquatic skills to develop physical fitness. Special exercises are designed to take advantage of the water's buoyancy and resistance. Regular participation in water resistance training will be the primary mechanism by which students will improve or sustain desirable levels of fitness. This course also emphasizes the importance of fitness becoming a lifestyle activity, maintaining updated information on overall wellness, and utilizing a variety of water activities.

**PED 219 Spinning II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

A calorie burning, cardiovascular improvement class that utilizes stationary bikes for vigorous exercise sessions. Based on actual spinning trademarks and guides.

**PED 220 Spinning III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

A calorie burning, cardiovascular improvement class that utilizes stationary bikes for vigorous exercise sessions. Based on actual spinning trademarks and guides.

**PED 221 Spinning IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

A calorie burning, cardiovascular improvement class that utilizes stationary bikes for vigorous exercise sessions. Based on actual spinning trademarks and guides.

**PED 227 Aqua Yoga II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

The Aqua Yoga course is a combination of slow deliberate Aqua Yoga movements that are adapted to the 92-degree therapy pool. The class will promote general mobility, range of motion and body stretching. The Aqua Yoga class can decrease stress, anxiety and fatigue plus be helpful for arthritis and other body conditions. The class will stress body balance and mental control with the goal of improving overall individual health and fitness.

**PED 228 Aqua Yoga III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

The Aqua Yoga course is a combination of slow deliberate Aqua Yoga movements that are adapted to the 92-degree therapy pool. The class will promote general mobility, range of motion and body stretching. The Aqua Yoga class can decrease stress, anxiety and fatigue plus be helpful for arthritis and other body conditions. The class will stress body balance and mental control with the goal of improving overall individual health and fitness.

**PED 229 Aqua Yoga IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

The Aqua Yoga course is a combination of slow deliberate Aqua Yoga movements that are adapted to the 92-degree therapy pool. The class will promote general mobility, range of motion and body stretching. The Aqua Yoga class can decrease stress, anxiety and fatigue plus be helpful for arthritis and other body conditions. The class will stress body balance and mental control with the goal of improving overall individual health and fitness.



**PED 230 Aqua Yoga**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

The Aqua Yoga course is a combination of slow deliberate Aqua Yoga movements that are adapted to the 92-degree therapy pool. The class will promote general mobility, range of motion and body stretching. The Aqua Yoga class can decrease stress, anxiety and fatigue plus be helpful for arthritis and other body conditions. The class will stress body balance and mental control with the goal of improving overall individual health and fitness.

**PED 234 Yoga II**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course will share with students the science of yoga and the vast techniques which reflect the mind-body-spirit connection. Participants will learn how to breathe, engage in the basic postures, and modify the level of yoga practice intensity.

**PED 235 Yoga III**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course will share with students the science of yoga and the vast techniques which reflect the mind-body-spirit connection. Participants will learn how to breathe, engage in the basic postures, and modify the level of yoga practice intensity.

**PED 236 Yoga IV**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course will share with students the science of yoga and the vast techniques which reflect the mind-body-spirit connection. Participants will learn how to breathe, engage in the basic postures, and modify the level of yoga practice intensity.

**PED 250 Lifeguard Certification**

.5-1 Hour

Prerequisites: None  
Hours weekly (variable)

This course will result in Red Cross Life Guard certification for the student.

**PED 270 Aquacise V**

.5-2 Hours

Prerequisites: None  
Hours weekly (variable)

This course is designed to provide instructional pool availability to students at designated times throughout the day. The purpose is to provide lap swimming for fitness, rehabilitation, and therapy, individual skills improvement, and relaxation techniques. After registering for the course, the new student selects an Orientation to Aquacise session. These times are listed in the class schedule book each semester. Upon completion of the orientation, the student may use the instruction pool at any designated aquacise time. These times are also listed in the class schedule book each semester. The rehabilitation pool may be used at aquacise scheduled times only if available.

### *Physical Education Development/ Education Courses (PEDE)*

**PEDE 190 Introduction to Coaching**

3 Hours

Prerequisites: None  
3 hours weekly (0-3)

This course is designed to provide as much insight as possible into the coaching profession and to examine the many facets involved in the world of the coach. This is a course that will attempt to describe the nature of coaching, point out potential problem areas, offer some advice, and create discussion and debate for those who are about to enter the field and those who are already in it.

**PEDE 191 Introduction to Physical Education**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This course is designed to provide a sound knowledge of physical education, fitness, and sports in order to favorably influence the student's attitudes, habits, and practices pertaining to the responsibilities of the physical educator. This is a course mandatory for physical education majors, although anyone may take this class.

### **PEDE 192 Contemporary Physical Fitness**

2 Hours

Prerequisites: None

2 hours weekly (2-0)

Fitness class is designed to acquaint college students of all ages with the nature and scope of establishing lifelong patterns of fitness. The student will receive the facts and principles that provide the basis for motivating people to resources, and assessment instruments will be used in developing an individualized, well-rounded physical fitness program.

### **PEDE 202 Physical Education for Children**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is designed to develop skills and knowledge for organizing, incorporating, and assessing physical education progressions for children and youth. This course will consist of lectures, videos, class participation in demonstrations of teaching movement, teaching practice, and service learning.

## ***Philosophy (PHL)***

### **PHL 111 Ethics and Moral Problems**

IAI – H4 904

3 Hours

Prerequisites: None

3 hours weekly (3-0)

A discussion and analysis of the principal ethical theories and concepts of human conduct, as well as a critical evaluation of these theories as they address particular moral problems. This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

### **PHL 121 Introduction to Logic**

IAI – H4 906

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is a study of the rules of valid judging and reasoning, both inductive and deductive, in a

traditional, language-centered context rather than a symbolic context. Logical analysis of both formal and informal fallacies and of the consistency and logical consequences of a given set of statements is included. Logical analysis is applied to concrete problems dealing with our knowledge of reality.

### **PHL 131 Introduction to Philosophy**

IAI – H4 900

3 Hours

Prerequisites: None

3 hours weekly (3-0)

An introduction to the enduring problems that arise in human experience and how philosophers address them. Topics include human nature, identity, the nature of knowledge and truth, reality, moral and aesthetic values, the question of meaning in human life, and religion.

### **PHL 200 Asian Philosophy**

IAI – H4 903N

3 Hours

Prerequisites: None

3 hours weekly (3-0)

A survey of several representative Asian cultures and value systems through their religious and philosophical concepts.

### **PHL 260 World Religions**

IAI – H5 904N

3 Hours

Prerequisites: None

3 hours weekly (3-0)

An examination of the foundations and teachings of the world's major religions, including Judaism, Christianity, Islam, Hinduism, Buddhism, and Taoism.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

### **PHL 261 History of the Christian Church**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course will survey the history of the Christian Church. The social, intellectual, and institutional history will be explored from its early days to the modern era. Emphasis is placed upon the development of institutions, traditions, and doctrine.

**PHL 262 Studies in Atheism**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A critical analysis of selected religious concepts and beliefs such as the Existence of God, the Problem of Evil, Predestination, the Afterlife, Religious centered ethical views, and Diverse Gods.

**PHL 265I Intro. to Philosophy of Religion**

3 Hours

Prerequisites: Students enrolled in a study abroad program. (Contact the International Education Coordinator for more information.)  
3 hours weekly (3-0)

The course will show how the application of techniques of philosophical analysis can assist in the clarification of certain important cognitive and conceptual problems in religious belief. Following an outline, introduction to the main problems of Western philosophy and to the techniques of philosophical methodology, students will be invited to survey a range of problems.

### *Physical Science (PHS)*

**PHS 100 Environmental Conservation**

IAI – L1905

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

The Environmental Conservation course introduces the major environmental issues that humans have created as well as evaluating possible solutions and appropriate courses of action to sustain our environment. It emphasizes elements of the human environment including atmospheric, climatic, hydrologic and geological processes and the environmental problems that have an impact on our planet.

**PHS 101 Environmental Technology**

IAI – LP 900

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A consumer-user course oriented toward the economics and wise use of man's energy and machines; various up-to-the-minute scientific topics

will be discussed; scientific versus environmental trade-offs will be analyzed.

**PHS 102 Astronomy**

IAI – P1 906

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A general education course in astronomy that examines astronomical phenomena and concepts, including the solar system, planetary motions, atoms and radiation, stars and galaxies, and the origin and evolution of the universe. Textbook principles as well as observation of the night sky are brought together in this course.

**PHS 103 Earth Science**

IAI – P1 905L

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

A general education lecture-laboratory course that covers the entire field of geology. No formal instruction in science is expected. Emphasis will be placed on the configuration of the earth, the dynamic processes that change the configuration, and the origin and history of the earth.

**PHS 104 Contemporary Chemistry for Non-Science Majors**

IAI – P1 903

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A general education course introducing basic chemistry together with elementary studies related to the structure of matter from the atomic and nuclear standpoints.

**PHS 105 Physics for Non-Science Majors**

IAI – P1 900

3 Hours

Prerequisites: MAT 051  
3 hours weekly (3-0)

This course is an introduction to physics for the non-science major or the science major wishing to gain a conceptual understanding before taking a more advanced physics course. Students will examine selected physical phenomena and explore their connection to many societal issues affecting modern life. While this course concentrates on the

conceptual approach, basic math, simple algebra, estimating, and graphical analysis are also utilized.

### **PHS 106 Energy, Environment and Society**

IAI – P1 901

3 Hours

Prerequisites: MAT 051 with a grade of “C” or higher

3 hours weekly (3-0)

PHS 106 is a general education science course that examines the core subjects of energy availability and generation, and impact on the environment and society. With respect to energy, the course covers basic concepts of energy, work and power, energy resources, applications, and problems of current interest. With respect to the environment, it deals with most of the major current concerns. With respect to society, it addresses the history of availability and utilization of energy resources and their implications for society and economic policies.

### **PHS 107 Weather & Climate**

IAI – P1 905

3 Hours

Prerequisites: None

3 hours weekly (3-0)

A first course in the atmospheric sciences, for both science and non-science majors, which integrates an exposure to current atmospheric events with an understanding of current scientific thinking of atmospheric processes. The course covers topics ranging from basic atmospheric composition, structure and motions to an introduction to climatology. The course will also emphasize scientific literacy and qualitative reasoning applied to atmospheric behavior.

### **PHS 108 Intro. to Environmental Chemistry**

IAI – P1 903

3 Hours

Prerequisites: None

3 hours weekly (3-0)

PHS 108, Intro. to Environmental Chemistry, is a general education science course. This course introduces basic concepts in chemistry and explores a wide range of environmental concerns in our society. Environmental topics may include ozone layer depletion and green house effect, air pollution and acid rain, water pollution, and energy sources and their impact on society.

### **PHS 111 Environmental Technology II**

IAI – LP 901

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This is an interdisciplinary physical and life science course that focuses on the study of humankind's relationship with other organisms and the nonliving environment, combining information from biology, chemistry, geography, geology, physics, economics, sociology, cultural anthropology, agriculture, engineering, law, politics, and ethics. Water, land, and food resources, biodiversity, hazardous wastes, and regional and global atmospheric changes are some of the topics that are covered in this course.

### **PHS 220 Physical Geology**

IAI – P1 907L

4 Hours

Prerequisites: CHM 151 or equivalent

5 hours weekly (3-2)

Physical Geology is an intensive study of earth materials and processes designed for the beginning geoscience major and others seeking a strong background in earth sciences. Topics will include minerals, rock types, surficial processes, landscape evolution, structural geology, and plate tectonics. One Saturday field trip (date to be arranged) is also required.

### **PHS 222 Environmental Geology**

IAI – P1 908L

3 Hours

Prerequisites: None

4 hours weekly (2-2)

An introduction to geologic processes and how they interact with people and society. An understanding of earth's systems and materials will provide the foundation for investigating current local and global environmental issues. The scientific analysis of natural hazards, geologic resources, and the sources of environmental pollution are among the topics of this course.

## *Physics (PHY)*

### **PHY 121 Technical Physics - Mechanical**

IAI – P1 900L

3 Hours

Prerequisites: Math 105

4 hours weekly (2-2)

A general study of physics emphasizing applications to the technical field and introducing the topics of laws of motion and equilibrium and their relation to work, energy, and power. Also included are the principles of mechanics as they are applied to solids and fluids and the principles of heat and thermodynamics.

### **PHY 153 Technical Physics**

4 Hours

Prerequisites: MAT 107

5 hours weekly (3-2)

A technical course for electronics and industrial maintenance majors. The course, with laboratory, will introduce the fundamental principles of classical physics as they relate to the world of technology. Topics from mechanics, thermodynamics, electricity and magnetism, and optics will be studied.

### **PHY 155 College Physics I**

IAI – P1 900L

5 Hours

Prerequisites: MAT 111 or 2 yrs. H. S. algebra and 1 yr. H. S. Trigonometry

6 hours weekly (4-2)

An introduction to physics. Classical mechanics and topics chosen from heat, sound, and materials science. This is the first in a non-calculus sequence for science, mathematics, pre-med, chemistry, and other majors requiring college physics.

### **PHY 156 College Physics II**

5 Hours

Prerequisites: PHY 155

6 hours weekly (4-2)

A continuation of PHY 155. Electricity and magnetism along with topics selected from optics and modern physics; the final course of the non-calculus college physics sequence.

### **PHY 201 Statics**

IAI – EGR 942

3 Hours

Prerequisites: MAT 131 with a grade of "C" or higher and concurrent enrollment in PHY 155 or PHY 205

3 hours weekly (3-0)

A rigorous course in statics for engineering, mathematics, physics, and other majors requiring a calculus-based mechanics course. Vector algebra is used to study particles, rigid bodies, and systems in equilibrium. A programmable calculator is strongly recommended for the course. This course is currently offered in the fall semester.

### **PHY 202 Dynamics**

IAI – EGR 943

3 Hours

Prerequisites: PHY 201

3 hours weekly (3-0)

A continuation of PHY 201. Methods of elementary classical mechanics as applied to particles and rigid bodies in nonequilibrium situations. Vector algebra is used extensively and some vector calculus is introduced. A programmable calculator is strongly recommended for the course. This course is currently offered in the spring semester.

### **PHY 203 Mechanics of Solids**

3 Hours

Prerequisites: PHY 201 with a minimum grade of "C" or higher

3 hours weekly (3-0)

This course is a continuation of Statics (PHY 201) and is a necessary course for Mechanical, Civil and Aerospace Engineering students. It contains the following topics: stress and strain, mechanical properties of materials, the different types of loading – axial, torsion, bending, transverse shear and combined loadings, plane stress and plane strain transformations (Mohr's Circle), deflection and design of beams and shafts and column buckling.

**PHY 205 University Physics I**

IAI – P2 900L, PHY 911

5 Hours

Prerequisites: MAT 131

6 hours weekly (4-2)

PHY 205 is the first course in a standard two-semester calculus-based physics sequence that is offered at virtually all universities and colleges for engineering majors. PHY 205 covers mechanics, heat, and thermodynamics. Physics background is strongly recommended.

**PHY 206 University Physics II**

IAI – PHY 912

5 Hours

Prerequisites: PHY 205, MAT 201, or consent of instructor

5 hours weekly (4-2)

PHY 206 is the second course in a standard two-semester calculus-based physics sequence that is offered at virtually all universities and colleges for engineering majors. PHY 206 covers electricity, magnetism, electromagnetic waves, optics, and an introduction to relativity and quantum physics.

**PHY 212 Thermodynamics**

3 Hours

Prerequisites: PHY 206, MAT 202

3 hours weekly (3-0)

This is a first course in engineering thermodynamics. Topics include basic concepts and definitions, the Zeroth Law of Thermodynamics, the first and second laws of thermodynamics, ideal and real gas behaviors, control-volume energy analysis, entropy, non-reactive ideal gas mixtures and psychrometrics, and cycles.

**PHY 214 Introduction to Circuit Analysis**

IAI – EGR 931

3 Hours

Prerequisites: MAT 202 with a grade of “C” or

higher and concurrent enrollment in PHY 206

3 hours weekly (3-0)

Topics include basic concepts of electrical current, voltage, power and energy; units; independent and dependent sources; resistance R; Ohm’s Law; Kirchhoff’s Laws; simple resistive circuits; delta-to-wye equivalents; resistive circuit analysis methods (node-voltage, mesh-currents, source transformations, Thevenin and Norton equivalents, and superposition); operational amplifiers;

capacitance C and inductance L; transient responses of RC, RL and RLC circuits; sinusoidal steady state RLC circuits (analysis in time domain and frequency domain, and power).

**PHY 215 Intro to Circuit Analysis With Lab**

IAI – EGR 931L

4 Hours

Prerequisites: PHY 206 and MAT 202

5 hours weekly (3-2)

Topics include basic concepts of electrical current, voltage, power and energy; units; independent and dependent sources; resistance R; Ohm’s Law; Kirchhoff’s Laws; simple resistive circuits; delta-to-wye equivalents; resistive circuit analysis methods (node-voltage, mesh-currents, source transformations, Thevenin and Norton equivalents, and superposition); operational amplifiers; capacitance C and inductance L; transient responses of RC, RL and RLC circuits; sinusoidal steady state RLC circuits (analysis in time domain and frequency domain, and power).

**PHY 224 Electric Circuit Analysis Laboratory**

IAI – EGR 931L

1 Hour

Prerequisites: PHY 214 or concurrent enrollment

2 hours weekly (0-2)

The experiments in this laboratory course are designed to explore the theoretical and analytical material in PHY 214 (Introduction to Circuit Analysis). The objective of this course is to enhance students’ understanding of analytical principles developed in PHY 214 by engaging them in real-time applications of these principles in the laboratory. In addition students will develop laboratory practice for testing and evaluating electrical circuits.

***Electrical Construction Technology  
(PIW)***

The Electrical Construction Technology program is offered through a partnership with the International Brotherhood of Electrical Workers (IBEW) as part of their Joint Apprenticeship and Training Program. Enrollment is restricted to new and current apprentices.

**PIW 110 History of the Labor Movement**

3 Hours (3-0)

Prerequisites: Acceptance into the IBEW Apprenticeship Program  
3 hours weekly

This course involves study of some of the key historical developments, which have shaped the present day labor movement. Particular attention will be placed on the rise of the national union, the recurrent debates over structure, the dynamics of the growth of the labor movement, and the impact of such forces as industrialism, urbanization, immigration, and internal migrations upon the American labor movement. Subject matter includes a historical look at the role of labor in the economy, internal union structure and administration, labor legislation, collective bargaining, the changing labor force, the union status of minorities and women, theories of the labor movement and how what we have learned can help us address current labor issues.

**PIW 121 IBEW Professional Inside Wireman I**

3 Hours (2-2)

Prerequisites: Acceptance in IBEW Apprenticeship School and MATH 106.  
4 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include job site safety, electrician's tools, material rigging, basic conduit bending, direct current theory, and series circuit calculations.

**PIW 122 IBEW Professional Inside Wireman II**

4 Hours (3-2)

Prerequisites: PIW 121  
5 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include serial and parallel circuits, national electrical code, and basic blueprint reading.

**PIW 123 IBEW Professional Inside Wireman III**

3 hours (2-2)

Prerequisites: PIW 122  
4 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include codeology as it relates to the National Electrical Code (NEC), measuring processes used in the

electrical industry, intermediate conduit bending, and hydraulic, mechanical and hand benders.

**PIW 124 IBEW Professional Inside Wireman IV**

4 hours (3-2)

Prerequisites: PIW 123  
5 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include inductance and capacitance in AC circuits, National Electrical Code (NEC) standards relating to transformers, transformer theory, design, and calculations, and wiring methods and devices.

**PIW 125 IBEW Professional Inside Wireman V**

3 hours (2-2)

Prerequisites: PIW 124  
4 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include DC/AC review, semiconductors, transistors, SCR's, amplifiers, and electronic applications.

**PIW 126 IBEW Professional Inside Wireman VI**

4 hours (3-2)

Prerequisites: PIW 125  
5 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include National Electrical Code (NEC) Article 250, electrical theory to grounding, grounded conducted, service grounding, earth testing, WYE and Delta 3-phase transformers, and load calculations.

**PIW 127 Electrician Apprenticeship I**

2 hours (0-1600 lab hours)

Prerequisites: Acceptance in IBEW Electrical Apprenticeship Program.  
1600 lab hours

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial and/or specialized electrical systems. All of the on-the-job work-related activities will be performed under the direct supervision of a journey worker.

**PIW 128 Electrician Apprenticeship II**

2 hours (0-1600)

Prerequisites: PIW 127

1600 lab hours

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial and/or specialized electrical systems. All of the on-the-job work-related activities will be performed under the direct supervision of a journey worker.

**PIW 129 Electrician Apprenticeship III**

2 hours (0-1600)

Prerequisites: PIW128

1600 lab hours

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial and/or specialized electrical systems. All of the on-the-job work-related activities will be performed under the direct supervision of a journey worker.

**PIW 221 IBEW Professional Inside Wireman VII**

3 hours (2-2)

Prerequisites: PIW 126

4 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include motor constructions, motor installations, protection, controls, and schematic diagrams.

**PIW 222 IBEW Professional Inside Wireman VIII**

4 hours (3-2)

Prerequisites: PIW 221

5 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include digital logic, ladder logic, logic circuits and controls, AC motor speed controls, power factoring, power filtering, power harmonics, cable tray, motor control circuits and protection, and hazardous locations.

**PIW 223 IBEW Professional Inside Wireman IX**

3 hours (2-2)

Prerequisites: PIW 222

4 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include fire alarm systems-operation, installation, maintenance, and troubleshooting; fundamentals of instrumentation and equipment used for calibration; telephone wiring and introduction to TIA/EIA standards and codes; high voltage equipment; air conditioning systems and basic security systems.

**PIW 224 IBEW Professional Inside Wireman X**

4 hours (3-2)

Prerequisites: PIW 223

5 hours weekly

This course is a part of the IBEW Apprenticeship Program. The topics to be covered include programmable logic controllers (PLC)-basics, operation, and installation; designing and programming PLC; National Electrical Code (NEC) for special conditions; and NEW calculations.

**PIW 225 Electrician Apprenticeship IV**

2 hours (0-1600)

Prerequisites: PIW 129

1600 lab hours

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial and/or specialized electrical systems. All of the on-the-job work-related activities will be performed under the direct supervision of a journey worker.

**PIW 226 Electrician Apprenticeship V**

2 hours (0-1600)

Prerequisites: PIW 225

1600 lab hours

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial and/or specialized electrical systems. All of the on-the-job work-related activities will be performed under the direct supervision of a journey worker.



## *Practical Nursing (PNE)*

### **PNE 050 Medication Calculation for Nurses**

2 Hours

Prerequisites: Score below 45<sup>th</sup> percentile on PN entrance exam or score below 90<sup>th</sup> percentile on college math portion of pre-entrance exam.  
2 hours weekly (2-0)

This course is designed to present a review of basic math skills including addition, subtraction, multiplication, and division of decimals and fractions; and calculation of ratios and proportions. The metric, apothecary, and household systems of measurement will be introduced with emphasis on conversion between these systems as it applies to calculating medication dosages. Practical application of math to oral and parenteral administration of medications will be stressed.

### **PNE 098 PN Orientation**

.5 Hours

Prerequisites: None  
.5 hours weekly (.5-0)

This course will introduce students to the PN classroom, lab and clinical expectations, and HIPAA requirements.

### **PNE 099 Communications Review for Nursing**

.5 Hours

Prerequisites: None  
.5 hours weekly (.5-0)

This course will consist of intense review of grammar, writing skills and test-taking skills. Students will be periodically assessed. Time to review basic skills in computer –aided programs also.

### **PNE 100 Nutrition**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

The course focuses on why the human body needs food and what is in the different foods that the body uses. Also, the student develops an awareness for the necessity of careful selection and preparation of food that is to be used in the human body. Special emphasis is placed upon the six basic nutrients, their functions, and diet therapy.

### **PNE 101 Fundamentals of Nursing**

3 Hours

Prerequisites: Acceptance into Practical Nursing Program  
3 hours weekly (3-0)

Fundamentals of Nursing is a basic course which presents an introduction to the practice of nursing, the role of the practical nurse, and his/her function in the health care system. The student will learn the nursing process, the therapeutic environment, health maintenance in the health care system, and nursing interventions in specific situations. The Nurse Practice Act will be discussed, as well as end-of-life therapies and care.

### **PNE 102A Nursing Procedures I**

1.5 Hours

Prerequisites: Acceptance into the Practical Nursing Program  
3 hours weekly (0-3)

Students will practice and demonstrate basic beginning nursing skills performed by the licensed practical nurse. Emphasis will be placed on safety, use of universal precautions, care of equipment and supplies, maintenance of a therapeutic environment, efficiency, and documentation. Skills will be emphasized during all aspects of the course.

### **PNE 102B Nursing Procedures II**

1.5 Hours

Prerequisites: Acceptance into the Practical Nursing Program and concurrent enrollment in PNE 101, Fundamentals of Nursing. Successful completion of PNE 102A, Nursing Procedures I **or** completion of a Certified Nursing Assistant Program within the past three years, verification of good standing on the Illinois Nurse Aide Registry, and continued half-time employment evidenced by performance evaluations with appropriate signatures will meet the PNE 102A requirement.  
3 hours weekly (0-3)

This course is a continuation of PNE 102A, Nursing Procedures I. PNE 102B introduces selected advanced level technical skills fundamental for nursing practice. The course format consists of demonstration and discussion, student practice, and return demonstration of skills by students.

**PNE 103 Clinical Nursing**

2 Hours

Prerequisites: Acceptance into Practical Nursing Program  
6 hours weekly (0-6)

The purpose of PNE 103 is to allow the student the appropriate supervised time to practice in a clinical facility the content theory material presented in PNE 101, 102A, 102B and 105. Students must show proof of appropriate physicals and inoculations.

**PNE 105 Nursing Throughout the Life Cycle**

2 Hours

Prerequisites: Acceptance into Practical Nursing Program  
2 hours weekly (2-0)

This course is designed to present the theory material necessary to introduce the student to the normal growth and development of man from birth to death. The course will introduce the student to development in terms of maturation, psychological, cognitive, and motor functions. Age groups will be presented, including differences, changes occurring, developmental tasks expected, and nursing implications. Without an awareness of the range and complexity of distinctions between age groups, a nurse cannot be cognizant of the client's special needs or obvious factors related to health conditions. The individual will be discussed in relation to the health care system. The nurse's influence on the client's growth and development will be emphasized.

**PNE 161 Pharmacology in Nursing I**

2 Hours

Prerequisites: Acceptance into Practical Nursing Program  
2 hours weekly (2-0)

Because nurses play a vital role in treatment regimens involving the use of drugs, this course provides an introduction to drugs and drug administration. The student will learn the major factors affecting drug actions and drug therapy for special patient populations. Calculation of medication dosage will be given special emphasis. Information concerning common dosage, therapeutic action, and contra-indications of selected groups of drugs will be presented.

**PNE 171 Pharmacology in Nursing II**

2 Hours

Prerequisites: PNE 161  
2 hours weekly (2-0)

Intended to build upon Pharmacology in Nursing 161, this course emphasizes drug therapy as a means of patient care. The student will learn about commonly used medications which act on the various body systems. Information will be emphasized concerning common dosage, therapeutic action, and contra-indications.

**PNE 183 Maternal and Newborn Health**

2 Hours

Prerequisites: PNE 101, 102 A/B, 103, 105, 161  
2 hours weekly (2-0)

The purpose of this course is to develop within the practical nursing student an appreciation of the meaning of effective prenatal and postnatal care, an understanding of the total birth process, and to develop skills for supervised practice in caring for the mother and newborn while recognizing deviations from normal.

**PNE 184 Obstetrics Clinical**

1 Hour

Prerequisites: Successful completion of first semester  
PNE 101, 102, 103, 105, 161  
3 hours weekly (0-3)

Designed to present the expected obstetric objectives that a student will complete at a clinical facility giving the student the appropriate supervised experience.

**PNE 193 Pediatric Nursing**

2 Hours

Prerequisites: PNE 101, 102, 103, 161  
2 hours weekly (2-0)

The purpose of this course is to broaden the student's understanding of the care of the well and sick child. Emphasis is placed on the family-centered approach to the nursing care of children with medical and surgical conditions most often affecting children. The student is exposed to the preventive, rehabilitative, and terminal care of the child and his family while caring for children with acute, chronic, and congenital conditions.

**PNE 194 Community Nursing Clinical**

1 Hour

Prerequisites: PNE 101, 102, 103, 161  
3 hours weekly (0-3)

PNE 194 is designed to introduce the practical nursing student to community health nursing. Various clinical experiences will be utilized to enhance the student's understanding of community nursing.

**PNE 204 Adult Nursing I**

2 Hours

Prerequisites: PNE 101, 102, 103, 105, 161  
2 hours weekly (2-0)

Nursing care for persons with medical and surgical health deviations is learned and practiced.

**PNE 205 Medical/Surgical Clinical I**

2 Hours

Prerequisites: PNE 101, 102, 103, 105, 161  
6 hours weekly (0-6)

The PNE 205 course is designed to present the expected medical/surgical objectives that a student will complete at a clinical facility. It will offer the student the appropriate supervised experience.

**PNE 206 Adult Nursing II**

2 Hours

Prerequisites: PNE 204 and 205  
2 hours weekly (2-0)

Nursing care for persons with medical and surgical health deviations is learned and practiced. Legal aspects of nursing are presented.

**PNE 207 Medical/Surgical Clinic II**

2 Hours

Prerequisites: PNE 161, 171, 204 and 205  
6 hours weekly (0-6)

The PNE 207 course is designed to present the expected medical/surgical objectives that a student will complete at a clinical facility offering the student the appropriate supervised experience.

**PNE 208 Mental Health Nursing**

1 Hour

Prerequisites: Acceptance into Practical Nursing Program  
1 hour weekly (1-0)

Introduction to mental health and the deviations from normal, including etiology and accepted modes of treatment. Includes nursing interactions in supervised practice.

**PNE 209 I.V. Therapy**

.5 Hours

Prerequisites: PNE 161, 171  
1.5 hours weekly (0-1.5)

This course is designed to give nurses working in diverse patient care settings practical information needed for safe I.V. therapy. Infusion guidelines, venipuncture techniques, I.V. fluids, blood and blood components, and calculation of I.V. flow rates will be discussed and practiced in a lab environment.

***Political Science (PSC)*****PSC 120/HUM 120 Latin American Civilization**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Latin American Civilization is an interdisciplinary course combining the social science and humanities disciplines. The course will examine Latin American history, politics, religion, geography, languages, culture, music, and art. Students will study the diversity of the peoples of Central and South America and throughout the Caribbean. One of the central purposes is to present students with the opportunity to learn about the complexity and richness of people and nations of the Latin American region. For instance, nations such as Mexico, Brazil, Costa Rica, Colombia, Chile, and Ecuador will be featured in the course.

**PSC 131 American Government**

IAI – S5 900

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A survey of American national, state, and local governments, including a study of the structure-function of the political system and the elements of constitutionalism, republicanism, and federalism. Emphasis will be given to the dynamics of the

political process through the operation of public opinion, the party system, and the electoral process. Special attention will be given to an analysis of the Constitution of the United States. Students who receive credit for Political Science 131 automatically fulfill the statutory requirements of the State of Illinois.

### **PSC 140A Current Events International**

1 Hour

Prerequisites: PSC 131  
1 hour weekly (1-0)

Current Events is a political science course designed to accompany PSC 211, 131, 212, or stand alone in special circumstances. The primary purpose of the course is to give the student an opportunity to volunteer and participate in Model United Nations, Model Illinois Government, Lobbying Illinois Government, political campaigns, and other community/state activities. Students will have an opportunity to survey the literature in each substantive area and then apply theory to practice. This course is an excellent opportunity for students to get hands-on experience in the social sciences.

### **PSC 140B Current Events Political Institutions and Processes**

1 Hour

Prerequisites: PSC 131  
1 hour weekly (1-0)

Current Events is a political science course designed to accompany PSC 211, 131, 212, or stand alone in special circumstances. The primary purpose of the course is to give the student an opportunity to volunteer and participate in Model United Nations, Model Illinois Government, Lobbying Illinois Government, political campaigns, and other community/state activities. Students will have an opportunity to survey the literature in each substantive area and then apply theory to practice. This course is an excellent opportunity for students to get hands-on experience in the social sciences.

### **PSC 140C Current Events National Politics**

1 Hour

Prerequisites: PSC 131  
1 hour weekly (1-0)

Current Events is a political science course designed to accompany PSC 211, 131, 212, or stand alone in special circumstances. The primary purpose of the course is to give the student an opportunity to volunteer and participate in Model United Nations, Model Illinois Government, Lobbying

Illinois Government, political campaigns, and other community/state activities. Students will have an opportunity to survey the literature in each substantive area and then apply theory to practice. This course is an excellent opportunity for students to get hands-on experience in the social sciences.

### **PSC 140D Current Events State and Local**

1 Hour

Prerequisites: PSC 131  
1 hour weekly (1-0)

Current Events is a political science course designed to accompany PSC 211, 131, 212, or stand alone in special circumstances. The primary purpose of the course is to give the student an opportunity to volunteer and participate in Model United Nations, Model Illinois Government, Lobbying Illinois Government, political campaigns, and other community/state activities. Students will have an opportunity to survey the literature in each substantive area and then apply theory to practice. This course is an excellent opportunity for students to get hands-on experience in the social sciences.

### **PSC 211 State and Local Government**

IAI – S5 902

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A survey of the structure and functions of American state and local governments. Attention will be given to intergovernmental relations, and the organization, powers, functions, and finances of state and local governments. Emphasis will be placed upon the unique problems of the metropolitan areas.

### **PSC 212 Introduction to International Relations**

IAI – S5 904N

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

An introduction to international relations emphasizing contemporary international problems and relations. The course is a foreign policy analysis of the international interactions of states and other international actors. In addition, the collapse of Soviet and Eastern European communism, the rediscovery of economics, the resurgence of nationalism, and the emergence of global problems will be examined.

**PSC 213 World Affairs (Honors)**

IAI – S5 906N

3 Hours

Prerequisites: HIS 201, HIS 202, or PSC 131 with "B" or higher; 15 semester hours, GPA of 4.0 or higher  
3 hours weekly (3-0)

This course is taught in a seminar format involving an in-depth study by honors students of current world affairs. Students will examine current world problems in light of historical, political, economic, social, and geographic backgrounds and current policies.

*This course is also offered as part of a study abroad program. Contact the Coordinator of International Education for more information.*

**PSC 215 Congress: The Legislative Process**

3 Hours

Prerequisites: None

3 hours (3-0)

Presents an inside view of the U. S. Congress and the complex range of individuals, organizations, and processes it embodies. Programs are hosted by journalist Edwin Newman and feature Norman Ornstein, professor of political science, Catholic University. Themes addressed include congressional elections, committees, parties, leadership, lobbying, constituency relations, lawmaking, budgeting, and separation of powers.

**PSC 220 The Law and Society**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

A course on the legal principles on which the law is based, and the legal system which administers the law. Helps students understand what their legal rights are and informs them of what legal principles are involved in a variety of daily situations.

**PSC 289 Introduction to Comparative Government**

IAI – S5 905

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is a comparative examination of the systems, processes, and policies of selected countries. The analysis of each country includes a

study of political culture, structure, function, and public policymaking of nine separate countries.

***Psychology (PSY)*****PSY 110 College Success and Career Planning**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course is designed to provide students with guidelines, strategies, and actions toward college success and career planning. Specific strategies for success are included in setting goals, planning ahead, time management, active learning, learning styles, study skills, choosing a major, planning a career, managing a healthy lifestyle, developing personal values, and workforce preparation.

**PSY 128 Human Relations**

2 Hours

Prerequisites: None

2 hours weekly (2-0)

A study of the patterns of human behavior that lead to effective interpersonal relationships in personal, social, and business situations. Emphasis is placed on the techniques used to solve problems of motivation, goals, and aspirations.

**PSY 132 General Psychology**

IAI – S6 900

3 Hours

Prerequisites: None

3 hours weekly (3-0)

General Psychology is an introductory course including the study of scientific research and application in regard to the psychological areas of affect, behavior, and cognition. This course is offered in the belief that an introduction to the many facets of psychology is an important part of anyone's general educational development. Therefore, a general goal of this course is to prepare students to be informed critical thinkers of contemporary psychology, as well as to provide a foundation for further study in psychology.

**PSY 132H General Psychology (Honors)**

1 Hour

Prerequisites: PSY 132 and consent of instructor  
1 hour weekly (1-0)

A course designed for honor students interested in meeting with a small group for discussion of

psychological topics, field trips, and independent readings.

### **PSY 200 Social Psychology**

IAI – S8 900  
3 Hours

Prerequisites: PSY 132  
3 hours weekly (3-0)

Social Psychology is an introductory course in the study of human group behavior. Research and theory are integrated in regard to the study of attitude formation, social perception and cognition, group processes and interpersonal relations, and social influences on behavior.

*This course is also offered as part of a study abroad program. Contact the Coordinator of International Education for more information.*

### **PSY 203 Adolescent Psychology**

IAI – S6 904  
3 Hours

Prerequisites: PSY 132  
3 hours weekly (3-0)

Adolescent Psychology examines interrelated biological, cognitive, social, and emotional aspects of development during adolescence based on a life-span perspective. Topics include family relationships, peer relations, the school experience, career choice and work, the college experience, identity formation, adjustment, moral development, and the development of intimacy and sexuality. The course concludes with a focus on adolescents at risk. Course content is based on theory, empirical research, and application.

### **PSY 205 Theories of Personality**

3 Hours

Prerequisites: PSY 132  
3 hours weekly (3-0)

Psychology 205 is an examination of the major theories of personality and the empirical research relating to these theories. Topics include psychoanalytic and neopschoanalytic theories, humanistic, cognitive, behavioral/social, and trait theories. Emphasis will also be placed on personality assessment and research methods in the study of personality.

### **PSY 262 Child Psychology**

IAI – S6 903  
3 Hours

Prerequisites: PSY 132  
3 hours weekly (3-0)

A study of the factors affecting the development of the child from conception to adolescence. Genetic, prenatal, familial, social, and cultural influences that interact to affect the child's physical, cognitive, linguistic, and social development will be examined.

### **PSY 265 Introduction to Special Education**

3 Hours

Prerequisites: PSY 132 & EDC 202  
3 hours weekly (3-0)

An introduction to the education and characteristics of exceptional people. This course surveys the history and educational practices in special education, including legislation and litigation. All classifications of special education, mental retardation, learning disabilities, hearing-impaired, etc., will be discussed. The course also covers the effects of disability conditions on learning situations.

*Students may be required to pass a background check in order to fulfill classroom observation requirements.*

### **PSY 270 Abnormal Psychology**

IAI – PSY 905  
3 Hours

Prerequisites: PSY 132 or equivalent  
3 hours weekly (3-0)

Abnormal Psychology is an introduction to the definition, understanding, and diagnosis of psychological disorders. Historical, cultural, empirical, and theoretical perspectives are combined to address etiology, assessment, treatment, and prevention.

### **PSY 285 Psychology of Personality**

3 Hours

Prerequisites: PSY 132  
3 hours weekly (3-0)

A study of the major perspectives on personality, integrating theory and research, and covering analytic and neo-analytic approaches along with cognitive, growth-humanistic, trait, behavioral/social learning, family systems and community psychology views on development, assessment, treatment and prevention.

## *Religion (REL)*

### **REL 101R Public Speaking in a Religious Setting** 2 Hours

Prerequisites: None  
2 hours weekly (2-0)

Public Speaking in a Religious Setting will focus on the biblical and theological centrality of speaking within the church. It will provide practical assistance in the exegesis of scripture and the preparation for effective speaking within the context of worship.

### **REL 102R Introduction to the Old Testament** 2 Hours

Prerequisites: None  
2 hours weekly (2-0)

Introduction to the Old Testament provides a basic understanding of the Old Testament by study of the historical background, content, teaching, and literary structure of the Old Testament books.

### **REL 105R Introduction to the New Testament** 2 Hours

Prerequisites: None  
2 hours weekly (2-0)

Introduction to the New Testament provides a basic understanding of the new Testament by examining the world of the New Testament, and studying the contents, teaching, and literary structure of the New Testament books.

### **REL 106R Introduction to Christian Theology** 2 Hours

Prerequisites: None  
2 hours weekly (2-0)

Introduction to Christian Theology will identify major options in studying theology (thinking about God). It will identify and place in their historical contexts perennial questions concerning religious belief and practice. These will be examined to see how they are relevant to today's church and society.

### **REL 108R Old Testament Prophets** 2 Hours

Prerequisites: None  
2 hours weekly (2-0)

A study of the prophetic movement in Israel and the writings of the canonical prophets.

### **REL 109R Leadership/Mgt in Religious Context** 2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This class will concentrate on providing tools and insights for individuals who want to understand and strengthen their leadership skills and management skills within a religious setting.

### **REL 110R Introduction to Apostle Paul: Life and Letters** 2 Hours

Prerequisites: None

This course will identify the life, work, thought, and writings of the Apostle Paul; clearly the most important of early missionaries of the Jesus movement.

### **REL 111R Introduction to Great Figures: Old Testament** 2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This course will take a close look at great figures of the Old Testament; who they are, what they do, how they have been assessed over the years, and their place in the history of Israel.

## *Integrated Science (SCI)*

### **SCI 210A Integrated Science I** IAI LP 900L 3 Hours

Prerequisites: None  
4 hours weekly (2-2)

Integrated Science is a lecture-laboratory course designed to provide a wide-ranging background in the life and physical sciences. The primary focus will be on providing the pre-service teacher with the information needed to meet the new science education standards based on content and inquiry methods. Future K-8 teachers will acquire knowledge that can be directly applied to lessons they will teach in the classroom, as well as enhancing their own personal scientific literacy. Science 210A will concentrate on the physical sciences.

### **SCI 210B Integrated Science II**

IAI 901L

3 Hours

Prerequisites: None  
4 hours weekly (2-2)

Integrated Science is a lecture-laboratory course designed to provide a wide-ranging background in the life and physical sciences. The primary focus will be on providing the pre-service teacher with the information needed to meet the new science education standards based on content and inquiry methods. Future K-8 teachers will acquire knowledge that can be directly applied to lessons they will teach in the classroom, as well as enhancing their own personal scientific literacy. Science 210B will concentrate on the physical sciences.

### ***Seminars (SEM)***

#### **SEM 200 Topics in Education I: Science**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This class will serve as one of the teacher professional development courses. The course is a catalyst in facilitating application to academic courses. Students will be able not only to apply, but also to evaluate the contextual nature of academic courses. Knowledge of educational strategies that match teaching techniques to student learning styles will be introduced.

#### **SEM 201 Topics in Education II: Math**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This class will serve as one of the teacher professional development courses. SCANS (Secretary's Commission on Acquiring Necessary Skills) skills include the higher order thinking skills and attitudes of students and workers. These skills center around the student's ability to use resources, information systems, and interpersonal, and technology skills. How to integrate these skills into a current curriculum will be covered in this course. The course will explore the development and implementation of a system as it applies to performance standards in educational settings. The system will be integrated into current curricula to measure soft skills such as problem-solving, teamwork, acquiring information, and technology.

#### **SEM 202 Topics in Education III: Standards and Assessment**

3 Hours

Prerequisites: MAT 062 or equivalent  
3 hours weekly (3-0)

This class will serve as one of the teacher professional development courses. This course will provide an overview of the graphing calculator features and describe how the TI-83 operates. Participants will engage in various interactive activities and will combine the features of the calculator to problem solving.

#### **SEM 203 Topics in Education V: Special Education**

1-4 Hours

Prerequisites: None  
3 hours weekly (3-0)

This class will serve as one of the teacher and education major professional development courses. The course shows how to design an effective Web page. How to organize a Web page and design its links will also be addressed. This course is hands-on, and the goal is for the participants to develop a product applicable to their classroom.

#### **SEM 204 Topics in Education IV: Technology**

1-4 Hours

Prerequisites: None  
1-4 hours weekly (1-4-0)

This course is to serve as one of the teacher professional development courses designed to provide educational opportunities for teachers pursuing recertification. Current topics and issues related to elementary and secondary education will be studied. Topics will vary from semester to semester and must be approved by the dean for instruction.

#### **SEM 205 Language Arts**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course is to serve as one of the teacher professional development courses designed to provide educational opportunities for teachers pursuing certificate renewal. Current topics and issues related to elementary and secondary education will be studied. Topics will vary from semester to semester and must be approved by the dean for instruction.



### **SEM 210 Issues and Trends in Education**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This course focuses on current issues and trends in American education, with special emphasis on those specific trends and issues most relevant to Illinois schools.

## *Sociology (SOC)*

### **SOC 133 Principles of Sociology**

IAI – S7 900

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

An introductory course examining the three dimensions of society (culture, structure, social processes) and the three major theoretical perspectives (symbolic interactionist, functionalist, and conflict), as well as demonstrating their use as tools for understanding and researching both personal experience and larger social patterns. Topics addressed over the course of the semester include popular culture, the global economy, inequality, cross-cultural differences, deviance, socialization, and social change.

### **SOC 215 Diversity in American Life**

IAI – S7 903D

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

The course is designed to foster an understanding and appreciation of diversity in American life. Diversity with respect to gender, race, age, class, ethnicity, and differences in physical abilities will be examined. Topics include these: perspective on cultural diversity; identity and diversity; comparisons of patterns of racial/ethnic assimilation and adaptation; social policy issues and diversity; social problems and social movements.

### **SOC 263 Marriage & the Family**

IAI – S7 902

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

A sociological examination of mate selection and marriage, family life, marital adjustments, and the place of the family in American culture. Cross-

cultural comparisons will consider child-rearing, communal living, the latest trends, and predictions about the future.

### **SOC 264 Social Problems**

IAI – S7 901

3 Hours

Prerequisites: SOC 133  
3 hours weekly (3-0)

A review and application of basic sociological concepts, theories, and methods to examine contemporary social problems. Students discuss and analyze selected contemporary social problems along with a range of solutions to these problems. Special features of the class include the use of the World Wide Web in the research process, examination of cultural representations of social problems, and local focus on social problems.

*This course is also offered as part of a study abroad program. Contact the International Education Coordinator for more information.*

## *Social Work (SOCW)*

### **SOCW 275 Introduction to Social Work**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Introduction to Social Work examines the relationships among social, cultural, political, and economic factors in the history and practice of social welfare. The range of roles and applications of modern social work practice will be examined with particular emphasis on community based delivery systems.

## *Speech (SPE)*

### **SPE 105 Forensic Activities**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Students may acquire no more than 4 hours credit and not more than 2 hours per year. Hours are to be secured for participating in forensic activities. Designed to provide students with contest speaking experience and to develop skills in concentrated areas of speech.

**SPE 113 Theater Appreciation**

IAI – F1 907

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

An introductory survey of theatre/drama as a performing art form. Includes study and analysis of historical, social, esthetic, and technical aspects of traditional and contemporary theatrical/dramatic expression.

*This course is also offered as part of a study abroad program. Contact the Coordinator of International Education for more information.*

**SPE 115 Speech**

IAI – C2 900

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Speech 115 combines communication theory with the practice of oral communication skills. This course: (1) develops awareness of the communication process; (2) provides inventional, organizational, and expressive strategies; (3) promotes understanding of an adaptation to a variety of communication contexts; and (4) emphasizes critical skills in listening, reading, thinking, and speaking. Students are expected to prepare and give at least three substantial speeches, including both informative and persuasive speech assignments. All classes require face-to-face performance of the three substantial speeches with the class and the instructor serving as an in-class audience.

**SPE 116 Interpersonal Communication**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Study of communication theory and its application to interpersonal relations. Relationship skills will be explored, analyzed, and practiced. Among the topics covered are the communication process, the self as communicator, listening, verbal and nonverbal communication, cooperation and conflict management. Students will also develop their individual interpersonal communication skills by increasing their knowledge of behavioral choices in both personal and professional relationships.

**SPE 119 Stagecraft I**

3 Hours

Prerequisites: None  
5 hours weekly (1-4)

Advanced information relating to theatrical production. Intense applied training in set design, set construction, set decoration, lighting design, lighting application, sound design, sound application and special effects, makeup design, hair style design, costume design, publicity, house management, and advanced acting techniques.

**SPE 120 Stagecraft II**

3 Hours

Prerequisites: None  
5 hours weekly (1-4)

Continuation of Stagecraft I. Intense applied training in set design, set construction, set decoration, lighting design, lighting application, sound design, sound application and special effects, makeup design, hair style design, costume design, publicity, house management, and advanced acting techniques.

**SPE 121 Advanced Public Speaking**

3 Hours

Prerequisites: SPE 115 or consent of instructor  
3 hours weekly (3-0)

Advanced principles of speech preparation and presentation; special problems and types of speeches; considerable practice in composition and delivery of speeches.

**SPE 124 Fundamentals of Acting I**

IAI – TA 914

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

The purpose of this course is to provide students with a basic approach to the fine art of acting and to allow them to develop their own technique through active participation.

## **SPE 125 Fundamentals of Acting II**

3 Hours

Prerequisites: SPE 124

3 hours weekly (3-0)

A continuation of Fundamentals of Acting I. An intensive approach to acting that will prepare students for a variety of acting situations.

## **SPE 128 A, B, C, D Theater Practicum**

1 Hour Each

Prerequisites: Permission of the director. Students will not be permitted to register for SPE 128 until selected for a play or for a technical position that the director believes is appropriate for credit  
1 hour weekly (1-0)

This is a course designed to increase a student's proficiency in the preparation and presentation of theatrical productions. Credit is awarded for performing in or working on major College productions. Students may acquire no more than four hours of credit total and no more than two hours of credit per year.

## **SPE 131 Family Communication**

3 Hours

Prerequisites: None

3 hours weekly (3-0)

This course provides a framework for analyzing the family as a communication system. It examines the ways in which members of family systems interact to develop, maintain, enrich, or limit family relationships.

## **SPE 200 Small Group Communication**

3 Hours

Prerequisites: SPE 115 or SPE 116

3 hours weekly (3-0)

This course explores the communication processes that occur in small groups. Students will study and apply communication theory in order to enhance their effectiveness as small group communicators. Focus is given to group formation, group membership, and decision-making and problem-solving procedures.

## *Spanish (SPN)*

### **SPN 101 Elementary Spanish I**

4 Hours

Prerequisites: None

4 hours weekly (4-0)

Emphasis on grammar, pronunciation, vocabulary, and oral use of the language. Language laboratory is required.

*This course is also offered as part of a study abroad program. Contact the Coordinator of International Education for more information.*

### **SPN 102 Elementary Spanish II**

4 Hours

Prerequisites: SPN 101 or consent of instructor

4 hours weekly (4-0)

Different activities and techniques will be used to achieve the course objectives. After taking Spanish 101, the activities will be expanded on more vocabulary, dialogues, and conversations. The grammatical structures of the language will be studied on new topics such as preterit and imperfect tenses using different types of exercises.

*This course is also offered as part of a study abroad program. Contact the Coordinator of International Education for more information.*

### **SPN 201 Intermediate Spanish I**

4 Hours

Prerequisites: SPN 102 or consent of instructor

4 hours weekly (4-0)

Students must have taken Spanish 102 in order to move to the Intermediate Spanish 201. The course will be devoted to finalize the basic grammatical structures of the language. Past participles, present perfect tense, past perfect tense, conditionals, uses of the subjunctive with different verbs and the like. In addition, an oral-conversation exercise will be part of the course.

*This course is also offered as part of a study abroad program. Contact the Coordinator of International Education for more information.*

## **SPN 202 Intermediate Spanish II**

IAI – H1 900

4 Hours

Prerequisites: SPN 201 or consent of instructor  
4 hours weekly (4-0)

The second section of the Intermediate Spanish requires that the students had taken Spanish 201. In this section, the course will consist of a summary of the main grammatical aspects of the language. There will be a general use combining the four skills (listening, speaking, reading, and writing) to achieve the goal of the course. The whole section will be taught mainly in Spanish.

*This course is also offered as part of a study abroad program. Contact the Coordinator of International Education for more information.*

## ***Surveying (SRV)***

### **SRV 101 Surveying I**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

This is a beginning course in surveying designed to introduce the student to the principles and equipment of surveying, as well as the profession of surveying.

## ***Surgical Technology (STP)***

### **STP 121 Introduction to Surgical Technology**

3 Hours

Prerequisites: Acceptance into the Surgical Technology Program, BIO 205 or 206 with C or better.  
3 hours weekly (3-0)

This course introduces the student to the broad field of surgical technology. It includes Orientation to Surgical Technology, Standards of Conduct, The Surgical Patient, Special Populations, and Physical Environment and Safety Standards.

### **STP 122 Principles and Practices of Surgical Technology**

6 Hours

Prerequisites: STP 121, BIO 205 or 206  
8 hours weekly (4-4)

This course introduces the student to the practice of surgical technology. The focus is on skills that are

specifically those of the scrub role and the circulator role. The student will demonstrate the proper and safe execution of procedures and instruments and equipment. Adequate laboratory time for the practice and testing of the skills is required.

### **STP 123 Surgical Procedures I**

5 Hours

Prerequisites: STP 122, 127, BIO 205 and 206  
5 hours weekly (5-0)

This course is designed to prepare students for clinic practice training. Instruction introduces students to the various surgical specialties.

### **STP 124 Surgical Procedures II**

3 Hours

Prerequisites: STP 123 and BIO 226  
3 hours weekly (3-0)

This course is a continuation of STP 123 and is designed to prepare the student for clinic practice training. Instruction introduces the student to the various surgical specialties not covered in its first course.

### **STP 125 Clinical Rotation in Surgical Technology I**

5 Hours

Prerequisites: STP 122, 127, BIO 205 and current CPR certification  
15 hours weekly (0-15)

This course introduces the student to the operating room and its routine. This course functions to expand knowledge gained in STP 122 and supports the knowledge being gained in Surgical Procedures I. This course is offered pass/fail.

### **STP 126 Clinical Rotation in Surgical Technology II**

5 Hours

Prerequisites: STP 125, STP 126, BIO 206, 226 and current CPR certification  
15 hours weekly (0-15)

This course is continuation of STP 125. It is designed to provide the student with continued exposure to the operating room and its routine. This course expands the knowledge gained in STP 123 and STP 125. This course is offered pass/fail.

### **STP 127 Pharmacology for Health Professions**

3 Hours

Prerequisites: STP 121 and acceptance into the Surgical Technology Program  
3 hours weekly (3-0)

This course provides basic knowledge of the most commonly used medications in the operating room. Commonly prescribed medications such as anesthetics, diuretics, gastric drugs, hormones, antibiotics, diagnostic agents, and blood and fluid replacements will be discussed.

### ***TLC Online Orientation (TLC)***

#### **TLC 101B Intro to Online Using Blackboard**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

This course serves as a foundation for students taking online, hybrid, and supplemental courses. The course focuses on the characteristics of successful online learners, basic technology skills needed to navigate, communicate, and interact in the Blackboard learning management system. This course will provide learners with realist experience in the online classroom.

#### **TLC 101M Intro to Online Using Moodle**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

This course serves as a foundation for students taking online, hybrid, and supplemental courses. The course focuses on the characteristics of successful online learners, basic technology skills needed to navigate, communicate, and interact in the Moodle learning management system. This course will provide learners with realist experience in the online classroom.

### ***Travel and Tourism (TRT)***

#### **TRT 152 Safety & Sanitation**

1 Hour

Prerequisites: None  
1 hour weekly (1-0)

This course is designed to provide students with the educational background needed to assist them in passing the Illinois Food Sanitation Examination, which is necessary for employees in food service

establishments. Topics included are these: sanitation, health, microbiology, safe food handling practices, and the sanitation regulations and standards of the State of Illinois. The student's knowledge will be tested during the last class period through a state-administered examination.

### ***Veterinary Technology (VET)***

#### **VET 110 Small Animal Nursing I**

3 Hours

Prerequisites: Admission to program.  
5 hours weekly (1-4)

Skill development in handling, restraint, and nursing techniques in dogs and cats. Emphasis on laws and ethics in veterinary medicine, breed identification, restraint techniques, history taking, physical examination, grooming, diagnostic sampling, therapeutic techniques, wound management, bandaging, fluid therapy, catheter placement, and preventive medicine.

#### **VET 111 Small Animal Nursing II**

3 Hours

Prerequisites: VET 110, VET 112, VET 117, VET 118  
5 hours weekly (1-4)

A continuation of VET 110 with emphasis on bandaging, venipuncture, immunology, dentistry, urinary diseases, and emergency nursing.

#### **VET 112 Animal Anatomy and Physiology I**

4 Hours

Prerequisites: Acceptance into program.  
5 hours weekly (3-2)

This course provides an overview of the structure and function of animal body systems with a focus on homeostasis. Subjects covered include fundamental cellular chemistry, physiology, cytology, histology, and anatomy of mammalian and avian species. Laboratory work includes observation of histology slides as well as identification of structures from each system on selected mammalian cadavers.

#### **VET 113 Animal Anatomy and Physiology II**

3 Hours

Prerequisites: VET 110, VET 112, VET 117, VET 118 all with a grade of "C" or higher  
4 hours weekly (2-2)

This course is a continuation of VET 112. Subjects covered include fundamental cellular chemistry,

physiology, cytology, histology, and anatomy of mammalian and avian species. Laboratory work includes observation of histology slides as well as identification of structures from each system on selected mammalian and avian cadavers.

**VET 116 Large Animal Nursing**  
3 Hours

Prerequisites: VET 110, VET 112, VET 117, VET 118 all with a grade of "C" or higher  
5 hours weekly (1-4)

Handling, restraint, and nursing techniques in horses, cows, swine, and sheep. Fundamentals of selection, management, genetics, nutrition, and physiology of farm animals.

**VET 117 Animal Radiology**  
2 Hours

Prerequisites: Admission to program.  
3 hours weekly (1-2)

Utilization of radiographic equipment on animal and positioning for various anatomical exposures with an emphasis on radiation safety and methods of obtaining high quality diagnostic pictures.

**VET 118 Veterinary Practice Management**  
2 Hours

Prerequisites: Admission into program.  
2 hours weekly (2-0)

Office practices used in a veterinary hospital including OSHA regulations, invoices, inventory, estimate preparation, record keeping, legal issues, grief management and customer relations.

**VET 119 Animal Clinical Lab I**  
3 Hours

Prerequisites: VET 110, VET 112, VET 117, VET 118 all with a grade of "C" or higher  
5 hours weekly (1-4)

This course teaches routine laboratory testing with an emphasis on hematology, urinalysis, and fecal examination.

**VET 133 Animal Surgical Technology I**  
3 Hours

Prerequisites: VET 110, VET 112, VET 117, VET 118 all with a grade of "C" or higher  
5 hours weekly (1-4)

Methods of surgery preparation with emphasis on surgery packs, instruments, autoclaves, sterile technique, surgical preps, and suture material. An introduction to intubation and anesthesia.

**VET 138 Animal Pharmacology I**  
2 Hours

Prerequisites: VET 110, VET 112, VET 117, VET 118 all with a grade of "C" or higher  
2 hours weekly (2-0)

A discussion of dosage and solution problems, dispensing procedures, client education, administration of drugs, and introduction to common veterinary drug classes.

**VET 219 Animal Clinical Lab II**  
3 Hours

Prerequisites: VET 231. Completion of first year of program.  
5 hours weekly (1-4)

Continuation of VET 119. Emphasis on blood chemistry, internal parasites, CBCs, cytology, histology, sample preparation, and other veterinary diagnostic testing.

**VET 231 Vet Tech Internship I**  
3 Hours

Prerequisites: Completion of first year of program.  
15 hours weekly (0-15)

Skill and proficiency development through participation in clinical rotations at veterinary clinics. Skills developed through the clinical site should include: large animal (if applicable), surgery, radiology, clinical pathology, nursing, client relations and care, telephone etiquette, necropsy, and exotics. Students will be placed within a designated clinic for the duration of the semester where all required hours must be successfully completed.

**VET 232 Vet Tech Internship II**  
4 Hours

Prerequisites: VET 219, VET 231, VET 233, VET 238, VET 239 all with a grade of "C" or higher. Completion of the first year of the program.  
16 hours weekly (1-15)

Continuation of VET 231. Continued skill and proficiency through participation in clinical rotations at Humane Societies, clinical practices, animal disease labs, rescue facilities, university teaching hospitals, emergency clinical or large animal facilities. Students will be placed within a

designated facility for the duration of the semester where all required hours must be successfully completed. Students will meet once per week for participation in review of the Veterinary Technician National Examination.

**VET 233 Animal Surgical Technology II**  
3 Hours

Prerequisites: VET 231. Completion of first year of program.  
5 hours weekly (1-4)

Continuation of Surgical Technology I with emphasis on anesthesia, surgical assisting, trauma surgery, ophthalmic, and thoracic surgery.

**VET 235 Laboratory and Exotic Animals**  
3 Hours

Prerequisites: VET 219, VET 233, VET 238, VET 239, VET 231. Completion of first year of program.  
4 hours weekly (2-2)

Students will be introduced to handling, restraint, and nursing techniques in common laboratory, exotic and wild animal species. Topics will include care and use of laboratory animals, sanitary procedures, clinical pathology, and common diseases.

**VET 236 Animal Management and Nutrition**  
3 Hours

Prerequisites: VET 219, VET 231, VET 233, VET 238, VET 239 all with a grade of "C" or higher. Completion of first year of program.  
3 hours weekly (3-0)

This course will introduce basic principles of animal and herd health management including nutrition, reproduction, pharmacology, vaccinations, diseases, and laboratory tests.

**VET 238 Animal Pharmacology II**  
2 Hours

Prerequisites: VET 231. Completion of first year of program.  
2 hours weekly (2-0)

A continuation of VET 138 with emphasis on drugs currently used in veterinary practice.

**VET 239 Animal Diseases**  
2 Hours

Prerequisites: VET 231. Completion of first year of program.  
2 hours weekly (2-0)

This course introduces students to the causes, symptoms, diagnosis and treatment of selected diseases of companion animals. Students will learn about commonly seen diseases within organ systems of mammals.

***Volunteerism (VOL)***

**VOL 101 Volunteerism**  
1-3 Hours

Prerequisites: Agencies receiving volunteer services reserve the right to set requirements. The requirements will be met through a course, seminar, orientation, or criminal background/drug check.

This course will meet legislative guidelines and will give the student the opportunity to provide service to his/her community. The student will be assigned to an agency, community action group, or educational facility based upon his/her skills, knowledge, and general interests. Some opportunities may involve tutoring, animal shelters, elderly care, neighborhood improvement, hospitals, etc.

***Welding (WEL)***

**WEL 150 Oxy-Acetylene Fusion Welding I**  
1 Hour

Prerequisites: None  
2 hours weekly (0-2)

A study of oxy-acetylene equipment; production of gases, storage and distribution, types of flames, operator protective equipment, and general safety precautions. Joints welded will be the butt-joint and outside corner joint in the flat position.

**WEL 151 Oxy-Acetylene Fusion Welding II**  
2 Hours

Prerequisites: WEL 150  
4 hours weekly (0-4)

A study of torch types, their construction and classification and specifications of gas welding rods. Joints welded will be the lap joint and horizontal tee joint. Also a study of the principles of joint design, their preparation, and control of expansion and

contraction. Joints welded will be the butt and T joints in the vertical and overhead positions.

### **WEL 152 Brazing and Soldering**

1 Hour

Prerequisites: WEL 151  
2 hours weekly (0-2)

A study of filler materials, fluxes, joint preparation and techniques. Emphasis will be placed on flange joints, T joints, and butt joints in several positions.

### **WEL 153 Oxy-Acetylene Cutting**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

A study of flame-cutting principles and safety, operation setup of the oxy-acetylene cutting outfit, and flame-cutting in several directions, including beveling, piercing, and cutting to prescribed sizes.

### **WEL 154 Arc Welding I**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

A study of process and safe work habits, striking an arc, running beads of weld in several directions, and padding, all in the flat position. Also, a study of American Welding Society (AWS) weld symbols, including the fillet weld symbol. Weaves, flat position, and three different patterns are taught.

### **WEL 155 Arc Welding II**

2 Hours

Prerequisites: WEL 154  
4 hours weekly (0-4)

A study of metal properties, basic joint designs, weld defects, and distortion control. Study will also include fillet welds in the flat position, lap joints, and single-and multiple-pass techniques. Also, a study of electrode classification systems, including selection, properties, use, and storage. The use of large diameter iron powder electrodes in various fillet weld configurations, including circumferential welds, will also be studied.

### **WEL 156 Arc Welding III**

1 Hour

Prerequisites: WEL 155  
2 hours weekly (0-2)

A study of the AWS weld symbol for groove welds and definition of flat position. There will be preparation and welding of vee-groove butt joints in the flat position with and without backing bar.

### **WEL 157 Arc Welding IV**

1 Hour

Prerequisites: WEL 156  
2 hours weekly (0-2)

A study of beads of weld and vee-groove butt joints with and without backing bar in the horizontal position. Definition of horizontal position will also be included.

### **WEL 158 Arc Welding V**

1 Hour

Prerequisites: WEL 157  
2 hours weekly (0-2)

A study of single beads, triangular weave, Christmas tree weave in the vertical-up position, and vee-groove butt joints, with and without a backing bar, in the vertical position. Definition of vertical position will also be included.

### **WEL 159 Arc Welding**

1 Hour

Prerequisites: WEL 158  
2 hours weekly (0-2)

A study of single beads, multiple pass fillet welds in the overhead position, and vee-groove butt joint with backing bar in overhead position. A definition of the overhead position will also be included.

### **WEL 160 M.I.G. Welding**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

A study of power sources, wire feeders, their maintenance and adjustment, and types of transfer, shielding gases, and flow meters. Emphasis will be placed on T joints in the horizontal and vertical down welding position and the butt joint in the flat and vertical down position. Also, the study of electrode wires, shielding gases, flow meters, and accessory equipment. Emphasis will be placed on the butt and T joint in the vertical P welding position and practice on the overhead T joint.



**WEL 161 Cored Wire Welding**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

A study of electrode wires, welding machines, and their maintenance and adjustment. Emphasis will be placed on the T joint in the flat and horizontal welding positions and the butt joint in the flat position. Also, study of the techniques of out-of-position welding, with emphasis on the butt joints and fillet welds in the vertical and overhead welding positions.

**WEL 162 T.I.G. Welding**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

A study of power sources, torch assemblies, electrode types, shielding gases, and types of current used on different metals. Emphasis will be placed on butt and T joints in the flat, horizontal, overhead, and vertical positions.

**WEL 163 Weld Testing and Inspection**

2 Hours

Prerequisites: None  
4 hours weekly (0-4)

A study of the definition of welding qualifications, welding codes, and procedures and testing. Also included will be the AWS limited-thickness bend test in the flat, horizontal, and vertical position using E-7018, 5/32" diameter electrodes. Also, the study of procedure and operator qualifications and the interpretation of the test results. Emphasis will be placed on the preparation and testing of welded joints.

**WEL 181 Introduction to Oxy-Acetylene Welding**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

A study of oxy-acetylene equipment, types of flames, general safety precautions, and flame-cutting principles. Joints welded will be the outside corner, lap and butt joints in the flat positions, and horizontal fillet. Also, brazing and soldering.

**WEL 182 Introduction to Arc Welding**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

A study of process and work habits, striking the arc, running beads, padding, fillet welds in the horizontal position, and butt joints in the flat position.

**WEL 188 Welding Laboratory I**

1 Hour

Prerequisites: None  
2 hours weekly (0-2)

This course will consist of supervised laboratory assignments on vee-joint butt welds in vertical positions with the E-7018 electrode. All welds will be tested according to the American Welding Society Code. The successful student will be able to pass the qualification test required by the coal mining and construction industries.

**WEL 189 Welding Laboratory II**

1 Hour

Prerequisites: WEL 188  
2 hours weekly (0-2)

This course will consist of supervised laboratory assignments on T joint welds in the vertical position with the E-7018 electrode. All welds will be tested according to the American Welding Society Code. The successful student will be able to pass the qualification test required by the coal mining and construction industries.

**WEL 190 Welding Laboratory III**

1 Hour

Prerequisites: WEL 189  
2 hours weekly (0-2)

This course will consist of supervised laboratory assignments on vee/butt joint welds in the overhead position with the E-7018 electrode. All welds will be tested according to the American Welding Society Code. The successful student will be able to pass the qualification test required by the coal mining and construction industries.

**WEL 191 Welding Laboratory IV**

1 Hour

Prerequisites: WEL 190  
2 hours weekly (0-2)

This course will consist of supervised laboratory assignments on T butt joint welds in the overhead position with the E-7018 electrode. All welds will be tested according to the American Welding Society Code. The successful student will be able to pass the qualification test required by the coal mining and construction industries.

### **WEL 192 Introduction to Pipe Welding**

1 Hour

Prerequisites: Consent of Instructor  
2 hours weekly (0-2)

Pipe joints are prepared, welded, and tested in accordance with A.W.S. D1.1 Structural Welding Code. Socket joints and butt joints are done in the 2F and 2G positions with E-6010 and E-7018 electrodes.

### **WEL 193 Pipe Welding**

1 Hour

Prerequisites: WEL 192  
2 hours weekly (0-2)

Pipe joints are prepared, welded, and tested in accordance with A.W.S.D1.1 Structural Welding Code. Socket joints and butt joints are done in the 5F and 5G positions with E-6010 and E-7018 electrodes.

### **WEL 194 Pipe Welding**

2 Hours

Prerequisites: WEL 193  
4 hours weekly (0-4)

Pipe joints are prepared, welded, and tested in accordance with A.W.S.D1.1 Structural Welding Code. Butt joints are welded uphill and downhill in the 6G position with E-6010 and E-7018 electrodes.

### **WEL 195 Special Problems in Welding**

4 Hours

Prerequisites: Six credit hours of welding prior to enrollment.  
8 hours weekly (0-8)

Students will prepare and submit a written proposal identifying specific problems. These may be theoretical in nature or practical laboratory situations to be worked out.

### **WEL 196 M.I.G. Welding—Aluminum**

1 Hour

Prerequisites: WEL 160  
2 hours weekly (0-2)

This course will teach the student to use the pound gun to weld aluminum in all positions.

### **WEL 197 M.I.G. Welding—Stainless Steel**

1 Hour

Prerequisites: WEL 160  
2 hours weekly (0-2)

This course will teach students to use pound gun to weld stainless steel in all positions.

### **WEL 198 T.I.G. Welding—Aluminum**

1 Hour

Prerequisites: WEL 162  
2 hours weekly (0-2)

This course will teach students to weld aluminum in all positions as well as to weld aluminum pipe.

### **WEL 199 T.I.G. Welding—Stainless Steel**

1 Hour

Prerequisites: WEL 162  
2 hours weekly (0-2)

This course will teach students to weld stainless steel with TIG.

### **WEL 200 Welding Theory**

2 Hours

Prerequisites: None  
2 hours weekly (2-0)

This course will cover oxy-acetylene, AC, DC, inert gas, and automatic welding theory.

### **WEL 201 and 201 A&B Industrial Maintenance Welding Lab**

3-6 Hours

Prerequisites: None  
6-12 hours weekly (0-6-12)

This is a laboratory class that will develop cognitive and manipulative skills to use the SMAW, GMAW, GTAW, PAC, OFC, and DAW welding and cutting processes. Fillet and groove welds will be performed on carbon steels, stainless steel, and aluminum material in all welding positions.

## ***Faculty and Professional Staff***

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*Landa Stettler* (Crab Orchard, Marion)

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