Seminole State College of Florida is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate and baccalaureate degrees. Contact the Commission on Colleges at 1865 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of Seminole State College of Florida.

CAMPUS:

• Altamonte Springs
• Heathrow
• Oviedo
• Sanford/Lake Mary

MAILING ADDRESS:
100 Weldon Boulevard
Sanford, FL 32773

PHONE:
407.708.4722

www.seminolestate.edu
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The following updates have been made to the 2019-2020 catalog. This listing is for documentation purposes only. The official catalog of Seminole State College is the online version published on the College Website. All of the updates listed below are currently published in the online version of the College Catalog.

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<td>Update Laboratory Fee Range for Career Program and Non Credit Courses</td>
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<td>Update General Admissions verbiage to match Policy 3.020</td>
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<tr>
<td>Student Information</td>
<td>Added new Center for Workforce Education and associated plans</td>
<td>July 2019</td>
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<td>Student Information</td>
<td>Licensure Fee Range removed - Other Fees</td>
<td>July 2019</td>
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<td>Student Information</td>
<td>Update to Payment of Tuition and Fees</td>
<td>July 2019</td>
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<td>Student Information</td>
<td>Update additional plans to Center for Workforce Education</td>
<td>August 2019</td>
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<td>Student Information</td>
<td>Update to Veteran's Services policy</td>
<td>August 2019</td>
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General Information

Catalog Purpose

The official catalog of Seminole State College is the online version published on the College Website. Seminole State College of Florida makes every reasonable effort to ensure the accuracy of the Catalog at time of publication. Occasionally, changes must be made to carry out the purposes and objectives of the College. Any approved changes to the official catalog are published online in a file titled "Approved Catalog Changes."

Campus Locations

Seminole State College gives you the flexibility to take classes when and where you want – day, night or weekend at any of our four convenient campuses, or online.

All four campuses have their own flavor and specialty programs, and each campus offers a full array of student support services. Seminole State College is located in the metropolitan Orlando area, Florida.

Altamonte Springs Campus

The Altamonte Springs Campus opened in 2008 and serves one of the most populated areas of Seminole County. More than 100,000 people live within five miles of the campus. The campus concentrates in three key academic areas: healthcare and nursing, general education and adult education. In 2011, the College announced a major expansion at the campus, nearly tripling its size.

Heathrow Campus

The Center for Business Development at Heathrow, which opened in 2007, positions Seminole State firmly along the Interstate 4 High-Tech Corridor. The campus is home to the School of Engineering, Design and Construction and the Foundation for Seminole State College. In addition, the campus has created a spirit of collaboration in Seminole County with a unique economic development suite. Resident partners include the Seminole County Regional Chamber of Commerce, the Seminole County Economic Development Department, the Seminole County Advisory Board Council, Leadership Seminole, the Florida High-Tech Corridor Council and the Metro Orlando Economic Development Commission.

Oviedo Campus

Situated on 180 acres, including a 120 acre nature preserve, the Oviedo campus offers a traditional collegiate atmosphere and beautiful old Florida views. The campus, located near the University of Central Florida, concentrates in three academic areas: general education, engineering technology and adult education. The campus, which opened in 2001, is also one of two locations for the Grindle Honors Institute.

Sanford/Lake Mary Campus

Public higher education in Seminole County was born here in August 1966. The Sanford/Lake Mary Campus sits on 200 acres, bordered by Sanford to the north and Lake Mary to the west. The campus is home of the Wayne M. Densch Partnership Center, UCF’s regional campus, the Center for Public Safety, the CFADA Professional Automotive Training Center, the Fine Arts Building, the Weldon administration building, Raider athletics and the Grindle Honors Institute.
Fall 2019 College Academic Calendar

August 20 - December 9, 2019

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<tr>
<th>Event</th>
<th>Full Session</th>
<th>A Session</th>
<th>12W Session</th>
<th>B Session</th>
</tr>
</thead>
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<td>Financial aid priority application deadline: All required documentation must be submitted to the Financial Aid Office to allow sufficient processing to meet on-time disbursements.</td>
<td>June 4</td>
<td>June 4</td>
<td>August 13</td>
<td>August 13</td>
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<tr>
<td>Priority registration begins for students authorized by Veterans Services, Disability Support Services, Honors, Student Life, and Athletics.</td>
<td>June 24</td>
<td>June 24</td>
<td>June 24</td>
<td>June 24</td>
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<tr>
<td>Registration begins for all degree-seeking returning students.</td>
<td>June 25</td>
<td>June 25</td>
<td>June 25</td>
<td>June 25</td>
</tr>
<tr>
<td>Registration begins for all new, non-degree, and dual enrollment students.</td>
<td>June 27</td>
<td>June 27</td>
<td>June 27</td>
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</tr>
<tr>
<td>Deadline to submit transcripts to Enrollment Services for evaluation.</td>
<td>August 6</td>
<td>August 6</td>
<td>August 26</td>
<td>October 1</td>
</tr>
<tr>
<td>Last day to enroll in Nelnet’s tuition payment plan (before 5:00 pm).</td>
<td>August 8</td>
<td>August 8</td>
<td>August 8</td>
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<tr>
<td>Admissions application deadline for BACC students.</td>
<td>August 13</td>
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<td>August 13</td>
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<tr>
<td>Admissions application deadline for new,</td>
<td>August 13</td>
<td>August 13</td>
<td>September 5</td>
<td>October 10</td>
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<tr>
<td>Event</td>
<td>August 15</td>
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<tr>
<td>Transfer, and dual enrollment students.</td>
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<td>Full-time faculty report.</td>
<td>August 15</td>
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<td>August 15</td>
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<tr>
<td>Deadline to submit petitions: full cost of instruction, fourth attempt, or repeat of a course.</td>
<td>August 15</td>
<td>August 15</td>
<td>September 5</td>
<td>October 10</td>
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<tr>
<td>Deadline to reclassify eligibility for Florida residency for tuition purposes.</td>
<td>August 19</td>
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<td>Last day to change program plan.</td>
<td>August 19</td>
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<td>Classes begin.</td>
<td>August 20</td>
<td>August 20</td>
<td>September 10</td>
<td>October 15</td>
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<tr>
<td>First day to enroll as an audit student.</td>
<td>August 20</td>
<td>August 20</td>
<td>September 10</td>
<td>October 15</td>
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<td>Registration begins for students with State Employee Fee Waivers.</td>
<td>August 20</td>
<td>August 20</td>
<td>September 10</td>
<td>October 15</td>
</tr>
<tr>
<td><strong>Note:</strong> Registration start date if using a State Employee Fee Waiver.</td>
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<tr>
<td>Registration begins for students with Senior Citizen Waivers.</td>
<td>August 20</td>
<td>August 20</td>
<td>September 10</td>
<td>October 15</td>
</tr>
<tr>
<td><strong>Note:</strong> Registration start date if using a Senior Citizen Waiver.</td>
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<tr>
<td>Last day to add online courses in the School of Arts and Sciences (excluding Arts &amp; Social Sciences).</td>
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<tr>
<td><strong>By 10:30 am - Full Session</strong></td>
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<td><strong>By 11:59 pm - A, 12W, B Sessions</strong></td>
<td>August 22</td>
<td>August 22</td>
<td>September 12</td>
<td>October 17</td>
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<tr>
<td><strong>Note:</strong> 12W Session registration throughout add/drop period requires Academic Dean approval.</td>
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<tr>
<td>Please meet with your assigned advisor or a</td>
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<tr>
<td>Event Description</td>
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<tr>
<td>Last day to add online courses in all other schools.</td>
<td>August 26</td>
<td>August 22</td>
<td>September 13</td>
<td>October 17</td>
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<tr>
<td><strong>By 10:30 am - Full Session</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>By 11:59 pm - A, 12W, B Sessions</strong></td>
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<tr>
<td>Note: 12W Session registration throughout add/drop period requires Academic Dean approval.</td>
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<tr>
<td>Please meet with your assigned advisor or a Student Success Specialist for assistance.</td>
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<tr>
<td>Last day to add/drop classes.</td>
<td>August 26</td>
<td>August 22</td>
<td>September 13</td>
<td>October 17</td>
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<td>Note: Courses that have already met are not available for self-service registration.</td>
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<tr>
<td>Note: 12W Session registration throughout add/drop period requires Academic Dean approval.</td>
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<tr>
<td>Please meet with your assigned advisor or a Student Success Specialist for assistance.</td>
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<tr>
<td>Last day to drop classes and receive a 100 percent refund (refund policy is subject to change without notice).</td>
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<td>Admission application deadline for transient students.</td>
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<td>Student submission begins for Intent to Graduate Forms.</td>
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<td>Grade roster validation due by 11:59 pm (including reporting W4s/No Shows).</td>
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<td>Last day to charge books against financial</td>
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<td>November 14</td>
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<td>Last day for students to withdraw from a college credit class. Note: Students remaining in classes after this date will receive a final grade from their professors.</td>
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<td>November 14</td>
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<td>Classes end.</td>
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<td>October 14</td>
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</table>
**College Closings:**

- Collegewide Convocation (Faculty in-service/no classes): September 24.
- College Closings (classes do not meet): September 2 (Labor Day), November 27-December 1 (Thanksgiving), December 21 - 31 (Winter Break).

The term “register” and “enroll” are used interchangeably. Examples: to register or to enroll for classes; to complete registration or enrollment into college coursework.
# Spring 2020 College Academic Calendar

## January 8 - April 30, 2020

<table>
<thead>
<tr>
<th>Event</th>
<th>Full Session</th>
<th>A Session</th>
<th>12W Session</th>
<th>B Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority registration begins for students authorized by Veterans Services, Disability Support Services, Honors, Student Life, and Athletics.</td>
<td>October 21</td>
<td>October 21</td>
<td>October 21</td>
<td>October 21</td>
</tr>
<tr>
<td>Registration begins for all degree-seeking returning students.</td>
<td>October 22</td>
<td>October 22</td>
<td>October 22</td>
<td>October 22</td>
</tr>
<tr>
<td>Registration begins for all new, non-degree, and dual enrollment students.</td>
<td>October 24</td>
<td>October 24</td>
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<td>October 24</td>
</tr>
<tr>
<td>Financial aid priority application deadline: All required documentation must be submitted to the Financial Aid Office to allow sufficient processing to meet on-time disbursements.</td>
<td>November 1</td>
<td>November 1</td>
<td>January 10</td>
<td>January 10</td>
</tr>
<tr>
<td>Deadline to submit transcripts to Enrollment Services for evaluation.</td>
<td>December 13</td>
<td>December 13</td>
<td>January 17</td>
<td>February 19</td>
</tr>
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<td>Admissions application deadline for BACC students.</td>
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</tr>
<tr>
<td>Admissions application deadline for new, transfer, and dual enrollment students.</td>
<td>January 3</td>
<td>January 3</td>
<td>January 27</td>
<td>February 26</td>
</tr>
<tr>
<td>Full-time faculty report.</td>
<td>January 6</td>
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<tr>
<td>Deadline to submit petitions: full cost of instruction, fourth attempt, or repeat of a course.</td>
<td>January 2</td>
<td>January 2</td>
<td>January 30</td>
<td>February 27</td>
</tr>
<tr>
<td>Deadline to reclassify eligibility for Florida residency for tuition purposes.</td>
<td>January 7</td>
<td>January 7</td>
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<tr>
<td>Event Description</td>
<td>Date</td>
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</tr>
<tr>
<td>Last day to change program plan.</td>
<td>January 7</td>
<td>January 7</td>
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</tr>
<tr>
<td>Classes begin.</td>
<td>January 8</td>
<td>January 8</td>
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<td>March 11</td>
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<td>First day to enroll as an audit student.</td>
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<td>February 3</td>
<td>March 11</td>
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<tr>
<td>Registration begins for students with State Employee Fee Waivers.</td>
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<tr>
<td>&amp; Social Sciences).</td>
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</tr>
<tr>
<td><strong>By 10:30 am - Full Session</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>By 11:59 pm - A, 12W, B Sessions</strong></td>
<td>January 10</td>
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<td>February 5</td>
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<td><strong>Note:</strong> 12W Sessions registration throughout add/drop period requires</td>
<td></td>
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<tr>
<td>Academic Dean approval.</td>
<td></td>
<td></td>
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<tr>
<td>**Please meet with your assigned advisor or a Student Success Specialist for</td>
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<td></td>
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<td>assistance.</td>
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<td>Last day to add online courses in all other schools.</td>
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<tr>
<td>Note: Courses that have already met are not available for self-service registration.</td>
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<td>Note: 12W Session registration throughout add/drop period requires Academic Dean approval.</td>
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<td>Last day to drop classes and receive a 100 percent refund (refund policy is subject to change without notice).</td>
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<td>February 6</td>
<td>March 13</td>
</tr>
<tr>
<td>Admissions application deadline for transient students.</td>
<td>January 14</td>
<td>January 10</td>
<td>February 6</td>
<td>March 13</td>
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<tr>
<td>Student submission begins for Intent to Graduate Forms.</td>
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<td>January 15</td>
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<td>Last day to charge books against financial aid account.</td>
<td>January 15</td>
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<td>March 18</td>
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<td>Grade roster validation due by 11:59 p.m. (including reporting W4s/No Shows).</td>
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<tr>
<td>Event</td>
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*Note: W2s cannot be removed once assigned. Students remaining in classes after this date will receive a final grade from their professors.* | March 19 | February 7 | March 30 | April 9 |
| Last day for students to withdraw from a college credit class.  
*Note: Students remaining in classes after this date will receive a final grade from their professors.* | March 19 | February 7 | March 30 | April 9 |
| Classes end. | April 30 | February 27 | April 30 | April 30 |
| Deadline for faculty to submit grades.  
*Online by 11:59 am (noon) - A Session.*  
*Online by 11:59 pm - Full, 12W, B Sessions.* | May 4 | February 28 | May 4 | May 4 |
| Commencement ceremony. | May 4 | May 4 | May 4 | May 4 |
| Final work day for full-time faculty. | May 5 | May 5 | May 5 | May 5 |
| Grades available to students online (by 5:00 pm). | May 6 | February 29 | May 6 | May 6 |

**College closings:**

- College Closings (classes do not meet): January 1 (New Year's Day), January 20 (Martin Luther King Jr. Day), March 1-8 (Spring Break).

The terms "register" and "enroll" are used interchangeably. Examples: to register or to enroll for classes; to complete registration or enrollment into college coursework.
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<tr>
<td>Last day for faculty members to assign the grade of &quot;W2&quot; to students on grade roster.</td>
<td>July 6</td>
<td>June 8</td>
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<td>Note: W2s cannot be removed once assigned. Students remaining in classes after this date will receive a final grade from their professors.</td>
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<tr>
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<tr>
<td>Financial Aid and Veterans Affairs (VA) payment deferment deadline.</td>
<td>July 9</td>
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<tr>
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<td>July 7</td>
<td>May 28</td>
<td>July 7</td>
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<tr>
<td>Classes end.</td>
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<td>August 11</td>
</tr>
</tbody>
</table>

**College closings:**

- College four-day class schedule (College closed each Friday during Summer Term): May 11 - July 31.
- College Closings (classes do not meet): May 25 (Memorial Day), July 2 (Independence Day observed).

The terms “register” and “enroll” are used interchangeably. Examples: to register or to enroll for classes; to complete registration or enrollment into college coursework.
# Fall 2019 Academic Foundations Calendar

**August 20 - December 9, 2019**

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<th>A Session</th>
<th>B Session</th>
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</thead>
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<tr>
<td>Full-time faculty report.</td>
<td>August 15</td>
<td>August 15</td>
<td>August 15</td>
</tr>
<tr>
<td>Classes begin</td>
<td>August 20</td>
<td>August 20</td>
<td>October 15</td>
</tr>
<tr>
<td>Last day to add/drop classes.</td>
<td>September 3</td>
<td>August 26</td>
<td>October 21</td>
</tr>
<tr>
<td>Grade roster validation due by 11:59 pm (including reporting W4s/No Shows).</td>
<td>September 6</td>
<td>August 29</td>
<td>October 24</td>
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**College Closings:**

- College-wide Convocation (Faculty in-service/no classes): September 24.
• College Closings (classes do not meet): September 2 (Labor Day), November 27- Dec. 1 (Thanksgiving), December 21-31 (Winter Break).

The terms "register" and "enroll" are used interchangeably. Examples: to register or to enroll for classes; to complete registration enrollment into college coursework.
## Spring 2020 Academic Foundations Calendar

### January 8 - April 30, 2020

<table>
<thead>
<tr>
<th>Event</th>
<th>Full Session January 8 - April 30</th>
<th>A Session January 8 - February 27</th>
<th>B Session March 11 - April 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration begins for Academic Foundations students.</td>
<td>October 22</td>
<td>October 22</td>
<td>October 22</td>
</tr>
<tr>
<td>Full-time faculty report.</td>
<td>January 6</td>
<td>January 6</td>
<td>January 6</td>
</tr>
<tr>
<td>Classes begin.</td>
<td>January 8</td>
<td>January 8</td>
<td>March 11</td>
</tr>
<tr>
<td>Last day to add/drop classes.</td>
<td>January 22</td>
<td>January 14</td>
<td>March 17</td>
</tr>
<tr>
<td>Grade roster validation due by 11:59 pm</td>
<td>January 27</td>
<td>January 17</td>
<td>March 20</td>
</tr>
<tr>
<td>(including reporting W4s/No Shows).</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deadline for students to submit Intent to Graduate Forms.</td>
<td>February 21</td>
<td>February 21</td>
<td>February 21</td>
</tr>
<tr>
<td>Classes end.</td>
<td>April 30</td>
<td>February 27</td>
<td>April 30</td>
</tr>
<tr>
<td>Deadline for faculty to submit grades.</td>
<td></td>
<td>May 4</td>
<td>February 28</td>
</tr>
</tbody>
</table>

*Online by 11:59 am (noon) - A Session
Online by 11:59 pm - Full, 12W, B Sessions*
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Date</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commencement ceremony.</td>
<td>May 4</td>
<td>May 4</td>
<td>May 4</td>
</tr>
<tr>
<td>Final work day for full-time faculty.</td>
<td>May 5</td>
<td>May 5</td>
<td>May 5</td>
</tr>
<tr>
<td>Grades available to students online (by 5:00 pm).</td>
<td>May 6</td>
<td>February 29</td>
<td>May 6</td>
</tr>
</tbody>
</table>

**College closings:**

- College Closings (classes do not meet): January 1 (New Year’s Day), January 20 (Martin Luther King Jr. Day), March 1-8 (Spring Break).

The terms "register" and "enroll" are used interchangeably. Examples: to register or to enroll for classes; to complete registration or enrollment into college coursework.
# Summer 2020 Academic Foundations Calendar

## May 11 - August 5, 2020

<table>
<thead>
<tr>
<th>Event</th>
<th>Full Session (May 11 - August 5)</th>
<th>A Session (May 11 - June 22)</th>
<th>B Session (June 24 - August 5)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration begins for Academic Foundations students.</td>
<td>March 24</td>
<td>March 24</td>
<td>March 24</td>
</tr>
<tr>
<td>Full-time faculty report.</td>
<td>May 8</td>
<td>May 8</td>
<td>June 24</td>
</tr>
<tr>
<td>Classes begin.</td>
<td>May 11</td>
<td>May 11</td>
<td>June 24</td>
</tr>
<tr>
<td>Last day to add/drop classes.</td>
<td>May 27</td>
<td>May 18</td>
<td>July 1</td>
</tr>
<tr>
<td>Grade roster validation due by 11:59 pm (including reporting W4s/No Shows).</td>
<td>June 2</td>
<td>May 21</td>
<td>July 8</td>
</tr>
<tr>
<td>Deadline for students to submit Intent to Graduate Forms.</td>
<td>June 10</td>
<td>June 10</td>
<td>June 10</td>
</tr>
<tr>
<td>Classes end.</td>
<td>August 5</td>
<td>June 22</td>
<td>August 5</td>
</tr>
<tr>
<td>Deadline for faculty to submit grades (online by 11:59 pm).</td>
<td>August 7</td>
<td>June 23</td>
<td>August 7</td>
</tr>
<tr>
<td>Final work day for full-time faculty.</td>
<td>August 7</td>
<td>June 23</td>
<td>August 7</td>
</tr>
<tr>
<td>Grades available to students online (by 5:00 pm).</td>
<td>August 11</td>
<td>June 25</td>
<td>August 11</td>
</tr>
</tbody>
</table>

**College closings:**

- College four-day class schedule (College closed each Friday during Summer Term): May 11-July 31, 2020.
- College Closings (classes do not meet): May 25 (Memorial Day), July 2 (Independence Day observed).

The terms "register" and "enroll" are used interchangeably. Examples: to register or to enroll for classes; to complete registration or enrollment into college coursework.
**History of the College**

**From Orange Grove to Alma Mater**

As the 1960s began, a college education was just a dream for most Central Florida residents. Between 1950 and 1965, Central Florida’s population had more than doubled. However, for Seminole and Orange counties, there was no public college or university.

County and school leaders, working with area legislators, led the charge to create a public college in the 1965 legislative session and on June 4, 1965, Governor W. Haydon Burns signed Senate Bill No. 17, which created the College and appropriated $30,000 to get it off the ground. The College was chartered on July 1, 1965.

In November 1965, the College was named Seminole Junior College.

**A Groundbreaking Beginning**

At the start of 1966, newly hired President Dr. Earl S. Weldon, then 37, quickly began the task of building a new college in a little more than seven months.

In February, Dr. Weldon identified college programs and searched for a suitable location. By the end of March, the School Board agreed to purchase a 170-acre site near the geographic center of the county as the campus.

Over the next five months, 23 full-time professors were hired, students began to register and Dr. Weldon scrambled to find portable buildings for the campus. Ten portable classrooms were moved to the campus and readied for the first day of classes.

The College’s first Student Center was a portable that was donated by the Walt Disney Co., which had announced plans to build Walt Disney World just a few months before.

When Seminole Junior College opened as the first public college in greater Orlando on Aug. 29, 1966, about 750 students showed up.

In May 1968, the College held its first graduation exercises for 112 students.

A master plan was unveiled for the College and construction of permanent buildings (F, L, S and V) began in 1969. Over the next decade, the former citrus grove was transformed into a metropolitan college campus.

In August 1970, Dr. Weldon’s vision for a comprehensive community college was realized as the College assumed responsibility for all adult, general and vocational education for Seminole County, becoming one of the first comprehensive colleges in Florida.

On July 1, 1975, Seminole Junior College became Seminole Community College to better describe the vast diversity of educational programs available at the College. By the end of the College’s first decade, enrollment had increased to 14,161.

After 30 years of service, Dr. Weldon officially retired on Jan. 31, 1996. When he retired, he was the longest-serving and last founding president still presiding over an institution in Florida.

**Expanding Opportunities**

In February 1996, Dr. E. Ann McGee, a community college graduate and administrator at Broward College, became the College’s second president. Determined to raise the College’s profile, she began her administration on the eve of a major expansion.

Under her leadership, the College has opened three campuses and completed an $85 million renovation of its Sanford/Lake Mary Campus with more expansion on the horizon.

The Oviedo Campus opened in January 2001 to serve the educational and workforce development needs of eastern Seminole County. The Center for Economic Development at Heathrow, which houses Central Florida’s economic development leaders as well as classrooms and student services, opened in July 2007.

The Altamonte Springs Campus, which opened at near capacity in January 2008, serves one of the largest population areas of Central Florida. The campus houses healthcare programs, a diverse offering of A.A. degree courses and Adult Education. In 2010, the College purchased 28.57 additional acres to triple the size of the Altamonte Springs Campus. Through unique development projects, the College plans to
expand its facilities and healthcare programs on the campus.

In 2009, Seminole Community College became Seminole State College of Florida to reflect the expanding mission of the College as it began to offer bachelor’s degrees to meet the community’s needs for a highly trained workforce.

In 2010, Seminole State began offering its first baccalaureate degree. Four more bachelor’s degrees were added in January 2012. A sixth bachelor’s degree in health sciences began in May 2016. An RN to BSN (Nursing) bachelor’s degree was added in January 2018.

In 2013, following a successful fundraising year with $5 million in donation revenue, the Foundation for Seminole State College launched the first comprehensive fundraising effort in its history - Changing Lives, the Campaign for Student Success. The Foundation exceeded the $12 million goal of the three-year campaign in 2016, celebrating $13.553 million in donations to establish programs and scholarships.

**Strong Leadership**

With its strong focus on academics, Seminole State continues to attract top students. Since 2006, the College’s honors students have won 17 Jack Kent Cooke (JKC) Foundation Undergraduate Transfer scholarships. In 2015, Seminole State became only the second college in the U.S. to have four scholars in one year receive the award. The scholarship, presented each year to the top graduating community college students nationwide, awards up to $40,000 each year to cover recipients’ educational costs while completing their bachelor’s degrees and up to $50,000 per year for graduate study. The JKC award is the largest private scholarship in the country for transfer students.

In 2006, Seminole State continued its longtime partnership with the University of Central Florida by creating DirectConnect to UCF. This program, considered a national model, guarantees entrance and accelerated admission to UCF for students who complete their associate degrees from Seminole State. Nearly 12,000 Seminole State students participate in DirectConnect.

As another example of partnership in education, Seminole State and Seminole County Public Schools’ longtime efforts to improve college readiness received national recognition. In 2014, Dr. McGee and SCPS Superintendent Dr. Walt Griffin were invited to attend the White House College Opportunity Day of Action Summit with President and Michelle Obama. Because of the exceptional partnership between Seminole County Public Schools, Seminole State and the University of Central Florida, a Seminole County student can be educated in Seminole County from kindergarten to their doctorate.

**50 Years of Changing Lives**

In 2015, Seminole State College celebrated its 50th anniversary, marking the milestone with student, employee and community celebrations throughout Seminole County.

In honor of the College’s golden anniversary, the Fall 2015 Commencement Ceremony celebrated 50 years of student achievement and marked the official launch of the Seminole State College Alumni Association. Seminole State also debuted its Alma Mater, which served as the grand finale to the yearlong festivities and honors the thousands of students who have attended in the College’s history.

**Transforming Tomorrow**

Seminole State continues to lead by example. Since 2012, the College has received $6 million in grant funding for STEM programs and has promoted service learning, study abroad and internationalization efforts through its Center for Global Engagement.

In 2018, through a partnership between Seminole State College and IPAG Business School in France, Seminole State began offering an MBA degree in Luxury Brand Management at its Heathrow Campus. Through the program, students in Central Florida can earn a master’s degree with a unique, international perspective without leaving home.

Supporting its vision of being a student-centered college, Seminole State opened a new $25 million Student Center at the Sanford/Lake Mary Campus in January 2018. The two-story, 77,000 square-foot building serves as a one-stop facility for student services and student life from admission through
graduation.

After 22 years of service, Dr. McGee stepped down as president on July 31, 2018. Under Dr. McGee’s leadership, Seminole State grew from a single-campus community college into a dynamic state educational institution with four campuses and 30,000 students annually.

On August 1, 2018, Seminole State College welcomed its third president, Dr. Georgia Lorenz. Dr. Lorenz most recently served as the vice-president of Academic Affairs at Santa Monica College in California and brings more than 20 years of experience in higher education to Seminole State and is eager to build on Seminole State’s legacy.

Dr. Lorenz’s primary goals are for the College to continue to shine academically; provide a launch pad for students wanting to continue their education or start or advance their careers; serve as a nexus and resource for the community; and facilitate connections and engagement between schools, colleges and universities, community organizations, chambers, and business and industry.

From 10 portable classrooms and 750 students, Seminole State now:

- Is the ninth largest of the 28 colleges in the Florida College System.
- Has awarded more than 100,000 credentials, ranging from bachelor’s degrees to high school diplomas.
- Offers more than 200 degrees, certificates and programs.
- Has planned new developments at the Altamonte Springs and Sanford/Lake Mary campuses to accommodate growth and better serve students.

It all started with a dream...a dream that has been realized in extraordinary ways.

**Mission Statement**

Seminole State College of Florida enhances the educational, economic and cultural vitality of our region by providing exemplary learning opportunities to our diverse community.

**Vision Statement**

Seminole State College of Florida will be a national leader in academic programs and services that cultivate student achievement, career advancement, and global awareness in a collaborative and inclusive learning environment.

**Core Values**

Seminole State College’s core values define the principles of its diverse college community and guide each of us in promoting an environment where individuals learn, grow, and succeed.

**Integrity**

- We adhere to ethical conduct, fairness, and honesty.

**Respect**

- We embrace diversity, inclusion, and collaboration by respecting the unique qualities of individuals and treating each other with fairness and dignity.

**Excellence**

- We commit to provide academic rigor, an exemplary work environment, and exceptional performance.

**Academic Freedom**

- We foster intellectual inquiry through thoughtful expression of ideas and respectful exchanges of opinions.

**Learning**

- We promote access to learning opportunities, the pursuit of knowledge, and engagement in critical and creative thought.
Strategic Goals and Associated Strategic Actions

Strategic Goal 1: For Our Students...

Advance student learning and development with innovative programs and services that cultivate student engagement and success.

- Implement effective programs and services that sustain academic excellence and promote student success.
- Use technology to promote student learning and engagement.
- Increase opportunities to expand students' global perspectives.

Strategic Goal 2: For Our Employees...

Advance employees’ opportunities for development and success.

- Promote our Core Values in an increasingly diverse, collaborative and inclusive environment.
- Provide an exemplary workplace.
- Implement programs that enhance employees’ skills, credentials and abilities.

Strategic Goal 3: For Our Partners...

Advance partnerships that foster academic excellence, student achievement and economic vitality.

- Develop partnerships that strengthen our educational programs and services.
- Develop partnerships that enhance our facilities, campuses and infrastructure.
- Develop partnerships that expand opportunities for our students, employees, and community.

Strategic Goal 4: For Our Region...

Advance our region as a leader in higher education, workforce development, and community enrichment.

- Position Seminole State College as a first-choice educational destination.
- Align programs and resources with established and emerging workforce opportunities.
- Enrich the quality of life through educational attainment, lifelong learning, economic development, cultural programs and community service.
## College Resources

<table>
<thead>
<tr>
<th>Resource</th>
<th>Contact</th>
<th>Website/Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic standing, warning, probation, suspension, dismissal or reinstatement</td>
<td>Academic Advising and Counseling</td>
<td><a href="http://www.seminolestate.edu/counseling">www.seminolestate.edu/counseling</a> 407.708.2337</td>
</tr>
<tr>
<td>Admissions (noncredit programs, such as Adult High School and Continuing Education)</td>
<td>School of Academic Foundations Office</td>
<td><a href="http://www.seminolestate.edu/adult-ed">www.seminolestate.edu/adult-ed</a> 407.708.2153</td>
</tr>
<tr>
<td>Admissions (college credit and vocational)</td>
<td>Admissions Office</td>
<td><a href="http://www.seminolestate.edu/future-students/more-info/contact-us">www.seminolestate.edu/future-students/more-info/contact-us</a> 407.708.2050</td>
</tr>
<tr>
<td>Athletics</td>
<td>Athletics Department</td>
<td><a href="http://www.seminolestate.edu/athletics">www.seminolestate.edu/athletics</a> 407.708.2090</td>
</tr>
<tr>
<td>Books and classroom supplies</td>
<td>Seminole State Bookstores</td>
<td><a href="http://www.seminolestate.edu/bookstore">www.seminolestate.edu/bookstore</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Altamonte Springs: 407.404.6075</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Oviedo: 407.971.5001</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sanford/Lake Mary: 407.708.2021</td>
</tr>
<tr>
<td>Campus closures</td>
<td>Emergency Hotline</td>
<td><a href="http://www.seminolestate.edu/alert">www.seminolestate.edu/alert</a></td>
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<tr>
<td></td>
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<td>407.708.2290</td>
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<tr>
<td>Career research</td>
<td>Career Development Center</td>
<td><a href="http://www.seminolestate.edu/careers">www.seminolestate.edu/careers</a> 407.708.2033</td>
</tr>
<tr>
<td>Computer support (password resets, email assistance)</td>
<td>HelpDesk</td>
<td><a href="http://www.seminolestate.edu/cts/computing-and-user-services/helpdesk">www.seminolestate.edu/cts/computing-and-user-services/helpdesk</a></td>
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<tr>
<td></td>
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<td>407.708.2000</td>
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<tr>
<td>Concerns regarding physical plant</td>
<td>Facilities</td>
<td><a href="http://www.seminolestate.edu/facilities">www.seminolestate.edu/facilities</a></td>
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<td>407.708.2175</td>
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<tr>
<td>Cooperative education and internships</td>
<td>Career Development Center</td>
<td><a href="http://www.seminolestate.edu/careers">www.seminolestate.edu/careers</a> 407.708.2033</td>
</tr>
<tr>
<td>Counseling and advisement</td>
<td>Academic Advising and Counseling</td>
<td><a href="http://www.seminolestate.edu/counseling">www.seminolestate.edu/counseling</a> 407.708.2337</td>
</tr>
<tr>
<td>Disability support services</td>
<td>Disability Support Services</td>
<td><a href="http://www.seminolestate.edu/dss">www.seminolestate.edu/dss</a> 407.708.2110</td>
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<tr>
<td>Early college/Dual enrollment</td>
<td>Admissions Department</td>
<td><a href="http://www.seminolestate.edu/dual-enrollment">www.seminolestate.edu/dual-enrollment</a> 407.708.2050</td>
</tr>
<tr>
<td>Emergencies</td>
<td>Safety and Security</td>
<td>911 or <a href="http://www.seminolestate.edu/security">www.seminolestate.edu/security</a></td>
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<tr>
<td></td>
<td></td>
<td>Altamonte Springs: 407.404.6100</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Heathrow: 407.708.4410</td>
</tr>
<tr>
<td>Service</td>
<td>Department/Office</td>
<td>Website/Phone</td>
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<tr>
<td>----------------------------------</td>
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<tr>
<td>Fees and adjustments in College bill</td>
<td>Finance and Budget</td>
<td><a href="http://www.seminolestate.edu/business-services/student-accounting">www.seminolestate.edu/business-services/student-accounting</a> 407.708.2140</td>
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<tr>
<td>International students</td>
<td>International Student Office</td>
<td><a href="http://www.seminolestate.edu/iso">www.seminolestate.edu/iso</a> 407.708.2893</td>
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<tr>
<td>Intramural sports</td>
<td>Intramural Sports Office</td>
<td><a href="http://www.seminolestate.edu/intramural">www.seminolestate.edu/intramural</a> 407.708.2091</td>
</tr>
<tr>
<td>Job placement (off-campus)</td>
<td>Career Development Center</td>
<td><a href="http://www.seminolestate.edu/careers">www.seminolestate.edu/careers</a> 407.708.2033</td>
</tr>
<tr>
<td>Online class support (distance learning, eLearning)</td>
<td>eLearning</td>
<td><a href="http://www.seminolestate.edu/elearning">www.seminolestate.edu/elearning</a> 407.708.2424</td>
</tr>
<tr>
<td>Permission to organize a club</td>
<td>Student Life</td>
<td><a href="https://www.seminolestate.edu/student-life/clubs/">https://www.seminolestate.edu/student-life/clubs/</a> 407.708.2611</td>
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<tr>
<td>Scholarships</td>
<td>Foundation for Seminole State College</td>
<td><a href="http://www.seminolestate.edu/foundation/scholarships/">www.seminolestate.edu/foundation/scholarships/</a> 407.708.4567</td>
</tr>
<tr>
<td>Student records, registration, add/drop, withdrawals, certification to graduate, transfer credit evaluation</td>
<td>Registration and Records Office</td>
<td><a href="http://www.seminolestate.edu/registrar">www.seminolestate.edu/registrar</a> 407.708.2050</td>
</tr>
<tr>
<td>Test results and interpretation</td>
<td>Academic Advising and Counseling</td>
<td><a href="http://www.seminolestate.edu/counseling">www.seminolestate.edu/counseling</a> 407.708.2337</td>
</tr>
<tr>
<td>Testing (placement tests, speciality exams, make-up)</td>
<td>Assessment and</td>
<td><a href="http://www.seminolestate.edu/testing">www.seminolestate.edu/testing</a></td>
</tr>
<tr>
<td>Service</td>
<td>Department</td>
<td>Website/Contact Information</td>
</tr>
<tr>
<td>-------------------------</td>
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</tr>
<tr>
<td>Transfer (in or out)</td>
<td>Registration and Records Office</td>
<td><a href="#">www.seminolestate.edu/registrar</a> 407.708.2050</td>
</tr>
<tr>
<td>Tutoring</td>
<td>Academic Success Centers</td>
<td><a href="#">www.seminolestate.edu/academic-success</a></td>
</tr>
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<td></td>
<td>Altamonte Springs: 407.404.6050</td>
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<td>Heathrow: 407.708.4525</td>
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<td>Oviedo: 407.971.5044</td>
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<td></td>
<td>Sanford/Lake Mary: 407.708.2102</td>
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<tr>
<td>Veterans support</td>
<td>Veterans Affairs Office</td>
<td><a href="#">www.seminolestate.edu/veterans</a> 407.708.2242</td>
</tr>
</tbody>
</table>
General Statement of Rules and Regulations

General Statement

All students are expected to be aware of the rules, regulations and other information provided in this catalog, the Library Handbook, the Student Rights and Responsibilities or Code of Conduct section of the Student Handbook and on bulletin boards. The Director of Records and Registration/Registrar is responsible for interpreting the College Catalog regarding admission, registration and graduation. When indicated, the director will seek Board approval and/or consult with the College’s Admissions and Graduation Committee. All students are responsible for coordinating their program at Seminole State College with that of the senior college or university of their choice. The College reserves the right to change regulations, policies, schedules and courses without notice.

Nondiscrimination Statement

Seminole State College of Florida strictly prohibits discrimination on the basis of race, color, religion, pregnancy, national origin, ethnicity, age, sex, gender, veterans’ or military status, disability, sexual orientation, genetic information, marital status or any other factor protected under applicable federal, state and local laws, rules and regulations in its programs, activities and employment. This statement supports obligations under Title IX and various other laws including the Violence Against Women Act and the Campus Sexual Violence Elimination (SaVE) Act.

Complaints alleging discrimination shall be submitted to:

Equity Officer: AVP, Equity and Diversity/Title IX Coordinator or by mail at 100 Weldon Blvd., Sanford, FL 32773. Telephone (407) 708-2963; email balanoffj@seminolestate.edu.

Red Flags Rules (Identity Theft Prevention)

The Red Flags Rules Identity Theft Prevention program is designed to detect, prevent and mitigate identity theft in connection with a covered account and to provide for continued administration of the program in compliance with the Fair and Accurate Credit Transactions (FACT) Act of 2003.

Year Round Operations, Academic Terms and Sessions

Seminole State College offers year-round operations. The academic year is 12 months and includes the following features:

1. The College calendar is coordinated with state university calendars.
2. The College offers three academic terms with multiple sessions within each term, making it possible for students to complete programs early or take developmental course work if necessary. Academic terms include: Fall, Spring and Summer. Academic sessions within the academic term include: Full-Term (FT), Session A, 12-week (12W), Session B and Odd-Term (OT).
3. Extracurricular activities are offered throughout the year.

Sexual Predators or Offenders

Federal and state law requires a person designated as a “sexual predator or offender” to register with the Florida Department of Law Enforcement (FDLE).

FDLE is required to notify the local law enforcement agency where the registrant resides, attends or is employed by an institution of higher learning. The local law enforcement agency is then required to notify the appropriate educational institution.

The College denies admission/enrollment to students who are officially designated as sexual predators/sexual offenders. If an academic term has already
begun at the time the College received notification of offender status, the student’s admission will be denied and an administrative withdrawal and refund for fees paid for the term in progress will be processed. The student may also receive credit for required textbooks purchased for classes from which the student has withdrawn. All requests for textbook refunds must be received before the end of the term of withdrawal. For further information, including appeals, refer to College Procedure 1.3000.

Information regarding sexual predators or offenders may be obtained from the local law enforcement agency with jurisdiction for the particular campus or by calling the FDLE hotline at 888.FL.PREDATOR (888.357.7332) or by visiting the FDLE website.

For questions or additional information regarding this notice, contact the director of security at 407.708.2492, room J-010 (building J) on the Sanford/Lake Mary Campus.

State of Florida Requirements-Gordon Rule

State Board of Education Rule 6A-10.030 - Gordon Rule for College Credit Students

Prior to receipt of an Associate in Arts degree from a public state or community college or prior to entry into the upper division of a public university or college, a student shall complete successfully (grade of “C” or higher) the following: six (6) semester hours of English coursework and six (6) semester hours of designated general education humanities, social science and history courses that require the student to demonstrate college-level writing skills through multiple writing assignments and six (6) semester hours of mathematics coursework at the level of college algebra or higher.

Successful completion of the General Education requirements for the Associate in Arts degree satisfies this requirement (State Board of Education Rule 6A-10.030, Gordon Rule) which requires a student to complete multiple writing assignments in designated coursework and complete six (6) semester hours of college-level mathematics courses.

For Associate in Science degrees, ENC 1101, ENC 1102 and mathematics general education courses must be completed with a “C” or higher. Non-exempt students must test out of preparatory English and reading or successfully complete preparatory English and reading courses prior to enrolling in ENC 1101. If mathematics courses at the level of college algebra or higher are not required for the program, non-exempt students must test out of preparatory mathematics or successfully complete preparatory mathematics courses in order to be awarded an Associate in Science degree.

Articulation Agreements

State of Florida Articulation Agreement

Seminole State College Associate in Arts degree graduates are guaranteed the following rights under the Statewide Articulation Agreement (State Board of Education Rule 6A-10.024):

1. Admission to one of the state universities, except to limited-access programs that have additional admission requirements.
2. Acceptance of at least 60 credit hours by the state universities.
3. Adherence to university requirements and policies based on the catalog in effect at the time the student first entered a state or community college, provided the student maintains continuous enrollment.
4. Transfer of equivalent courses under the Statewide Course Numbering system.
5. Acceptance by the state universities of credit earned in accelerated programs (e.g., CLEP, AP, Dual Enrollment, Early Admission and International Baccalaureate).
6. No additional general education core requirements.
7. Advanced knowledge of selection criteria for limited-access programs.
8. Equal opportunity with native university students to enter limited-access programs.

Should any of the above guaranteed rights be denied, students should contact Carlene McNeil, Director,
Several types of articulation agreements between local school districts and the College, as well as between the College and bachelor degree-granting institutions, benefit Seminole State students.

Seminole State also articulates college credit for students who have industry-recognized certifications in designated areas that are related to programs of study offered by the College. These agreements are consistent with the Florida statewide Gold Standard Articulation Agreements for industry certifications.

**Florida’s State University System (SUS)**

**Associate in Arts (A.A.):** Florida Statute 1007.23 and State Board of Education Rule 6A-10.024 assure certain rights to A.A. graduates. An A.A. degree from any institution in the Florida College System, including Seminole State, guarantees admission to an institution in Florida’s State University System (SUS). However, it does not guarantee acceptance to a particular university or a selected, special or limited-access program. A.A. degree recipients compete for admission into these programs.

**Associate in Science (A.S.):** A statewide agreement allows transfer into an SUS institution for specified A.S. graduates. In addition, A.S. degree programs articulate into the University of Central Florida’s Bachelor of Applied Science Program, which is offered at UCF’s regional campus on the Seminole State Sanford/Lake Mary Campus. Designated A.S. programs also articulate into specific B.S. programs offered by Seminole State.

**DirectConnect to UCF**

DirectConnect to UCF, which was introduced in 2006, is a guaranteed way to gain admission to the University of Central Florida for students who complete an A.A. or A.S. degree at Seminole State. This is consistent with Seminole State and UCF policy. Limited- and restricted-access programs may require an additional admission process. Contact UCF for additional information on DirectConnect.

**Other Agreements**

Statewide articulation agreements also exist to award credit for completion of specified career certificate programs as well as for specified industry certifications. Seminole State has articulation agreements with individual institutions located in Florida and other states. Agreements are also in place with technical centers in the Central Florida region. For more information, visit the Seminole State College articulation website.

**Excess Hours Advisory Statement**

An excess hour surcharge is effective for students who enter Seminole State or any Florida College System institution or state university for the first time as follows:

- For the 2012-13 academic year and thereafter, an excess hour surcharge equal to 100 percent of the tuition rate for each credit hour in excess of 110 percent. Effective Summer 2019, an excess hour surcharge equal to 100 percent of the tuition rate for each credit hour in excess of 120 percent.

Students whose educational plan may include earning a bachelor’s degree should make every effort to enroll in and successfully complete those courses that are required for their intended major on their first attempt. Students intending to transfer to a state university should identify a major or "transfer program" early and identify admission requirements for that program, including the approved common prerequisites. Course withdrawals and/or repeats, as well as enrollment in...
courses not essential to the intended major, may contribute to a potential excess hour surcharge.
Admissions

Admissions Information

Seminole State College maintains an open-door policy that guarantees admission for high school graduates with standard diplomas, GED® graduates and graduates from approved home school educational programs, pursuant to Florida Statutes.

All correspondence concerning admission should be sent to:

Seminole State College of Florida
Admissions Office
100 Weldon Blvd.
Sanford, FL 32773

or

admissions@seminolestate.edu

For more information, students may call the Admissions Office at 407.708.2050.

Students are admitted to the College before the Fall, Spring and Summer Terms. Prior to registering for classes, a student should have on file with the College:

1. A completed admissions application;
2. An affidavit of Florida residency;
3. A copy of placement test results, if required;
4. Official final transcripts of all previous colleges attended;
5. Official, final high school transcripts (first-time-in-college students must submit prior to scheduling New Student Orientation and Registration and any student receiving financial aid).

Student Success Specialists

A Student Success Specialist is the first point of contact to assist and guide students at Seminole State. Specialists are available on all four campuses to help students from when they first inquire about the College through graduation. They are cross-trained to handle the majority of transactions including admissions, financial aid, registration and records and basic advising services. Specialists develop positive partnerships with students to foster their academic progress and to help them have a successful college experience.

Campus Locations

Altamonte Springs ALT - 101A
Heathrow HEA - A113
Oviedo OVI - F100
Sanford/Lake Mary SLM - SC101

eServices

To meet the needs of our eLearning community, Seminole State’s team of online Student Success Specialists provide advising services to help you plan, begin and successfully complete your educational goals. They are cross-trained to provide online student support from inquiry through graduation. These specialists offer student support via email, phone, skype and text. Please visit the eServices website for more details.

Student Welcome

Seminole State’s Student Welcome is designed to introduce new students to the College’s programs and procedures. It also provides useful information about campus rules and regulations. All college credit students must complete the Student Welcome prior to attending an advising appointment or New Student Orientation and Registration.
## Summary of Admissions Requirements Chart

<table>
<thead>
<tr>
<th>Degree Seeking Students</th>
<th>High School Graduate/ GED* (First Time in College)</th>
<th>Transfer</th>
<th>Readmit</th>
<th>Nonimmigrant International</th>
<th>Technical Certificate or Applied Technology Diploma</th>
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<tr>
<td>Application for Admission</td>
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<td>Official final transcript (Standard High School Diploma Certification of Completion/ CPT Eligible or GED*)</td>
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<td>Placement Testing (PERT, ACT, SAT, CPT)</td>
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<td>College Transcripts</td>
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<td>Financial Documents (F1 &amp; M1 students only)</td>
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### Non-Degree Seeking Students

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<th>Non-Degree Seeking Students</th>
<th>Dual Enrollment</th>
<th>Transient</th>
<th>Transient (from out of state or private institution)</th>
<th>Post-Graduate</th>
<th>Teacher Recertification</th>
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<td>Transient Student Form</td>
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<td>Application through FloridaShines.org Website</td>
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<td>Dual Enrollment Supplemental Form</td>
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\[\sqrt{\text{must satisfy requirement}}\]

\[\sqrt{1}\] Students who have not successfully completed college English and/or math may be required to submit assessment scores or take a placement test.

\[\sqrt{2}\] Submit an official transcript from each institution attended prior to initial acceptance or readmission. Students who have earned six or more transferrable credit hours from a regionally accredited institution prior to July 1, 2012 are not required to submit a high school transcript for admission. High School transcripts are required for Financial Aid.

\[\sqrt{3}\] Official transcripts must be submitted to a NACES evaluation company.

\[\sqrt{4}\] Nonimmigrant (international) students in select visa classification may be eligible for Florida residency.

\[\sqrt{5}\] Submit an official high school transcript if it was not submitted previously to Seminole State.

\[\sqrt{6}\] If residency is not coded through FloridaShines.org, students may need to provide documentation.

\[\sqrt{7}\] Submit official transcript from highest degree.

\[\sqrt{8}\] For certain programs, TABE testing may be required.

**General Admissions Procedures**

**General Admissions**

The procedure for freshmen or transfer students seeking admission to Seminole State is as follows:

1. Complete an online application. Students may also obtain an application for admission from Student Services on any Seminole State campus or download one online. Completed hard copy applications should be returned to Student Services for processing. The applicant will be notified of the status of his/her application by mail.

2. First-time-in-college (FTIC) students may be required* to have current (less than two years old) ACT, Postsecondary Education Readiness Test (PERT) or SAT scores to register for college credit courses.

   *Exempt students are those who entered ninth grade in a Florida public school in Fall 2003 or later and earned a standard high school diploma or are active duty members of any branch of the U.S. Armed Services. You are exempt from the requirements of common placement testing and are provided options including developmental education strategies and/or enrollment directly into ENC 1101, MAT 1033 and MAT 1100.

3. Consult the College Academic Calendar in this catalog for important admission and registration dates.

4. The Admissions Office will notify students of important steps via the email address, phone and text numbers they provided on their application. Once they register for their first class, only their college email will be used.

5. International students must contact the International Student Office on the Sanford/Lake Mary Campus (Student Services Building, room SC-201, or call 407.708.2172).

6. Second language English speakers, whose PERT scores and/or timed writing samples reflect a need for college preparatory English may be required to take specifically designed English for Academic Purposes (EAP) courses, Adult Education ESOL courses or intensive English Language Institute courses.

7. Applicants with a disability who require information about the admissions process, an application for admission or any other information in an alternative format should contact the Disability Support Services Office at 407.708.2109.
8. Students are responsible for understanding the requirements for the degree, diploma or certificate that they seek and for the admissions policies and procedures published in the Seminole State Catalog.

9. Furnishing false or fraudulent statements in connection with an application for admission or residency affidavit may result in disciplinary action, denial of admission, loss of financial aid and invalidation of credits or degrees earned.

10. The College reserves the right to deny or rescind admission to any student whose record of behavior indicates that he or she would disrupt the orderly processes of the College’s programs or would interfere with the rights and privileges of other students.

11. Seminole State does not discriminate on the basis of race, color, religion, pregnancy, national origin, ethnicity, age, sex, gender, veterans or military status, disability, sexual orientation, genetic information, marital status, or any other factor protected under applicable federal, state, and local laws, and regulations in any of its educational programs or other programs and practices.

12. Applicants who are suspended from another institution for disciplinary reasons will not be admitted until they are eligible for re-admission to the suspending institution. In accordance with Florida statutes, any student who has previously been expelled from a Florida state college or university for unlawful possession, sale or use of narcotic drugs will not be admitted to Seminole State for a period of one year from the date of expulsion. Any student who has been found guilty of campus disruption will not be admitted to Seminole State for a period of two years from the date of such finding.

13. Students on academic suspension at another institution may not attend Seminole State for one semester. After the one-semester suspension, students may enter without petitioning.

14. Students who have not been in attendance at Seminole State for three consecutive semesters or more must complete a new admission application to ensure the College has accurate directory, degree and residency documentation. Any additional information that may be required to complete the student’s current degree and major will be identified.

15. Seminole State may deny credit earned by students if it is determined that they have made false, incomplete or fraudulent statements in connection with their application for admission. In determining Florida residency for tuition purposes, the burden of proof rests with the applicant.

Admissions Requirements for First-Time-in-College Degree-Seeking Students

1. Standard High School Diploma: Florida high school graduates must have earned a standard high school diploma. Non-Florida high school graduates must meet requirements specified in Florida statutes. An official high school transcript (in a sealed envelope) or sent electronically from the high school with the high school graduation date and withdrawal code is required for admission prior to scheduling New Student Orientation and enrolling in classes.

2. General Educational Diploma (GED®): Students who have a GED® are eligible for admission. An official transcript (in a sealed envelope or sent electronically) noting the GED® results is required for admission prior to scheduling New Student Orientation and enrolling in classes.

3. Florida Certificate of Completion (W8A):
   A. Students who have met the 2.0 GPA and all course requirements for a standard high school diploma, but did not pass the FCAT will be issued the W8A Certificate of Completion. These students must sit for a placement test in order to be placed into college credit or remedial courses as appropriate. These students may or may not be eligible for all scholarships or financial aid programs. All school districts must identify students who have met requirements for the W8A Certificate of Completion on the official transcript.
   B. To identify this credential (certificate), the Withdrawal Reason “W8A” will appear on the high school transcript. In addition, the certificate will bear the designation “Computerized Placement Test Eligible.” This designation will differentiate between the old Certificate of Completion and the W8A Certificate of Completion.
C. Students with the W8A Certificate of Completion who need remediation should be classified as degree-seeking students. These students must meet the college preparatory requirements outlined in section 1008.30(4)(a), Florida Statutes (the same requirements apply to students with a standard high school diploma).

D. Students with a Certificate of Completion are not eligible to receive federal aid unless they earn a GED. Students will not be admitted to limited-access programs, programs requiring a high school diploma, or programs that may include licensure requirements that include a high school diploma. Students should not be admitted to those programs until they have earned the standard high school diploma or its equivalent.

4. Other Certificate of Completion: Students who have earned a Certificate of Completion are not eligible for admission into a college credit, technical or non-approved vocational program. They may be admitted into programs that do not require a high school diploma.

5. Special Diploma: Students who have earned a Special Diploma are not eligible for admission into a college credit, technical or non-approved vocational program. They may be admitted into programs that do not require a high school diploma.

6. Home Education Graduate: Students who have graduated from a home education program are eligible for admission as high school graduates. Students must have notarized affidavits signed by a parent or legal guardian attesting that they have completed a home education program pursuant to the requirements in F.S. 232.0201 and provide their official high school transcripts.

**Official High School Transcripts**

All official high school transcripts should be forwarded to the Office of Enrollment Services. The official high school transcript will be assessed to determine if the school qualifies for confirmation of the ability to award diplomas.

Seminole State College adheres to federal and state policies/directives regarding validation of high school diplomas. The following criteria are examined to determine school validity:

- Is the high school recognized by an established accrediting body (this is not the only determinant factor);
- Are the students only required to take a test or pay fees for the issuance of a diploma (this may not be an acceptable practice for high school validity);
- Are teachers certified and/or have appropriate academic background/credentials;
- Does the high school deliver instruction, either online or in person;
- Is the high school able to provide a list of courses and a description of such courses, grading scale, master schedule and academic calendar year? Are they able to describe, communicate and provide validation of the educational product?

To be eligible to receive Title IV, Higher Education Act aid current § 668.32(e) (student eligibility) a student must have a high school diploma or its recognized equivalent, have completed secondary school in a home school setting or pass an independently administered examination approved by the Secretary of the U.S. Department of Education.

Under proposed § 668.16(p), an institution would be required to develop and follow procedures to evaluate the validity of a student’s high school completion if there is reason to believe that the high school diploma is not valid or was not obtained from an entity that provides secondary school education.

**Note:** A student or institution may appeal this decision through the Office of Enrollment Services. However, should the quality of the educational program of the institution attended not meet requirements, the College reserves the right to not accept the high school’s diploma.
Admissions Requirements for Baccalaureate Students

Admissions requirements for Seminole State’s baccalaureate degree programs are listed in the baccalaureate section of the College Catalog.

Admissions Requirements for Transfer Students

1. Students shall be admitted as transfer students if they have previously attended a college or university.

2. Students who have earned fewer than six semester hours of transferable college credit must also submit an official high school transcript.

3. Students who have earned six or more transferrable credit hours from a regionally accredited institution prior to July 1, 2012 are not required to submit a high school transcript for admission. High School transcripts are required for financial aid.

4. Transfer students must request official transcripts (in a sealed envelope) from all previous colleges and universities that are regionally accredited and send them to the Enrollment Services/Registrar’s Office. Official transcripts are to have been generated within the past one year. Transferable credit from non-regionally accredited institutions are evaluated on a case-by-case basis. All credits attempted and earned at the baccalaureate level from regionally accredited colleges and universities are accepted to fulfill Seminole State degree requirements. Accepted transfer courses from regionally accredited colleges and universities will satisfy general education requirements for the associate degree only if the courses are essentially the same as a corresponding Seminole State course.

5. All official transcripts should be submitted via hard copy (in a sealed envelope) or electronically, prior to beginning classes.

6. Credits earned at institutions accredited by one of the six regionally-accredited associations will be accepted to fulfill Seminole State degree requirements provided a grade of “D” or higher was earned. However, Gordon Rule courses must be completed with a grade of “C” or higher.

Grades of “I” (incomplete) are transferred into Seminole State as a grade of “F.” Credits from non-regionally accredited institutions will be evaluated on an individual basis at the request of the student. Students may be required to provide additional documentation that will assist in this process.

Note: Accredited Institutions
For the purposes of this College Catalog, “accredited institutions” are those colleges and universities accredited by any of the following six regional associations:
- New England Association of Schools and Colleges, Commission on Institutions of Higher Education;
- Middle States Commission on Higher Education;
- North Central Association of Colleges and Schools, The Higher Learning Commission;
- Northwest Commission on Colleges and Universities;
- Southern Association of Colleges and Schools, Commission on Colleges;
- Western Association of Schools and Colleges Accrediting Commission for Senior Colleges and Universities and Accrediting Commission for Junior Colleges.

7. Transfer students are exempt from PERT testing for placement purposes if they transfer in successfully completed college prep courses in reading, writing and math or college-level courses in English and math. Students are exempt from entry testing when their official transcript(s) arrive and are entered into the Seminole State College student database.

8. Transfer students on academic probation, suspension or dismissal from another college should note the following requirements:
- Students are allowed to apply for admission to the College. Once their transcript is received and evaluated, their academic status can change. After transcripts are evaluated, students are alerted to their Standards of Academic Progress as indicated on their Seminole State transcript.
- The Office of Enrollment Services will notify students with regard to their transcript evaluation during their first semester of enrollment. Students may appeal the evaluation prior to the end of their second semester of
attendance at the College.
- Seminole State does not award college credit based upon experiential learning.
- The final determination for transfer of credit equivalency decisions rests with the Office of Enrollment Services.

Admissions Requirements for Non-High School Graduates

Students who are not high school graduates but have successfully completed a minimum of 12 semester credits of college-level courses at another institution and have passed an acceptable placement test indicating college readiness (e.g., ACT, SAT or PERT) are eligible for admission to an associate degree program. Students must provide official transcripts from a previous college or university to determine transferability. However, students without a standard high school diploma or equivalent (GED) are not eligible for financial aid.

Admissions Requirements for International Students

International students seeking college credit admission on the F-1 visa or seeking career certificate program admission on the M-1 visa must meet the following requirements:

1. Completion of the Application for Admission and International Student form.
2. Final placement into English classes is based on Postsecondary Education Readiness Test (PERT) scores for language and reading skills or a combination of PERT, Level of English Proficiency (LOEP), and writing sample scores for possible placement into English for Academic Purposes (EAP) courses. These assessments are made after the student arrives at Seminole State. International students who are not applying for college or whose scores are not appropriate for college may consider non-credit intensive English courses (see English Language Institute section of the College Catalog).
3. Admissions materials must be sent to the Seminole State International Student Office one month prior to the term or session for which the applicant seeks admission.
4. Pay a $50 non-refundable processing fee.
5. Evaluation of Foreign Education Transcript:
   a. If the student attended only high school, transcripts must be officially translated to English and then evaluated by a member of the National Association of Credential Evaluation Services (NACES). The NACES members most commonly used by Seminole State students are World Education Services or Josef Silny and Associates.
   b. All foreign education evaluations must be presented to the International Student Office. Only official documents will be accepted. Facsimiles and photocopies will not be accepted.
6. Demonstration of financial support (required documents include the following):
   a. A signed, original bank letter on letterhead from student or sponsor account, as applicable, stating when the account was opened, type of account and current balance.
   b. Signed and notarized Affidavit of Financial/Educational Support must state relationship to and responsibility to pay all educational and personal expenses of the student. Also, an Affidavit of Living Expenses should be completed if the student will live with the sponsor.
      Note: It is possible to have more than one sponsor. The sponsor(s) does not need to reside in the United States, nor be a relative of the applicant.
   c. Only documents in English will be accepted. Translations must be completed by an official body (notary public does not automatically qualify as a translator). Only original documents will be accepted. Facsimiles and photocopies will not be accepted.
7. As part of the admissions process, students on an F-1 or M-1 visa must purchase and provide proof of health insurance from the college’s provider prior to enrolling in classes. They must maintain this coverage during their entire period of study. Insurance must be purchased for each academic year.
8. For transfer students only, the following documents are needed in addition to the previous
requirements: completed International Student Transfer Form, all previous I-20, I-94 documents, passport and F-1 Visa and official transcripts from previous colleges.

9. According to USCIS, an international student must study full-time. Full-time, college credit studies at Seminole State is a minimum of 12 credits each for the fall and spring semesters; nine of these credits must be face-to-face in a classroom. Students who choose to begin during the summer semester must also study full time.

Send all forms and documents in English to:

Seminole State College of Florida  
Attn: International Student Office  
100 Weldon Boulevard  
Sanford, Florida 32773-6199  
USA

For more information, visit Seminole State’s International Student Office or call 407.708.2172.

**Guidelines for Level of English Proficiency, Writing and Reading Assessment**

1. For placement purposes only, all Seminole State students must meet State of Florida test score requirements (PERT, ACT, SAT) prior to enrollment in courses that require English and reading proficiency. Students who do not meet state minimum requirements will need to complete additional English and/or reading coursework prior to entry into those college-level courses.

2. Students who attended high school in English in the United States for at least four years without enrollment in ESOL classes must take preparatory coursework to meet the state requirements.

3. Students who have not attended high school in English in the United States for at least four years without enrollment in ESOL classes must take English for Academic Purposes (EAP) courses to meet state requirements. Some take non-credit courses prior to EAP. Placement into EAP may require students to take the Level of English Proficiency (LOEP) test and complete a writing sample to ensure the most appropriate placement.

4. Students who have attended high school in English in countries outside the United States where English is the official language may be placed into college-level English courses based on PERT scores or preparatory EAP courses based on PERT scores, LOEP scores and a writing sample. If language interference problems are assessed in writing samples completed by students from countries where English is the official language, students are placed into preparatory EAP courses.

**Admissions Requirements for Academic Foundations**

Admission requirements for Seminole State’s Academic Foundations programs are listed in the School of Academic Foundations section of the College Catalog.

**General Admissions Requirements for Career and Technical Education Programs**

Career and Technical Education Programs provide integrated pathways to high-skill/high-wage earning careers that are family sustainable and strengthen the area’s economic health. The region’s major employers are actively vested and engaged with our faculty and programs and Seminole State graduates reflect their expertise and commitment.

Seminole State’s vision is to be the region’s most influential educational institution for career and professional studies education, with employees seeking our graduates before all others.

**Limited-Access Programs Placement Eligibility**

All candidates for admission to the College are accepted for enrollment as announced in this procedure. However, some programs are regularly identified by Seminole State as limited-access programs.

1. Limited-access programs have specific enrollment
eligibility limitation requirements that are imposed because of:
A. Physical facility limitations;
B. Faculty and clinical or internship resources;
C. State licensure rules and regulations established and implemented by outside agencies, boards and entities; or
D. Related criteria established and implemented pursuant to laws, rules and regulations over which the College has no discretionary authority.

2. Limited-access program students shall be selected for admission to these programs based on:
A. Equal Access/Equal Opportunity standards;
B. Past student performance;
C. Academic performance and continuing academic potential.

3. Students seeking placement in such programs receive specific eligibility requirements for admission from the department. The final selection decision for placement in each limited-access program is determined by a department committee. The department provides notification of placement to each limited-access program candidate.

4. Admission decisions related to limited-access programs cannot be appealed except for specific cause.

5. Students who are not selected for admission to a specific limited-access program are encouraged to continue their studies in other programs and courses at the College. Advising services are provided by career program advisors who work with students in each program area. These career program advisors can assist unsuccessful candidates with strengthening their application and/or the selection of alternative educational programs and courses. All students who apply to limited-access programs should contact the appropriate career program advisor early for guidance.

Please Note: Seminole State College does not require health immunizations for admission to Healthcare Programs. However, Healthcare Program students will be required to obtain immunizations prior to participating in clinical experiences and maintain specific immunizations during the specific program. Please contact the department for more information.

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### Apprenticeship Programs

**Florida Automatic Sprinkler Training (FAST) and Florida Electrical Apprenticeship Training (FEAT) Plumbing Industry Professional Education (PIPE) apprenticeship programs**

Candidates must:

1. Apply and be accepted to Seminole State College;
2. Be at least 18 years of age;
3. Be physically capable of performing the work of the respective trade;
4. Be able to read and write English;
5. Be employed by a sponsoring company;
6. Schedule an appointment with respective Apprenticeship Coordinator to enroll in program.

### Automotive Programs

**Associate in Applied Science (A.A.S.) Automotive Engineering Technology (Ford, GM, General Domestic and Imports)**

Candidates must:

1. Apply and be accepted to Seminole State College;
2. If non-exempt, complete the Post-secondary Education Readiness Test (PERT);
3. Provide an official transcript(s) (in a sealed envelope) indicating the successful completion of high school or GED®;
4. Possess a valid Florida driver’s license and provide a 36-month driving record history;
5. Return completed and signed Automotive Program Application form;
6. Schedule an interview with the career program advisor or the program manager;
7. Be able to lift and carry at least 50 pounds.
Automotive Service Technology Program (Career Certificate)

Candidates must:

1. Apply and be accepted to Seminole State College;
2. If non-exempt, complete the Test of Adult Basic Education (TABE). TABE scores must be at or above 566 for Language, 580 for Reading and 583 for Math to exit the program and receive the completion diploma;
3. Be able to lift and carry at least 50 pounds.

Healthcare Programs

Associate in Science (A.S.) Degree in Nursing (RN)

Candidates must:

1. Apply and be accepted to Seminole State College;
2. If non-exempt, complete the Postsecondary Education Readiness Test (PERT) or SAT;
3. Visit the Nursing Website for program details;
4. Submit the following documentation:
   ◦ Nursing Application: This form must be submitted and is valid for the current admission class. Students who are not admitted must submit a new Nursing Application for the next admission class. The Nursing Application is part of the application packet and is located on the Nursing Website.
   ◦ Test of Essential Academic Skills (TEAS) grade report. See the Nursing Website for required scores.
   ◦ Seminole State College transcript. A GPA of 2.5 or higher on a 4.0 scale for general education and support courses is required. See the Nursing Website for a list of prerequisites.
   ◦ Transcripts from other colleges must be submitted to the College Records Office.

If there are more applicants meeting the criteria than available seats, the Seminole State Nursing Admissions Committee will use a selection process. More information about the selection process is available on the Nursing Website.

5. Be aware of physical limitations. Bedside nursing can be physically demanding. Student nurses provide care that includes activities such as turning, lifting and transferring patients. Hospital protocol requires all healthcare workers to be physically stable in order to provide care. Hospitals have the ability to deny the use of their facilities to students when the safety of care provided to patients could be compromised. Any student absent due to medical reasons must have a medical release prior to returning to a clinical experience.

Nursing-Concurrent A.S.-B.S.N. Option with the University of Central Florida

This program is a partnership between Seminole State College and the University of Central Florida. It integrates current enrollment in associate and baccalaureate nursing programs simultaneously.

Candidates must:

1. Be admitted into Seminole State College’s Generic Associate Degree in Nursing Program;
2. Be admitted to UCF and the UCF Nursing Concurrent Program;
3. Meet all Seminole State and UCF Nursing prerequisites;
4. Possess a minimum overall GPA as stated on the Seminole State Nursing Website.

If there are more applicants meeting the criteria than available seats, the Seminole State Nursing Admissions Committee will use a selection process. More information about the selection process is available on the Nursing Website.

Nursing, NUR-BS

Students may begin the BSN program three times each year in August (Term I), in January (Term II), or in May (Term III). Interested persons must first be admitted to Seminole State before registering for BSN coursework. The dates for application may vary.

The nursing program has specific requirements for admission. Candidates must:
• Graduate from a regionally-accredited Associate in Science Degree Nursing or Diploma in Nursing program and be eligible to sit for the National Council Licensing Exam (NCLEXRN) or hold an active RN license;
• Apply and be accepted to Seminole State College;
• Have a GPA of 2.5 or higher;
• Attain a grade of "C" or higher in all General Education course requirements;
• Eight weeks prior to enrolling in a clinical course (NUR 4945C), the student must submit a completed physical examination form and upload proof of required immunizations/health requirements, CPR certification, unencumbered current Florida RN license, and FIT testing to the designated website;
• Eight weeks prior to enrolling in a clinical course (NUR 4945C), the student must pass the Level II Criminal Background Check and drug and alcohol screening per the organization's requirements.

All nursing courses are taught in a distance format with the exception of courses with a clinical component. Students must have access to a computer with internet capabilities while enrolled in the program.

**Associate in Science (A.S.) Physical Therapist Assistant**

Candidates must:

1. Apply and be accepted to Seminole State College;
2. If non-exempt, complete the Postsecondary Education Readiness Test (PERT);
3. Complete a minimum of 20 hours of observation, volunteer service or work experience in two or more Physical Therapy Departments (observation hours in excess of 100 hours will not be considered);
4. Meet with assigned advisor to discuss General Education courses required for the PTA program. General Education courses may be taken at any accredited college or university (official transcripts must be sent to Seminole State’s Office of Registration and Records). It is the pre-PTA student’s responsibility to request from other colleges and universities that official transcripts be sent to Seminole State as soon as possible.

Prerequisite courses may be taken at any accredited college or university (official transcripts must be sent to Seminole State’s Office of Registration and Records). It is the pre-PTA student’s responsibility to request from other colleges and universities that official transcripts be sent to Seminole State as soon as possible.

5. Submit the completed PTA application packet available on the PTA Website.

**Associate in Science (A.S.) Respiratory Care**

Candidates must:

1. Apply and be accepted to Seminole State College;
2. If non-exempt, complete the Postsecondary Education Readiness Test (PERT);
3. Provide an official transcript(s) indicating successful completion of high school or GED®; transcripts from other colleges must be submitted to the College Records Office.
4. Complete the following prerequisite courses:
   - BSC 2093C: Anatomy and Physiology I (must earn a grade of "C" or higher). Note: At Seminole State, General Biology (BSC 2010C) is a prerequisite for this course. General Biology can be used to satisfy the four-credit support course elective requirements.
   - ENC 1101: English I. Note: At Seminole State, English I is a corequisite for BSC 2010C. A grade of “C” or higher is required for graduation.
5. Possess intermediate algebra skill level satisfied by completion of MAT 1033 Intermediate Algebra, or test scores which place the student into College Algebra. See the Respiratory Care Website for a list of all prerequisite courses.
6. Submit completed Respiratory Care Application available on the Respiratory Care Website.

Dates for information sessions are available on the Respiratory Care Website or by calling the career program advisor for health programs at 407.404.6004.

If there are more candidates meeting the criteria than available seats, the Respiratory Care Admission Committee will use a selection process. More
information about the selection process is available on the Respiratory Care Website.

Public Safety Programs

Correctional Officer: Criminal Justice Academy

Candidates must:

1. Apply and be accepted to Seminole State College;
2. Be at least 19 years of age;
3. Be a U.S. citizen;
4. Provide an official transcript(s) (in a sealed envelope) indicating successful completion of high school or GED*;
5. Possess a valid Florida driver’s license;
6. Have no felony convictions or misdemeanor convictions involving perjury, false statements or moral turpitude;
7. Make an appointment with Testing and Assessment, pay fee and complete the CJBAT battery;
8. Complete the Law Enforcement/Corrections/Crossover application process and physical fitness assessment.
9. Attend the mandatory information session to receive an academy application.

Law Enforcement: Basic Recruit Criminal Justice Academy

Candidates must:

1. Apply and be accepted to Seminole State College;
2. Provide an official transcript(s) (in a sealed envelope) indicating successful completion of high school or GED*;
3. Be at least 19 years of age;
4. Be a U.S. citizen;
5. Possess a valid Florida driver’s license;
6. Have no felony convictions or misdemeanor convictions involving perjury, false statements or moral turpitude;
7. Make an appointment with Testing and Assessment, pay fee and complete the CJBAT battery;
8. Complete the Criminal Justice Institute application process.
9. Attend the mandatory information session to receive an academy application.

Crossover Corrections to Law Enforcement: Criminal Justice Academy

Candidates must:

1. Apply and be accepted to Seminole State College;
2. Provide an official transcript(s) (in a sealed envelope) indicating successful completion of high school or GED* and transcript indicating completion of Corrections Academy;
3. Be at least 19 years of age;
4. Be a U.S. citizen;
5. Possess a valid Florida driver’s license;
6. Have no felony convictions or misdemeanor convictions involving perjury, false statements or moral turpitude;
7. Make an appointment with Testing and Assessment, pay fee and complete the CJBAT battery;
8. Complete the Criminal Justice Institute application process.
9. Attend the mandatory information session to receive an academy application.

Crossover Corrections to Law Enforcement: Corrections Academy

Candidates must:

1. Apply and be accepted to Seminole State College;
2. Attend the mandatory information session to receive an academy application;
3. Provide an official transcript(s) (in a sealed envelope) indicating successful completion of high school or GED*;
4. Be at least 19 years of age;
5. Be a U.S. citizen;
6. Possess a valid Florida driver’s license;
7. Have no felony convictions or misdemeanor convictions involving perjury, false statements or moral turpitude;
8. Make an appointment with Testing and
Assessment, pay fee and complete the CJBAT battery;
9. Complete the Criminal Justice Institute application process.

**Emergency Medical Technician - Basic (EMT-B) Certificate Program**

Candidates must:

1. Apply and be accepted to Seminole State College;
2. Attend mandatory information session to receive EMT Program application;
3. Submit EMS application to the Fire Science/EMS Department;
4. Submit proof of age (at least 18 years of age);
5. Provide an official transcript(s) (in a sealed envelope) indicating the successful completion of high school or GED*;
6. Submit for and successfully pass an FDLE/FBI criminal background check as identified by the State of Florida Department of Health;
7. Submit proof of current certifications and CPR at the Health Care Provider or Professional Rescuer Level or equivalent;
8. Attend mandatory program orientation. The EMT orientation date will be provided at the EMT information session.

**Firefighting Career Certificate - Minimum Standards**

Candidates must:

1. Apply and be accepted to Seminole State College;
2. Complete EMT-B course;
3. Attend mandatory Firefighting Information Session held by the Fire Science Department;
4. Submit Firefighting Academy application to the Center for Public Safety;
5. Submit proof of age (at least 18 years of age);
6. If non-exempt, complete the Test of Adult Basic Education (TABE) or obtain an exemption;
7. Provide an official transcript(s) (in a sealed envelope) indicating the successful completion of high school program or GED*;
8. Attend mandatory Firefighting Orientation Session held by Fire Science Department.
9. Meet the Bureau of Fire Standards background, medical, and physical requirements as established by F.A.C.;
10. Complete a non-tobacco use affidavit;
11. *Physical agility exam may be required (Scheduling will be completed during information session).

**Please note:** Priority is given to applicants who are recommended by a Fire Chief, have completed a Paramedic program and earned an A.S. or A.A. degree or higher.

**Paramedic Certificate**

Candidates must:

1. Apply and be accepted to Seminole State College;
2. Submit a completed EMS Paramedic application;
3. Submit proof of age (at least 18 years of age);
4. Provide an official transcript(s) (in a sealed envelope) indicating the successful completion of high school program or GED*;
5. If non-exempt, complete the Postsecondary Education Readiness Test (PERT);
6. Have earned a 2.0 GPA or higher;
7. Attend an information session;
8. Submit and successfully pass an FDLE/FBI criminal background check as identified by the State of Florida Department of Health and drug and alcohol test;
9. Have successfully completed EMT and take the NREMT exam before the end of the first semester of paramedic.

**Please note:** Applicants who are currently employed by a Seminole County fire department will be allowed the first opportunity to enroll in the Paramedic Program. All other applicants will fill the remaining positions in the class based on their application date and college eligibility.

The Paramedic Certificate and degree have corequisite requirements. Failure to successfully complete any of the corequisite courses will require the student to re-enroll in the Paramedic Program. Upon acceptance and return into the Paramedic Program, the student must retake the course(s) they failed and all of the corresponding corequisite courses. A minimum grade of “C” (80%) must be achieved in all Paramedic courses to meet
General Admissions Requirements for Career Certificate Students

All non-exempt students entering Apprenticeship Programs, Automotive Service Technology programs are required to take the Test of Adult Basic Education (TABE). The TABE is required for all career certificate programs of 450 contact hours or more. Students must meet minimum TABE scores before graduation. The TABE is administered before students register for their first semester. The Student Transition and Achievement Resources (STAR) Center offers tutoring for those needing support to meet the minimum scores for both admission and graduation.

1. Career Certificate students (previously named PSAV) must follow Seminole State general admission procedures. The TABE is required for most certificate programs. Refer to the individual program descriptions for testing and additional program requirements.

Career certificate programs include:

- Applied Welding Technologies
- Automotive Service Technology
- Correctional Officer
- Crossover Criminal Justice Academies
- Fire Academy/EMT Combined
- Firefighting
- Fire Sprinkler Apprenticeship
- Heating, Ventilation, Air Conditioning and Refrigeration (HVACR)
- Law Enforcement Officer

2. All career and technical certificate programs require that students have a high school diploma or GED with the exception of:

- Automotive Service Technology
- Heating, Ventilation, Air Conditioning and Refrigeration (HVACR)
- Some Apprenticeship Programs
- Welding Technologies

3. These programs require the Criminal Justice Basic Abilities Test (CJBAT), not the TABE:

- Combined Law Enforcement and Corrections
- Correctional Officer

- Crossover Criminal Justice Academies
- Law Enforcement Officer

4. Students are informed of registration procedures by the Admissions Office prior to registration. Students must provide the Admissions Office:

- A completed Seminole State College application for admission.
- An official high school transcript(s) (in a sealed envelope) with their date of graduation or an official GED transcript.
- Documentation of English proficiency (only for students whose first language is not English).
- Results of required placement tests.
- Verification of minimum age requirement of 18 (driver’s license or birth certificate).
- A completed residency statement with all required documentation. Students who are not Florida residents for tuition purposes must pay non-resident tuition fees.

5. All first-time-in-program students who designate themselves as career certificate-seeking in a program of 450 hours or more are required to take the TABE.

- Students who have already taken the TABE or another approved examination and their scores are more than two years old and whose tests have not been used for placement are required to repeat the TABE.

The following students are exempt from taking the TABE:

- Students who meet the following criteria based on Senate Bill 1720:
  - Entered 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a Florida standard high school diploma.
  - Serving as an active duty member of any branch of the United States Armed Services.
  - Students who have an A.A.S., A.S., A.A., bachelor’s, master’s or doctorate degree posted on their MySeminoleState transcript from a regionally accredited college/university.

- Students who have ACT, SAT, Accuplacer or PERT scores posted on their transcript, which meet the minimum test scores in all three areas (reading, writing and math), placing them at college level in all three
areas (scores may not be mixed; ie: SAT: Verbal and ACT: Math). Acceptable scores are:

**ACT (must have all scores):**
- Reading ≥19
- English ≥ 17
- Math ≥ 19

**SAT (must have all scores - prior to March 1, 2016):**
- Reading/Verbal ≥ 440
- Math ≥ 440

Since March 1, 2016:
- SAT (must have all scores):
  - Reading test ≥ 24
  - Writing and Language test ≥ 25
  - Math test ≥ 24

**Accuplacer (must have all scores):**
- Reading and Sentence Skills ≥ 83
- Elementary Algebra ≥ 72

**PERT (must have all scores):**
- Reading ≥ 106
- Writing Skills ≥ 103
- Math ≥ 114

- Students who have passed all parts of the CLAS requirement (posted on their transcript).
- Students who passed an approved state, national or industry licensure exam (see an advisor for a list of approved licensure exams). Students must provide documentation, such as an official copy of their licensure credentials, official test scores or an official transcript. Apprenticeship students who have earned journeyman status in their area of study may be exempt.

Students requesting a TABE exemption based on one of the above conditions must go to the Assessment and Testing Office to complete and submit a TABE Waiver Request Form.

Students requesting a TABE exemption based on Senate Bill 1720 do not need to submit a TABE Waiver Request form, but must have official high school transcripts on file with the Registrar’s office to be recognized as an exempt student.

Each career and technical certificate program has a TABE score requirement for reading, language and mathematics. For most programs, students must test prior to their orientation. However, if students are unable to meet the minimum scores required for their certificate program, they may be allowed to enroll and begin classes. These students must seek assistance from the STAR Center to strengthen their skills and then retake the TABE to achieve the required scores in reading, language and math before they complete their certificate program.

Students without a high school diploma or GED® who enroll in select Career certificate programs must be at least 18 years old and complete the TABE. They are also encouraged to pursue additional coursework through Seminole State’s School of Academic Foundations.

### Admissions Requirements for Non-Degree Seeking Students

#### Dual Enrollment

Students who reside in Seminole County or who are enrolled in a Seminole County Public School or in a non-public school, or home-schooled students from any Florida county that is in compliance with Florida Statute 1002.42(2) and conducts a secondary curriculum pursuant to Florida Statute 1003.43 are eligible for dual enrollment. Students may not withdraw without high school approval. (For more information please see the Alternative Ways to Earn Credit section).

#### Transient

Students in good standing at other colleges may be admitted as transient students to take courses for transfer back to their home institutions.

Students must produce a transient form or letter indicating their good standing, specific courses to be taken and the parent institution’s willingness to accept
the credit earned prior to registration for classes. The form can be completed on the FloridaShines Website and will serve as the application for admission as well as the residency and transient form. If the home institution is not listed on the FloridaShines Website, the student must apply to the College, complete a residency affidavit and obtain a transient form from the home institution.

Post-Baccalaureate Non-Degree Seeking

Students who have earned a bachelor’s degree or higher may enroll in lower and upper division college courses. Students admitted in this category must:

- Complete the application process for admission;
- Indicate that a Seminole State degree or certificate is not sought;
- Provide an official transcript from the degree-granting institution prior to enrolling in classes.

Students are responsible for their own advising and determining the transferability of credits earned at Seminole State as a non-degree student toward a degree program at another institution.

Post-Associate Non-Degree Seeking

Students who have earned an associate degree but not a higher-level degree may enroll in lower division college courses. Students who are admitted in this category must:

- Complete the application process for admission;
- Indicate that a Seminole State degree or certificate is not sought;
- Provide an official transcript from the degree-granting institution prior to enrolling in classes.

Students are responsible for their own advising and are required to meet all prerequisites and corequisites for courses they intend to enroll in, including appropriate placement scores when required. Determining the transferability of credit earned at

Seminole State as a non-degree student toward a degree program at another institution is the sole responsibility of the student.

Post-High School Non-Degree Seeking

Non-degree seeking students with a high school diploma but no college degree who are non-degree seeking typically take courses for job improvement or personal enrichment. The following requirements apply to non-degree seeking students with a high school diploma but no college degree:

- Must complete the application process for admission;
- Are exempt from College Level Placement Tests;
- May enroll in any college level course except English or mathematics courses and courses with English or mathematics courses as prerequisites or corequisites;
- Meet all prerequisite and corequisite requirements;
- May complete up to 11 hours in non-degree seeking student status. Once a non-degree seeking student enrolls in the 12th hour, he/she must be reclassified to degree-seeking status and will be required to meet degree-seeking admission and placement testing requirements.

Teacher Recertification

Certified K-12 teachers who choose to attend Seminole State to enroll in courses required for recertification must submit their teaching certificate as proof of a bachelor’s degree. These students may enroll in lower division college courses and will not be required to satisfy course prerequisites and corequisites. Students admitted in this category must:

- Complete the application process for admission;
- Indicate that a Seminole State degree or certificate is not sought and student will be enrolling to satisfy teacher recertification requirements;
- Submit a copy of their teaching certificate;
- Students are responsible for their own advising.
## Types of Records Maintained

<table>
<thead>
<tr>
<th>Type</th>
<th>Location</th>
<th>Custodian</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Student Records (admission and academic history, transcripts, general correspondence)</td>
<td>Enrollment Services/Registrar Student Center Building (SC-201) Sanford/Lake Mary Campus Phone: 407.708.2028</td>
<td>Director of Enrollment Services/Registrar</td>
</tr>
<tr>
<td>Financial Aid Records</td>
<td>Student Financial Resources Student Center Building Sanford/Lake Mary Campus Phone: 407.708.2044</td>
<td>Director of Student Financial Resources</td>
</tr>
<tr>
<td>Financial Records</td>
<td>Finance and Budget Office A-104 Sanford/Lake Mary Campus Phone: 407.708.2138</td>
<td>Associate Vice President, Business Services</td>
</tr>
<tr>
<td>Student Assessment Records</td>
<td>Assessment and Testing Office Student Center Building (SC-239) Sanford/Lake Mary Campus Phone: 407.708.2019</td>
<td>Director of Assessment and Testing</td>
</tr>
<tr>
<td>Student Disciplinary Records</td>
<td>Dean of Students Office Student Center Building Sanford/Lake Mary Campus Phone: 407.708.2318</td>
<td>Dean of Students</td>
</tr>
</tbody>
</table>

For additional information about FERPA, please contact the Registrar’s Office at registrar@seminolestate.edu
Social Security Number Collection Statement

Seminole State College recognizes that an individual’s Social Security number is a unique form of identification that can be utilized to obtain sensitive information. However, Seminole State must collect Social Security numbers under certain circumstances to accurately and efficiently perform its duties and functions as an educational institution.

Social Security numbers are collected only for the following purposes:

• Administration of federally funded financial aid and student services programs
• Background checks
• Billing and payments
• Identification and verification
• Independent contractors
• Payroll administration
• State and federal educational and employment reporting
• Tax reporting
• Vendor applications

This Social Security Number Collection Statement has been prepared by Seminole State College in compliance with Section 119.071(5), Florida Statutes 2007, January 2008, April 2011.

Graduation Honors and Honors Diploma

College credit and career certificate students are eligible for graduation honors if they have been in attendance at Seminole State for at least two full terms. The appropriate honors are recorded on the students’ diplomas and their names are identified in the graduation program. Colleges and universities utilize the following criteria to award academic honors:

Grade Point Average Honors

• Cum Laude: 3.2-3.49
• Magna Cum Laude: 3.5-3.79
• Summa Cum Laude: 3.8-4.0

College credit students who have earned at least 20 hours in honors courses and have at least a 3.2 GPA will receive an Honors Diploma and be recognized at graduation.

The Science Merit Diploma is awarded to those who complete the required courses with a GPA of at least 3.3.

Recognition of Phi Theta Kappa and Phi Beta Lambda is posted to the student’s transcript and noted on the diploma at the time of graduation.

Notification of Student’s Rights under the Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student’s education records within 45 days of the day Seminole State College receives a request for access. Students should submit to the Registrar or a College official a written request that identifies the record(s) they wish to inspect. Seminole State officials will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the official to whom the request was submitted, the official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student’s education record(s) that the student believes are inaccurate or misleading. The student should write the College official responsible for the record, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the College decides not to amend the record as requested by the student, the student will be notified of the decision and advised of his or her right regarding the request for amendment.

3. The right to control access to personally identifiable information contained in the student’s
education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by Seminole State College in an administrative, supervisory, academic, research or support staff position, including law enforcement unit personnel; a person or company with whom Seminole State has contracted, such as an attorney, auditor or collection agent; a person serving on the District Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his/her professional responsibility. Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Seminole State College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, DC 20202-4605

Directory Information

Seminole State College designates the following items as directory information. The College may disclose any of these items without prior written consent of the student unless the student files a written request to restrict directory information access:

- Student name
- Major field of study
- Participation in officially recognized activities and sports
- Height and weight of athletic team members
- Dates of attendance
- Enrollment status
- Degrees and awards received
- Photograph
Request for Enrollment and Degree Verification

College Credit Students

Seminole State College has made the National Student Clearinghouse its authorized agent for processing Degree and Enrollment Verification requests for our students.

College Credit Degree Verification

The Clearinghouse’s EnrollmentVerify service is designed to fulfill the verification requirements of companies or organizations requiring proof of a student’s degree status. To request a Degree Verification, visit the National Student Clearinghouse online.

College Credit Enrollment Verification

The Clearinghouse’s EnrollmentVerify service is designed to fulfill verification requirements for students and companies or organizations needing proof of a student’s enrollment status. To make a verification request, Seminole State students should log into MySeminoleState and use the Enrollment Verification link provided in the Academic Records tile within their My Student WorkCenter. All other requesters should visit the National Student Clearinghouse website.

School of Academic Foundations

Degree and Enrollment Verification

Adult High School and Adult Education diploma verification or enrollment verification is not available from the Clearinghouse service and must be requested through Seminole State’s Enrollment Services Office. You can submit the Request Form by mail or in person at Student Services on any campus. Our mailing address is: Seminole State College, C/O Enrollment Services/Registrar, 100 Weldon Blvd., Sanford, FL 32773.

If you have questions regarding a National Student Clearinghouse service, please contact their Customer Service Department at 703.742.4200 or enrollmentverify@studentclearinghouse.org. Mailing address: National Student Clearinghouse, 2300 Dulles Station Blvd., Suite 300, Herndon, VA 20171.

Official transcripts are available only through the Registrar’s Office. Students can view his/her unofficial transcripts in the Student Center of the My Student WorkCenter of their MySeminoleState account. Seminole State College will not release any records to a third party unless authorized by FERPA or the Registrar’s Office.

Academic Recognition

The Seminole State College of Florida District Board of Trustees recognizes superior academic achievement. College credit students who are enrolled in six or more credit hours and career certificate students (previously named PSAV) who are enrolled in 180 contact hours (six credit hours) and in good academic standing are eligible for recognition.

• Students with a term grade point average (GPA) of 3.75 or higher will be placed on the President’s List for a period of one term.
• Students with a term GPA of 3.25 to 3.74 (inclusive) will be placed on the Dean’s List for a period of one term.

Grades and Transcripts

Grade Point Average (GPA): Final grades for each term are recorded and preserved. The following chart is used to calculate the GPA:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Short Description</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
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<tr>
<td>C</td>
<td>Average</td>
<td>2</td>
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</table>
The following enrollment codes do not affect GPA:

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<tr>
<th>Letter Grade</th>
<th>Description</th>
<th>Points</th>
</tr>
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<tr>
<td>I</td>
<td>Incomplete</td>
<td>0</td>
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<tr>
<td>W1</td>
<td>Student withdrawal</td>
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<td>W2</td>
<td>Faculty withdrawal of the student</td>
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<td>W3</td>
<td>Administrative withdrawal of the student</td>
<td>0</td>
</tr>
<tr>
<td>W4</td>
<td>Faculty withdrawal of the student based on no attendance</td>
<td>0</td>
</tr>
<tr>
<td>W5</td>
<td>Withdrawal of the student based on administrative refund</td>
<td>0</td>
</tr>
<tr>
<td>X</td>
<td>Audit</td>
<td>0</td>
</tr>
<tr>
<td>NC</td>
<td>Non-credit course</td>
<td>0</td>
</tr>
<tr>
<td>NG</td>
<td>No grade assigned</td>
<td>0</td>
</tr>
<tr>
<td>P</td>
<td>Passing</td>
<td>0</td>
</tr>
<tr>
<td>SP</td>
<td>Satisfactory Progress</td>
<td>0</td>
</tr>
<tr>
<td>U</td>
<td>Unsatisfactory progress</td>
<td>0</td>
</tr>
</tbody>
</table>

1. **Incomplete:** An “I” may be given when the student has not completed the required coursework by the end of the term. To award this grade, the student must present valid reasons to the instructor for not having completed the course requirements. The “I” grade will become an “F” 30 days from the first day of the next semester if the coursework is not completed during this time period. Transcripts will indicate “grade lapse” when “I” grades are lapsed to the grade of “F.” The student is not eligible for graduation or honors until all “I” grades have been changed on the academic record. The “I” grade may also affect eligibility for financial aid.

2. **Withdrawal:** Florida State Board of Education Administrative Rule, Chapter 6A-14.0301, requires state colleges to adhere to the following procedures relating to the award of a “W” when students withdraw from a course:
   A. The student may withdraw without academic penalty from any course by the midpoint of the semester or term. A withdrawal is considered an “attempt;”
   B. The student will be permitted a maximum of two withdrawals (two attempts) per course;
   C. Upon the third attempt, the student will not be permitted to withdraw and will receive an “A,” “B,” “C,” “D” or “F” grade for that course. An appeal for a fourth attempt may be submitted based upon major extenuating circumstances.

3. **Audit:** Students who wish to enroll in a course but do not want to receive a grade or credit for that course may enroll for an audit. Students will not be allowed to change from audit status to credit status or from credit status to audit status after the 100 percent refund date each term. Audit courses will be included on the student’s academic record with a grade of “X.”

4. **Non-Credit:** The “NC” is assigned automatically for any zero-credit-hour course. “NC” is used for continuing education, economic development, lifelong learning and other classes for which no credit is awarded.

5. **No Grade Assigned:** The “NG” is assigned by the Enrollment Services Office in cases where the instructor did not submit a grade in time for normal processing of grades. The student is not eligible for graduation or honors until all “NG” grades are removed from the academic record.

6. **Satisfactory Progress and Unsatisfactory:** The “SP” and “U” grades are used only for those courses that have received prior approval through the curriculum review process to award the satisfactory/unsatisfactory grades.

**Grade Forgiveness Policy**

The grade forgiveness policy allows a student to repeat a course in which the student has earned a “D” or “F” in an attempt to improve the grade earned in the course. Only the last grade earned in a repeated course will be computed into the student’s GPA,
provided the final grade is not an "NC," "X" or "W." A student is limited to two repeat attempts per college credit course. The final course attempt will be applied in the student’s degree audit.

All courses attempted at Seminole State will appear on the student’s transcript. Repeated courses will be indicated by a “Previous Attempt” for initial attempt and “Repeated for credit” for the final attempt. Courses that may be repeated more than once for credit will be indicated with an "Allow."

Students should be aware that some colleges and universities may not honor Seminole State’s forgiveness policy and compute the initial attempt in the GPA. Once a degree is awarded, a student may not repeat a course to improve that degree’s GPA.

Students may not repeat courses by credit-by-examination. Students receiving financial aid should consult with the Financial Aid and Scholarship Office prior to enrolling in any course for grade forgiveness.

**Grade Reports and Transcripts**

Grades are accessible online via MySeminoleState approximately one week after the end of each session or term. Grade reports are not mailed to students. Please check the academic calendar for specific grade post dates.

College students and vocational career students may request an official transcript* through MySeminoleState. Transcript requests are processed by the National Student Clearinghouse. Printed transcript request forms are no longer accepted. Official transcripts for Adult High School and Adult Education students must be requested through Seminole State’s Enrollment Services Office. For more information, visit Seminole State’s Enrollment Services Website.

*Official Transcript: Official transcripts must have the College seal, the Registrar’s signature and remain in the original sealed envelope. If the seal is broken (envelope opened) the transcript is no longer official and will not be accepted. Official transcripts are for colleges, universities and employers. Incoming, secure PDF transcripts must be sent directly to studentrecords@seminolestate.edu from the issuing institution or by one of the following services: Credential Solutions, National Student Clearinghouse, Scrip Safe, Parchment, Scribbles Software (ScribSoft), or JST (Joint Services Transcript). Forwarded emails from students with transcripts attached are not acceptable.

**Withdrawals**

**Student Withdrawals:** A student desiring to withdraw from a course after the add/drop period must initiate withdrawal procedures by completing the withdrawal form and submitting it prior to the published deadline. Withdrawals are not official until the completed withdrawal form is received, approved and processed by Student Services or eLearning. **The student is solely responsible to ensure the accuracy of the course(s) and section number(s) from which he/she wishes to withdraw.** Students can withdraw through eServices. Students cannot withdraw by phone or via their MySeminoleState account.

The final withdrawal date shall be interpreted to mean the point by which midterm assessments are completed. This will be the day that is closest to, but not to exceed, 61 percent of the total class days for that class. Withdrawal deadlines for the term are published in the official College Catalog academic calendar section.

Students should be aware that a reduction in course load may jeopardize their athletic eligibility, financial aid, Veterans benefits, standards of progress and student visa status.

State Board Rule specifies that students are permitted a maximum of three attempts per course. Upon the third attempt, students must pay full cost of tuition. Students are not permitted to withdraw from the course and will receive a grade for that course.

Before the third attempt, students may withdraw without penalty from any course before the midpoint in the semester. Student withdrawals after this date are not permitted.
Administrative Withdrawal from Courses: Faculty have the right to withdraw a student from class for “no attendance” as determined by the established College procedures.

A student who is absent from class 10 percent of the scheduled class time is subject to be withdrawn without warning by the instructor. Attendance for an online course is at the discretion of the instructor. The last day an instructor may withdraw a student will be the day closest to, but not to exceed, 61 percent of the total class days for that class. After the 61 percent date, the faculty may assign a grade of “F” for lack of attendance.

Withdrawal from the College: Students who withdraw or are withdrawn from all courses must follow the same procedures as students who are withdrawing from one course. Failure to follow procedures may cause a student to fail courses unnecessarily. Students who withdraw after the published add/drop period are not eligible for a refund.

Medical Withdrawal from Classes: Procedure 4.0705 (https://www.seminolestate.edu/policies-procedures/procedures/instruction/4.0705) recognizes that emergency or extraordinary medical circumstances occur that are out of the student’s control, resulting in students not being able to demonstrate mastery of the student learning outcomes and/or meet attendance requirements identified in the course(s) for which they are enrolled. When this is the case, the student can request a medical withdrawal from one or more classes when experiencing a serious illness or serious injury necessitating a medically necessary absence from the remainder of the semester, accruing no credit.

The guidelines and required forms are located online at the Registration and Records Forms page. The “Medical Withdrawal Request Package” can be downloaded/printed using the following link: https://www.seminolestate.edu/registrar/online-forms.

Classification of Students and Enrollment Verification

- Freshman: You are classified as a freshman if you have completed less than 30 college-level credits toward a degree.
- Sophomore: You are classified as a sophomore if you have completed at least 30 college-level credits toward a degree.
- Junior: You are classified as a junior if you have completed at least 60 college-level credits and are admitted to a bachelor’s degree program.
- Senior: You are classified as a senior if you have completed at least 90 college-level credits and are admitted to a bachelor’s degree program.
- Non-Degree-Seeking Student: A student admitted for purposes other than earning a degree.
- Transient Student: A student who is registered for a course(s) at Seminole State College with the approval of their home college or university for that specific course(s). Degree-seeking students currently enrolled at Seminole State who wish to enroll in a course at another institution for the purpose of applying that credit toward their degree at Seminole State will maintain their current degree-seeking status and are not classified as “transient” at Seminole State.
- Audit Student: A student who enrolls in a college course in which no credit is earned. Audit students must complete the admission process and meet all requirements as a student attempting the course for credit. Students may not register to audit a course until the add/drop period begins. Students cannot change from an audit to credit after the add/drop deadline.

Enrollment Verification

Full/Part-Time Credit Requirement per term

- College Credit: 12 credit hours/6-11 credit hours
- Vocational: 15 contact hours/7.5-14.5 contact hours
- ABE/GED: 15 credit hours/12 credit hours
- ESOL: 20 contact hours/12 contact hours
High School: Full-time days = 18 credit hours (minimum three classes; each class must have six contact hours); Full-time nights = 12 credit hours (minimum two classes; each class must have six contact hours)

Social Security: 21 contact hours/20 contact hours or less

Request for Enrollment Verification

Seminole State College has made the National Student Clearinghouse its authorized agent for processing Enrollment Verification requests for its students.

- College Credit: The Clearinghouse’s Enrollment/Verify service is designed to fulfill verification requirements for students and companies or organizations needing proof of a student’s enrollment status. To make a verification request, Seminole State students should log into MySeminoleState and use the Enrollment Verification link provided in the Student Center. All other requesters should visit the National Student Clearinghouse website.

- Adult High School and Adult Education: Adult High School and Adult Education enrollment and diploma verification services are not available through the National Student Clearinghouse and must be requested through Seminole State’s Enrollment Services Office. To request an enrollment verification, please complete the Enrollment Verification Request form. To request an additional or replacement diploma, please complete the Request for Replacement Diploma/Certificate form and submit it to Enrollment Services by mail or in person at Student Services on any campus.

Note: Current term Enrollment Verifications will not be available until approximately 10 business days after the Add/Drop deadline. The Add/Drop deadlines can be found in the online catalog calendars. Seminole State College of Florida submits data to the National Student Clearinghouse approximately once a month.

Our mailing address is:

Seminole State College
C/O Enrollment Services/Registrar
100 Weldon Blvd. Sanford, FL 32773

Degree Verifications

Seminole State College has made the National Student Clearinghouse its authorized agent for processing Degree Verification requests for its students.

- College Credit: The Clearinghouse’s DegreeVerify service is designed to fulfill the verification requirements of companies or organizations requiring proof of a student’s degree status. To request a Degree Verification, visit the National Student Clearinghouse online.

- Adult High School and Adult Education: Adult High School and Adult Education diploma verification or enrollment verification is not available from the Clearinghouse service and must be requested through Seminole State’s Enrollment Services Office. You can submit the Request Form by mail or in person at Student Services on any campus.

Our mailing address is:

Seminole State College
C/O Enrollment Services/Registrar
100 Weldon Blvd. Sanford, FL 32773
Registration

Registration Information and Dates

Students can find registration information and dates the following ways:

- Student Enrollment Appointments are displayed in student’s MySeminoleState account under “Enrollment Dates.”
- Academic Calendar section of the online catalog (Fall, Spring, and Summer Terms) under “Priority Registration.”
- Communications via email from Recruiting and Admissions to check Enrollment Appointments.

Types of Enrollment Appointment Dates and Priority Registration

Registration appointment times (Enrollment Appointment Dates) are assigned to student accounts each term:

Type 1: Priority registration appointments begin day one of the enrollment period: Students receiving Veteran Affair benefits, and students identified by Disability Support Services, Honors, Student Life, and Athletics.

Type 2: Standard registration appointments begin day two of the enrollment period: All returning students that are degree seeking.

Type 3: Open registration appointments begin day three of the enrollment period: New students, non-degree, and dual enrollment students.

Type 4: Special course registration appointments for day one of the academic session: Students auditing a course, using State Employee fee waivers, and students using Senior Citizen waivers.

Note: Student’s identified as a Military Veteran will receive the earliest priority registration appointment each term.

Registration Procedures for College Credit

The U.S. Department of Education developed new regulations, effective July 1, 2011, in response to the rapid growth of enrollment, debt load and student default rates at postsecondary institutions. The regulations are intended to strengthen the integrity of the federal student aid program and to ensure that taxpayer funds are used appropriately. The College is required to abide by these regulations which include (but are not limited to):

- Return of Federal (or Title IV) Funds and Attendance

  Students must earn their financial aid by sufficient attendance and progress in classes. If a student does not attend or is a “no show,” the student is responsible for paying back all funds attributed to that course. Also, if a student does not attend past the 60% point of the payment period (module or term), a Return to Title IV calculation must be performed which could result in the requirement that a student repay some of those funds.

- Retaking Coursework

  Students who pass a course and elect to retake the course can receive Title IV (aka “federal”) assistance for retaking that course a maximum of one time. According to the federal rules, a grade of “D” is passing. Note: Some courses have prerequisites of a minimum grade of “C” earned in the prerequisite course.

- Educational Planning

  Students should consult with an educational advisor to obtain an educational plan during their first semester. Only courses required or allowed in the declared program of study listed on a student’s record can be used to determine the financial aid
award. Taking courses that are not required or allowed for a degree increases out-of-pocket costs and can delay earning a degree or credential.

- **Academic Record Holds**
  Outstanding obligations to the College that are not satisfied will result in academic record holds being added to student accounts. Evidence of any outstanding requirements will result in a hold(s) being placed on student accounts. Academic record holds may restrict or limit course enrollment and/or the release of transcripts, diplomas, or related credentials. Students should monitor their student accounts for any academic record holds and resolve any hold(s) prior to the next semester.

- **Standards of Academic Progress (SAP) for Financial Aid**
  Federal financial aid is intended to help students attend college with the goal of completing a degree or credential. Recipients are expected to attend classes, make progress toward completing their selected program of study and do so in a fairly efficient manner. Ongoing eligibility for federal financial aid requires that students demonstrate satisfactory progress toward completion of the declared program of study. Ongoing eligibility requires the following:

1. Maintain at least a 2.0 GPA;
2. Successfully complete at least 67 percent of the coursework attempted (students who fail or withdraw from an excessive number of classes fail to meet this criterion);
3. Complete the declared program of study within 150 percent of the published program length.

While Standards of Academic Progress for Financial Aid has long been in effect, the new regulation requires institutions to review the standards more rigorously. For more information, visit the Standards of Progress website.

- **Financial aid eligibility is calculated based only on courses required or allowed as electives in the student’s declared program of study. This does not include any additional hours required to meet Seminole State College’s Residency requirement.**

  It is critical that students obtain an educational plan and adhere to it. Financial aid awards will be based only on the required and allowed courses in the declared program of study listed on the student’s record.

More information about the Federal Integrity Rules is available online through the Federal Register.

**Financial Aid Eligibility**

Students are alerted with important information about required and allowed courses listed for their specific program of study, but it is ultimately the student’s responsibility to consult with their Academic Advisor to ensure that they are taking the correct courses. Messages may be sent to the student’s Message Center, and in some cases, students will receive a pop-up message in their MySeminoleState account requesting permission to continue registration if a course for which they are attempting to enroll is outside their program/plan. This process will:

- Assist students in avoiding classes not needed for graduation;
- Alert students to courses that will not be counted in determining enrollment levels for financial aid purposes.

Students who wish to use financial aid awards to pay for tuition must accept their aid and sign a deferment request electronically each term of enrollment. Students must carefully read the eligibility criteria associated with each financial aid program awarded to determine the required enrollment levels necessary to receive the awards. By signing a deferment, payment for all classes in which a student enrolls, including classes that are not financial aid eligible, will be deferred to the due date. If a student’s enrollment at the end of the add/drop period does not contain the minimum number of financial-aid-eligible courses needed for aid disbursement, he/she will be ineligible for aid and will be required to pay out of pocket for all of the classes.

If a student chooses to enroll in classes that are not financial aid eligible based on the program of study, he/she should consult with a Financial Aid Specialist or a Student Success Specialist prior to the end of the add/drop period to determine how this will affect his/her aid eligibility and excess hours for their degree or
program. For more information, visit the Financial Aid website or call 407.708.2045.

First-Time-In-College (FTIC) Registration

New student course registration is available by enrollment appointment only. For students to receive a registration appointment, the following documentation must be submitted to the Admissions Office:

1. Application for admission;
2. Residency statement;
3. Official high school transcript(s) (in a sealed envelope) and/or GED* transcript (in a sealed envelope);
4. Official college transcript(s) from all previously attended schools (in a sealed envelope);
5. Official placement test scores (ACT, PERT or SAT) that are not more than two years old;
6. Documentation of English proficiency (for students whose native language is not English).

Attempts Per Course

Florida State Board of Education administrative rules limit the number of times a student may attempt a course. An attempt is defined as: student enrollment in a course(s) after the 100 percent refund deadline (add/drop period) date.

The total attempts limitation does not apply to repeatable courses, such as music, choir and teacher recertification.

Additional Fees for Course Repeats

Effective Fall Term 1997 and thereafter, students enrolled in the same college credit course more than two times must pay fees at 100 percent of the full cost of instruction. Full cost of instruction is equivalent to the tuition fees assessed to non-Florida residents. Upon the third attempt, the student is assessed the full cost of instruction, is not permitted to withdraw and will receive a grade for the course. A fourth attempt may be allowed based on major extenuating circumstances. Should the appeal for a fourth attempt be approved, the grades from the third and fourth attempts will be calculated in the GPA and the full cost of instruction will not be waived per state statute. This is the last opportunity to complete the course, and if the student should stop attending, a grade of “F” will be assigned.

Registration After A Class Has Met

Students may register for classes through the end of the add/drop period. To support the success of our students, courses that have already met are not available for self-service registration. Research has shown that students who are present from the first day of class have higher success rates. Please contact your advisor if you’d like more information. Students are encouraged to register for classes offered later in the term, including those in alternate sessions such as Odd Term, 12W and B sessions.

Senior Citizens

The District Board of Trustees waives any or all tuition and fees for one college credit course per semester (up to four credit hours) for persons 60 years of age or older who are residents of the State of Florida. This privilege will be granted only if such college credit classes are not filled (space available basis) during the add/drop period of registration. Courses in which students have earned a grade of “C” or higher may not be repeated unless the course has been designated as repeatable. The College may limit or deny this privilege for courses in programs for which the board has established selective admission criteria.

Courses may be taken for credit or audited. Courses that have selective admission criteria or courses offered through the vocational non-credit or online third party providers are not included under this program. Senior citizen students are financially responsible for appropriate laboratory fees. Only college credit classes qualify for senior citizen waivers and laboratory fees must be paid separately.

Students who qualify for the tuition waiver must show proof of age via an official government issued photo identification to a Student Success Specialist. Students
who qualify for the tuition waiver must follow the same entrance requirements as students whose fees are not waived. If a student’s program plan is post-high school, he/she must show proof of high school graduation prior to enrollment; if the student’s program plan is post-baccalaureate, he/she must demonstrate proof of earned baccalaureate degree prior to enrollment. If the student is in a post-associate degree plan, they must show proof of earned associate degree prior to enrollment. Degree-seeking students must be admitted and submit official transcripts from any previously attended schools. Students wanting to audit a course can only choose this option during the add/drop period.
Graduation and certificate requirements may change due to changes in state laws or rules. Students are encouraged to visit with an academic advisor prior to each term. Any requests for course waivers or substitutions must be submitted in writing and approved by the Admissions and Graduation Committee for the Associate in Arts degree or the appropriate dean for the Bachelor, Associate in Science degrees, and certificates and processed by Enrollment Services prior to the end of the term in which the student plans to graduate. In addition, all transcripts, course re-evaluations, course substitutions, career pathways credits, grade changes and milestones must be submitted and/or met prior to the end of the term in which the student plans to graduate.

Students are responsible for meeting the requirements for graduation or program completion as set forth in the College catalog and any published changes for the specified catalog term by the end of the term in which the student plans to graduate.

The catalog considered “in effect” and binding on the student is one of the following:

1. The catalog semester/program plan under which a student originally enrolled. The student is not required to be enrolled continuously. However, the student must graduate or complete his or her program within five years from the initial semester of enrollment.
2. The catalog under which a student is re-admitted will govern the student’s graduation requirements. A student previously enrolled whose attendance is interrupted by 12 months or more will be re-admitted under the current catalog year and must graduate or complete his or her program plan within five years from the semester of re-admission under that catalog.
3. The catalog semester in which a student changes or begins a new program plan. A student may change his or her program plan prior to the first day of classes of a semester. Once classes for the semester begin, any requested program changes will be processed and effective for the next semester. It is the student’s sole responsibility to ensure that he/she is in the program plan he/she desires. Students will follow the catalog requirements of the semester in which the change of program plan takes effect and must complete the program within five years.
4. The College reserves the right to change the curriculum as necessary. Some courses or programs may be discontinued. The College does not guarantee the courses will always be available. Students enrolled in programs where curriculum is determined by state legislation, rule, licensing and/or accrediting agencies or students enrolled in programs where significant state-of-the-art technological changes have occurred may be required to satisfy the current catalog’s graduation requirements.

General Graduation Requirements - Associate in Arts, Associate in Science degrees

The degree candidate must satisfy these general requirements:

1. Complete a minimum of 60 credit hours with a grade point average (GPA) of 2.0 excluding courses designated by an asterisk (*) in the course description section of this catalog (college preparatory level courses and vocational level courses).
2. Complete at least 25 percent of the total degree requirements at Seminole State (e.g., 60 credit-hour degree requires at least 15 credit hours completed at Seminole State College).
3. Achieve a cumulative GPA of 2.0 (“C”) in all courses taken at Seminole State, provided that
only the final grade received in a course repeated by the student was used in the calculation of average. Transfer courses at upper-division level (3000-4000) and at the college preparatory level are excluded from the GPA calculation. A grade of "D" used to satisfy degree requirements may or may not transfer, subject to the policies of the institution that the student enters.

4. Successfully complete (grade of "C" or higher) the following: six semester hours of English coursework and six semester hours of additional coursework in which the student is required to demonstrate college-level writing skills through multiple assignments and six semester hours of mathematics coursework at the level of college algebra or higher. For the Associate in Arts degree, Seminole State requires that students satisfy the requirements by successfully completing General Education coursework in English, humanities, social sciences, sciences, and history, as well as mathematics courses. For the Associate in Science degree, ENC 1101, ENC 1102 and mathematics General Education courses must be completed with a grade of "C" or higher. If mathematics courses are not required for the program, students must test out of preparatory mathematics or successfully complete preparatory mathematics courses in order to be eligible for college-level mathematics.

5. Complete all college preparatory level courses required by entry-level testing with a grade of "C" or higher.

6. Have on file official transcripts of all college work previously taken at other colleges or universities.

7. File an Intent to Graduate Form in the Enrollment Services/Registrar’s office by the published deadline date in the College Academic Calendar.

8. The student is not eligible for graduation until all grades of "I," "IP" and "NG" have been removed from the academic record, unless documented by the previous institution that it is a final grade.

9. A student must be enrolled in college-level coursework at the College during the semester that he/she graduates. It is the student’s sole responsibility to ensure that his/her program plan is correct and current for the semester that he/she plans to graduate. The College will not change the student’s program plan if it is not accurate.

10. Academic record holds may prevent the release of transcripts, diplomas, or related credentials, if outstanding obligations to the College are not satisfied prior to graduation.

**Associate in Arts (A.A.) Degree Requirements**

1. Satisfactorily complete 36 semester hours of the General Education requirements.
2. Complete items one through nine of the General Graduation Requirements.
3. Demonstrate competency in a foreign language, beginning with students entering a Florida College System institution or state university in 2014-2015 and thereafter.
4. Students entering the Florida College System in 2015-2016 and thereafter must complete at least one STATE CORE COURSE in each section as part of the General Education course requirements.
5. Students entering the Florida College System in 2018-2019 and thereafter must satisfy the Civic Literacy requirement.

**Associate in Science (A.S.) and Associate in Applied Science (A.A.S.) Degree Requirements**

1. Satisfactorily complete a prescribed course of study in one of the A.S./A.A.S. degree programs.
2. Satisfactorily complete 15 or more semester hours of the General Education requirements as specified in the program.
3. Satisfactorily complete all General Graduation Requirements except item four.

NOTE: Students with an Associate in Arts or Baccalaureate degree from a regionally accredited institution shall be considered to have satisfied General Education requirements for Seminole State College’s Associate in Arts, Associate in Science and/or Baccalaureate degrees.
College Credit Technical Certificates and Career Certificates (previously named PSAV) Award Requirements

1. Satisfactorily complete a prescribed course of study in one of the certificate programs.
2. Satisfactorily complete items 2, 6, 8 and 9 of the General Graduation Requirements.
3. If non-exempt, complete PERT for College Credit Technical certificates.
4. If non-exempt, complete TABE (if required by program) for Career certificates.
5. Minimum cumulative GPA of 2.0 or higher in courses required for the certificate program.

Dual Enrollment Graduates

Dual Enrolled students that will be completing the requirements for a degree or certificate program should submit their Intent to Graduate form to the Dual Enrollment Office prior to the deadline posted on the Academic Calendar. The Intent to Graduate form is available online at www.seminolestate.edu/graduation. The Intent to Graduate form must be signed by an Academic Advisor before submission. For questions about the dual enrollment graduation process please email dualenrollment@seminolestate.edu.

Baccalaureate Degree Requirements

Please refer to the Baccalaureate Degree section of the College Catalog.

Academic Foundations Requirements

Please refer to the School of Academic Foundations section of the College Catalog.

Foreign Language Proficiency

Foreign Language Proficiency Requirement
Students enrolled in Seminole State College’s baccalaureate degree programs must demonstrate foreign language proficiency. Additionally, per Florida Statute 1007.25, “Beginning with students initially entering a Florida College System institution or state university as FTIC in 2014-2015 and thereafter, coursework for an associate in arts degree shall include demonstration of competency in a foreign language.”

Students may satisfy Seminole State College’s foreign language proficiency requirement through:

Demonstration of proficiency through completion of two credits (two years) of sequential high school instruction in one language other than English with a passing grade each year as documented on an official high school transcript.

Demonstration of proficiency by passing Advanced Placement (AP), Cambridge Advanced International Certificate of Education Program (AICE), College Level Examination Program (CLEP), Foreign Language Achievement Testing Service (FLATS), International Baccalaureate (IB) foreign language examination, or the Foreign Language Proficiency Test administered by the University of Central Florida.

Demonstration of proficiency through completion of a sequence of two college credit courses in a single foreign language with a passing grade in each course. The following foreign language college credit course sequences are available at Seminole State College and satisfy the proficiency requirement:

- ASL 1140 American Sign Language I and ASL 1150 American Sign Language II
- FRE 1120 Elementary French I and FRE 1121 Elementary French II
- SPN 1120 Elementary Spanish I and SPN 1121 Elementary Spanish II

Note: American Sign Language may not fulfill the foreign language graduation requirement at some universities.

Transfer course sequences which satisfy the
proficiency requirement include:

- ARA 1120 Elementary Arabic and ARA 1121 Elementary Arabic II
- GER 1120 Elementary German I and GER 1121 Elementary German II
- LAT 1120 Elementary Latin I and LAT 1121 Elementary Latin II
- POR 1120 Elementary Portuguese I and POR 1121 Elementary Portuguese II
- SPN 1340 Spanish for Heritage Speakers I and SPN 1341 Spanish for Heritage Speakers II

Additional foreign language course sequences may be accepted to meet proficiency requirements based on transfer credit evaluation.

Demonstration of Proficiency in Native Language

Effective January 2018, students whose native language is not English may demonstrate proficiency in their native language. Students must submit the Foreign Language Requirement Waiver Petition form with accompanying documentation to Student Services on any Seminole State campus or by mail.

Students must be able to provide proof of enrollment in a foreign institution in which the language of instruction was not English as documented by a high school or college transcript. A copy of the transcript is required to be submitted with the petition form for consideration.

Mailing address:

Seminole State College

C/O Enrollment Services/Registrar

100 Weldon Blvd.

Sanford, FL 32773

Note: Satisfaction of this foreign language proficiency graduation requirement at Seminole State may also satisfy the foreign language admission requirement for Florida public universities. However, universities may have specific foreign language proficiency graduation requirements. Students are responsible for verifying acceptability at the institution to which they plan to transfer.

Student Learning Outcomes

Collegewide Student Learning Outcomes are abilities expected from Seminole State College graduates. The Collegewide Student Learning Outcomes are:

1. **Communication**: Read, write, speak and listen effectively.
2. **Critical Thinking**: Observe, analyze and synthesize information and apply problem-solving skills.
3. **Scientific and Quantitative Reasoning**: Understand and appropriately apply mathematics and scientific principles and methods.
4. **Information Literacy**: Find, evaluate, organize and use appropriate information.
5. **Global Sociocultural Responsibility**: Prepare to participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
## Graduate Placement Rates

### Latest Placement Rates Available From State Data

<table>
<thead>
<tr>
<th>Academic Program</th>
<th>Academic Plans</th>
<th>2016-2017 Percent Placed</th>
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<tr>
<td>Associate Science</td>
<td>Accounting Technology</td>
<td>95%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Architectural Engineering Technology</td>
<td>91%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Business Administration</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Chemical Technology</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Clinical Pharmacy Technology</td>
<td>80%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Computer-Aided Drafting and Design</td>
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</tr>
<tr>
<td>Associate Science</td>
<td>Computer Programming and Analysis</td>
<td>84%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Construction Management</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Criminal Justice Technology</td>
<td>70%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Early Childhood Education</td>
<td>91%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Emergency Medical Services (EMS)</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Entrepreneurship and Business Management</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Fire Science Technology</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Health Information Technology</td>
<td>89%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Interior Design Technology</td>
<td>93%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Legal Assistant/Paralegal</td>
<td>96%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Media Design</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Multimedia Technology, Television and Digital Cinema Production</td>
<td>78%</td>
</tr>
<tr>
<td>Associate Science</td>
<td>Network Systems Technology</td>
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<td>Associate Science</td>
<td>Nursing (RN)</td>
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<tr>
<td>Associate Science</td>
<td>Office Administration</td>
<td>100%</td>
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<tr>
<td>Associate Science</td>
<td>Physical Therapist Assistant (PTA)</td>
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</tr>
<tr>
<td>Associate Science</td>
<td>Respiratory Care</td>
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<tr>
<td>Associate Science</td>
<td>Supply Chain Management</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Applied Science</td>
<td>Automotive Technology</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>3D Modeling and Inter Media Supp</td>
<td>100%</td>
</tr>
<tr>
<td>Technical Certificate</td>
<td>Program Name</td>
<td>Percentage</td>
</tr>
<tr>
<td>-----------------------</td>
<td>--------------------------------------------------------</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Accounting Applications</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Accounting Operations</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Accounting Specialist</td>
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</tr>
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<td>Technical Certificate</td>
<td>Advanced Computer-Aided Design Technical</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Automotive Maintenance and Light Repair</td>
<td>94%</td>
</tr>
<tr>
<td>Technical Certificate</td>
<td>Automotive Technician</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Building Construction Technology</td>
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<tr>
<td>Technical Certificate</td>
<td>Business Operations</td>
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<td>Business Specialist</td>
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<td>Technical Certificate</td>
<td>Child Care Center Management Specialization</td>
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<td>Technical Certificate</td>
<td>Computer Programming</td>
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<td>Technical Certificate</td>
<td>Computer Programming Specialist</td>
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<td>Technical Certificate</td>
<td>Computer Repair and Installation</td>
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<tr>
<td>Technical Certificate</td>
<td>Computer-Aided Design</td>
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<td>Technical Certificate</td>
<td>Criminal Justice Law Enforcement Leadership</td>
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<tr>
<td>Technical Certificate</td>
<td>Criminal Justice Technology Specialist</td>
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<tr>
<td>Technical Certificate</td>
<td>Digital and Interactive Media Design</td>
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<tr>
<td>Technical Certificate</td>
<td>Digital Media: Digital Media/Multimedia Production</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Digital Media: Graphic Design Production Certificate</td>
<td>100%</td>
</tr>
<tr>
<td>Technical Certificate</td>
<td>Digital Media: Graphic Design Support Certificate</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Digital Media: Multimedia Web Production</td>
<td>100%</td>
</tr>
<tr>
<td>Technical Certificate</td>
<td>Digital Video Fundamentals</td>
<td>93%</td>
</tr>
<tr>
<td>Technical Certificate</td>
<td>Early Childhood Education: Infant/Toddler Specialization</td>
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</tr>
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<td>Technical Certificate</td>
<td>Early Childhood Education: Preschool Specialization</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Early Childhood Education: Early Intervention Specialist</td>
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<tr>
<td>Technical Certificate</td>
<td>Educational Assisting</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Emergency Medical Technician (EMT)</td>
<td>76%</td>
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<tr>
<td>Technical Certificate</td>
<td>Entrepreneurship</td>
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</tr>
<tr>
<td>Technical Certificate</td>
<td>Entrepreneurship Operations Certificate</td>
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<tr>
<td>Technical Certificate</td>
<td>Financial Operations</td>
<td>100%</td>
</tr>
<tr>
<td>Technical Certificate</td>
<td>Financial Operations Specialist</td>
<td>100%</td>
</tr>
<tr>
<td>Technical Certificate</td>
<td>Fire Officer Supervisor</td>
<td>100%</td>
</tr>
</tbody>
</table>
Technical Certificate  Global Business  100%
Technical Certificate  Homeland Security Professional  50%
Technical Certificate  Human Resources Administrator  100%
Technical Certificate  Information Technology Analysis  90%
Technical Certificate  Instructional Design  90%
Technical Certificate  IP Communications Technician  95%
Technical Certificate  IT Client Specialist  95%
Technical Certificate  Kitchen and Bath Design  100%
Technical Certificate  Lab Science Certificate  90%
Technical Certificate  Management  100%
Technical Certificate  Marketing  100%
Technical Certificate  Medical Information Coder/Biller  83%
Technical Certificate  Microsoft Infrastructure  100%
Technical Certificate  Network Infrastructure  83%
Technical Certificate  Network Server Administration  83%
Technical Certificate  Network Support Technician  93%
Technical Certificate  Office Management  100%
Technical Certificate  Office Specialist  100%
Technical Certificate  Office Support  100%
Technical Certificate  Paramedic Technology  100%
Technical Certificate  Pharmacy Technician  89%
Technical Certificate  Residential Staging Specialist  98%
Technical Certificate  Small Business Management  100%
Technical Certificate  Supply Chain Management  100%
Technical Certificate  Sustainability  100%
Technical Certificate  Video Editing and Post Production  90%
Technical Certificate  Web Development  86%
Vocational Certificate  Air Conditioning, Refrigeration and Heating Technology I  89%
Vocational Certificate  Air Conditioning, Refrigeration and Heating Technology 2  100%
Vocational Certificate  Automotive Service Technology  89%
Vocational Certificate  Correctional Officer  100%
Vocational Certificate  Crossover From Correctional Officer to Law Enforcement Officer  100%
<table>
<thead>
<tr>
<th>Vocational Certificate</th>
<th>Placement Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crossover From Law Enforcement Officer to Correctional Officer</td>
<td>100%</td>
</tr>
<tr>
<td>Early Childhood Professional</td>
<td>82%</td>
</tr>
<tr>
<td>Electrician</td>
<td>100%</td>
</tr>
<tr>
<td>Fire Academy</td>
<td>86%</td>
</tr>
<tr>
<td>Fire Sprinkler System Technology</td>
<td>100%</td>
</tr>
<tr>
<td>Florida Law Enforcement Academy</td>
<td>86%</td>
</tr>
<tr>
<td>Plumbing Technology</td>
<td>100%</td>
</tr>
<tr>
<td>Welding Technology</td>
<td>50%</td>
</tr>
</tbody>
</table>

Notes: This list represents outcomes for students who completed academic plans during the 2016-2017 year. Academic plans that did not have completers during 2016-2017 are not listed. Academic plans not active as of the printing of this catalog are not listed. Placement percents are based on the number of students in the placement pool for each academic plan. The placement pool includes students found by the state placement system. Placement is defined as working in a degree-related field, continuing postsecondary education, or serving in the military.
**General Education Core Courses**

**General Education Core Courses**

Seminole State College's associate in arts students entering the Florida College System as FTIC in 2015-2016 and thereafter must complete at least one identified core course in each section as part of the State of Florida general education course requirements. All public postsecondary educational institutions shall accept these courses as meeting general education core course requirements. The remaining general education course requirements shall be identified by each institution.

<table>
<thead>
<tr>
<th>Section</th>
<th>State Core Course Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication</td>
<td>ENC 1101/ENC 1101H</td>
</tr>
<tr>
<td>Humanities</td>
<td>ARH 1000</td>
</tr>
<tr>
<td></td>
<td>HUM 1020</td>
</tr>
<tr>
<td></td>
<td>LIT 2000</td>
</tr>
<tr>
<td></td>
<td>MUL 2010</td>
</tr>
<tr>
<td></td>
<td>PHI 2010/PHI 2010H</td>
</tr>
<tr>
<td></td>
<td>THE 2000</td>
</tr>
<tr>
<td>Social Science &amp; History</td>
<td>AMH 2020/AMH 2020H</td>
</tr>
<tr>
<td></td>
<td>ANT 2000</td>
</tr>
<tr>
<td></td>
<td>ECO 2013/ECO 2013H</td>
</tr>
<tr>
<td></td>
<td>POS 2041/ POS 2041H</td>
</tr>
<tr>
<td></td>
<td>PSY 2012/PSY 2012H</td>
</tr>
<tr>
<td>Natural Science</td>
<td>SYG 2000/ SYG 2000H</td>
</tr>
<tr>
<td></td>
<td>AST 1002</td>
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<tr>
<td></td>
<td>BSC 1005</td>
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<tr>
<td></td>
<td>BSC 1005C</td>
</tr>
<tr>
<td></td>
<td>BSC 1085 (Not offered at Seminole State College of Florida)</td>
</tr>
<tr>
<td></td>
<td>BSC 2010C</td>
</tr>
<tr>
<td></td>
<td>CHM 1020/CHM 1020H</td>
</tr>
<tr>
<td></td>
<td>CHM 2045C/ CHM 2045CH</td>
</tr>
<tr>
<td></td>
<td>ESC 1000</td>
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<td></td>
<td>EVR 1001</td>
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<tr>
<td></td>
<td>PHY 1020</td>
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<tr>
<td></td>
<td>PHY 1053C</td>
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<tr>
<td></td>
<td>PHY 2048C/ PHY 2048CH</td>
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<tr>
<td>Mathematics</td>
<td>MAC 1105/ MAC 1105H</td>
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<td></td>
<td>MAC 2311/ MAC 2311H</td>
</tr>
<tr>
<td></td>
<td>MGF 1106</td>
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<td></td>
<td>MGF 1107</td>
</tr>
<tr>
<td></td>
<td>STA 2023/ STA 2023H</td>
</tr>
</tbody>
</table>
**Civic Literacy Requirement**

Seminole State College’s associate in arts and bachelor’s degree seeking students entering the Florida College System as FTIC in 2018-2019 and thereafter must satisfy the Civic Literacy requirement prior to submitting an Intent to Graduate form in the term they plan to graduate.

Dual Enrollment students who began taking courses in a Florida College System or Florida State University System Fall 2018 and thereafter, must satisfy the Civic Literacy requirement prior to the award of an associate in arts or baccalaureate degree.

The Civic Literacy requirement can be met by successfully completing one of the following courses:

- AMH 2020
- AMH 2020H
- POS 2041
- POS 2041H

An alternative way to satisfy the Civic Literacy requirement is by successfully completing one of four assessments prior to submitting an Intent to Graduate.

- Advanced Placement (AP) – Government & Politics: U.S. – Score 3
- Advanced Placement (AP) – U.S. History – Score 4
- CLEP – American Government – Score 50

For more information students can meet with his or her assigned academic advisor.
Assessment, Testing and Developmental Courses

Assessment and Testing Overview

Assessment and Testing offices are located on each Seminole State College campus. Each office can accommodate the testing needs of the campus. All exams are closely monitored using security cameras and by one or more proctors. Tests are typically delivered via computer or online. To ensure record security, students are required to provide a current, valid and original photo identification and a signature prior to taking any examination.

The Assessment and Testing offices administer all exams in compliance with state and national regulations, including adherence to policies outlined in the Americans with Disabilities Act. Students with documented disabilities such as visual, auditory and/or physical impairments may qualify for accommodations including an alternative testing environment, if prescribed by the College’s Office of Disability Support Services.

For more information about the services offered by the Assessment and Testing Offices, including testing hours, test preparation (practice tests) and the refresh program, visit the Assessment and Testing website.

Comprehensive Assessment and Testing Offerings

Effective assessment and testing services are integral to student enrollment, placement and success. The Assessment and Testing offices provide the following examinations:

- Accuplacer/Computerized Placement Test (CPT)
- Automotive Service Excellence (ASE)
- Bureau of Fire Standards and Training Exams
- Castle Worldwide Examinations (e.g., health program examinations, certification for Paralegals)
- Certiport Examinations (e.g., Microsoft Office Examinations)
- College Level Examination Program (CLEP)
- COMIRA
- Comprehensive Adult Student Assessment System (CASAS)
- Criminal Justice Basic Abilities Test (CJBAT) FDLE Criminal Justice Examination
- DANTES Subject Standardized Test (DSST)
- End of Course Examinations (EOC) and English Language Arts (ELA)
- Florida Certification Board Exams (FCB)
- Florida RV Trade Association
- Florida Standard Assessment (FSA)
- Foreign Language Achievement Testing Service (FLATS)
- General Educational Development (GED®) examination (Pearson Vue)
- Healthcare Professions Exams (Comira)
- Level of English Proficiency Exam (LOEP)
- Next Generation Sunshine State Standards (NGSSS) - EOC
- North American Board of Certified Energy Practitioners (NABCEP)
- PearsonVue Examinations (e.g., certifications examinations)
- Postsecondary Education Readiness Test (PERT)
- Pro V
- State Officers Certification Exam (SOCE) FDLE exam (Pearson Vue)
- Test of Adult Basic Education (TABE)
- Test of Essential Academic Skills (TEAS)

First-Time-In-College Student Placement Testing

State Board Rule 6A-10.0315 mandates that all non-exempt first-time-in-college (FTIC) applicants for admission to state colleges and universities who apply to enter degree programs (bachelor’s or associate) must be tested for reading, writing and mathematics.
proficiency prior to the completion of registration, using one or more of the prescribed tests (ACT, SAT, PERT or ACCUPLACER) and must enroll in college developmental communication and computation instruction if the test scores are lower than those required by the state. The Postsecondary Education Readiness Test (PERT) is used in conjunction with the ACCUPLACER for college-credit placement into math courses.

Entry-level placement test scores must be less than two years old. Required developmental writing and reading courses (or required EAP courses, if applicable) must be completed prior to entering English I and/or any Gordon Rule course.

**Placement Testing & Developmental Exemptions**

Please refer to Developmental Courses section of the catalog for exemption information.

**Postsecondary Education Readiness Test (PERT)**

For college-credit students without a current ACT, ACCUPLACER, PERT or SAT score, Seminole State administers the PERT as the primary placement test. Institutional standards have been established for placing students in certain levels of courses based on the PERT scores. The PERT Refresh Program is available for students who wish to challenge their initial PERT score. Transfer students who have completed either the first level college credit English or math class (or successfully completed the last sequential developmental course) do not need to take a placement test. Completion of entry testing is required prior to participation in new student orientation and advisement and prior to registration for any course that has a math or English prerequisite.

**PERT Requirements**

Degree-seeking, non-exempt FTIC students and all non-exempt college credit, certificate-seeking students whose degree or certificate program is 12 or more credits must take the PERT. Such students may not register for any credit course at Seminole State until they have a set of complete scores on file.

Students in these groups must take the PERT:

- All students seeking Early College/dual enrollment.
- Non-exempt students who took a placement examination more than two years ago but never enrolled into a Florida public postsecondary institution. Students must complete the PERT refresh program before retesting.
- Non-exempt students who cannot provide ACT, SAT, PERT or ACCUPLACER official scores or scores on an official transcript by the date of their advising appointment.
- Non-exempt students who studied ESOL in high school or completed a portion of high school in a country where English is not the only official language are required to:
  - Complete a timed writing sample for possible placement into English for Academic Purposes (EAP) in addition to having college-ready PERT, ACT, ACCUPLACER or SAT scores;
  - Complete the Level of English Proficiency (ESL/LOEP) test in addition to completing the timed writing sample if PERT, ACT, ACCUPLACER or SAT scores are not college ready;
  - Score at ESL/LOEP, EAP Intermediate (EAP 400) level to take PERT math test;
  - Complete EAP sequence without retaking the PERT/LOEP. After starting the sequence, students may retake after two years’ absence from sequence for advancement purposes.

**PERT Exemptions**

Non-exempt students are exempt from taking the PERT unless needed as a prerequisite for a specific course, if they provide written documentation for one of the following:

- Official ACT, ACCUPLACER, PERT or SAT scores less than two years old that place the student into college-level coursework at Seminole State. Note: The college may not mandate students to retest for placement if students have former placement scores older than two years old and have enrolled (whether enrolled into developmental courses or not) into a Florida public postsecondary institution.
- SAT (prior to March 1, 2016) scores of 440 or above on verbal/critical reading; 440 or above on math for placement into Intermediate Algebra
(MAT 1033).

- New SAT (since March 1, 2016) scores of 24 or above in reading, 25 or above in writing and language and 24 or above in mathematics for placement into Intermediate Algebra (MAT 1033).
- ACT scores of 19 or above on the reading and, 17 or above on English and 19 or above on math for placement into Intermediate Algebra (MAT 1033). Any score presented which is below that needed for exemption will require the student to be tested on the appropriate PERT subtest(s).
- Attended a regionally accredited college or university in which English was the language of instruction and have completed college-level or the highest college developmental-level coursework as evaluated by Seminole State in English and/or mathematics with a grade of “C” or higher.
- Official Seminole State record indicating that the student is enrolled in another college or university and has applied to Seminole State as a transient student.
- Official Seminole State record indicating that the student is enrolled for teacher recertification.

**PERT Placement Scores**

**English Placement (PERT)**

Reading Skills Score (> 106) plus Writing Skills score (> 103) = ENC 1101. Required developmental writing and reading courses (or required EAP courses, if applicable) must be completed prior to entering English I and/or any Gordon Rule course.

Reading Skills Score

50 - 105 = REA 0019 Developmental Reading or LOEP for EAP placement. REA 0055 Developmental Reading Module (If non-exempt, must have score of 101-105).

> 106 = No Prep reading required.

Writing Skills Score

50 - 102 = ENC 0022 Developmental Writing or LOEP/writing sample for EAP Placement.
ENC 0055 Developmental Writing Module (If non-exempt, must have score of 98-102).

> 103 = No Prep writing required; writing sample required for EAP students.

**Mathematics Placement (PERT)**

**Mathematics Skills Score**

50 - 113 = MAT 0057 Pre-College Mathematics or MAT 0022 Developmental Mathematics Combined.

MAT 0055 Developmental Math Module (if non-exempt, must have score of 109-113).

114 - 122 = MAT 1033 Intermediate Algebra or MAT 1100 Mathematical Understanding and Applications.
123 - *150 = MAC 1105 College Algebra or MGF 1106 College Mathematics or MGF 1107 Liberal Arts Math or STA 2023 Statistical Methods I.

*Students who score 130 or above are eligible to take the CLM portion of the ACCUPLACER. Please refer to the information below when working with students who have taken the CLM portion of the ACCUPLACER.

ACCUPLACER: College Level Math (CLM) Skills Score

20 - 39 = MAT 1033 Intermediate Algebra or MAT 1100 Mathematical Understanding and Applications.
40 - 62 = MAC 1105 College Algebra or MGF 1106 College Mathematics or MGF 1107 Liberal Arts Math or STA 2023 Statistical Methods I.
63 - 96 = MAC 1140 Pre-calculus Algebra or MAC 1114 Trigonometry or MAC 2233 Concepts of Calculus.
97 - 120 = MAC 2311 Analytic Geometry and Calculus I.

Recommended score of 70 for MAC 1147 Pre-Calculus with Trigonometry.

**Retaking the PERT**

To be eligible to retake the PERT, Seminole State students must refresh their skills. Students may take the PERT three times at the college level. Between the initial PERT attempt and the PERT Refresh, each student must complete a remediation program. Acceptable remediation shall be a diagnostic exam plus an Internet-based remediation for the deficient skills found via the diagnostic exam. Students should follow these seven easy steps to complete the requirement:
• **Step 1:** Go to the testing office and request the diagnostic exam. The testing specialist will set the $16.50 fee to your account and grant you 10-week access to the online remediation program, MyFoundationsLab (MFL).

• **Step 2:** Go to the Seminole State Cashiers Office and pay the testing fee.

• **Step 3:** Take the diagnostic exam. Please arrive at least 2 1/2 hours before closing.

• **Step 4:** Receive your test results and learn how to access MyFoundationsLab from the testing specialist. Based on each student’s skill deficiency as shown by the diagnostic tests, the MyFoundationsLab will provide instructions about the specific skill and practice exams to check mastery. However, please use the “MFL Mastery Planner” to set testing goals.

• **Step 5:** Locate a computer for the MFL remediation. You may use computers at specified campus locations or access the remediation program from home.

• **Step 6:** Take the appropriate Mastery Quiz that meets your goals. Students may NOT retake the PERT without scoring at least 70 percent on the MFL Mastery Quiz. After proficiency is attained through the practice exams, students must complete each MFL Mastery Quiz and score at least 70 percent to be eligible to retake the PERT. (Testing Specialist will electronically check your MFL record to determine “time spent on the module” and “the percent correct on each MFL Mastery Quiz” before allowing you to retake PERT.)

• **Step 7:** Pay for the PERT retest. Although the initial PERT is free, the retest cost is $10. Please visit the testing location at which you plan to take the exam and request that the testing specialist set your fee. To pay this fee, please follow the instructions in Step 2 (above). The cost to retake the PERT is $10 per testing session, regardless of how many subtests you will be retaking.

### General Rules regarding the PERT Refresh Program:

1. Students may only take the PERT three times at the college level within a two-year period.
2. Students who have withdrawn from a course must go through the PERT Refresh Program, including the diagnostic test and MyFoundations Lab Mastery Quiz with a score of 70%.

### Non-native English Speakers Placement Testing

Seminole State College instruction is delivered in the English language. Students should have adequate mastery of the English language to pursue a course of study for credit. If English is not the student’s best language, his/her entry testing will begin with the PERT and he/she may also be required to complete the ESL (English as Second Language) or LOEP (Levels of English Proficiency) test and writing sample.

Students seeking degrees or career certificates or those enrolling as dual enrollment students must complete an approved placement test.

Students are not required to demonstrate English as a second language for proficiency if they have completed freshman English Composition or its equivalent (as determined by Seminole State College) with a grade of “C” or higher or if they have earned an Associate in Arts (A.A.) degree, bachelor’s degree or higher for which English was the language of instruction. Official college/university transcripts are required for documenting English proficiency.

### LOEP (also called ESL test)

The LOEP or ESL test is the test of English proficiency for non-native speakers of English used for initial course placement at Seminole State. To be used, the student’s scores must be less than two years old.

When students take the LOEP test, they will also be asked to provide a writing sample (WS). Students must apply to Seminole State to take the LOEP and WS. There is no additional charge and no appointment is necessary. The LOEP and WS may be taken on any campus on a walk-in basis.

Testing hours are available on the Assessment and Testing website. To take the LOEP and WS, visit an Assessment and Testing Office on any campus and bring an official, government-issued photo identification such as a driver’s license or passport.
Once a student begins course work in English for Academic Purposes (EAP), he/she is no longer eligible to retest on the PERT, LOEP and WS unless he/she has been absent from the EAP sequence for two or more years.

If the student’s English proficiency is such that he/she is not required to take English for Academic Purposes (EAP) courses, the PERT will be used to place him/her in the appropriate courses.

**Dual Enrollment Entry Testing**

Dual Enrollment students must complete the ACT, Accuplacer/CPT, PERT or SAT prior to registering for their first term.

Scores will be used for placement in appropriate courses. English and reading scores must be at college level to be admitted to the Dual Enrollment program.

**Career/Technical Program Placement Testing**

Depending on the career/technical program, Seminole State College administers the Test for Adult Basic Education (TABE) to non-exempt career certificate students (previously named PSAV). Normally, the TABE Survey, Level D (either Form 11 or 12) is provided. Completion of a prescribed remediation program is mandated prior to re-testing for career programs.

Minimum basic skills in mathematics, language and reading are defined in each career program description adopted under Rule 6A-6.0571. The current catalog program descriptions provide minimum required TABE scale scores to earn a certificate by program.

**Students required to take the TABE are:**

- First-time-in-program, non-exempt students who designate themselves as certificate-seeking in a career program of 450 hours or more. Such students must complete the TABE examination within the first six weeks of admission into the program.

- Students whose TABE scores are more than two years old and have not been used for placement.

- Students whose TABE scores are more than two years old and who have had a break in their enrollment of more than one year.

Academic advisors are available to consult with students regarding the exemptions or alternate ways to satisfy this requirement.

**Developmental Courses**

All applicants entering college for the first time who intend to begin degree or college credit certificate programs are tested for reading, writing and mathematics proficiency, unless a student meets one of the following two criteria:

- Entered 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a Florida standard high school diploma.
- Serving as an active duty member of any branch of the United States Armed Services.

Exempt students are eligible to opt out of enrollment in developmental education courses. With proper documentation, exempt students may be eligible to enroll directly into ENC 1101 and MAT 1033 or MAT 1100. Exempt students may elect to take the common placement test to help identify where additional preparation may be needed. Regardless of scores, exempt students shall not be REQUIRED to enroll in developmental education. Exempt students may also choose to enroll in developmental education in order to improve skills prior to enrolling in college-level courses. Students are encouraged to meet with their academic advisor who will assist with the best possible placement. Details on the legislation are available online.

Non-exempt students are placed in college developmental writing, reading and/or mathematics if placement scores indicate a need for developmental instruction.

Each of the three skill areas - reading, writing and mathematics - are independent of each other. Students may place at the college level in one area and at the developmental level in the other area(s). Students are required to enroll in developmental
courses at the beginning of their enrollment at Seminole State and continue to enroll in them each term until they have completed their required courses. If students are enrolled in the appropriate developmental course(s), they may also enroll in the college-level courses for which they meet the prerequisite(s).

Developmental courses in reading, writing and mathematics include:

**Reading Skills**
- ENC 0017 Developmental Reading and Writing Combined
- REA 0019 Developmental Reading - Repeatable Course
- REA 0055 Developmental Reading Module

**Writing Skills**
- ENC 0017 Developmental Reading and Writing Combined
- ENC 0022 Developmental Writing - Repeatable Course
- ENC 0055 Developmental Writing Module

**Mathematics Skills**
- MAT 0022 Developmental Mathematics Combined
- MAT 0055 Developmental Mathematics Module
- MAT 0057 Developmental Mathematics - Repeatable Course

**Student Information**

**State of Florida Rules**

**Repeating courses:** Florida Statute limits students to three attempts to pass each developmental course, including original grades, repeat grades and withdrawals. Upon the third attempt, the student is assessed the full cost of instruction, is not permitted to withdraw and receives a grade for the course. The student may petition to waive the full cost of instruction due to extenuating circumstances or financial hardship by completing the “Request for Exemption from Full Cost of Instruction” (non-refundable) form available from the Records and Registration Office. Enrollment in a class beyond the 100-percent refund period, regardless of whether a student finishes the term, is considered an attempt.

The total attempts limitation does not apply to repeatable courses.

**Repeatable Developmental Courses:** Students who make satisfactory progress but do not complete all of the necessary topics in one semester may earn a grade of “Satisfactory” which is considered passing for purposes of standards of academic progress and financial aid. While many students will complete the necessary material in one semester, some students may need multiple semesters to achieve college readiness. Please refer to the Catalog course descriptions for information regarding repeatable courses.

**Alternative instruction:** In accordance with Florida law, students may use alternatives to traditional college developmental instruction. For information about these options, contact the professional staff in the Academic Success Center or meet with a Seminole State student success specialist.

**Withdrawals**

All developmental courses - reading, writing and mathematics - use the same withdrawal practices. Students may withdraw during the College’s withdrawal period and take the same developmental course again without retesting.

**Additional Reminders**

- Students who fail the developmental course’s Departmental Exit Exam may take the ACCUPLACER after grades are posted. If they meet the college credit cutoff score, they may enter the college credit course.
- Students who fail or earn a “D” in the last developmental course do not need to retake the course if they meet the ACCUPLACER cutoff score for the college credit course. However, the “D” does not qualify for grade forgiveness by taking the ACCUPLACER. Students must repeat the course and achieve a “C” or higher to receive grade forgiveness for the “D.” However, a grade of “D” in a developmental course does not count in
the college credit GPA.

- Students may not retake the ACCUPLACER for a developmental course in which they are currently enrolled unless during the add/drop period. Otherwise, they must first withdraw from the course (within the advertised withdrawal period) or wait until grades are posted.
- English for Academic Purposes (EAP) students must pass courses with a "C" to progress to the next higher level. EAP students who fail exit exams must repeat courses to earn a "C" in all required EAP courses before entering ENC 1101 or other courses with ENC 1101 as pre- or co-requisite.
- College developmental courses which have a first digit of zero (0) do not count toward a degree. However, these courses count toward eligibility for VA benefits, financial aid and intercollegiate athletics.
## Placement Testing: Comparative Chart

### Computation

<table>
<thead>
<tr>
<th>Test</th>
<th>Score</th>
<th>Placement Course(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ACT Math</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18 or below</td>
<td>PERT required for placement</td>
<td></td>
</tr>
<tr>
<td>19-20</td>
<td>MAT 1033 Intermediate Algebra or MAT 1100 Mathematical Understanding and Applications</td>
<td></td>
</tr>
<tr>
<td>21-22</td>
<td>MGF 1106 College Mathematics or MGF 1107 Liberal Arts Math or STA 2023 Statistics or ACCUPLACER (CLM)</td>
<td></td>
</tr>
<tr>
<td>23 or above</td>
<td>MAC 1105 College Algebra</td>
<td></td>
</tr>
<tr>
<td></td>
<td>For entrance into MAC 1114 Trigonometry or higher, student must take ACCUPLACER - College Level Math (CLM)</td>
<td></td>
</tr>
<tr>
<td><strong>ACCUPLACER Elementary Algebra</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>71 or below</td>
<td>PERT required for placement</td>
<td></td>
</tr>
<tr>
<td>72-120</td>
<td>Use ACCUPLACER College Level Math score or MAT 1033 Intermediate Algebra or MAT 1100 Mathematical Understanding and Applications</td>
<td></td>
</tr>
<tr>
<td><strong>ACCUPLACER College Level Math</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20-39</td>
<td>MAT 1033 Intermediate Algebra or MAT 1100 Mathematical Understanding and Applications</td>
<td></td>
</tr>
<tr>
<td>40-62</td>
<td>MAC 1105 College Algebra or MGF 1106 College Mathematics or MGF 1107 Liberal Arts Math or STA 2023 Statistical Methods I</td>
<td></td>
</tr>
<tr>
<td>63-96</td>
<td>MAC 1114 Trigonometry or MAC 1140 Pre-Calculus Algebra or MAC 2233 Concepts of Calculus</td>
<td></td>
</tr>
<tr>
<td>97-120</td>
<td>MAC 2311 Analytic Geometry and Calculus I</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Recommended score of 70 for MAC 1147 Pre-Calculus with Trigonometry</td>
<td></td>
</tr>
<tr>
<td><strong>PERT Math</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>113 or below</td>
<td>MAT 0022 Developmental Mathematics Combined or MAT 0055 Developmental Mathematics Module or MAT 0057 Pre-College Mathematics</td>
<td></td>
</tr>
<tr>
<td>114-122</td>
<td>MAT 1033 Intermediate Algebra or MAT 1100 Mathematical Understanding and Applications</td>
<td></td>
</tr>
<tr>
<td>123-150*</td>
<td>MAC 1105 College Algebra or MGF 1106 College Mathematics or MGF 1107 Liberal Arts Math or STA 2023 Statistical Methods I</td>
<td></td>
</tr>
<tr>
<td><strong>SAT Math</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>439 or below</td>
<td>PERT required for placement</td>
<td></td>
</tr>
<tr>
<td>Test Score</td>
<td>Placement Course(s)</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>---------------------</td>
<td></td>
</tr>
<tr>
<td>16 or below</td>
<td>PERT required for English placement</td>
<td></td>
</tr>
<tr>
<td>17 or above</td>
<td>No Developmental Writing required</td>
<td></td>
</tr>
</tbody>
</table>

**Students who score 130 or above are eligible to take the ACCUPLACER College Level Math (CLM) portion of the ACCUPLACER.**

**Students who take MAC 1105 and who are going on to Analytic Geometry and Calculus I (MAC 2311) will take the following sequence: MAC 1105 --> MAC 1140 --> MAC 1114 --> MAC 2311.**

## Placement Testing - English & Reading

### English

<table>
<thead>
<tr>
<th>Test</th>
<th>Score</th>
<th>Placement Course(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ACT English</strong>*</td>
<td>16 or below</td>
<td>PERT required for English placement</td>
</tr>
<tr>
<td></td>
<td>17 or above</td>
<td>No Developmental Writing required</td>
</tr>
<tr>
<td><strong>ACCUPLACER Sentence Skills</strong>*</td>
<td>under 83</td>
<td>PERT required for English placement</td>
</tr>
<tr>
<td></td>
<td>83 or above</td>
<td>No Developmental Writing required</td>
</tr>
<tr>
<td><strong>PERT Writing</strong>*</td>
<td>50 - 102</td>
<td>ENC 0022 Developmental Writing or LOEP and writing sample for EAP placement</td>
</tr>
<tr>
<td></td>
<td>98 - 102</td>
<td>ENC 0055 Developmental Reading Module</td>
</tr>
<tr>
<td></td>
<td>103 or above</td>
<td>No Developmental Writing required; writing sample required for EAP</td>
</tr>
</tbody>
</table>
### Reading

<table>
<thead>
<tr>
<th>Test</th>
<th>Score</th>
<th>Placement Course(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT Reading*</td>
<td>18 or below</td>
<td>PERT required for reading placement</td>
</tr>
<tr>
<td></td>
<td>19 or above</td>
<td>No Developmental Reading required</td>
</tr>
<tr>
<td>ACCUPLACER Reading*</td>
<td>under 83</td>
<td>PERT required for Reading Placement</td>
</tr>
<tr>
<td></td>
<td>83 or above</td>
<td>No Developmental Reading required</td>
</tr>
<tr>
<td>PERT Reading*</td>
<td>50 - 105</td>
<td>REA 0019 Developmental Reading or LOEP for EAP Placement</td>
</tr>
<tr>
<td></td>
<td>100 - 105</td>
<td>REA 0055 Developmental Reading Module</td>
</tr>
<tr>
<td></td>
<td>106 or above</td>
<td>No Developmental Reading required</td>
</tr>
<tr>
<td>SAT Critical Reading</td>
<td>439 or below</td>
<td>PERT required for placement</td>
</tr>
<tr>
<td></td>
<td>440 or above</td>
<td>ENC 1101 English I (no Developmental Reading required)</td>
</tr>
<tr>
<td>New SAT Reading*</td>
<td>25 or above</td>
<td>ENC 1101 English I (no Developmental Reading required)</td>
</tr>
</tbody>
</table>

*Student must have both scores to be eligible for English I (ENC 1101).

### Placement for English for Academic Purposes (EAP)

#### LOEP Reading (and PERT reading less than 106)

<table>
<thead>
<tr>
<th>Score</th>
<th>Placement Course</th>
<th>Corequisite*</th>
</tr>
</thead>
<tbody>
<tr>
<td>75 or below</td>
<td>Considered for ESOL classes</td>
<td>None</td>
</tr>
<tr>
<td>76-85</td>
<td>EAP 0320 Low Intermediate Reading (preparatory)</td>
<td>EAP 0300 then EAP 0400 then EAP 1500</td>
</tr>
<tr>
<td>Score</td>
<td>Placement</td>
<td>Corequisite*</td>
</tr>
<tr>
<td>-----------</td>
<td>-----------------------------------------------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>75 or below</td>
<td>Considered for ESOL classes</td>
<td>None</td>
</tr>
<tr>
<td>76-85 (LOEP and writing sample)**</td>
<td>EAP 0385 Low Intermediate Grammar and Writing (preparatory)</td>
<td>EAP 0300 then EAP 0400 then EAP 1500</td>
</tr>
<tr>
<td>86-95 (LOEP and writing sample)**</td>
<td>EAP 0485 Intermediate Grammar and Writing (preparatory)</td>
<td>EAP 0400 then EAP 1500</td>
</tr>
<tr>
<td>96-105 (LOEP and writing sample)**</td>
<td>EAP 1540 High Intermediate Writing (college credit) and EAP 1560 High Intermediate/Advanced Grammar (college credit)</td>
<td>EAP 1500 unless previously taken or placed in 0400 Level EAP</td>
</tr>
<tr>
<td>106-120</td>
<td>EAP 1640 Advanced Writing (college credit)</td>
<td>EAP 1560 unless previously taken or exempted by writing sample</td>
</tr>
</tbody>
</table>

*Corequisite courses EAP 0300, EAP 0400 and EAP 1500 are speaking and listening courses generally the lower-level of their placement in reading or writing courses. Students may be exempt based on diagnostics and assessments in class. The writing sample can raise or lower placement.

**For placement into Writing and Grammar (EAP 0385, EAP 0485, EAP 1540, EAP 1560, EAP 1640), PERT, LOEP and writing sample scores are taken into consideration. The writing sample can raise or lower placement.
Alternative Ways to Earn Credit

Consistent with Florida Statute (F.S.) 1007.27 and College Policy 4.030 (Acceleration to Degree Completion), Seminole State College will accept up to 45 credits from a combination of any of the acceleration mechanisms listed in this section. Students must earn at least 25 percent of degree requirements in residence at Seminole State to be awarded a degree from the College. Credit awarded by the College through acceleration mechanisms and termed “institutional credit” may or may not be accepted at other colleges or universities. Credits will not be awarded for examinations that duplicate coursework or other exam credits previously posted to a student’s academic record.

Institutional credit(s) earned at other institutions will be matriculated only by formal agreement(s) with Seminole State. The credit(s) must be identified on the student’s transcript as “institutional credit.” The student is responsible for providing documentation of how such learning was evaluated and the basis on which the credit(s) was awarded.

1. **College Level Examination Program (CLEP):** A series of tests developed by the Educational Testing Service (ETS) and offered by testing centers throughout the nation, CLEP enables students to demonstrate their competencies in certain subjects and thereby earn college credit for particular courses without attending classes. Seminole State serves as a CLEP national test center. Students interested in receiving college credit via CLEP must adhere to the following procedures:
   a. Apply directly to the College to take an examination. Students should contact a Seminole State College’s Assessment and Testing Office for the proper forms or download the application.
   b. Official scores from ETS should be mailed to Seminole State College’s Enrollment Services/Registrar Office which will determine the number of credit hours to be awarded based upon College guidelines and examination results.
   c. To receive maximum benefits, it is suggested that students take advantage of this program prior to their initial registration. Credit will not be awarded in areas covered by the CLEP examination when it would duplicate credit already awarded to the student for successful completion of college-level coursework.
   d. For students who plan to transfer, it is their responsibility to contact the institution to which they wish to transfer to determine the acceptability of CLEP credit.

   Gordon Rule courses given credit by CLEP will be treated no differently from credit earned by students taking the courses. There are 33 CLEP examinations. A student may earn three to eight credits by passing any one exam.

   CLEP Registration Guides, which include application forms, are available on the Assessment and Testing Website. This registration guide should be studied carefully before applying to take a CLEP test.

2. **The College Board Advanced Placement (AP) Program:**

   Seminole State cooperates fully with accredited high schools and colleges in the Advanced Placement Program of the College Entrance Examination Board. To qualify for college credit, students must earn a score of 3 or higher on the nationally administered examination in May. Credits will not be awarded for examinations that duplicate coursework or other exam credits previously posted to a student’s academic record. To award credit, the College needs an Official Grade Report. Students are awarded credits only; they are not given grades for AP courses and AP courses are not included in the GPA.
Students are responsible for making test arrangements with the College Entrance Examination Board. Additional information can be obtained from apexam@info.collegeboard.org.

3. **International Baccalaureate (IB) Diploma Program**: Students who successfully complete the International Baccalaureate examination with grades of 4 or higher will receive college credit. An official transcript is required and must be received by Seminole State College’s Enrollment Services/Registrar’s Office directly from the International Baccalaureate Office. Awarded credit will appear on the student’s permanent record as earned credit only, without any indication of grades or quality points. Evaluations of IB examinations are made after the student has been admitted to the College.

4. **Defense Activity of Non-Traditional Educational Support (DANTES) Examination/DANTES Subject Standardized Test (DSST)**: Military personnel, former military personnel, and students may request credit based on the results of their DANTES examinations, including DANTES Subject Standardized Tests after they have been admitted to the College.

5. **Excelsior College Examination Equivalents**: Excelsior College Examinations (formerly known as Regents College Exams or the Proficiency Examination Program/PEP) are developed by Excelsior College using national committees of faculty consultants and national studies to assess how well the tests measure the performance of students in actual college courses. Excelsior College Examinations are approved by the American Council on Education and Excelsior College is accredited by the Middle States Association of Colleges and Schools. More information about Excelsior College Examinations, including detailed test descriptions, can be found on the [Excelsior Website](#).

6. **Advanced International Certificate of Education (AICE) Examination Equivalents**: The AICE program is an international, advanced pre-college curriculum and assessment program modeled on the British pre-college curriculum and “A-Level” examinations. Florida’s public colleges and universities provide college credit for successfully passed exams. Students in Florida’s public secondary schools enrolled in AICE courses do not have to pay to take the exams. More information can be found on the [FLDOE Website](#).

7. **German Abitur**: Germin Abitur credit is internationally recognized and is the certification that a student has successfully completed the German college preparatory educational program and has scored passing grades on the Abitur examination. Based on the specific subject area and results of the Abitur exam, students in a degree or certificate program may receive 3 to 10 credit hours per subject area when a minimum grade of 8 is achieved. Credit earned through one examination program may not be duplicated by another examination or course and will appear on the student’s permanent record as earned credit only, without any indication of grades or quality points. Official German Abitur scores must be submitted to Seminole State College of Florida for awarding of credit. For additional information contact the Enrollment Services and Registrars office at 407-708-2050 or [transfercredit@seminolestate.edu](mailto:transfercredit@seminolestate.edu).

8. **Credit for Industry Certifications**: The Florida Department of Education has established statewide articulation agreements for specified industry certifications. Seminole State also has agreements for certifications that pertain to academic programs offered at the College, including but not limited to: Automotive, Child Care, EMT, Fire Science, Information Technology and Paramedic. Agreements are posted on the [Seminole State Articulation Agreement website](#).

9. **Specified Credit for military service**: A student who has served continuously for six months or more of active duty in one of the military service branches may request college credit for training and experience in accordance with the recommendation of the American Council of Education (ACE). To receive ACE credit at Seminole State, the request must be for similar courses offered at the College.

10. **Seminole State Instructor Created “Credit-By-Exam”**: Credit-By-Exam for a course is offered by some faculty in some departments. Evidence of proficiency in a subject area when presented to the appropriate dean, instructor or director, may
qualify a student to request an examination for credit, if available. To qualify, student must:

- Have a minimum 3.0 cumulative unweighted high school GPA;
- Have a recommendation of the high school principal or appropriate designated representative;
- Apply for admission and be accepted to Seminole State College;
- Submit to Assessment and Testing, the request form signed by the instructor who is giving the examination and the dean or director. The request must be submitted a minimum of four weeks before the last day of the term;
- Pay a course fee prior to taking the examination (Note: The credit does not affect maximum load limitations nor affect part- or full-time status. Please see the Student Fees and Residency section in the College Catalog for the appropriate fee);
- Complete at least one college-level course before credit-by-examination can be posted to their permanent academic record.

Students who qualify receive a grade of “P” and the appropriate credit is awarded for an examination marked “passed.” No other letter grade is assigned. Credit-by-exam does not affect GPA.

11. High School Students: These students who wish to enroll in college credit courses at the high school level must meet the same entrance requirements prior to beginning the courses as students desiring to enroll in those courses on the College campus, including taking the Postsecondary Education Readiness Test (PERT).

12. Early Admission courses are subject to the same requirements as dual enrollment courses.

13. Dual Enrollment: Dual Enrollment allows qualified high school students to enroll in college credit or vocational credit courses that apply toward their high school diploma. Students are exempt from the payment of all application, registration, matriculation, laboratory and textbook fees. Once enrolled in a dual enrollment course, students may not withdraw without written high school approval. To be eligible, students must provide appropriate test scores that meet course requirements and meet the following criteria:

Requirements for College Credit General Education Courses:

- Students must have a cumulative unweighted high school GPA of 3.0 or higher and the approval of their high school principal.
- Must be college ready and meet the same entrance requirements as degree-seeking students, to include taking the Postsecondary Education Readiness Test (PERT).
- Students will initiate their application for Dual Enrollment courses with their high school guidance department. The high school guidance department and the College’s Office of Admissions are responsible for screening students prior to enrollment.
- High school guidance personnel will provide Seminole State’s Admissions Department a completed college application and an advanced instruction (Dual Enrollment) contract (868 Form) for each student seeking admission into a dual enrollment program.

Requirements for College Level or Career Preparation Dual Enrollment

- Students must have completed the 10th grade and been enrolled in at least one high school credit course during each term, excluding summer.
- Students must have a cumulative unweighted high school GPA of 2.5 or higher and have the approval of their high school principal to enroll.
- Students desiring to enroll in college credit or career credit courses at the high school must meet the same entrance requirements prior to beginning the courses as students desiring to enroll in the same courses on the College campus.
- Students will initiate their application for Dual Enrollment courses with their high school guidance department. The high school guidance department is responsible for screening students prior to enrollment.
- General attendance policy exemptions to the criteria set forth above may be initiated by the high school principal. Approval by the College’s Vice President for Academic Affairs (or
designee) or the appropriate academic dean (or designee) is needed before an exemption can be granted. The high school guidance department will notify the College in writing of the reasons the principal wishes to exempt a student from the stated criteria. It is the responsibility of the Vice President for Academic Affairs (or designee) or the academic dean (or designee) to notify the principal of the approval or disapproval of the exemption within 10 business days from receipt of the exemption request.

f. High school guidance personnel will provide Seminole State’s Admissions Department a completed college application and an Advanced Instruction (Dual Enrollment) Contract (868 Form) for each student seeking admission into a dual enrollment program.

14. Career Pathways (formerly Tech-Prep): This partnership program between Seminole State College and Seminole County Public Schools allows students to earn free college credit in technical areas that apply toward an Associate in Science (A.S.) degree or technical certificate. Students may also use this credit toward electives in the Associate in Arts (A.A.) degree. In Florida, the Career Pathways program ties directly to the Gold Seal Scholarship. Students who complete a defined sequence of courses in high school with at least a “B” average in the sequence and also pass the assessment are eligible for college credit for corresponding courses at Seminole State. To have the college credit posted to their transcripts, students must enroll in and complete at least one college-level class at the College within two years from the date of high school graduation. Students must also complete the Request for Career Pathways Credit form. More information is available on the Career Pathways website.

15. Formal Articulation Agreements with Other Educational Institutions: A list of agreements is available on the Articulation website.

16. Formal Internal Articulation Agreements: Formal internal articulation agreements exist between some programs at the College. Students may check with the appropriate dean and program managers for information. These requirements are also posted on the Articulation website.
Seminole State College of Florida makes every reasonable effort to ensure the accuracy of the Catalog at time of publication. Occasionally, changes must be made to carry on the purposes and objectives of the College. Any approved changes to the official catalog are provided in and published online at www.seminolestate.edu/catalog.

Plagiarism is unacceptable. Academic work that is submitted by students is assumed to be the result of their own thought, research or self-expression. When students borrow ideas, wording or organization from another source, they are expected to acknowledge that fact in an appropriate manner. Plagiarism is the deliberate use and appropriation of another’s work without identifying the source and trying to pass off such work as the student’s own. Any student who fails to give full credit for ideas or materials taken from another has plagiarized.

Students who share their work for the purpose of cheating on class assignments or tests are subject to the same penalties as the student who commits the act of cheating.

When cheating or plagiarism has occurred, instructors may take academic action that ranges from denial of credit for the assignment or a grade of "F" on a specific assignment, examination or project to the assignment of a grade of "F" for the course. Students may also be subject to further sanctions imposed by the judicial officer, such as disciplinary probation, suspension or dismissal from the College.

Catalog Changes

Student Academic Concerns and Grade Appeals

Purpose

College Procedure 4.0300 assists students and faculty in resolving student academic concerns including, but not limited to, grade appeals. The purpose of this procedure is to outline the steps to be followed to address student academic concerns and grade appeals.

Ordinarily, a professor’s grades are permanent once they have been submitted to the Enrollment Services Office, usually on the final day of the term. A student who asserts that there are grounds upon which to request a change in grade may file a grade appeal according to the procedure specified herein.

Grade appeals must be filed by the student before the expiration of the successive term in which the grade was received.

Procedure

1. **Informal Conference:** The student shall request a conference with the professor involved. This initial conference is an informal meeting at which the student may present information regarding his/her academic concern/grade change request. Every effort should be made by the student and the professor to resolve the issue at this level.

2. **Written Appeal:** If the problem has not been resolved within 10 College working days of the request for the initial conference, either because the student and professor have been unable to resolve the issue informally, or because the professor is unavailable, the student may file a Written Statement of Student Academic Concern/Grade Appeal form with the appropriate immediate supervisor(s) of the professor (Program
Coordinator, Program Manager, Program Specialist, Director, Manager or Department Chair.)

The Written Statement of Student Academic Concern/Grade Appeal must document the initial conference or attempts to schedule an initial conference. The Written Statement of Student Academic Concern/Grade Appeal will be given to the professor by his or her supervisor at least five College working days before any further meetings are convened. A professor will not be required to respond to a written Statement of Student Academic Concern/Grade Appeal which does not have specific information regarding dates, times, materials involved, or any other pertinent information necessary to clearly identify the basis for the academic concern or requested grade change.

The immediate supervisor(s) shall review the Written Statement of Student Academic Concern/Grade Appeal and may meet with the student or professor individually or together to try to resolve the issue(s) raised in the appeal. If either party in the dispute wishes further hearing beyond the immediate supervisor(s) of the professor, the grade appeal may be brought to the appropriate dean by that party.

3. **Review by Dean:** If either party in the dispute wishes further appeal beyond the professor’s immediate supervisor(s), the aggrieved party may request a hearing with the appropriate academic dean within 10 college working days of the decision of the immediate supervisor(s). At such time, the Written Statement of Student Academic Concern/Grade Appeal shall be updated with an account of previous actions taken and sent to the appropriate dean. Upon receipt of the Written Statement of Student Academic Concern/Grade Appeal, the dean will work with the involved parties in an attempt to resolve the conflict within 10 College working days of receipt of the written Appeal.

4. **Review by Vice President for Academic Affairs:** If either party in the dispute wishes further appeal beyond the dean/associate vice president, the aggrieved party may request a hearing with the Vice President for Academic Affairs within 10 college working days of the dean/associate vice president’s decision. Documentation of actions taken at each prior level will be provided to the Vice President by the aggrieved party requesting the appeal. The Vice President for Academic Affairs will review the previous actions, confer with the dean/associate vice president and meet, as appropriate, with the student, professor, immediate supervisor(s) and dean/associate vice president in an attempt to resolve the issue presented.

5. **Final Disposition:** If the student’s academic concern/grade appeal remains unresolved after compliance with the steps outlined above, the Vice President for Academic Affairs will conduct a timely final review of the student’s academic concern/grade appeal and issue a final written determination. The determination of the Vice President for Academic Affairs shall constitute the final disposition of the student’s academic concern/grade appeal.

### The Petitions Committee

The Petitions Committee considers written appeals on such matters as suspensions, appeals for fourth-attempt, exemption from the full cost of instruction and administrative record changes which may result in a refund due to death in the immediate family or a call to active duty. To be heard by the Committee, students must submit a written petition to the College registrar prior to the end of the following semester. The registrar will arrange for the Committee to review the case. Recommendations of the Committee for improvement and change will be made to the Vice President for Student Affairs.

### Student Concerns and Complaints

#### Purpose

*College Procedure 3.0800* outlines the steps to address student concerns (non-instructional) or complaints that a policy or procedure of the College has been incorrectly or unfairly applied in their particular case, or to bring a complaint or grievance against an employee’s behavior. The following steps have been established to address complaints not covered by the following procedures:

- Student instructional and faculty concerns and
grade appeals are to be resolved according to Procedure 4.0300.

- Discrimination complaints are to be addressed according to Procedure 1.0600 Discrimination Complaint.
- Students may appeal for tuition refunds according to Procedure 5.0450 by using the College’s petitions process overseen by the Registrar’s Office.
- Student conduct concerns are to be addressed according to Policy 3.0900 Student Code of Conduct.
- Student disability accommodation and course substitution appeals are to be resolved according to Procedure 3.0600 Accommodation of Disabled Students.

Procedure

1. Student Ombudsman: The student ombudsman helps students understand College policies and procedures and is a resource to help resolve concerns and appeals regarding issues such as a student’s access to courses, credit granted toward the degree and other matters. The student ombudsman is a neutral person who does not make binding decisions. Information regarding the purpose, role and contact information for the Student Ombudsman can be found at: http://www.seminolestate.edu/student-complaints/

2. Informal Conference: The deans of students on each campus serve as the student conduct officer. They are resources to help resolve issues and concerns. Student concerns or complaints can be directed to the student conduct officer to assist in resolution and identification of individuals involved. Most student concerns or complaints can be resolved through direct communication between the student and employee involved. The student shall request an informal conference with the employee involved. This conference is an informal meeting at which the student may present information regarding his/her concern. Every effort should be made to resolve the issue at this level.

3. Written Appeal: If the issue has not been resolved within 10 college working days of the request for the initial conference, either because the student and employee have been unable to resolve the issue informally or the employee is unavailable, the student may file a Written Statement of Student Concern or Complaint and submit it to the dean of students at the campus where the incident occurred. The dean of students will inform the immediate supervisor of the person against whom the complaint is being made. To accommodate the distance learning student, the written statement of student concern or complaint may be submitted electronically. The campus dean of students is responsible for keeping a record of all written student complaints submitted at their site and will be copied on all correspondence regarding the concern or complaint.

   The written statement must document the informal conference or attempts to schedule an informal conference. It should describe the complaint in the clearest possible terms, provide relevant facts upon which the allegation is based and must be signed by the student.

   The immediate supervisor(s) shall review the written statement and may meet with the student or employee individually or together to try to resolve the issue(s) raised in the written statement. The immediate supervisor(s) will send the student and the employee against whom the complaint was brought a written decision about the situation within five college working days.

4. Review by the Next-level Supervisor: If either party wishes further appeal beyond the employee’s immediate supervisor, the aggrieved party may request a hearing with the appropriate next-level supervisor within five college working days of the decision of the immediate supervisor. At such time, the written statement shall be updated with an account of previous actions taken and sent to the appropriate dean of students for referral to the next-level supervisor. Upon receipt of the written statement, the next-level supervisor will work with the involved parties in an attempt to resolve the conflict within five college working days of receipt of the written statement. The next-level supervisor will send a written decision to both parties within five college working days of having received the written statement.

5. Review by The Vice President: If either party wishes further appeal beyond the next-level supervisor, the party may request a hearing with the vice president responsible for the program or employee at issue. The request for a hearing with the vice president must be made within 10 college working days of receipt of the written statement.
working days from when the next-level supervisor sent the written decision. The vice president will review the previous actions and meet, as appropriate, with the student, immediate supervisor, and next-level supervisor to resolve the issue(s). The vice president will send a written summary to both parties within 10 college working days of having received the written statement. The determination of the vice president shall constitute the final disposition of the student concern or complaint. The final disposition cannot be appealed.

**Attendance Policy**

Per [Seminole State College Policy 3.060](#), The College recognizes the correlation between attendance and both student retention and achievement. A successful college experience requires a student’s regular class attendance and active engagement. Any class session or activity missed, regardless of cause, reduces the opportunity for learning and may adversely affect a student’s achievement in the course.

Students are expected to attend all classes, actively participate and complete all assigned course work for all courses for which they are registered. For online courses, attendance is determined by consistently logging in and accessing the course content and completing courses in accordance with the syllabus.

Faculty will establish and describe in the course syllabus specific policies on class attendance at the start of the term.

The President shall establish procedures to implement this Policy.

**International Students’ Attendance**

International students are expected to abide by the College attendance policy and meet the Standards of Academic Progress. Students who do not maintain appropriate status will be reported to the Department of Homeland Security (DHS).
College Regulations on Computer Access

Seminole State College provides computer access at various locations on its campuses. Access to online resources is available to support and enhance the teaching, learning and academic endeavors of the College.

The same moral and ethical behaviors apply in computing and non-computing environments. All users are expected to conduct themselves in a manner that reflects respect for the rights of others and protects the integrity of data, equipment, software licenses and other contractual agreements governing information technology. Abuse or misuse of computing services may violate user responsibility, Seminole State policy or state and federal laws and can result in the loss of access privileges or other disciplinary actions.

For more information, consult the Acceptable Use of College Technology Policy (7.010).

Program Conversion

Per Seminole State College Procedure 4.0800, when a career (vocational) program converts to a college credit program, the following procedure will apply to students who are enrolled in the program during the academic year of the conversion and who have maintained continuous enrollment in the program:

- A committee consisting of the program manager, dean and the director of curriculum will evaluate the course descriptions, objectives and student competencies of the career program courses against the descriptions, objectives and competencies of the college credit courses.
- When there is a match of at least 80 percent, college credit will be awarded for the career program courses already completed. When the match does not reach 80 percent, students will be encouraged to satisfy the course requirement via credit-by-examination, for which the fee shall be waived.
- The director of curriculum will produce a list of the career program courses that meet the 80 percent criterion and will convert to college credit.
- For those students in the career program who do not have scores for an approved entry-level test for college-credit programs (SAT, ACT or PERT), a special testing session for the PERT will be arranged by the Director of Assessment and Testing.

Standards of Academic Progress

Per College Procedure 4.1000 Seminole State College’s Standards of Academic Progress have been established to help students maintain a satisfactory grade point average (GPA), to be successful and to graduate. A cumulative GPA of at least 2.0 is required to graduate.

To maintain satisfactory academic progress at the College, students seeking either an associate degree or a baccalaureate degree must achieve a minimum GPA of 2.0 each semester. Successful completion of a course is defined as a grade of “A,” “B,” “C” or “D” except for those courses which specifically require a grade of “C” or higher for successful completion.

Program Closing and Conversion

Per Seminole State College Procedure 4.0800, when a college credit or career (vocational) program is closing, provisions will be made for students at least halfway through the program to complete it within a reasonable period of time, not to exceed twice the total program length for full-time students. “Halfway through the program” shall include prerequisites and specified general education courses, in addition to major courses and support courses that are part of the official program list for the catalog year in effect when the student entered the College.

Students who have not completed half of the program, using the definition above, will change their major with assistance from the program manager or dean and the College’s counseling staff. Courses from the closing program will be reviewed and considered for transfer into the new major or program through the regular course substitution procedure.
Limited-access programs may have additional standards that take precedence.

A. **Good Standing:** Students who achieve at least a 2.0 GPA each semester and have at least a 2.0 cumulative GPA will be in good standing.

B. **Academic Warning:** Students will be placed on Academic Warning when their semester GPA falls below a 2.0 in any given semester. Academic Warning provides students with notification that they are not maintaining satisfactory progress and encourages them to seek help for improvement. Students on Academic Warning are strongly encouraged to speak with an educational advisor/counselor to discuss their educational plan and to seek assistance from faculty, the program manager or dean. To be removed from Academic Warning at the end of the next semester, students must achieve a minimum semester and cumulative GPA of 2.0.

C. **Academic Probation:** Students on Academic Warning whose semester GPA again falls below 2.0 will be placed on Academic Probation and the following apply:

1. Students on Academic Probation are required to meet with an educational advisor/counselor to discuss their educational plan and set up scheduled visits to the Academic Success Center and/or the Student Transition and Achievement Resources (STAR) Center.
2. Students who have a cumulative GPA below 2.0 after earning thirty (30) credits that count toward the GPA will be placed on Academic Probation and an enrollment restriction will be applied to their record. The enrollment restriction will occur after grades are posted and will be in effect immediately. It is required that students on Academic Probation meet with an educational advisor/counselor to discuss their educational plan.
3. Students on Academic Probation must limit their enrollment to a maximum of 12 credit hours in Fall, Spring or Summer term(s) and will be advised to consider reducing their academic load.
4. Students will only be allowed to register for the next semester with the help of an educational advisor/counselor.
5. Students on Academic Probation are permitted to register for the next semester through an academic advisor. To be removed from Academic Probation, students must earn a minimum semester and cumulative GPA of 2.0. However, future term enrollment may be impacted once current grades post for students on Academic Probation.

6. To be removed from Academic Probation, students must achieve a minimum semester and cumulative GPA of at least 2.0.

7. Students who have a cumulative GPA below 2.0 after earning thirty (30) credit hours, including transfer coursework, will be placed on Academic Probation, even if they never earned a semester GPA below 2.0 at Seminole State College.

D. **Academic Suspension:** Students on Academic Probation will be placed on Academic Suspension if they have a third semester (not necessarily consecutive) in which they earn less than a 2.0 semester GPA. The following rules apply to students placed on Academic Suspension:

a. Students will be notified by the Registrar’s Office of Academic Suspension prohibiting enrollment for one semester at the College.

b. Re-enrollment into college credit courses is allowed with educational advisor/counselor approval after these students have not enrolled for one semester (Fall, Spring, Summer).

c. Students placed on Academic Suspension who had previously registered for the upcoming semester will be dropped from their classes.

d. To be removed from Academic Suspension and placed on Academic Probation, students must achieve a minimum semester GPA of 2.0. If these students fail to earn a semester GPA greater than or equal to a 2.0 while on Academic Suspension, they remain on suspension and must sit out for an additional semester.

e. Students may not register for any courses at the College while on Academic Suspension.

E. **Appeal of Academic Suspension:** Students have the right to appeal an Academic Suspension. Appeals must be submitted on a petition form to the dean of students at their campus location by the specified date for the upcoming semester. If approved, a student under this status must meet with an educational advisor/counselor or other designated Student Affairs staff member to discuss strategies for success. Students must have the
advisor’s or Student Affairs staff member’s signed approval for the proposed course schedule on the registration form. Good practice dictates that the course load be limited to part-time study to support success. Students will not be allowed to register for the next semester until grades are received and a new GPA is calculated in order to determine eligibility for future enrollment.

F. **Cumulative GPA Requirement to Graduate:** A cumulative GPA and a Seminole State GPA higher than or equal to 2.0 is required for graduation. Transfer courses are factored into the cumulative Seminole State College GPA.
Student Code of Conduct

Student Code of Conduct
(Policy 3.090)

Policy

Seminole State College has a single code of conduct that applies to all students at the College. For the purposes of this Policy, the term “student” is defined as any individual who has applied to the College in the past year or is a student enrolled in the College in any program.

General Expectations

All students at Seminole State College agree to abide by all regulations, as published in the College Catalog, the student handbook and other College publications, as well as federal, state and local laws and this Code. Student groups and organizations may be held responsible for the actions of its members, including violations of this Code by those associated with the group or organization or of the group or organization’s leaders or officers.

Students assume increased responsibility for accountability to the greater college community and are expected to be civil. According to the founder of the Civility Initiative at Johns Hopkins University, “When we are civil, we are members in good standing of a community. We are good neighbors and good citizens.”

Seminole State College is a diverse learning community. We strive to maintain an atmosphere of mutual respect and civility, self-restraint, concern for others and academic integrity. By choosing Seminole State College, it is expected that students will:

• Act with personal integrity and honesty.
• Treat fellow students, faculty and staff respectfully.
• Embrace diversity and inclusion in the college community we serve.
• Refrain from participating in acts of intolerance.
• Communicate and act in a way that does not provoke, harass, intimidate or harm another.

The College expects students to be mature and responsible citizens at all times and in all places. Students are expected to respect the rights and welfare of other members of the college community, including faculty, staff, students and guests of the College.

This College recognizes that a thoughtful and reasoned search for truth can be conducted only in an atmosphere that is free of intimidation and coercion. Students are expected to critically examine, analyze and otherwise evaluate the College, its programs, policies and procedures, utilizing processes that appeal to reason and do not compromise the academic mission, climate or integrity of the institution. Disruptive behavior, including but not limited to violence, the threat of violence, disruption to the learning process and intimidation are unacceptable to the College community. Seminole State College reserves the right to determine when the Code of Conduct and its policies and procedures have been violated and to administer disciplinary actions. If found in violation, students are expected to assume full responsibility and will be held accountable according to the Student Code of Conduct for their individual or collective actions. Any student whose conduct, whether on or off campus, including through electronic means, at any time is in violation of the law, or is disruptive to the College, may be subject to disciplinary action, including but not limited to probation, suspension and dismissal. Students on college-related travel shall also be subject to appropriate disciplinary action. Proceedings of the investigation of each case and the action taken will be officially recorded.

Authority

All students at Seminole State College agree to abide by all regulations, as published in the College Catalog, the student handbook and other College publications, as well as federal, state and local laws and this Code. Student groups and organizations may be held responsible for the actions of its members, including violations of this Code by those associated with the
group or organization or of the group or organization’s leaders or officers.

The Vice President of Student Affairs is responsible for administering student discipline. The Deans of Students are the Student Conduct Officers and have primary responsibility for the administration of student discipline, including the investigation of alleged student violations of the College’s Student Code of Conduct. The Dean of Academic Foundations or designee is delegated authority to serve as the Student Conduct Officer of Academic Foundations at all sites. Alleged violations of student regulations or other student misconduct shall be referred to the Student Conduct Officer or other designee as a representative of the Vice President for Student Affairs. The Student Conduct Officer or designee will investigate the charges submitted and may require that the violation be presented in writing. The Student Conduct Officer will conduct an initial inquiry to determine the basis for the alleged violation. The College will abide by all Florida Statutes and Florida Board rules applicable to student discipline. Due process, as addressed in College Policy 1.220, will be provided to ensure that students receive fair and equitable treatment and are clearly aware of their rights and responsibilities under this procedure.

Prohibitions

1. Academic Dishonesty:
   As members of the College community, students are expected to be honest in all of their academic coursework and activities. Academic dishonesty (cheating on examinations, course assignments or projects, plagiarism, misrepresentation and the unauthorized possession of examination or course-related materials) is prohibited.
   - Plagiarism is unacceptable to the College community. Academic work that is submitted by students is expected to be the result of their own thought, research or self-expression. When students borrow ideas, wording or organization from another source, they are expected to acknowledge that fact in an appropriate manner. \textit{Sanction(s) 2, 4 and 5 may apply}.
   - Faculty members may take action in cases of academic dishonesty such as denial of credit or assigning a grade of “F” on a specific assignment, examination or project, or assigning a grade of “F” for the course.
   - Any student who shares his or her work for the purpose of cheating on class assignments or tests or who helps another to cheat or plagiarize is subject to the same penalties as the student who commits the act.
   - Primary responsibility for managing the classroom environment and addressing academic dishonesty and classroom behavior rests with the faculty. Faculty members are authorized to define, communicate and enforce appropriate standards of behavior in classrooms, offices and other instructional areas under their supervision.
   - For resolution of student academic concerns, including grade appeals, please reference \textbf{College Procedure 4.0300}.
   - Suspensions from class (or the learning environment), or dismissal on disciplinary grounds are student conduct matters that must first be referred to the Student Conduct officer for investigation, determination and action.
   - Students may be subject to academic sanctions imposed by the faculty member according to his or her academic professional judgment and disciplinary sanctions imposed by the Student Conduct Officer in accord with this procedure such as disciplinary probation, suspension, or dismissal from the College. \textit{Sanction(s) 2, 4, 5 and 6 may apply}.

2. Aiding, Solicitation and Attempt:
   A person is in violation of this procedure if he or she:
   - Intentionally aids or abets another in the commission of any offense(s) mentioned in this procedure;
   - Requests, hires, encourages, or otherwise solicits another person to commit any offense mentioned in this Code, either intending that the other person commit the offense or with the knowledge that the other person intends to commit the offense; or
   - Attempts to commit any offense mentioned in this Code. \textit{Sanction(s) 1, 2, 3, 4, 5 and 6 may apply}.

3. Adjudicated Violations of State or Federal Law:
   The College disciplinary process is an educational process. Therefore, additional sanctions may be imposed under the Student Code of Conduct. Any adjudicated violations of Florida or federal criminal statutes may result in disciplinary action by the
College. The College will enforce the provisions of Section 1006.62, Florida Statutes. **Sanction(s) 2, 3, 4, 5 and 6 may apply.**

4. **Alcohol:**
   The possession, use or consumption of alcohol is prohibited on College premises and at College functions without the specific written permission of the President. Any student whose behavior becomes unacceptable or disruptive because of being under the influence on any of the College’s campuses or at any college-sponsored event off campus will be subject to discipline. Any student who is suspended for alcohol-related violations can apply for readmission only after successfully completing a certified alcohol abuse program and at least one semester of suspension. **Sanctions 4 and 6 may apply.**

5. **Arson:**
   No person shall set a fire in College buildings or for the purpose of destroying College property or property of any other person. **Sanctions 5 and 6 may apply.**

6. **Computer Abuse**
   ◦ College information technology is to be used in a lawful and ethical manner for College-related purposes only, in compliance with international, federal, state and local law, the State Board of Education Rules, and the policies and procedures of the College.
   ◦ All users are expected to conduct themselves in a manner that reflects respect for the rights of others and protects the integrity of data, equipment, software licenses and other contractual agreements governing information technology.
   ◦ Violations of the College’s computer use policy (Policy 7.010) include, but are not limited to:
     1. Use of College information technology to break any international, federal, state or local law or to aid in any crime.
     2. Use of College information technology for commercial purposes or personal profit.
     3. Use inconsistent with the College’s non-discrimination policy, including the prohibition of sexual harassment, creating, viewing, printing, storing, transmitting or publicly displaying obscene, defamatory, slanderous, harassing, or offensive data (including sound, video, text, and graphics data).
     4. Circumventing established College software security procedures or obtaining information systems access and passwords to which one is not entitled.
     5. Unauthorized alteration or removal of College hardware security systems.
     6. Unauthorized modifications to College hardware or software.
     7. Unauthorized access, alteration or destruction of another person’s data, programs, or electronic mail.
     8. Connecting or installing personal or non-College owned information technology hardware or software to the College network without prior approval.
     9. Installing non-College owned software without prior approval and documented proof of legal licensure.
     10. Use of information technology to endorse, promote, lobby or raise money for any political candidate or political organization.
     11. Distribution of unwanted electronic mail or other messages or unauthorized use of any scheme (broadcast messages, chain letters, junk mail, “spamming”) that may cause excessive network traffic or computing loads. **Sanction(s) 3, 4, 5 and 6 may apply, depending on the severity of injury or loss that results.**

7. **Copyright:**
   It is the student’s responsibility to abide by all copyright laws and regulations, which are made available on the College’s website and in the online Copyright Basics: Fair Use document (located at the time of this writing: [www.seminolestate.edu/library/services/copyright/](http://www.seminolestate.edu/library/services/copyright/) and [http://www.copyright.com/learn/media-download/copyright-on-campus/](http://www.copyright.com/learn/media-download/copyright-on-campus/)).
   The copyright protections normally associated with print also govern the use of the electronic environment in the use of audio, video, images and text found on the Internet. Unauthorized peer-to-peer file sharing of copyrighted material, distribution of others’ copyrighted works and illegal downloading violate federal copyright law.
   Because it is easy for the computer user to copy and use images, text, video and other graphics that are likely to be protected by copyright, it is essential to become familiar with permitted uses for educational media.
It is important to note that a document may be copyrighted even if it does not explicitly state that it is copyrighted. As a result, it is best to assume materials such as documents, images or video clips are copyrighted. Ask permission and state a source when using others’ materials. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply.**

8. **Damage:**
   Intentional damage to College property or premises, or the property of a member of the College community, or littering on College property is prohibited. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply.**

9. **Dating Violence:**
   Violence between individuals who have or have had a continuing and significant relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on the consideration of the following factors:
   a. A dating relationship must have existed within the past six months.
   b. The nature of the relationship must have been characterized by the expectation of affection or sexual involvement between the parties; and
   c. The frequency and type of interaction between the persons involved in the relationship must have included that the persons have been involved over time and on a continuous basis during the course of the relationship. **Sanction(s) 1, 2, 4, 5 and 6 may apply.**

10. **Discrimination:**
    The College prohibits discrimination on basis of race, color, religion, pregnancy, national origin, ethnicity, age, sex, gender, veterans’ or military status, disability, sexual orientation, genetic information, marital status, or any other factor protected under applicable federal, state, and local laws, rules, and regulations against students, employees, applicants for admission and applicants for employment. Discrimination may include acts of harassment or retaliation, domestic violence or dating violence. **Sanction(s) 1, 2, 4, 5 and 6 may apply.**
    Repeated violations of these requirements may subject the student to dismissal. For discrimination complaints, please reference College Procedure 1.0600.

11. **Dishonesty:**
    Dishonesty, including, but not limited to, nonacademic cheating or knowingly furnishing false information, is prohibited. **Sanction(s) 2, 3, 4, 5 and 6 may apply.**

12. **Disruptive Behavior:**
    Students who intentionally act to impair, interfere with or obstruct the orderly conduct, process and functions of the College such as teaching, libraries, tutoring, testing centers, co-op and internship assignments are considered disruptive.
    ◦ Students who engage in any uncivil, prohibited or unlawful acts which disrupts the orderly functioning of the College or the delivery/reception of instruction may be directed by a faculty or staff member to leave the location where the behavior occurred.
    ◦ Examples of disruptive behavior inside and outside the classroom include sleeping in class, repeated tardiness, interfering with the learning process of others, outbursts, verbal abuse and profanity. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply.**

13. **Domestic Abuse:**
    Any assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another family or household member. “Family or household member” means spouses, former spouses, persons related by blood or marriage, persons who are presently residing together as if a family or who have resided together in the past as if a family, and persons who are parents of a child in common regardless of whether they have been married. **Sanction(s) 1, 2, 4, 5, and 6 may apply.**

14. **Dress:**
    Students are expected to dress in a manner conducive to a collegiate learning environment while on campus and at all College-sponsored activities off campus. Wearing styles or articles of clothes, including gang-related colors that cause disruption of the learning environment is prohibited. **Sanction(s) 1, 2, 4 and 6 may apply.**

15. **Drugs:**
    a. To possess, buy, sell, use or keep illegal drugs or illegal drug paraphernalia is prohibited. Students who abuse drugs on any of the College’s campuses or at any College-sponsored events off-campus will be subject to disciplinary sanction. Those students who are
suspended for drug-related violations can apply for readmission only after participating in a drug abuse program and completing at least one semester of suspension.

b. Any student who sells or manufactures illegal drugs on any of the College’s campuses or at any event sponsored by the College that is off-campus will be subject to dismissal. That student can apply for readmission only after completing one full year of dismissal. Readmission will be granted to suspended or dismissed student only after he/she provides evidence that they have completed a certified drug rehabilitation program or completed treatment with a certified substance abuse treatment professional which attests to them now being drug free.

c. The College has the responsibility to refer for prosecution anyone engaging in illegal drug or controlled substance activity on the College’s campuses or at any of the College’s events.

d. The College shall enforce the provisions of Florida Statutes Chapter 893 (Drug Abuse Prevention and Control). Sanction(s) 4, 5 and 6 may apply.

16. Duplication of College Keys:
Duplication of College keys is prohibited. Sanction(s) 1, 2, 3, 4, 5 and 6 may apply.

17. Failure to Comply:
Failure to comply with published College policies or with directions of College officials who are authorized and acting in the performance of their duties is prohibited. Repeated violations of this requirement may subject the student to dismissal. Sanction(s) 1, 2, 3, 4, 5 and 6 may apply.

18. Firearms and Lethal Weapons:
Florida law prohibits the possession or use of firearms or other weapons on College property, except as authorized in support of school-sanctioned activities. However, persons aged 18 years or older may lawfully possess a concealed firearm or other weapon for self-defense or other lawful purpose within the interior of a private conveyance (vehicle) without a license, if the firearm or other weapon is securely encased or is otherwise not readily accessible for immediate use. Possession or use of a firearm or other weapon on College property outside of a private vehicle or otherwise not in compliance with state law will be subject to disciplinary sanction. Sanction(s) 4, 5 and 6 may apply.

19. Fire Equipment:
No person shall tamper with fire equipment nor use such equipment for reasons other than the prevention or control of fire; falsely report a fire, interfere in any way with emergency services or procedures, or fail to conform to established safety regulations. Sanction(s) 4, 5 and 6 may apply.

20. Fireworks, Explosive Chemicals and other Incendiary Devices:
Unauthorized use or possession of fireworks or explosive chemicals on College premises or at College-sponsored activities is prohibited. Sanction(s) 4, 5 and 6 may apply.

21. Fraud:
Fraud, forgery, alteration or unauthorized use of documents, College records or instruments of identification, with the intent to defraud or deceive, is prohibited. Sanction(s) 2, 3, 4, 5 and 6 may apply.

22. Gambling:
Gambling or other illegal or unauthorized games or contests of chance are not permitted on College premises or at any College-sponsored events held off campus. Sanction(s) 2, 4, 5 and 6 may apply.

23. Guests:
Students will be held fully responsible for the behavior of their guests, specifically for damage to property on College premises. Sanction(s) 1, 2, 3, 4, 5 and 6 may apply, depending on the severity of the behavior of the guest.

24. Harassment (based on protected class):
Harassment is unwelcome conduct that is so severe, pervasive and objectively offensive that it effectively bars the target’s equal access to educational resources, opportunities or benefits. Prohibited harassment of a student is physical, verbal, or nonverbal conduct based on the student’s race, color, religion, gender, national origin, disability, age, veterans’ status, sexual orientation or marital status or any other basis prohibited by law or College policy that is so severe, persistent or pervasive that a reasonable individual in that situation would find that conduct:
◦ Affects a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, hostile, or offensive educational environment;
◦ Has the purpose or effect of substantially or unreasonably interfering with the student’s...
academic performance; or
◦ Otherwise adversely affects the student’s educational opportunities. **Sanction(s) 1, 2, 4, 5 and 6 may apply.**
◦ Repeated violations of these requirements may subject the student to dismissal. For discrimination complaints, please reference **College Procedure 1.0600.**

25. **Harassment (Sexual):**
Sexual harassment, a form of discrimination, is defined as unwelcome sexual advance, requests for sexual favors, sexual misconduct and other verbal, non-verbal, written and/or electronic communication or physical conduct of a sexual nature when:

a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic status;

b. Submission to or rejection of such conduct by an individual is used as a basis for employment or academic decisions affecting such individual; or

c. Such conduct has the purpose or effect of unreasonable interfering with an individual’s work or academic environment. **Sanction(s) 1, 2, 4, 5 and 6 may apply.**

d. Repeated violations of any of these requirements may subject the student to dismissal.

e. If a student feels that he/she has been the target of some form of harassment, that individual should discuss the incident with any Student Conduct Officer or the Equity Officer. For sex discrimination complaints, please reference **College Procedure 1.0600.**

26. **Hate Crimes:**
Per federal Public Law #103-322A, a hate crime is "a crime in which the defendant intentionally selects a victim, or in the case of a property crime, the property that is the object of the crime, because of the actual or perceived race, color, religion, national origin, ethnicity, gender, disability, or sexual orientation of any person.” **Sanction(s) 2, 3, 4, 5 and 6 may apply.**

27. **Hazing:**
Students or other persons associated with the College or College’s clubs and/or organizations are prohibited from engaging in any activity that can be described as hazing. “Hazing” is any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes including, but not limited to, initiation or admission into or affiliation with any organization operating under the sanction of a postsecondary institution. “Hazing” includes, but is not limited to, pressuring or coercing the student into violating state or federal law, any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, alcohol, drug, or other substance, or other forced physical activity that could adversely affect the physical health or safety of the student, and also includes any activity that would subject the student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, humiliation or other forced activity that could adversely affect the mental health or dignity of the student. Hazing does not include customary athletic events or other similar contests or competitions or any activity or conduct that furthers a legal and legitimate objective.

a. All College organizations are required to include the above anti-hazing rule in the bylaws of such organizations, and any club or organization violating the hazing rule, on or off campus, will have its charter revoked and will not be permitted to operate on the College’s property or to otherwise operate under the sanction of the College.

b. Any student acting as an individual who violates the above rule on or off campus will be subject to probation, suspension or dismissal. Penalties recommended for violations of this rule by individual students will be based on whether a hazing violation is “major” or “minor” in scope. In determining whether a hazing violation is “minor” or “major” in scope, the primary consideration will be the presence of or potential for serious physical or emotional harm to the victim of the hazing as determined by the Student Conduct Officer or designee assigned to investigate and alleged violation. **Sanction(s) 2, 4, 5 and 6 may apply.**

28. **Identification of Individuals:**
No person shall permit others to use his or her College identification card or refuse to provide his or her name and show appropriate identification to a College official performing his or her duty. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply,**
29. **Identity Theft:**
   Any form of identity theft or unauthorized acquisition or use of another’s personal information or identification is prohibited. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply, depending on the severity of the behavior.**

30. **Physical Abuse:**
   Physical abuse of any person on College premises or at College-sponsored events or functions, or conduct that threatens or endangers the health or safety of any such person is prohibited. **Sanction(s) 4, 5 and 6 may apply.**

31. **Sexual Assault:**
   Oral, anal, or vaginal penetration by, or union with, the sexual organ of another or the anal or vaginal penetration of another by any other object without mutual consent. **Sanctions 1, 2, 4, 5, and 6 may apply.**

32. **Skates, Bicycles, Mopeds, Scooters, Motorcycles and related vehicles:**
   Skating, skateboarding and hoverboards are prohibited on College property. Vehicles and modes of transport are to be parked and stored in approved parking lot locations. Use of items listed above is not permitted inside College buildings or on College grounds. The owner is responsible for any damages caused by bringing any such item into a building or onto College grounds. **Sanction(s) 1, 2, 4 and 6 may apply.**

33. **Soliciting:**
   Soliciting or canvassing for commercial purposes by any individual or group is not permitted on College premises. **Sanction(s) 1, 2 and 6 may apply, depending on the number of repeated violations of this regulation.**

34. **Stalking:**
   Engaging in a pattern of conduct that willfully, maliciously and repeatedly follows, harasses or cyberstalks another person commits the offense of stalking. **Sanctions 1, 2, 4, 5 and 6 may apply.**

35. **Theft:** Theft of College property or of property of a member of the College community on College premises is prohibited. **Sanction(s) 3, 4, 5 and 6 may apply, depending on the severity of injury or loss that results.**

36. **Tobacco Use:**
   The use, sale, or distribution of tobacco of any kind is prohibited on all College owned, operated, leased and/or controlled properties, facilities and roadways per College Policy 6.021. **Sanction(s) 1, 2, 4 and 6 may apply, depending on the number of repeated violations of this regulation.**

37. **Threats and Intimidation:**
   a. Verbal, non-verbal, written or other communication that a reasonable person would find reflects intention to instill fear of physical or psychological harm is prohibited.
   b. Bullying, defined as an aggressive behavior that is intended to cause distress or harm, exists in a relationship in which there is an imbalance of power or strength, and is repeated over time, including cyberbullying.
   c. Use of obscene or abusive language, or offensive gestures of any kind while in class, in any College department or during any College-sponsored activity or event.
   d. Statements, photos or depictions of others that are intended to refer to a specific class of persons in a derogatory way are strictly prohibited. **Sanction(s) 1, 2, 4, 5 and 6 may apply.**

38. **Unauthorized Access to Facilities:**
   Unauthorized access or entry to, or use of, College facilities and equipment is prohibited. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply, depending on the severity of injury or loss that results.**

39. **Unauthorized Use of College Name, Insignia or Seal:**
   The unauthorized use of the College’s name by any person, persons and/or organizations is prohibited. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply, depending on the severity of injury or loss that results.**

40. **Violation of College Regulations, Policies or Procedures:**
   Violating published College regulations, policies or procedures is prohibited. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply, depending on the severity of injury or loss that results.**

41. **Violation of Disciplinary Sanction:**
   Knowingly violating terms of any disciplinary sanction imposed in accordance with College policy is prohibited. **Sanction(s) 1, 2, 3, 4, 5 and 6 may apply, depending on the level of the current sanction.**

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Disciplinary Procedures and Student Rights

Violations of the standards of conduct contained
herein will be treated as College disciplinary matters. In certain cases or situations, the application of civil or criminal law will also apply. Significant extenuating factors will be considered when sanctions are imposed including, but not limited to, current behavior, past disciplinary record, the nature of the offense, severity of the damage and resulting injury or harm.

**Disciplinary Sanctions**

A disciplinary sanction is a consequence for violations of the Student Code of Conduct. Disciplinary sanctions will be determined and administered by College officials in order to encourage greater adherence to the Student Code of Conduct as well as hold violators accountable and to cultivate a safe and healthy learning environment.

A disciplinary record will be created and documented in the student's file.

1. **Warning:** A written reprimand to the student indicating that repetition of said act will be cause for further disciplinary action; copies of which will be placed in College Student Conduct files.
2. **Disciplinary Probation:** Placing the student(s) on notice that a repetition of this or other misbehavior will be grounds for more serious disciplinary action; this may include exclusion from certain College activities. Students currently on disciplinary probation or suspension may not hold or run for any elected or appointed positions. Student Life will consult with student conduct officer responsible for student conduct files to validate students' eligibility. Additional conditions appropriate to the violation may be imposed.
3. **Restitution:** Repayment to the College or others affected for damages resulting from a violation of this Procedure.
4. **Suspension:** Exclusion from College premises and other privileges or activities for a period of time as set forth in the notice of suspension notice.
5. **Dismissal:** Permanent termination of student status.
6. **Other:** Other types of sanctions as set forth in College regulations and consistent with the incident involved, such as a letter of apology to aggrieved parties, community service, mandatory attendance of an anger management seminar, or reflective learning statement, etc.

**Emergency Administrative Action/Temporary Suspension from Classes and College Premises**

In an emergency, the College may waive, suspend, alter, or amend any policies, procedures, or guidelines to ensure the safety of students, employees, guests and the community. The decision whether to take Emergency Administrative Action is vested within the discretion of the Vice President for Student Affairs, or designee.

In cases of conduct violations, within three working days of the Emergency Administrative Action, a letter of alleged violation(s) will be provided to the student by the Vice President of Student Affairs or designee. The Student Conduct Officer handling the matter will schedule a meeting within five working days after the letter has been presented to the student. Pending the meeting, the Vice President of Student Affairs (or designee) can modify the conditions of the emergency administrative action.

If a student appears to pose a risk of danger or disruption to the community, or any individual, emergency administration action may be taken, including the removal of the individual from College premises by law enforcement. This action does not require an admission of responsibility on the part of the accused student.

**Disciplinary Procedures**

1. Any member of the College community may submit a formal complaint against a student alleging that a violation has taken place.
2. Alleged violations of College Policies and Procedures or other misconduct should be referred to the campus Student Conduct Officer for review and resolution. Alleged violations will be investigated by the Student Conduct Officer or designated representative.
3. The student will be notified in writing of the nature of the charges against him/her, as well as the date, time and place of the initial determination meeting with the Student Conduct Officer. The notice will also inform the student of his/her right to review evidence prior to meeting with the Student Conduct Officer.
4. After careful consideration of the facts and consultation with involved parties, the Student Conduct Officer will make a determination of
whether it is more likely than not that a violation of the student code occurred. The student will receive the determination in writing.

5. A warning or behavioral contract already in place may also be used in determining appropriate sanctions for students.

6. If the alleged violation took place in a classroom, the Student Conduct Officer will consult with the faculty member before the initial determination and before returning a student to the classroom.

7. If the alleged violation took place in a College-controlled environment, the Student Conduct Officer will notify the charging party if the student is allowed to return to the setting or not of the alleged violation.

8. If the accused student does not agree with either the decision or the sanction from the initial determination, the student may request a hearing with a Disciplinary Review Committee. Parties are invited to appear at a fair and impartial hearing, present relevant evidence and witnesses on his/her behalf and have the opportunity for cross-examination. The technical rules of evidence applicable to civil and criminal cases shall not apply in disciplinary hearings. At this hearing, the student has the right to a representative of the student’s choice and any fee charged by such a representative shall be the student’s responsibility. This representative may act only in an advisory capacity to the student and will not be permitted to otherwise participate in the hearing.

9. The request for a hearing with the Disciplinary Review Committee must be made in writing to the Vice President of Student Affairs or designee, within five college working days after notification of conduct sanction(s) is sent to the student’s address that is available in the College’s database. The appeal must be sent to the Vice President of Student Affairs.

10. The Disciplinary Review Committee will consist of a different Student Conduct Officer, a professional staff member from Student Affairs, a Dean (the faculty member’s Dean if the complainant is a faculty member) and two additional Deans or faculty members previously approved by the Vice President of Academic Affairs who are trained in student conduct proceedings. A Student Government Association representative may be present in an ex officio capacity. The Disciplinary Review Committee will engage in consultation and collectively make the determination whether, in light of the preponderance of evidence, the Code was violated and the appropriate sanction. Students will not be returned to the classroom until the institutional sanction is determined. Following the hearing and determination of sanction, the student will be notified of the official decision based on the findings of fact, the alleged violation(s) and the degree of disciplinary action or sanctions (if any) in writing within 2-4 business days following the hearing. Students may appeal the decision of the Disciplinary Review Committee.

Appeals

Student appeals of a faculty member’s actions are to be addressed according to Procedure 4.0300, Student Academic Concerns and Grade Appeals.

Student appeals of Disciplinary Review Committee’s action are to be addressed according to steps outlined in this procedure:

1. The appeal must be made in writing within five college working days after notification of conduct sanction(s) is sent to the student’s address that is available in the College’s database. The appeal must be sent to the Vice President of Student Affairs.

2. Except as required to explain the basis of new information, an appeal will be limited to a review of the record of the Discipline Review Committee hearing and supporting documents for one or more of the following purposes:

a. To determine whether the Disciplinary Review Committee Hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and given the Accused Student Notice and a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.

b. To determine whether the decision reached regarding the Accused Student was based on substantial competent evidence, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Student Code
occurred.
c. To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code which the student was found to have committed.
d. To consider newly discovered evidence, sufficient to alter a decision, or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original Disciplinary Review Committee hearing.

3. If an appeal is denied by the Vice President of Student Affairs, the decision is final.
4. If the appeal is upheld by the Vice President of Student Affairs (or designee), the matter shall be returned to the original Disciplinary Review Committee for re-opening of the Disciplinary Review Committee hearing to allow reconsideration of the original determination and/or sanction(s). The Disciplinary Review Committee will make its determination; the Student Conduct Officer will notify the accused and complainant parties.
5. The accused student may appeal to the Vice President of Student Affairs the second decision of the Disciplinary Review Committee based on the same criteria for appeals outlined above.
6. The decision about the second appeal by the Vice President of Student Affairs is final and shall constitute final agency action of the College.

Disciplinary Procedures for Gender Violence Violations

Gender based violence complaints for dating violence, domestic violence, harassment (sexual), sexual assault and stalking are handled as listed above but also include the following for the proceeding with the Conduct Officer, the Disciplinary Review Committee and/or Appeal process. The College conducts a separate investigation for all Title IX complaints, which is handled by the AVP for Equity, Diversity/Title IX Coordinator.

1. The accuser and the accused have equal opportunities to have others present, including a representative of their choice.
2. The Conduct Officer will give timely notice of meetings to the accuser and the accused at which one or the other or both may be present.
3. The Conduct Officer will give timely and equal access to information that will be used during informal and formal disciplinary meetings and hearing to the accuser, the accused and appropriate officials.
4. The accuser and accused receive simultaneous notification, in writing, of the result of the proceeding and any available appeal procedures.

Re-Admission after Disciplinary Suspension

Students under disciplinary suspension may re-apply after the specified time-period identified in the suspension notice. A record of previous disciplinary action shall be admissible in subsequent disciplinary proceedings against the same student.

Want more info.? Contact us.

Seminole State College

100 Weldon Boulevard

Sanford, Florida 32773-6199

407.708.4722

Seminole State General Contact Information
Campus Life

Campus Life is comprised of several departments that provide support, resources and programming for students and can be found in the Student Center, room 270.

Student Life

The Office of Student Life leads and directs student-centered programs at all four campuses.

- Altamonte Springs (ALT-102): 407.404.6143
- Heathrow (HEA-209): 407.708.2371
- Oviedo (OVF-108): 407.971.5033
- Sanford/Lake Mary (SC-270): 407.708.2678

Leadership Programming

Student Life offers programming to support student leadership development in the form of retreats, institutes and conferences as well as club and organization training.

Student Activities

Student Activities are offered throughout the year in many different formats including hosting welcome back week activities, drug and alcohol awareness programs and comedians and novelties. Student Life aims to engage students with entertaining and educational programming.

Community Service/Service Learning

Students can volunteer in community-organized projects through the Office of Student Life. Students committed to improving our community can participate in service learning projects and learn about issues, the benefits of volunteering and the impact their actions have made.

Clubs and Organizations

Seminole State Student Life hosts more than 50 clubs and organizations that serve the diverse interest of students. A detailed listing of all clubs and organizations is available in the Student Life office or the Student Life website.

Student Leadership Opportunities

Student Government Association (SGA)

SGA provides Seminole State students with a representative form of government. Acting in unison with the College, the SGA may promote, regulate and coordinate activities that impact the entire community and help the College create a learning environment inside and outside the classroom that increases the chances that students will succeed at Seminole State College.

SGA meeting times are as follows:

- Altamonte Springs Campus: Thursdays at 12:30 p.m. in room ALT-214
- Heathrow Campus: Tuesdays at 12:30 p.m. in room HEA-303
- Oviedo Campus: Tuesdays at 12:30 p.m. in room OVF-108
- Sanford/Lake Mary Campus: Mondays at 12:30 p.m. in room SC-185

All college credit and career program students are welcome to attend.
**Campus Activities Team**

The Campus Activities Team is a group of student leaders dedicated to making the college experience for all Seminole State students engaging, memorable and fun. Team members plan and implement entertaining and educational programming at the Altamonte Springs, Oviedo and Sanford/Lake Mary campuses. To enhance the overall college experience of Seminole State students, the Campus Activities Team works to facilitate a variety of campus entertainment and activities.

**Seminole State Volunteers**

The Seminole State Volunteers Leadership Team is a group of selected student leaders who help promote and organize College-wide service events while developing their personal and professional skills. Students interested in being part of the Seminole State Volunteers Leadership Team can find more information at their campus’ Office of Student Life.

**Intramural Sports**

Intramural Sports offer sports opportunities within the College community. Sports include flag football, basketball, soccer, volleyball, kickball, softball, ultimate disc, table tennis and badminton. Championship T-shirts are awarded to the winners of all teams and individual sport competitions. While most intramural leagues are based on the Sanford/Lake Mary Campus, the intramural sports department hosts events on all of our campuses. All event dates and activities can be located in the Student Life office and on posters around campus.

All current students, faculty and staff are eligible to participate in all phases of the Intramural Sports Program, including planning, organizing, competing and officiating. Seminole State College is a member of (NIRSA) the National Intramural-Recreational Sports Association. For more information, visit the Intramural Sports website or call 407.708.2091.

**First Generation Freshmen**

The First Generation Freshmen Program provides scholarships, mentoring and other assistance to first-generation students to help them achieve their goals. Approximately 50 students are selected each academic year for this need-based program. First Generation Freshmen Program students receive a scholarship of $1000 per semester (Fall and Spring terms) for two years to attend Seminole State. The First Generation Freshmen Program also helps students transition to college while providing a sense of community on campus through shared classes. Students are also offered tutoring, mentoring, field trips and assistance with financial planning and budgeting.

To qualify, students must:

- Be identified as a first-generation college student (neither parent has received a bachelor’s degree);
- Be identified as a first-time-in-college student (have not previously attended college);
- Demonstrate financial need (as determined by the FAFSA);
- Agree to participate in cohort activities per semester.

The First Generation Freshmen Program is provided in part by a generous gift from Wayne M. Densch Charities. For more information, visit the First Generation Freshmen website or call 407.708.2897.
Getting Started at Seminole State College

A Student Success Specialist is the first point of contact to assist and guide students at Seminole State. Specialists are available on all four campuses to help students from when they first inquire about the College through graduation. They are cross-trained to handle the majority of transactions including admissions, financial aid, registration and records and basic advising services. Specialists develop positive partnerships with students to foster their academic progress and to help them have a successful college experience.

Academic Advising and Counseling

Counselors, Educational Advisors, Career Program Advisors, and Student Success Specialists play an integral role in empowering students to achieve success by actively supporting their educational goals from admission to the completion of their declared program of study. Upon admission to the College, students are assigned a dedicated educational advisor based on the student’s academic plan. The following services are offered on all Seminole State campuses:

- **Academic Advising:** Includes the interpretation of test results and information on program requirements, assistance with course selection, explanation of college support systems and assistance with career planning, study skills, educational planning and graduation audits.
- **Educational Planning:** Developing an educational plan is a partnership between the student and their assigned educational advisor. This plan ensures that students are able to accomplish their educational and professional goals in a personalized, individualized and efficient manner.
- **Career Planning:** Educational Advisors serve as conduits to aligning class curriculum, program plan, and professional goals to ensure that the career aspirations of all students are accomplished in a seamless, integrated manner.
- **Mental Health Counseling:** Includes the ability to assist students when the stress of personal problems hinders academic achievement. Assistance can be provided for such personal issues as anxiety, depression, interpersonal relationships, stress, grief, self-esteem and more. Students may schedule individual appointments. Counseling contacts are kept confidential. Seminole State College of Florida partners with Aspire Health Partners to provide counseling services to currently enrolled students.

Faculty members are encouraged to refer students who may need these services to the counseling staff. Workshops on study skills techniques, test anxiety and learning styles are also available to assist students in developing the required skills to be successful in completing their courses. For additional details visit the [Academic Advising and Counseling website](#).

Academic Success Center (Tutoring)

Seminole State’s Academic Success Centers (ASC) provides tutoring for all college credit, preparatory, vocational and certificate students to enhance the instruction presented by Seminole State’s faculty.

The Academic Success Centers are staffed with instructional support specialists, paraprofessionals and student tutors and are equipped with an open computer lab. Students can benefit from ASC tutoring in accounting, class writing assignments, mathematics, biological/physical sciences and Spanish (Sanford/Lake Mary Campus only).

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<thead>
<tr>
<th>Campus</th>
<th>Locations</th>
<th>Phone Number</th>
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<td>Altamonte Springs</td>
<td>ALT-220</td>
<td>407.404.6050</td>
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<tr>
<td>Heathrow</td>
<td>HEA-338</td>
<td>407.708.2102</td>
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<tr>
<td>Oviedo</td>
<td>OVE-200</td>
<td>407.971.5044</td>
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Catalog Year 2019-20

Generated on 08/13/2019
Athletics

The Raiders are your team! As a student of Seminole State, you help support the five teams that participate in intercollegiate athletics and are members of the National Junior College Athletic Association. You are invited to any and all home games, and you receive free entry. So if you enjoy Women’s and Men’s Cross Country, Baseball and Softball, or like to watch the nationally-ranked Women’s Golf Team ... Raider student athletes love your support.

To follow all the games, stories and information about Raiders Athletics, check out SeminoleStateRaiders.com. On social media, you can follow or friend @buildingRaiders on Twitter and Facebook.

If you are interested in working in college athletics, contact Director of Athletics, Kurt Esser. esserk@seminolestate.edu

For more information call 407.708.2090.

Career Development Center

The Career Development Center (CDC) is an essential component of Seminole State’s Student Affairs Division and seeks to provide opportunities for students to connect with mentors, professionals, recruiters and the community. The CDC offers student assistance and resources in the following areas:

Career/Major Exploration

The supportive CDC staff assists students and alumni with career and professional development activities and individual career counseling at all campus locations. Students have access to career assessments and information about degree programs and career fields. The CDC provides resources including books, reference materials, periodicals, pamphlets and electronic resources to help students research careers, majors and transfer options. Many of these resources are available on the Career Development website.

Gaining Experience

Handshake - Job Listings

Through Handshake, the CDC also provides job/internship opportunities, career assessments, online mock interview options and career-related information. Job listings come from private employers and local, state and federal government agencies.

Cooperative Education/Internships

Seminole State partners with the business community to offer cooperative (co-op) education and internship opportunities that are designed to integrate formal academic study with practical work experience.

Through co-op/internship experiences, students earn credit(s) toward their degrees or certificates while working full- or part-time in positions related to their academic and career goals. Co-op/intern students are assigned to Seminole State faculty members who help them define goals and develop learning contracts.

Employability Skills Training and Employer Recruiting/Networking Activities

Professional Development

Additionally, the CDC staff provides training on employability skills, such as networking, resume writing, cover letters and interviewing. These skill sessions are scheduled during the fall and spring academic semesters and are available to student organizations and through classroom presentation by completing an outreach request online.

Employer Recruiting/Networking Activities

The CDC manages on-campus recruiting for employers. To further aid in the transition of Seminole State students into the workforce, the CDC sponsors career fairs, information sessions and programming that attract businesses, public agencies and community organizations.
Disability Support Services

Seminole State’s Disability Support Services (DSS) Office serves as an advocate for students with disabilities and provides academic support services such as interpreters, note-takers, tutors and testing accommodations. DSS coordinates services with area agencies and collaborates with College departments to help faculty and students create a positive learning environment. DSS also suggests strategies that can be used to make the classroom user-friendly and help students understand their rights and responsibilities.

By law, students who have disabilities are not required to identify themselves as having a disability. Although encouraged to register with DSS immediately upon entrance to Seminole State, it is not uncommon for students to forgo seeking assistance until they experience difficulties with coursework.

To be eligible for disability-related services, individuals must have a documented disability as defined by applicable federal and state laws. Services are available to students whose disabilities include, but are not limited to, hearing impairments, physical impairments, specific learning disabilities, speech impairments, visual impairments or other disabilities that require administrative or academic accommodations. Individuals seeking services are required to provide recent documentation from an appropriate licensed professional qualified to make a diagnosis.

Students who have a disability that may require special assistance must contact DSS, make an appointment for an intake interview and bring appropriate disability documentation verifying the disability. Reasonable accommodation requests must be supported by current documentation. All information is confidential and will be used only to assist the student.

Steps necessary to register for services and receive academic accommodations:

1. Contact and meet with a DSS specialist at any of the Seminole State College campuses. Students should contact the DSS office at their preferred campus to schedule an intake appointment.

2. Complete the self-assessment and DSS accommodation questionnaire and release of information form.

3. Provide up-to-date, current documentation from a licensed professional (see documentation guidelines on the Disability Support Services website). The appropriate clinical documentation should substantiate the disability and present evidence to establish a rationale supporting the need for accommodations. A school plan such as an Individualized Education Program (IEP) or a 504 plan is insufficient documentation in and of itself but can be included as part of a more evaluative report.

4. After documentation is evaluated, contact and meet with the DSS specialist to discuss any accommodations that may be necessary. DSS will make the final determination of whether appropriate and reasonable accommodations are warranted and can be provided to the individual based on the information received.

Until all steps of the registration process have been completed, the student will be considered pending with DSS and will not be eligible for services or accommodations. The student may, however, begin the process again at any time.

Substitutions to the Degree Requirements

Course substitutions will be considered for those students who have documented disabilities. Per Revised Board Rule 6A-10.041 (effective 10/25/10), documentation must “substantiate that the disability can be reasonably expected to prevent the individual from meeting requirements for...graduation.”

Course substitutions will only be granted in cases where the modification does not constitute a fundamental alteration in the nature of the college program or when the academic requirement(s) are not essential to the program of study being pursued by the student or to meet licensing or certification requirements.

Students requesting a course substitution must provide the current, relevant and comprehensive documentation and assessment data from certified professionals. This documentation must substantiate
that the disability can be reasonably expected to prevent the student from meeting the degree requirement(s) for which a substitution is being requested.

Additional information is available in College Procedure 3.0600, Accommodations for Students with Disabilities.

Contact Information

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<td>ALT-108</td>
<td>407.404.6005</td>
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<td>Heathrow</td>
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<td>Oviedo</td>
<td>OVF-102D</td>
<td>407.971.5114</td>
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<td>SC-130</td>
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To qualify students must:

1. Be identified as a first-generation college student (neither parent has received a bachelor’s degree);
2. Be identified as a first-time-in-college student (have not previously attended college);
3. Demonstrate financial need (as determined by the FAFSA);
4. Agree to participate in cohort activities per semester.

The First Generation Freshmen Program is provided in part by a generous gift from Wayne M. Densch Charities. For more information visit the First Generation Freshmen website or call 407.708.2897.

Library Resources and Services

The Seminole State College libraries are committed to maintaining an ongoing environment of open inquiry and intellectual freedom, providing excellent service and utilizing new technologies. The following library services are available to all students currently enrolled at Seminole State College. They are designed to meet the needs of campus and eLearners, those pursuing an associate or bachelor’s degree, as well as UCF’s regional campus at Seminole State.

- Each campus has a physical library available for the use of students, faculty, staff and visitors. We also provide support and services to online and distance learners with a comprehensive collection of ebooks, ejournals and databases. To search the library’s collections go to the Online Library Catalog.
- Current students, faculty and staff can use their borrower ID and PIN to access library databases, ebooks and their library account. You can view more information about these services on the Access and Borrowing web page.
- Librarians provide group instruction and individual consultation on how to develop a research strategy and effectively locate and use resources.
- All campus libraries are also equipped with computer labs, as well as with Wi-Fi and laptop computers that may be checked out at the...
information services desk for use in the library. Study rooms are available to be reserved online at Altamonte, Oviedo and Sanford/Lake Mary.

- Materials may be requested for delivery between all four library collections, generally within 24-48 hours. The Interlibrary loan service provides students, faculty and staff access to books and journal articles from other libraries within the state and throughout the country that are not part of the Seminole State library collection.
- Hours of operation, locations and library services are available on the library's website.
- If you need assistance with any of the services listed above you can contact the library by phone, in person, email, or from the chat window on the library website. Tutorials and research guides are also available.

### The Student Transition and Achievement Resources Center (STAR)

The Student Transition and Achievement Resources (STAR) Center at Seminole State College is a service to students enrolled or desiring to become enrolled in Seminole State's career and professional degree and certificate programs. The STAR Center provides open entry, open exit applied academic instruction that enables students to acquire the minimum skills required for the Test of Adult Basic Education and helps certificate and Associate in Science (A.S.) degree-seeking students develop the academic skills they need to succeed in college and in their careers.

With the STAR Center, students can:

- Acquire the basic academic skills needed to enter specific career certificate and technical certificate programs (A.S. and previously PSAV);
- Utilize a range of learning resources to achieve success in Seminole State’s A.S. and Career certificate programs;
- Access a variety of nursing exam study guides (TEAS, NCLEX, Dosage Calculations);
- Receive tutoring for career and professional programs such as Automotive Service Technology, Emergency Medical Services, Fire Fighting and Law Enforcement;
- Improve test-taking, time management and study skills.

Seminole State’s STAR Centers are located on the following campuses:

- **Altamonte Springs Campus:** Room 220B
- **Sanford/Lake Mary Campus:** Room J-005

For more information about the STAR Center, call 407.708.2364.

### Veterans' Services and Certification

Seminole State College is approved for the training of entitled veterans and/or dependents who qualify for such training under current federal laws. Procedures for admission to the College and registration for classes are the same as followed by all students. The College’s Veterans Affairs Office (Student Center Building, Room SC-202) on the Sanford/Lake Mary Campus) provides the following information and assistance:

- Applying for educational benefits and obtaining a certificate of eligibility;
- Certification of approved classes;
- VA deferment of tuition and fees;
- VA-funded tutorial assistance;
- Veterans’ special needs.

In accordance with Title 38 US Code 3679 subsection (e), Seminole State College adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent the student’s enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.
However, to qualify for this provision, such students may be required to:

- Produce the VA Certificate of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

If a veteran has not previously applied for VA educational benefits, the following should be brought to the College’s Veterans Affairs Office:

- A copy of the Certificate of Eligibility from the VA;
- A copy of each DD Form 214 (Certificate of Release or Discharge from Active Duty);
- Certified copies of marriage certificates, divorce decrees, children’s birth certificates and/or any other papers reflecting dependent status (if applicable);
- A copy of the DD Form 2384-1 (Notice of Basic Eligibility) signed by the Reserve or National Guard Unit (if applicable).

Agencies locally available for assistance are the Seminole County Veterans Service Office in Sanford and the Veteran Affairs Regional Office in Muskogee, OK.

Veterans: According to Florida law, any eligible veteran or eligible dependent receiving benefits under Chapters 30, 31, 33, 35, or 1606, Title 38, United States Code, is entitled to a 60-day deferment of matriculation or registration fees each academic term of enrollment, provided that the period of deferment does not exceed the number of days of the term or course for which the student is registered. The deferment of fees shall begin the first scheduled day of classes in any term and all deferred fees must be paid in full within 60 days or by 10 days prior to the end of the term, whichever period of time is less. Eligible students desiring to exercise this right should contact the College Veterans Affairs Office.

Satisfactory Progress: Veterans and/or dependents eligible to receive VA educational benefits must be aware of current Veteran Administration regulations and the Standards of Progress that apply. The following are of specific concern to those students who desire VA Enrollment Certification:

- Satisfactory progress must be maintained according to the Standards of Academic Progress. If a student fails to meet these requirements and is placed on Academic Suspension, his/her benefits will be terminated. To reinstate benefits, the student may:
  - Re-apply for certification once his/her GPA and academic standing meets the requirements for certification eligibility, or
  - Petition to enroll while on academic suspension through their assigned educational advisor. If the petition is approved, the student is required to re-certify his/her benefits with Seminole State’s Veterans Affairs Office.

- Certification is not made for any course taken that does not directly apply to the program authorized by the VA.
- Certification is not made for any course previously completed with a passing grade.
- VA payments are not authorized for any course in which the veteran receives a grade of W (withdraw), X (audited) or N (no credit). A student who receives a grade of I (incomplete) must complete the coursework with the instructor during the first 30 days of the following term, otherwise a grade of “F” is assigned and the VA Office is notified.
- VA payments/course certifications cannot be processed for developmental courses taken by students classified as "Exempt" for placement proficiency.
- Only “Resident” (on campus) offered developmental courses can be certified for students classified as "Non-Exempt" for placement proficiency.

Course Substitution for Veterans: Substitution of unrelated courses outside the certified major must be in accordance with Seminole State policy and procedures.

The following conditions must be met by the school if a course substitution is made by students receiving VA educational benefits:

- Document condition for allowing substituted course for original and substituted course;
- Ensure that the substituted course is made prior to the veteran’s completion or registration for the term in which the substituted course is to be taken,
not to include add/drop period;
• Place copies of all material related to the veteran’s substituted course in their school records;
• Ensure that the substitution complies with the Seminole State course substitution procedure.

Veteran Course Selection: An educational program selected by a veteran must be complete in that it must include all training needed to reach the stated objective. It must be generally accepted as being required for the attainment of the selected objective. Questions regarding any veteran policy should be directed to the Veterans Affairs Office.

Veterans’ Attendance Policy

• College credit courses
  ◦ Records of attendance may be maintained to determine the last day of attendance for partial or complete withdrawals.
  ◦ Veterans may be withdrawn from a course when their lack of attendance precludes any possibility of satisfactory course completion. Initiation of a withdrawal shall be consistent with the instructor’s policy regarding attendance for all students.
  ◦ A veteran may be recertified in a class when the instructor determines the absences will not jeopardize the veteran’s ability to satisfactorily complete the courses in the prescribed time period.

• Career/Technical Certificate Programs
  ◦ VA educational benefit recipients who register in Career/Technical Certificate Program courses and accumulate three days of unexcused absences within a calendar month for which they have received VA certification will have this certification adjusted or terminated for lack of attendance.
  ◦ A student may be recertified in the program when the instructor determines the absences will not jeopardize the student’s ability to satisfactorily complete the course in the prescribed time period.
  ◦ Students have the right of appeal through the College Petitions Committee when they feel the circumstances warrant such action.
  ◦ VA regulations require veterans’ withdrawals to be submitted promptly and that the last date of attendance be recorded on the withdrawal form.

To comply with VA attendance regulations, instructors should initiate a withdrawal as soon as it can be determined that the student is no longer attending or is unable to complete the course requirements because of poor attendance.
Specialized Academic Programs and Services

Center for Business Development

The Center for Business Development focuses on developing and enhancing Seminole County's business community. The center offers the following programs:

- **Small Business Development Center (SBDC):** The SBDC provides free, one-on-one consultation to small business owners and pre-venture clients. The SBDC, which has offices at the Port of Sanford, the Oviedo and Heathrow campuses, also offers seminars on a variety of business issues. For more information, call 407.321.3495 or visit the [SBDC website](#).

- **Business Incubation Program:** This award-winning incubator is located adjacent to Interstate 4 in the Port of Sanford. A home to early-phase businesses that want to accelerate their growth profile, the STBIC provides low-cost and shared facilities along with daily access to on-site business consultants. For more information, call 407.321.3495 or visit the [Business Incubation Program website](#).

- **Seminole Advisory Board Council (SABC):** The Council, funded by the Seminole County Economic Development Department, provides services to owners of existing businesses who want to move their companies to the next level. Companies are matched with a volunteer board of advisors to assist with planning for the next phase of growth. For more information about the Seminole Advisory Board Council, call 407.708.4458 or visit the [Seminole Advisory Board Council website](#).

- **Workforce Quick Response Training Grants (QRT):** The Center assists qualified firms with the application and delivery of workforce training grants. Expanding businesses may be eligible for grants to help them train their employees. The Center works with these companies to determine which grants may be appropriate and, if needed, to develop a training program. For more information, call 407.708.4458.

Corporate College and Professional Development

Students and community members who wish to begin a career, update their current professional skills, fulfill mandatory continuing education requirements, optimize employee performance or enhance their businesses will find courses that address their needs at the Seminole State Corporate College. Professional development programs, short courses, conferences and seminars provide participants who are employed in various occupations with up-to-date information and skills. In some cases, these offerings may satisfy the mandatory requirements for re-licensure and recertification within a particular field. The Corporate College provides most of its offerings online.

For more information, visit the [Continuing Education website](#).

eLearning

eLearning provides students with learning opportunities outside the traditional classroom setting. Depending on program requirements, students may be able to complete many of the required courses and even entire degree programs online.

Seminole State eLearning offers two types of courses:

- **Online courses:** Course delivery is conducted via the internet without a regularly scheduled physical classroom requirement. The courses rely on interactive tools within the College’s online learning management system Canvas. These tools include (but are not limited to) discussion forums,
 quizzes, assignments and streaming video. Although these courses are online, some instructors may require proctored assessments of synchronous online activities. These requirements will be noted in the online course syllabus and in the class notes listed in the schedule of classes.

- **Hybrid courses**: Hybrid courses combine the convenience of online study with limited physical on-campus requirements. The courses, which are identified as “reduced campus time” in the class schedule, share many of the same requirements as online courses. However, students meet on campus a percentage of time and online a percentage of time.

Good time-management skills, motivation and self-discipline are essential for success in any distance learning environment. Seminole State recommends that students speak with an academic advisor before registering for an online course. eServices - Seminole State's team of student success specialists are available to provide online advising services to help you plan, begin and successfully complete your educational goals.

For more information visit the eLearning website.

**State Authorization**

Seminole State College seeks to deliver many of our online programs in a student’s home state. The State Authorization and Reciprocity Agreement (SARA) is a voluntary agreement that allows states and institutions to offer distance education in other participating states so long as the institution adheres to certain quality and consumer protection standards.

As a SARA approved institution, we work to ensure that when authorization is necessary, required approvals are obtained. While we do monitor laws in each state, authorization of distance education is a dynamic environment and prospective students should check the eLearning website for updates. Seminole State College is currently authorized, licensed, registered, exempt or not subject to approval in all states, except for Massachusetts.

It is the student’s responsibility to understand current circumstances or special requirements in their state of residence. Though SARA authorizes Seminole State to offer its online programs in member states, there is the possibility that other state requirements not covered by SARA (e.g. state licensing boards) could necessitate restriction of access to certain programs in certain states.

Please note that should you choose to enroll in a program in a particular state, there may be restrictions that could affect you. Examples may include:

- You may be unable to sit for local licensing in that state.
- You may be ineligible for consumer protection in that state.
- You may not be able to complete field placements (practicum, internship, clerkship, etc.) in that state.

Any of the above listed items could affect licensure or recognition of the degree to meet requirements in that state. Therefore, if you decide to enroll in any of Seminole State’s programs, or if you move to a state where your program is restricted prior to completion of your studies, please be aware that you are taking a risk that you may not be able to complete or use any of the credit earned in that program should you decide to pursue licensing in that field in that state.

Note: The points listed above are not exhaustive. Please verify with your state’s professional licensing board that your plans for study are not impacted.

**Out-of-State Student Online Course Complaint Processes**

Seminole State College strives to provide students with a robust educational experience. Students wishing to file a complaint about an online course or program should file a complaint following the applicable complaint processes linked here.

Out-of-state distance education students participating under SARA who have completed the internal institutional grievance process and the applicable state grievance process may appeal non-instructional complaints to the FL-SARA PRDEC Council. For additional information on the complaint process, please visit the FL-SARA Complaint Process page.
Center for Global Engagement

International Degree Programs:

Obtain an internationally recognized degree from some of the world’s leading institutions through study at Seminole State College.

IPAG (Institut Préparatoire à l’Administration Générale): MBA International Luxury Brands Management.

Coming soon: York St. John University.

Study Abroad Programs:

Short-term Faculty-led Programs (1-2 weeks in duration)

Seminole State offers students the opportunity to travel to different global destinations, including Spain, Peru, Austria, France, Ireland and Germany as part of college-credit courses.

Student Exchange Opportunities (1-2 semesters in duration)

Through student exchange, Seminole State students can study for a semester or more at one of our partner institutions around the world and apply the credits they earn to their degree at Seminole State.

Double Degree Programs (1 year in duration)

Earn a bachelor’s degree from one of our partner institutions in addition to a degree from Seminole State by spending your final year taking discipline-related courses in English at the campus of your selected institution and graduate with a degree from both institutions.

International Centers

Seminole State is committed to providing high-quality U.S. college education to a diverse student population. To further this objective, Seminole State has two international centers in China (Beijing and Shanghai) where students can take a selection of summer courses and earn Seminole State credit, as well as one center in Salzburg, Austria, where students can pursue an A.A. degree or a Bachelor’s degree in Business Information Management. Seminole State students can take classes at three locations.

Please note that the policies and dates that are applicable to Seminole State campuses in Florida may not apply at our international locations.

For more information visit the Center for Global Engagement website.

Grindle Honors Institute

The Grindle Honors Institute offers a stimulating academic environment for students who want to enrich their academic experience. The program offers the following benefits to students:

- Matching students with outstanding faculty instructors in small course settings that foster collaboration, discourse and engagement;
- Developing critical thinking skills with an emphasis on academic writing and research;
- Complementing the classroom experience with co-curricular programming that promotes leadership, service and scholarship;
- Providing high levels of mentoring, advising and development through individualized attention throughout a student’s program of study;
- Preparing students for transfer, career success and competition for undergraduate fellowships and awards.

Students who are accepted into the Honors Institute are eligible for scholarships, travel to conferences and study abroad opportunities. The following programs are available:

- Honors Certificate
- Honors Diploma
- Honors in the Major

Honors Diploma and Honors Certificate

The Honors Diploma Program is a 20-credit curriculum that offers qualifying students a unique academic opportunity to broaden and enrich their college experiences. Students who complete the program
graduate with an Associate in Arts Honors Diploma.

The Honors Certificate Program is a 13-credit curriculum. The certificate may be earned in the Associate in Arts and Associate in Science degrees.

Program Admission

This is a limited-access program. Interested students must first be admitted to Seminole State before becoming eligible to apply to the Grindle Honors Institute. The dates for application may vary. Students should be aware that acceptance to the College does not guarantee admission to the honors program. Candidates must submit a completed Honors Institute application for consideration. Incomplete applications will not be considered.

Seminole State’s Honors Diploma and Certificate programs are available for students seeking an Associate in Arts or Associate in Science degree who meet the following qualifications:

- Grade Point Average (GPA) - Students must have a minimum 3.2 high school cumulative GPA or a minimum 3.2 cumulative GPA in at least 6 hours of college credit courses.
- Test Scores - Students must have test scores at or above ONE of the following levels:
  - ACT: Composite score of 23 or higher; or
  - SAT: Combined score of 1100 or higher in Mathematics and Critical Reading; or
  - PERT (Post-Secondary Education Readiness Test): Minimum score of 116 on the reading and writing tests; or
  - Petition by letter to the Honors Director for exemption from the test score requirement, accompanied by two letters of recommendation from college instructors. This option requires a personal interview with the Honors Director.

Admission for Dual Enrollment Students

All SSC Honors courses are open to dual enrollment students who have a 3.2 cumulative GPA or higher. If a dual enrollment student matriculates at SSC after high school graduation, all Honors Program courses completed with a grade of “C” or higher will count toward the requirements for graduation from the Honors Program.

Honors in the Major

The Honors in the Major Program is a nine-credit curriculum designed to encourage students to explore their major disciplines in greater depth by completing a research or applied project, and the program is open to all qualified baccalaureate students. Students completing the requirements for Honors in the Major engage in valuable preparation for graduate and professional training and learn worthwhile skills that will benefit them in the workplace.

Program Admission

This is a limited-access program. Interested students must first be admitted to Seminole State before becoming eligible to apply to the Grindle Honors Institute. The dates for application may vary. Students should be aware that acceptance to the College does not guarantee admission to the honors program.

Seminole State’s Honors in the Major program is available to baccalaureate students who have a minimum 3.5 major GPA. Candidates must submit a completed Honors Institute application for consideration. Incomplete applications will not be considered.

For more information, contact the Honors Institute, L-230, phone: 407.708.2600 or honors@seminolestate.edu.

Phi Theta Kappa

Phi Theta Kappa is the International Honors Society for two-year colleges. The Pi Lambda Chapter at Seminole State College has won numerous honors, including the coveted “Distinguished Chapter Award” and it is one of the most active organizations on campus. Students from any discipline with a GPA of 3.5 or higher and 12 college credits are invited to join. After joining, students must maintain a minimum 3.2 GPA to maintain membership. Contact the Honors Institute, V-004 at 407.708.2600 for more information.
**STEM Program for Advanced Scholarship**

Students who desire a STEM Certificate or Advanced STEM Certificate must complete and submit to the STEM Certificate coordinator a STEM Certificate Application, two letters of recommendation from former or current instructors (at least one must be from a Science or Math instructor), and a personal letter of application that describes the academic and career goals that make them a desirable STEM Certificate candidate. They must also take at least eight science/math courses (seven required courses and one elective course) that follow one of three tracks:

- **Track A:** Biology, Health or Pharmacy/Preprofessional
- **Track B:** Mathematics, Actuarial Science, Chemistry or Physics
- **Track C:** Engineering

Students must also take two semesters of seminar courses, which may be any one or two of the science seminar courses which focus on research, science careers or environmental issues in alternating semesters and/or Engineering Concepts and Methods and/or Intro to STEM Research.

These courses provide a diverse and strong educational foundation in lower-division coursework for students who plan to major in the hard sciences or the health, mathematics or engineering fields. Successful completion of the required courses result in less time spent at the university and a higher probability of admission to limited-access programs. Scholarship money may be available to students who qualify and some universities also provide scholarships for Seminole State STEM Certificate transfers.

- **A STEM Certificate** is awarded to those students who complete the eight science and math courses and the two science seminars with a GPA of 2.0-3.19 in those courses.
- **An Advanced STEM Certificate** is awarded to those students who complete the eight science and math courses and the two science seminars with a GPA of 3.2 or higher in those courses.

**Track A: Biology, Health or Pharmacy/Preprofessional**

Required courses:

- General Biology I (BSC 2010C)
- General Biology II (BSC 2011C)
- General Chemistry I (CHM 2045C)
- General Chemistry II with Qualitative Analysis (CHM 2046C)
- General Physics I (PHY 1053C)
- General Physics II (PHY 1054C)
- Analytic Geometry and Calculus I (MAC 2311)
- Science Seminar (two semesters) or Science Seminar (one semester) and Intro to STEM Research

**Track B: Mathematics, Actuarial Science, Chemistry or Physics**

Required courses:

- Analytic Geometry and Calculus I (MAC 2311)
- Analytic Geometry and Calculus II (MAC 2312)
- Analytic Geometry and Calculus III (MAC 2313)
- General Chemistry I (CHM 2045C)
- General Chemistry II with Qualitative Analysis (CHM 2046C)
- Physics with Calculus I (PHY 2048C)
- Physics with Calculus II (PHY 2049C)
- Science Seminar (two semesters) or Science Seminar (one semester) and either Intro to STEM Research or Engineering Concepts and Methods

**Track C: Engineering**

Required courses:

- Analytic Geometry and Calculus I (MAC 2311)
- Analytic Geometry and Calculus II (MAC 2312)
- Analytic Geometry and Calculus III (MAC 2313)
- General Chemistry I (CHM 2045C)
- Engineering Analysis - Statics (EGN 2312)
- Physics with Calculus I (PHY 2048C)
- Physics with Calculus II (PHY 2049C)
- Science Seminar (two semesters) or Science Seminar (one semester) and Engineering Concepts
Elective Courses (Specific electives recommended based on major)

Choose any one upper-level course:

- Analytic Geometry and Calculus II (MAC 2312)
- Analytic Geometry and Calculus III (MAC 2313)
- Anatomy and Physiology I (BSC 2093C)
- Anatomy and Physiology II (BSC 2094C)
- Elementary Differential Equations (MAP 2302)
- Engineering Analysis - Dynamics (EGN 2322)
- Engineering Analysis - Statics (EGN 2312)
- Microbiology (MCB 2010C)
- Organic Chemistry I (CHM 2210C)
- Organic Chemistry II (CHM 2211C)
- Physical Geology with Lab (GLY 2010C)
- Probability Statistics for Engineers (EGN 2440)
- Statistical Methods I (STA 2023)
- Surveying (SUR 2101C)

For more information, call the Honors Institute at 407.708.2335 or the STEM Certificate coordinator at 407.708.2208.

Workforce Development

The American workplace is undergoing a rapid evolution which is affecting the way people work, how they are prepared for today’s workforce and how they are educated throughout their careers. A common goal for education and business has emerged: a strong educational foundation that combines general education with specific professional and technical coursework best prepares the workforce for today's careers. Continuing education provides professionals the means to remain current with industry changes and emerging technologies. It also supports continued success and ensures the strength of the regional economy. As a full partner in achieving this goal, Seminole State College is leading the way in the Central Florida workforce development movement.

Seminole State has long been a leader in the traditional workforce development programs, offering associate degrees, technical certificates, continuing education courses and customized training courses for specific businesses. However, the College's vision has grown. Seminole State now collaborates with local businesses and organizations to leverage private, state and federal resources redirected into educating employees for Florida's targeted high-skill, high-wage occupations.

Additionally, Seminole State offers a seamless educational experience from adult basic skills to certificate or degree programs which provide the opportunity for entry into the local workforce or continuing toward a bachelor's degree at Seminole State or one of Florida's state universities.

In response to the rising expectations and credentials required by today's businesses and industries, Seminole State now offers seven bachelor's degree programs. Each degree program was developed through close collaboration with our industry partners and active advisory committees.
Supplemental Services

**Bookstore**

Seminole State’s campus bookstores stock books and materials for all courses and provide options for lower-cost rentals, used and digital textbooks. The bookstores also carry reference books, extra reading materials, school supplies, computers and computer software, College merchandise and miscellaneous items. For student convenience, purchases may also be made by using Seminole State’s online bookstore. All information, including each store’s hours, is available at the [Bookstore website](#). Store hours are also posted on the storefronts.

Returns and exchanges of purchases are processed based on bookstore guidelines. Original, current receipts are required. Consumable items such as loose-leaf books and access codes must be sealed in order to obtain a refund.

The bookstore buys back textbooks during their regular store hours. Students will receive the highest buyback rates during the peak period of buyback demand which occurs each term between midterms and finals.

**Bulletin Boards**

Members of the College community who wish to post notices on a Seminole State bulletin board must obtain clearance from their campus Student Life staff. Printed materials such as posters and signs must have the Student Life “Approved for Posting” stamp that clearly lists the date that the posted item should be removed.

Please review the [Guidelines for Placing Posters and Flyers on Campus](#) from the Student Life Resources web page.

**Food Service**

On-campus dining and vending machine services are available at each campus during regular College hours, unless otherwise posted. [Dining locations and hours of operation](#) are available online.

**Housing**

Seminole State does not provide on-campus housing.

**ID Card**

The Blue & Gold Card is the official identification card for Seminole State College. The Blue & Gold Card is required for identification and can be used for multiple purposes. Students have 24/7 access to their ID card account through the [online portal](#). There, students can manage online deposits to the Blue & Gold Card and view recent account transactions.

To obtain a Blue & Gold Card, one must:

- Be an enrolled student or current employee of Seminole State College;
- Present a government-issued identification such as a driver’s license, passport, state of Florida identification card or military ID to any Blue & Gold Card Services campus location.

In addition to serving as a student ID, the Blue & Gold Card can be used for:

- Bookstore purchases and book buyback refunds
- Campus library services
- Copying and network printing
- Discounts with local merchants
- Entering College events
- Obtaining parking permits
- On campus dining purchases

Making purchases on campus at:

- College bookstores
- Copy machines
- Food service cafes
• Network printing stations
• Vending machines

**Student Email and Text**

Office 365 is the official, College-provided electronic mail service used to notify students of important College information. To avoid missing communications from Seminole State College, students must activate their student email account, check it regularly and, if necessary, act on messages in a timely fashion. Office 365 is available to students once they register for classes, at which point no communication will be made to any other email address.

Messages sent to your Office 365 account may be forwarded to another email account, but students do so at their own risk. The College cannot provide technical support if problems such as lost or missing messages arise as the result of forwarding emails outside of Office 365. Students are responsible for the content of College communications sent to their Office 365 address. While messages in Office 365 can be forwarded, all email messages from a student to the College and his or her professors must be sent from the student’s Office 365 account. By using your Office 365 account, you agree to these conditions.

Seminole State Text is the College’s messaging service to keep students informed about their records, important deadlines and campus emergencies. Messages sent via Seminole State Text include, but are not limited to, admissions alerts, financial aid notices, important deadlines, tuition due dates, registration notices, enrollment appointments and campus alerts. A MySeminoleState username, password and a cell phone number are required to sign up and receive text messages. Standard text messaging rates may apply.

Seminole State Text is not an alternative, but a supplement to Office 365. Students are responsible for checking their student email accounts regularly.

**Phone and U.S. Mail**

It is often necessary for Seminole State to communicate with students via the phone numbers and addresses listed in their MySeminoleState accounts. Students should verify their contact information by logging into their MySeminoleState accounts.

**Print Shop**

The College’s Print Shop, located at the Sanford/Lake Mary campus, provides copying and printing services for internal College business, but also provides these services to students, employees, the public and outside organizations based on the College’s fee schedules for these services. Please contact the Print Shop at 407-708-2188 or view their information online at Copying and Printing Services.
Emergency Response and Notification System

Seminole State College maintains a comprehensive emergency management plan along with policies and procedures to respond to emergencies. The plan is based on an all-hazards disaster response that complies with FEMA guidelines for higher education that includes planning, mitigation, response and recovery actions. In the event of a significant emergency or situation involving an imminent threat to the health and safety of the campus community, the College uses a multi-layered approach to notify its constituents through the Emergency Notification System:

- **Emergency alert phone system:** All Seminole State classrooms and offices are equipped with IP speaker phones that allow the College to broadcast emergency messages as needed. The phone system allows the College to target messages by building or classroom.
- **Seminole State Alert (website):** Seminole State Alert serves as the primary source for information updates on Seminole State’s website. Using a scrolling message, the alerts will display at the top of most Web pages on the site using a traffic signal color system: green, yellow and red.
- **Email:** Depending on the nature and location of an emergency situation, Seminole State may send an email message to students, faculty and staff.
- **News/social media:** Updates may be posted in the online The Newsroom, Seminole State's official news home and the College’s official social media sites, Facebook, Twitter and Instagram.
- **Text messaging:** Seminole State may use text messaging to provide official notification of a situation that poses an imminent physical threat to the community.
- **Phone:** Seminole State will record emergency messages on its Emergency Information Hotline at 407.708.2290.
- **Other:** Additional communication may include fliers, alerts on campus TV screens and regular updates for the news media.

For more information on emergencies, please visit the [Seminole State Alert home page](#).

Reporting Emergencies and Crimes on Campus

Seminole State College encourages anyone who is the victim of or witness to a crime or any other emergency to promptly report the incident to the Campus Safety and Security Department. All students, employees and visitors should immediately report crimes in progress, medical emergencies or fire by calling security or by calling the appropriate police or fire agencies by dialing 911.

- **Altamonte Springs Campus Security:** 407.404.6100
- **Heathrow Campus Security:** 407.708.4410
- **Oviedo Campus Security:** 407.971.5020
- **Sanford/Lake Mary Campus Security:** 407.708.2178

Individuals may also report crimes that are no longer in progress by contacting any of the campus security offices. Students who are the victims of a crime and wish to file a police report should contact a campus security officer who will arrange for a meeting with the appropriate law enforcement agency. Keep the following in mind to provide as much information as possible to the police:

- If assaulted, try to provide a good description of the person such as height, weight, hair color, clothing description, mode and direction of travel.
- If a car is damaged or burglarized, provide the time the student arrived on campus and a description of where the car was parked. Remember, a police report may be required to satisfy insurance company requirements.
- If personal property is stolen, provide serial and model numbers (if known), a complete description of the object(s), along with any other identifying

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- If personal property is stolen, provide serial and model numbers (if known), a complete description of the object(s), along with any other identifying...
data to assist in recovery.

An emergency is defined as the illness or injury of an individual while on a Seminole State campus; any disturbance on campus, which, if action were not taken immediately, could result in a serious injury or possible death; or any crime, in progress, that could result in serious injury or possible death.

Seminole State staff members will take appropriate actions to address the situation until emergency personnel arrive on scene. If an ill or injured student elects not to be transported by emergency medical personnel, a Seminole State representative will not transport or arrange for transportation for that student.

**Lost and Found**

It is important to use a reliable and consistent method of collecting and storing lost and found property at all College sites. A lost and found repository is maintained in the security office at each campus. Faculty and staff members and students should turn in all lost and found items to security as soon as possible. Students and others inquiring about lost items should be directed to the security office on the campus where the property was lost.

If the property is not claimed within 30 days from the date on the property sheet, the property will be disposed of in accordance with College policy.

**Medical Services**

No medical facilities are available to students on any campus. First aid kits are located in campus security offices for emergency use only. Campus medical emergencies are handled as listed in the Emergency Response and Notification System section of this catalog.

**Parking and Traffic Regulations**

The following regulations were established to provide traffic and parking parameters for vehicles that are operated or parked on Seminole State College campuses and sites. Students who drive vehicles on a College campus or site will be responsible for the proper registration, use and operation of their vehicles in accordance with the traffic and parking regulations set forth by the College.

The College reserves the right to regulate the use of vehicles on its campuses and to take appropriate actions against those who do not comply with the College’s regulations. The College is authorized and reserves the right to regulate the use of any of its parking lots for exclusive use by designated groups or individuals.

In addition to the rules and regulations established by the College, all traffic laws of the State of Florida are in effect at all times on all campuses and sites. All students who park in College parking lots must display a current and valid Seminole State parking permit. Students may obtain a parking permit from any campus Business/Cashier’s Office and any ID Card Office after completing the online registration process at [https://portal.seminolestate.edu](https://portal.seminolestate.edu).

- Blue-lined parking areas - Americans with Disabilities Act (ADA) accessible parking only
- Green-lined parking areas - Visitors only
- Orange-lined parking areas - Faculty and staff parking (no students at any time)
- Purple-lined parking areas - Board of Trustees (no students at any time)
- Red-lined areas - Designated fire lanes and emergency vehicle parking
- White-lined parking areas - Student Parking

All student parking permits must be permanently affixed to the driver’s side rear bumper or rear windshield with the decal number clearly visible. Parking hang tags must be displayed from the rear-view mirror with the permit number facing the windshield.

**Parking Violations and Fines**

All fines shall be paid in person at the Business/Cashier’s Office at each campus. Parking citations must be paid within 10 business days after posting. All fines are $10 for each offense unless otherwise specified below:
<table>
<thead>
<tr>
<th>Fine</th>
<th>Violation</th>
</tr>
</thead>
<tbody>
<tr>
<td>$10</td>
<td>No decal/improper display of decal or permit</td>
</tr>
<tr>
<td>$10</td>
<td>Parked over lines</td>
</tr>
<tr>
<td>$10</td>
<td>No parking zone</td>
</tr>
<tr>
<td>$10</td>
<td>Posted areas (No Parking, Visitor, College Vehicle Only)</td>
</tr>
<tr>
<td>$10</td>
<td>Driveways</td>
</tr>
<tr>
<td>$10</td>
<td>Double parked</td>
</tr>
<tr>
<td>$10</td>
<td>Service entrance/loading zones</td>
</tr>
<tr>
<td>$10</td>
<td>Students parked in faculty/staff parking lots</td>
</tr>
<tr>
<td>$10</td>
<td>Exceeding time limit in 15 minute loading/unloading zone</td>
</tr>
<tr>
<td></td>
<td>Failure to comply with instructions given by a security officer in the</td>
</tr>
<tr>
<td></td>
<td>performance of traffic control and parking duties</td>
</tr>
<tr>
<td>$10</td>
<td>Within 10 feet of a fire hydrant or in a fire lane</td>
</tr>
<tr>
<td>$10</td>
<td>In a designated tow-away zone</td>
</tr>
<tr>
<td>$10</td>
<td>Parked in a reserved parking space</td>
</tr>
<tr>
<td>$10</td>
<td>Driving around or removing a barricade</td>
</tr>
<tr>
<td>$10</td>
<td>Parked in visitors’ parking lot</td>
</tr>
<tr>
<td>$10</td>
<td>Providing false parking or vehicle registration</td>
</tr>
<tr>
<td></td>
<td>Obstructing driveways, sidewalks, roadways or other vehicles</td>
</tr>
<tr>
<td>$10</td>
<td>*Parked in ADA accessible parking space</td>
</tr>
</tbody>
</table>

*May also be subject to a state-assessed fine of $250 written by law enforcement officers.

Three or more unpaid parking citations will result in the vehicle being towed at the owner’s expense. Unpaid fines will result in an immediate hold on student records, diplomas, transcripts, certificates and future registrations. For more information, visit the Safety and Security website.

**Tobacco Free College**

To promote the health and wellness of the College community, Seminole State became a tobacco-free College on August 26, 2013. The use of tobacco of any kind and in any form is prohibited on all College-owned and/or operated facilities. This includes tobacco use in personal vehicles while on College property. Seminole State has partnered with the Seminole County Health Department to offer resources to help students and employees who need help quitting. For more information, please visit the Tobacco Free College website.
Financial Aid Overview

Seminole State College’s financial aid program helps eligible students who want to further their education but could not attend college without assistance. Financial aid is available to supplement a family’s contribution and help meet the cost of postsecondary education. The student financial aid programs are administered according to a nationally-accepted policy that the family, student and/or spouse is responsible for educational expenses.

The Office of Financial Aid and Scholarships provides each aid recipient with electronic information about financial assistance at Seminole State. Students are responsible for reading this information and asking questions if they do not understand.

Students should electronically submit their financial aid application by completing the FAFSA online.

Seminole State’s Federal School Code is 001520.

Students should frequently review the To-Do List tile located in their My Student WorkCenter via their MySeminoleState portal to ensure they provide, in a timely fashion, the requested information to complete their financial aid application. Students must also follow the directions and respond promptly to all financial aid correspondence.

Steps to Apply for Financial Aid

Steps to Apply for Financial Aid

1. New students must apply for admission to the College and submit proof of high school graduation. New and returning students must be in an eligible program. Financial aid awards may be predicted, but funds cannot be released without providing proof of high school graduation or GED® and timely submission of all required documentation.

2. Complete the FAFSA each year, listing Seminole State’s federal school code: 001520. Most male students must register with Selective Service to receive federal aid. Students can file electronically. Students must apply for financial aid each academic year. A limited amount of grants (other than Pell) are awarded to those students who complete their FAFSA prior to January 1, provided that funding is available.

3. Students selected for verification may be requested to provide copies of their (and/or their parents’) tax return transcripts for two years prior which can be obtained from the IRS website. Required tasks can be found via the student’s Verification Portal. Students can navigate to the portal via seminolestate.verifymyfafsa.com. All students selected for verification must submit all required verification and tax forms at least eight weeks prior to the term start date for on-time disbursement of aid during the term. A more detailed explanation of the verification process can be found at https://www.seminolestate.edu/financial-aid/guidelines/verification.

4. Students who apply for a student loan for the first time at Seminole State must complete an online student loan entrance counseling workshop. Students are required to complete an online Master Promissory Note (MPN) before funds can be received. Links to Promissory Notes and Entrance and Exit Counseling are available through My Student WorkCenter via MySeminoleState in either the Financial Aid or Resources tiles or at the StudentLoans.gov website. Students must be enrolled at least half-time within a term to qualify for student loans and must be attending at least half time as of the date of disbursement to receive the loan.

Types of Financial Assistance

- Federal Pell Grant: The largest and best-known
source of grants, Federal Pell Grants are awarded based on need and do not have to be repaid. Initial Pell Grant awards are predicted at full-time enrollment status and are prorated after the student’s census date based on less than full time enrollment. A student may receive up to 12 full-time semesters (or their equivalent) of Pell Grant and Pell Grant usage and any remaining balance may be found at the National Student Loan Data System website. Contact Student Services concerning eligibility with less than half-time enrollment.

- **Federal Supplemental Educational Opportunity Grant:** This grant is awarded to undergraduate and vocational students who demonstrate exceptional financial need. Funds are limited and awards are made based on the priority consideration deadline.

- **Florida Student Assistance Grant:** This grant is awarded to students with financial need, based on state criteria. Recipients must have been a Florida resident for the previous 24 months, be enrolled at least half-time (six or more credits within a term), meet the financial aid standards of academic progress and complete all attempted hours for each term during the prior year that the grant has been received for renewal. The FAFSA must be processed by May 15.

- **Federal Work-Study Program:** This need-based program awards a maximum of 20 hours of employment per week based on the availability of funds.

- **Federal Direct Loan:** This loan is available for undergraduate students who enroll at least half time (six or more credits within a term). Academic year maximums are determined by federal regulations. Repayment begins six months after the student graduates, withdraws or drops below half-time enrollment. Loans are classified as subsidized or unsubsidized. Subsidized loans are contingent on a student having financial need. Interest does not accrue on subsidized loans until the student enters repayment. An additional unsubsidized loan is available as determined by federal regulations for students reaching subsidized eligibility limits or for those with less financial need. For the unsubsidized loan, the student is responsible for repaying all interest, which begins accruing immediately following disbursement.

- **Federal Direct PLUS Loan:** This loan is available for parents of dependent students. Maximum eligibility is equal to the cost of education minus other aid. Repayment of principal and interest usually begins within 60 days of the disbursement of the loan, unless in-school repayment relief is granted.

**Scholarships**

Institutional scholarships are awarded based on criteria established by Seminole State. Awards must be coordinated with other types of available financial assistance and may reduce the eligibility for other federal or state need-based aid. Private scholarships are awarded based on criteria established by organizations and agencies other than Seminole State. General scholarship application procedures are available on our Scholarship Webpage or Foundation for Seminole State College.

State of Florida Scholarships (such as the Florida Bright Futures Scholarship) are based on Florida Department of Education guidelines and funding levels.

**Rights of Financial Aid Recipients**

**Rights of Financial Aid Recipients**

- **Confidentiality:** The Privacy Act exists to protect students’ rights to confidentiality and limits the College from releasing information about a student’s file or award(s). Therefore, information released over the phone must be limited to general information. Students must submit a written request if they need information about their financial aid released to an outside agency or to another person. Please see Notification of Student’s Rights under Family Educational Rights and Privacy Act (FERPA) in the online catalog or visit the FERPA page on the Seminole State website for additional information.

- **Knowledge:** Financial aid recipients have the right to know what the Student Financial Resources Office has done and what is expected of them. This information is available for viewing on the
student’s MySeminoleState portal. If a student has additional questions after viewing their portal, they have the right to contact a Student Success Specialist on any campus.

• **Fair and Equal Treatment:** Financial aid awards at Seminole State are made without regard to race, color, creed, national origin, age, sex, veteran status, disability, sexual orientation or marital status. Need is determined using a nationally recognized formula.

## Standards of Academic Progress (SAP) for Financial Aid Recipients

A financial aid recipient is a student who receives any scholarship, loan, grant, or work-study award administered through Financial Aid and Scholarships.

Federal, state and college regulations require that a student must maintain satisfactory progress to receive most types of financial assistance, though some scholarships have different criteria. The minimum standards at Seminole State are contained in this document and applicable to the financial assistance programs administered by Financial Aid and Scholarships.

At Seminole State, a student’s entire academic history, including credits that are transferred from other schools, is evaluated to determine whether he/she is maintaining satisfactory academic progress. Eligibility to receive financial aid is established each term, based on a student’s ability to meet the criteria for Standards of Academic Progress.

Failure to meet these Standards of Academic Progress will result in the student being placed on financial aid suspension. Students who are on financial aid suspension will be prohibited from receiving any federal and most state financial assistance until they have returned to satisfactory progress. Students on financial aid suspension may continue to enroll and attend classes at Seminole State as long as tuition charges are paid through other resources.

• **Successful completion of a class:** Defined as having earned a grade of "A," "B," "C," "D," "S" or "P."

• **Unsatisfactory completion or non-completion of a class:** Defined as having earned a grade of "F," "W," "I," "U," "NP" or "X."

• **Enrollment Status:** This is established by the number of credit hours for which a student is officially registered each term. Students must successfully complete a specific number of credits as determined by their program of study and their enrollment status.

• **Total hours attempted:** Students are expected to earn a degree or certificate within a specified number of attempted hours and are only eligible for financial aid during this time. The number of attempted hours cannot exceed more than 150 percent of the published length of the educational program.

All students receiving any type of federal or most state financial aid must meet the Standards of Academic Progress (SAP) for Financial Aid Recipients. The requirements for these standards are set by federal regulations. Students must meet all three criteria for ongoing eligibility for federal aid.

### SAP Requirements

1. A student must maintain a minimum 2.0 cumulative grade point average (GPA);
2. A student must successfully complete at least 67 percent (student completion rate - pace) of all Seminole State courses taken (including transfer courses accepted by Seminole State);
3. A student must complete his/her degree within the 150 percent time frame (example: an associate degree requiring 60 credit hours must be completed within 90 credit hours). At the point that this is determined to be mathematically impossible, aid will be suspended.

### Minimum Cumulative 2.0 GPA

For students who have attended other colleges, the courses accepted as transfer credit by Seminole State, including those taken as part of another program of study, will be included in determining SAP for financial aid purposes.

### How to Calculate Student
Completion Rate (Pace)

The formula for calculating the completion rate is total hours earned divided by total hours attempted. The resulting percentage must be 67 percent or greater to meet Standards of Academic Progress (SAP) for Financial Aid Recipients.

For financial aid purposes, successful completion of a course means an earned grade of A, B, C or D, S or P. All other grades (F, I, W1, W2, W3, W4, N, U, NP, X) are attempts or unsuccessful completions and will impact a student’s progress. Attempts include any courses in which a student is enrolled for credit beyond the official add/drop refund deadline.

The following chart demonstrates 67 percent completion rate (pace) for attempted hours in a semester. The left-hand column is the attempted hours and the corresponding number in the right-hand column is the number of hours you must successfully complete with a 2.0 GPA or higher to maintain satisfactory SAP.

Example: A student registered for 12 credit hours must complete 8 credit hours with a 2.0 GPA or higher to meet the SAP requirements for the semester. The 2.0 GPA and completion rate (pace) of 67 percent apply to cumulative totals on a student’s transcript.

<table>
<thead>
<tr>
<th>Credit Hours Attempted</th>
<th>Earned Hours Needed (Passed with a GPA of 2.0 or higher)</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>11</td>
</tr>
<tr>
<td>14</td>
<td>10</td>
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<td>13</td>
<td>9</td>
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<td>6</td>
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<tr>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>4</td>
</tr>
</tbody>
</table>

Maximum Time Frame Eligibility

- Students who have attempted more than 150 percent of the credits required for their program of study are not considered to be making satisfactory academic progress, according to requirements for SAP, and therefore, are ineligible for financial aid funds. Students who do not have a degree and exceed maximum hours will not be able to regain financial aid eligibility at Seminole State College.
- Students who change their educational program or graduate and reapply to a new program still must adhere to the maximum time frame policy.

Standards of Academic Progress (SAP) will be evaluated at the end of every term. Students who do not meet the minimum GPA and Completion Rate SAP standards will be placed on “Financial Aid Warning” at the end of the semester in which they did not meet the standard(s). They will be eligible to receive federal financial aid funding for the following semester and given an opportunity to resume good academic standing. Students given this status are not required to petition for possible reinstatement of their financial aid eligibility.

Students placed on Financial Aid Warning status will be able to see this status on their MySeminoleState portal. Students who do not meet SAP standards after this period of Financial Aid Warning will be denied eligibility for future semesters and placed on Financial Aid Suspension status until they meet the SAP standards or submit a SAP Appeal that is approved.

Financial Aid Appeals Process

Students who have not met SAP standards and are placed under Financial Aid Suspension status must complete the following steps to appeal their status and be considered for reinstatement for their financial aid eligibility.

1. Students who have extenuating circumstances (example: hospitalization, death of an immediate family member, call to active military duty, etc.) must complete an assessment before they can submit an appeal. This assessment can be found on the Financial Aid website. If this assessment
determines you are qualified to appeal, you will be given instructions on how to submit the appeal.

2. Be sure to submit documentation that supports the extenuating circumstance(s) with the appeal (Examples: statement signed by student’s doctor, death certificate).

Incomplete appeals will not be accepted. Appropriate documentation as prescribed above must be provided at the time the appeal is submitted. After a thorough evaluation of the written request and all supporting documentation, the Financial Aid Review committee will make a decision and notify the student of the decision by email communication. The decision of the Financial Aid Review Committee is final.

Students are limited to one time frame appeal and will be required to successfully complete 100 percent of all future coursework if approved. Therefore, it is important that students take only the number of courses that they will complete successfully. A degree audit/grad check will be required for all time frame appeals.

The appeal must include a prescribed academic plan that must be approved by Academic Advising. If the appeal is approved, they will be placed on the academic plan. The student will continue on the academic plan as long as he/she is successfully complying with the prescribed academic plan requirement(s) that is submitted as part of the SAP Appeal. The Academic Plan status will stay on the student’s financial aid file until the student meets SAP Standards or completes his/her degree.

## Academic Plan

The student’s progression will be monitored at the end of the semester to ensure the student is following the prescribed academic plan and successfully matriculating through their program of study. Disbursements will not be made for a semester unless it is verified that the student’s prior review (if applicable) was acceptable and the student is in proper classes for the term in question.

A student will be considered successful in an Academic Plan if all three of the following items are met:

1. All of the classes taken under the plan are required for the student’s program of study;
2. The student maintains a minimum 2.5 GPA for the semester in question (not cumulative GPA) if grades were below 2.0 at time of appeal;
3. The student successfully completes 100 percent of the classes prescribed in the Academic Plan.

If any one of the three items above is not met, then the student will be considered to not have met the terms and conditions of the Academic Plan, and will be placed on Financial Aid Suspension and will be ineligible for financial aid until such time the student regains eligibility by establishing a minimum 2.0 cumulative GPA and reaching a 67 percent completion rate for all classes attempted.

If a student meets all three criteria above, the student will not have to appeal again for the following semester. Otherwise, the student will remain on the Academic Plan until the student regains eligibility.

**Note:** While on an Academic Plan or Warning Status, a student will not be able to defer their fees for an upcoming term until grades have been posted and the SAP process has run at the end of the current term. Tuition due dates will be extended for these students until such time that this happens so that they will have the opportunity to defer their tuition if they successfully completed the term and are in an acceptable status. There is an extremely short period of time between the Spring and Summer terms when these students will be able to defer before classes will be dropped, so it is very important that they do so two days after grades post. A week will be given between other terms whenever possible.

## Responsibilities of Financial Aid Recipients

### Responsibilities of Financial Aid Recipients

- **Return of Title IV Funds:** Any federal financial aid recipient who completely withdraws or ceases attendance prior to completing more than 60 percent of any given term will be required to repay all or a percentage of the aid received. Students who find themselves in a situation where they must
withdraw should make an effort to pass at least one course. Failure to repay or make arrangements to repay these funds could make the student ineligible for future federal assistance from Seminole State or possibly any other institution. The Department of Education has not made any provisions for extenuating circumstances and there is no appeal process. For more information, refer to the Financial Aid website. All financial aid recipients must notify Student Services when making any changes in their programs. This includes the completion of a degree. Failure to do so may cause loss of aid. Students who are receiving aid should check with Student Services before withdrawing from courses.

- **Award Notification and Disbursement of Funds:** An award letter that states the types of aid, amounts and conditions of recipients’ awards will be available through the student’s secure MySeminoleState account. The disbursement of financial aid funds will begin after the add/drop period every semester and after faculty members certify attendance in scheduled classes. Financial aid will first be applied to outstanding financial obligations the student may have with Seminole State, such as tuition, as well as fees and book charges. Any remaining balance that is due to the student will be disbursed by BankMobile via the refund preference selected by the student. Refund preference options are: ACH (direct deposit) to existing bank account; Deposit to a BankMobile Vibe Checking Account (requires identity verification); or Paper Check. Since this process takes place after the term begins, it is essential that financial aid recipients set aside personal funds to cover expenses at the start of each term.

**Note:** For students who enroll in courses that begin after the standard start date of the semester, certification for aid eligibility and eventual disbursement of aid may not occur until those classes begin and attendance is verified by the instructor. Contact the Student Success Specialist on any campus for further details.

- **Census Date:** Is defined as the last date of add/drop for the A/Full term. In order to have courses counted in enrollment status for Financial Aid calculations, a student must be registered in all courses for the term by the census date. This means that in order to have any B session or 12 week session courses counted in a student’s financial aid award calculation, they must be included in those registered for during the student’s initial enrollment period. If a student who enrolls for A/Full term plans to also enroll in a B session course, they must do so by the end of add/drop for the A/Full term. If a student’s initial enrollment for the term is during B session or the 12 week session add/drop, then their awards will be calculated based on enrollment at the end of that session’s add/drop.

- **Providing Complete and Correct Information:** If inaccurate or incomplete information is provided, applications cannot be processed. This will result in delays or could make the student ineligible for aid. Students who deliberately provide false or misleading information may be prosecuted for federal fraud, which carries a penalty of up to 10 years in prison, a $10,000 fine or both.

- **Abiding by Agreements:** As part of their financial aid application, students are asked to sign agreements that they understand the eligibility criteria associated with their aid programs. These signature requests can be either manual signatures or e-signatures using the student’s unique PIN. Financial aid recipients should fully understand all forms before signing agreements.

- **Standards of Academic Progress (SAP):** Federal regulations require students to demonstrate satisfactory progress toward a degree or certificate to be eligible to receive financial assistance. Academic progress for financial aid applicants will be checked at the end of each term, regardless of whether the student had received financial aid. See Standards of Academic Progress for Financial Aid Recipients on the Seminole State website.

Measures of progress require that students:

- Achieve and maintain a cumulative 2.0 GPA;
- Maintain a minimum 67 percent completion rate (total hours completed divided by total hours attempted. This includes any transfer hours);
- Complete a degree or certificate program within 150 percent of the number of hours
required to complete the program.

**Important Information**

- Federal Direct student loans must be repaid. Students are required to complete entrance counseling before borrowing on student loans, and must complete required exit counseling when the student ceases enrollment, withdraws, reduces enrollment below six hours a term, graduates or applies for graduation.
- Less-than-half-time students may be eligible for Federal Pell Grants, depending on the level of the Pell award.
- Students who have earned a bachelor’s degree are ineligible for Federal Pell Grants or FSEOG but may be eligible for other federal student aid programs. The only exception are those post-baccalaureate students enrolled in the Teacher’s Certificate program who may receive Federal Pell Grants and Federal Direct Student Loans, provided they show remaining eligibility.
- Students who attend two schools in the same enrollment period must inform both financial aid administrators, as aid can only be received at one institution during a term. Students can only receive funds awarded through the degree-granting institution (the home institution). Students with Seminole State as their home institution and wishing to take classes at a Florida public institution must complete and file a Transient Student Admission Application online.
- Conviction of drug distribution or possession may make a student ineligible for federal aid.
- Financial aid cannot be paid for classes outside of the student’s prescribed program plan or for classes that are “Audited.”
- Federal aid is limited to 30 credit hours of developmental courses in addition to their Program Requirements.
- Federal aid cannot be paid to students enrolled in an AA/AS program, for pre-requisite courses needed for acceptance to another program (such as Baccalaureate.) The only exception to this is that Direct Loans may be paid for up to 12 months once a student has graduated with their A.A. /A.S. degree and is enrolled in only required pre-requisite courses.
- Financial Aid Deferment: This option is available for students who have made a timely application for federal and state financial aid and wish to pay for tuition and fees from financial assistance. Students must complete and sign an online request via MySeminoleState each semester. For details, contact Student Services. Financial Aid deferments will not be available to those on SAP Warning, Probation or Academic Plan until after the current term’s grades have been finalized and posted.
- Students receiving a one-term only loan will receive the loan amount in a minimum of two disbursements. This means that Financial Aid may not disburse more than half a student’s total loan amount before the midpoint of the term.
- Financial need is the difference between the estimated cost of education and the amount a student and his/her family are expected to contribute to these costs minus other scholarships or financial aid. Need-based financial aid awards may consist of a combination of grants, part-time employment and loans.

**Gainful Employment**

The U.S. Department of Education requires colleges to disclose a variety of information for any financial aid-eligible program that “prepares students for gainful employment in a recognized occupation.”

This information includes:

- Standard Occupation Classifications (SOC) codes;
- On-time graduation rates;
- Cost of the program, including books and fees;
- Placement rate for students completing the program;
- Median loan debt incurred by students who have completed the program.

The list of Gainful Employment Programs is published online and contains information on Seminole State College programs that fit the gainful employment criteria.
# Student Fees and Residency

## 2019-2020 Fee Schedule

The Florida State Legislature and the Seminole State District Board of Trustees annually establish required fees. The following information on tuition and fees is presented as a guide for estimating the cost of attending Seminole State College. Fee increases will be publicly noticed as required by FL Statute 1009.23(20).

### Fee schedule for 2019-2020

<table>
<thead>
<tr>
<th></th>
<th>Florida Resident Fees (per credit or credit equivalent)</th>
<th>Non-Florida Resident Fees (per credit or credit equivalent)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>College Credit Fees (per credit hour)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td>$79.78</td>
<td>$79.78</td>
</tr>
<tr>
<td>Nonresident Fee</td>
<td>$0.00</td>
<td>$236.69</td>
</tr>
<tr>
<td>Financial Aid Fee</td>
<td>$3.00</td>
<td>$14.84</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>$7.88</td>
<td>$7.88</td>
</tr>
<tr>
<td>Capital Improvement Fee</td>
<td>$9.48</td>
<td>$26.60</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$3.94</td>
<td>$15.78</td>
</tr>
<tr>
<td>ID Card Fee</td>
<td>$0.30</td>
<td>$0.30</td>
</tr>
<tr>
<td><strong>Total Credit Hour Rate</strong></td>
<td>$104.38</td>
<td>$381.87</td>
</tr>
</tbody>
</table>

| **Post-Secondary Adult Vocational Credit (per credit equivalent)** |                                                        |                                                             |
| Tuition                              | $69.90                                                 | $69.90                                                      |
| Nonresident Fee                      | $0.00                                                  | $209.70                                                     |
| Financial Aid Fee                    | $6.90                                                  | $27.90                                                      |
| Capital Improvement Fee              | $3.30                                                  | $13.80                                                      |
| Technology Fee                       | $3.30                                                  | $13.80                                                      |
| ID Card Fee                          | $0.30                                                  | $0.30                                                       |
| **Total Per Credit Hour**            | $83.70                                                 | $335.40                                                     |
| **Total Per Contact Hour Rate**      | $2.79                                                  | $11.18                                                      |

| **Baccalaureate Fees (per credit hour)** |                                                        |                                                             |
| Tuition                              | $91.79                                                 | $91.79                                                      |
### Nonresident Fee

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00</td>
<td>$262.26</td>
</tr>
</tbody>
</table>

### Financial Aid Fee

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4.37</td>
<td>$17.48</td>
</tr>
</tbody>
</table>

### Student Activity Fee

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$8.74</td>
<td>$8.74</td>
</tr>
</tbody>
</table>

### Capital Improvement Fee

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$10.34</td>
<td>$26.60</td>
</tr>
</tbody>
</table>

### Technology Fee

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4.37</td>
<td>$17.48</td>
</tr>
</tbody>
</table>

### ID Card Fee

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.30</td>
<td>$0.30</td>
</tr>
</tbody>
</table>

### Total Credit Hour Rate

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$119.91</td>
</tr>
<tr>
<td></td>
<td>$424.65</td>
</tr>
</tbody>
</table>

### Academic Foundation Fees (per credit equivalent)

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition (Per Term)</td>
<td>$30.00</td>
</tr>
</tbody>
</table>

**Note:** One credit equivalent is equal to 30 contact hours.

### Other Fees Which May Be Assessed At The Time Of Registration

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Distance Learning Fee</td>
<td>$8.85 (Per Credit Hour)</td>
</tr>
<tr>
<td>Dishonored Check Service Charge</td>
<td>$25.00</td>
</tr>
<tr>
<td>International Student Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Student ID Card Replacement Fee</td>
<td>$10.00</td>
</tr>
<tr>
<td>Transcript Fee</td>
<td>$5.00</td>
</tr>
<tr>
<td>Degree Verification Fee</td>
<td>$4.00</td>
</tr>
<tr>
<td>Replacement Diploma Fee</td>
<td>$20.00</td>
</tr>
<tr>
<td>Parking Fine</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

### Laboratory Fee Range

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Sciences Courses</td>
<td>$5-$150</td>
</tr>
<tr>
<td>Career Programs Courses</td>
<td>$.22-$650</td>
</tr>
<tr>
<td>Non Credit Courses</td>
<td>$.88-$800</td>
</tr>
</tbody>
</table>

Fees are subject to change without notice.

### Other Fees

<table>
<thead>
<tr>
<th>Item</th>
<th>Fine Amount</th>
<th>calculators</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Late return fee for tablets/laptops/netbooks/</td>
<td>$1.00 per hour with a max. of $10.00</td>
<td>Late return fee for audio equipment and cameras</td>
<td>$3.00 per day with a max. of $21.00</td>
</tr>
<tr>
<td>Late return fee for course reserves</td>
<td></td>
<td>Late return fee for course reserves</td>
<td>$2.00 per hour with a max. of $20.00</td>
</tr>
<tr>
<td>Late return fee for study</td>
<td></td>
<td>Late return fee for study</td>
<td>$2.00 per hour with a</td>
</tr>
<tr>
<td>Service Description</td>
<td>Fee or Cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------------------</td>
<td>------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Room keys</td>
<td>max. of $20.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lost and damaged items</td>
<td>$10.00 processing fee plus the replacement cost of the item</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>International student processing fee</strong></td>
<td>$50.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Testing Fees</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certified Paralegal Examination (Seminole State student)</td>
<td>$30.00/section</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certified Paralegal Examination (non-Seminole State student)</td>
<td>$40.00/section</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CJBAT (Seminole State student)</td>
<td>$40.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CJBAT (non-Seminole State student)</td>
<td>$50.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CLEP test</td>
<td>$15.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CLEP/DANTES registration fee</td>
<td>$85.00*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correspondence testing</td>
<td>$35.00 per exam</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CPT (Accuplacer)</td>
<td>$0 (retake $10.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CPT (non-Seminole State student)</td>
<td>$25.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DANTES test</td>
<td>$85.00*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Diagnostic/MyFoundations Lab (MFL)</td>
<td>$16.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Florida Certification Board (FCB) exam (Seminole State student)</td>
<td>$20.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Florida Certification Board (FCB) exam (non-Seminole State student)</td>
<td>$30.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TABE (Seminole State student)</td>
<td>$60.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TABE (non-Seminole State student)</td>
<td>$70.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TEAS (Seminole State student)</td>
<td>$20.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TEAS (non-Seminole State student)</td>
<td>$30.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PERT (Seminole State student)</td>
<td>$0 (retake $10.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PERT (non-Seminole State student)</td>
<td>$10.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Castle Worldwide</td>
<td>Fees determined by certifying agency</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certiport</td>
<td>Fees determined by certifying agency</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMIRA</td>
<td>Fees determined by certifying agency</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PearsonVue</td>
<td>Fees determined by certifying agency</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ProV</td>
<td>Fees determined by certifying agency</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Note:** Fees are subject to change without notice.

* Subject to change by National CLEP Office

**Theatre Admission Fees***

- General Admission - $10
- Discounted price of $8 available to:
  - Senior citizens over the age of 60
  - Students of other high schools, colleges or universities
- Complimentary (no charge) admission available to:
  - Seminole State College students, faculty and staff members
  - Visiting dignitaries, press, prospective students and special guests of the theatre or College

*Subject to board approval.
Residency Statement

All Seminole State College applicants who are Florida residents for tuition purposes are required to make a statement as to their length of residence in the State of Florida and submit it with their application for admission in accordance with criteria set forth in Section 1009.21, F.S. and 6A-10.044 F.B.R. Applicants who are not residents for tuition purposes may attend Seminole State College and are not required to submit a statement of residency. Non-Florida residents, for tuition purposes, will pay higher fees than Florida residents.

A Florida resident, for tuition purposes, or if a dependent child, his/her parent(s), must have established and maintained a legal residence in the state for at least 12 months immediately prior to his/her first day of class. The applicant must state that his/her length of residence, or if a dependent child, his/her parent(s) length of residence, was for the purpose of maintaining a bona fide domicile and not for the purpose of maintaining a temporary residence for tuition purposes.

A dependent child is a person who is eligible to be claimed by his/her parent(s) as a “child” under the Federal Income Tax Codes whether or not they are living with the parent(s). A dependent child living with an adult relative other than his/her parent(s) may qualify as a Florida resident for tuition purposes if the adult relative has maintained a legal residence in the State of Florida for 12 consecutive months and the dependent child has lived with the relative for three years immediately preceding his/her first day of class. The adult relative must have exercised the day-to-day care, supervision and control of the child during the three-year period. A dependent child whose parents are divorced or separated may qualify as a resident for tuition purposes if either parent is a legal resident of Florida, regardless of which parent claims the child as a dependent for federal income tax purposes. The following categories will be considered as Florida residents for tuition purposes:

- Active duty members of the Armed Forces of the United States residing or stationed in Florida and their dependents;
- Full-time instructional and administrative personnel employed by a public educational institution and their dependents;
- Qualified beneficiaries under the Florida Pre-Paid Postsecondary Expense program;
- Others as permitted by state statute or rule.

Seminole State College may deny credit earned by a student if it is determined that he/she has made false, incomplete or fraudulent statements in connection with his/her application for admission. In determining Florida residency for tuition purposes, the burden of proof rests with the applicant.

A non-Florida resident may apply in writing for re-classification as a resident for tuition purposes. Non-Florida residents must produce evidence that they are legal residents and have resided in the state for 12 consecutive months prior to the first day of full term classes for the semester of enrollment. A dependent child must provide evidence that his/her parents are legal residents of Florida. A resident alien may be considered a Florida resident for tuition purposes if he/she has resided in the State of Florida for 12 consecutive months after being granted resident alien status by the United States Immigration and Naturalization Service. Only non-resident aliens, classed in specific visa categories as determined by the State of Florida, may be eligible for classification as a Florida resident for tuition purposes. If the applicant provides evidence satisfactory to the College, the applicant will be reclassified as a resident for tuition purposes for subsequent terms.

A student may appeal residency classification by following the College-approved appeals process for residency classification.

Payment of Tuition and Fees

Students can view their fees and payment deadlines by logging in to MySeminoleState and selecting the Financial Account tile. All fees must be paid by the due dates shown on the account or the student risks being dropped from his/her classes.

After initial enrollment and payment of tuition and fees each term, it remains the student’s responsibility to verify that the account balance remains zero after
any further enrollment activity on the account for that term. Students are encouraged to review their MySeminoleState Financial Account each time they have enrollment activity and pay any outstanding balance by the payment due date.

In some cases, fees may be deferred against anticipated financial aid. Tuition deferment is an online process and must be completed every term. After all financial aid, scholarships and third-party funding have been applied to the student’s account, it is his/her responsibility to pay any remaining balance by the due date.

Acceptable payment methods for tuition and fees:

- In person at any Seminole State campus cashier window with cash, check, money order, credit card or debit card (cardholder must be present to sign for all credit card and debit card transactions);
- Online, via MySeminoleState, with a valid credit card;
- Mail a check (checks must be preprinted with account holder’s name and address) or money order, made payable to Seminole State College, to the following address:

Seminole State College of Florida  
Attn: Financial Services  
100 Weldon Blvd.  
Sanford, FL 32773

Please include the student’s Seminole State student ID number on the check or money order. Payments made via U.S. mail must be received in the Financial Services Office at least three to five business days before the payment due date to allow for processing.

For more information about tuition and fees, call the Cashiers Office at 407.708.2140.

Refund Policy

**General Information:** To receive a refund, the student must be officially dropped from a course or there must be a College action such as a course cancellation. The drop date will be determined by the date on the Drop Form or online self-service transaction date as received by the Registration Office. To be eligible for a refund for a student-initiated drop, add/drop forms or an online self-service transaction must be received prior to the end of the add/drop period for each term and session as published in the Seminole State Catalog (see Academic Calendar).

A Full Term is divided into:

- **A Session** (first half of a full term);
- **B Session** (last half of a full term);
- **12W Session** (last 12 weeks of a full term);
- **Odd Term (OT) Session** (occurs within the full term and has a predetermined start and end date. OT sessions may start and end at any time, and they may last for a day, week, month or more);
- **Open Entry/Exit (OEE) Session** (occurs within the full term and has a predetermined start and end period. These classes are normally learner-paced and the student may enter and exit within the predetermined start and end period).

Per College Procedure 5.0450 Student Tuition and Refunds*:

**Procedure**

1. **Dropped or Cancelled Classes**

   In order to receive a refund, the student must officially drop from a course or there must be a college action such as a course cancellation. The drop date will be determined by the date of the Drop Form (form) or online self-service transaction date as received by the Registrar/Enrollment Services Office. To be eligible for a refund for a student-initiated drop, add/drop forms or online self-service transaction must be received prior to the end of the add/drop period for each term and session as published in the Seminole State College Catalog.

   A full term is divided into the following: "A" session (first half of a full term); "B" session (last half of a full term); Odd Term (OT) session (OT sessions occur within the full term and have a predetermined start and end date. OT sessions may start and end at any time and they may last for a day, week, month, or more.); and Open Entry/Exit (OEE) session (OEE sessions occur within the full term and have a predetermined start and end period; however, these classes are
normally learner-paced and the student may enter and exit within the predetermined start and end period."

Refunds will be made as follows:

<table>
<thead>
<tr>
<th>College and Vocational Credit</th>
<th></th>
<th>refund</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Session: A, B, 12W or Full Term</strong></td>
<td>Courses dropped by the close of business hours or online before midnight on the last scheduled date of add/drop</td>
<td>100% refund</td>
</tr>
<tr>
<td></td>
<td>Thereafter*</td>
<td>No refund</td>
</tr>
<tr>
<td><strong>Session: Odd Term (OT)</strong></td>
<td>For classes meeting one (1) to three (3) days: Courses dropped prior to the first scheduled class day</td>
<td>100% refund</td>
</tr>
<tr>
<td></td>
<td>Thereafter*</td>
<td>No refund</td>
</tr>
<tr>
<td></td>
<td>For classes meeting four (4) days or more: Courses dropped within one calendar day after the first scheduled class day</td>
<td>100% refund</td>
</tr>
<tr>
<td></td>
<td>Thereafter*</td>
<td>No refund</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Session: Open Entry/Exit (OEE)</th>
<th>Refund is by petition only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporate Contracted Classes</td>
<td>Refund is subject to terms of applicable contract</td>
</tr>
<tr>
<td></td>
<td>Thereafter*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Information</th>
<th>Courses canceled by the College</th>
<th>100% refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>College error</td>
<td></td>
<td>100% refund</td>
</tr>
</tbody>
</table>

2. **Refund**

A. Seminole State College may refund 100% of the tuition and fees after the published refund deadline if a student withdraws from a course(s) due to death of an immediate family member, death of the student or involuntary call to active military duty. No refund will be approved unless the student provides the necessary documentation which supports the reason for a refund. If documentation cannot be provided, the request for refund cannot be considered. Students must file a Request for Refund form prior to the beginning of classes for the next successive term to the Registrar/Enrollment Services Office. A family member may submit the Request for Refund based on death of the student. Failure to file the request in a timely manner may be considered as a reason for the denial of the request. The request is reviewed and decided by the Registrar/Enrollment Services Office and no appeal process is offered.

B. [Refund forms can be found online](#).

---

<table>
<thead>
<tr>
<th>2. <strong>General Information</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Catalog Year 2019-20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Page 140</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Generated on 08/13/2019</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Refund policy and procedure is subject to change. Changes are published online.

Refund for Students Receiving Federal Financial Aid

Seminole State will issue refunds after the official refund deadline pursuant to U.S. Department of Education requirements. Information is available from the Student Financial Resources Office.

Returned Check Policy

A $25 returned check fee will be charged for each check made payable to Seminole State College that is returned by the bank for non-payment. Returned checks that are given in payment of registration fees must be paid in full within 15 calendar days from the date the student is notified by the College or the student’s enrollment may be canceled. Students will have check payment privileges denied after two returned checks. The Student Accounting Office will send a letter and monthly invoices to the student. Unpaid balances will be considered for referral to a third-party collection agency and possible criminal prosecution.
Baccalaureate Degrees Overview

Seminole State College of Florida offers bachelor’s degrees in the following fields:

- Business and Information Management, Bachelor of Science (B.S.)
  - European Business Experience Specialization
  - Entrepreneurship Specialization
  - Interdisciplinary Specialization
  - Human Resources Specialization
  - Social Media and E-Marketing Specialization
  - Supply Chain Management Specialization
- Construction, Bachelor of Science (B.S.)
- Engineering Technology, Bachelor of Science (B.S.)
  - Civil, Site and Surveying Specialization
  - Engineering and Project Management Specialization
  - Mechatronics and Robotics Specialization
  - Production and Design Specialization
  - Sustainable Engineering Specialization
- Health Sciences, Bachelor of Science (B.S.)
  - Clinical Science Specialization
  - Community Paramedic Specialization
  - Healthcare Management & Professional Services Specialization
  - Health Coaching & Human Performance Specialization
  - Respiratory Therapy & Clinical Leadership Specialization
  - Simulation in Healthcare Education Specialization
- Information Systems Technology, Bachelor of Science (B.S.)
  - Cyber Security Specialization
  - Programming Specialization
- Interior Design, Bachelor of Applied Science (B.A.S.)
- RN-to-BSN, Bachelor of Science (B.S.)

Seminole State College of Florida’s baccalaureate degree programs are designed in a unique 2+2 model. Under the 2+2 model, students first earn an Associate’s degree and continue on into a Bachelor’s degree throughout their studies at Seminole State. Students are encouraged to meet with a bachelor’s degree specialist each term prior to registering for classes to ensure enrollment in the correct course sequence. Students accepted into any Baccalaureate degree program at Seminole State College of Florida must be college ready in English and Mathematics. Enrollment in developmental courses or EAP courses under and Baccalaureate degree program is prohibited.

Application Deadline

Admission documents must be submitted by these dates:

- Fall 2019 Term: August 13, 2019
- Spring 2020 Term: January 3, 2020
- Summer 2020 Term: May 4, 2020

Admissions Requirements for Baccalaureate Degree Students

Applicants seeking admission to Seminole State College’s bachelor’s degree programs must comply with the College’s General Admissions procedure in the College Catalog. In addition, students must meet the following program-specific requirements listed below prior to being accepted into upper-division coursework:

Business and Information Management, Bachelor of Science (B.S.)

- Business and Information Management, Bachelor of Science degree contains the following specializations:
Entrepreneurship
Interdisciplinary
Human Resources
Social Media and E-Marketing
Supply Chain Management

• Completion of an Associate in Arts (A.A.) or bachelor’s degree from a regionally accredited institution or completion of an Associate in Science (A.S.) degree in a business-related field from any regionally accredited institution. All other degrees will be evaluated by the faculty committee on a case-by-case basis.

• A GPA of 2.0 or higher.

• Program Progression Requirements: Once admitted, students must achieve (or have achieved) a grade of “C” or higher in all required courses:
  ◦ ACG 2021 Principles of Financial Accounting
  ◦ ACG 2071 Principles of Managerial Accounting
  ◦ CGS 2100C Office Applications
  ◦ ECO 2013 Principles of Economics (MACRO)
  ◦ ECO 2023 Principles of Economics (MICRO)
  ◦ MAC 2233 Concepts of Calculus
  ◦ STA 2023 Statistical Methods I

Construction, Bachelor of Science (B.S.)

• Completion of an Associate in Arts (A.A.) or bachelor’s degree from a regionally accredited institution or selected Associate in Science (A.S.) degree from any regionally accredited Florida institution:
  ◦ A.S., Architectural Design and Construction Technology (CIP 1615010100)
  ◦ A.S., Building Construction Technology (CIP 1615010101)
  ◦ A.S., Construction Management (CIP 1646041201)
  ◦ A.S., Construction Management (CIP 1646041200)

  All other degrees will be evaluated by the faculty committee on a case-by-case basis.

• A GPA of 2.0 or higher.

• Program Progression Requirements:
  ◦ An Associate in Science (A.S.) degree in any one of the regionally accredited Florida programs listed above satisfies the Construction Technical Foundation requirements detailed in the Bachelor of Science (B.S.), Construction degree program. Students with any other degree must complete the technical foundation courses with a grade of “C” or higher along with the non-technical foundation courses.

Engineering Technology, Bachelor of Science (B.S.)

• Engineering Technology, Bachelor of Science degree contains the following specializations:
  ◦ Civil, Site and Surveying
  ◦ Engineering and Project Management
  ◦ Mechatronics and Robotics
  ◦ Production and Design
  ◦ Sustainable Engineering

• Completion of an Associate in Arts (A.A.) or bachelor’s degree from a regionally accredited institution or completion of selected Associate in Science (A.S.) degrees in related areas from any regionally accredited Florida institution:
  ◦ A.S., Architectural Design and Construction Technology (CIP 1615010100)
  ◦ A.S., Architectural Design and Drafting Technology (CIP 1615010100)
  ◦ A.S., Civil Engineering (CIP 1715020101)
  ◦ A.S., Electronics Engineering Technology (CIP 1615000001)
  ◦ A.S., Engineering Technology (CIP 1615030301)
  ◦ A.S., Environmental Science Technology (CIP 1715059901)
  ◦ A.S., Industrial Management Technology (CIP 1606200101)
  ◦ A.S., Manufacturing Technology (CIP 1615060302)
  ◦ A.S., Naval Architecture and Yacht Design (CIP 1614220100)
  ◦ A.S., Safety Engineering Technology (CIP 1615070101)
  ◦ A.S., Technology Project Management (CIP 1506120107)

• Sixty-plus credit hours from a regionally accredited institution with at least 18 credit hours in Engineering or Engineering Technology satisfies requirements for admission into the program.
All other degrees will be evaluated by the faculty committee on a case-by-case basis.

- A GPA of 2.0 or higher.
- Program Progression Requirements: Once admitted, students must achieve (or have achieved) a grade of "C" or higher in the following courses:
  - Civil, Site & Surveying Specializations
  - Production & Design Specializations
  - ARC 1301 Architectural Design I
  - BCN 2230 Construction Materials and Methods
  - ETD 1340C Computer-Aided Design II
  - SUR 2101C Surveying
  - Mechatronics & Robotics Specialization
  - ETI 1420C Materials & Processes for Engineering Tech.
  - ETI 1843C Motors and Controls
  - ETM 1010C Mechanical Measurement & Instrumentation
  - ETM 2315C Hydraulic and Pneumatic Systems
  - Engineering and Project Management and Sustainable Engineering Specialization (choose one group)
  - ARC 1301 Architectural Design I
  - BCN 2230 Construction Materials and Methods
  - ETD 1340C Computer-Aided Design II
  - SUR 2101C Surveying

  Or

  - ETI 1420C Materials & Processes for Engineering Tech.
  - ETI 1843C Motors and Controls
  - ETM 1010C Mechanical Measurement & Instrumentation
  - ETM 2315C Hydraulic and Pneumatic Systems
  - All Specializations
  - MAC 2233 Concepts of Calculus (or higher level MAC course)
  - STA 2023 Statistical Methods OR MAC 2311 Analytic Geometry & Calculus I (or higher level)
  - MAC 2312 Analytic Geometry & Calculus II (or higher level)

### Health Sciences, Bachelor of Science (B.S.)

- Health Sciences, Bachelor of Science degree contains the following specializations:
  - Clinical Science
  - Community Paramedic
  - Health Coaching & Human Performance
  - Healthcare Management & Professional Services
  - Respiratory Therapy & Clinical Leadership
  - Simulation in Healthcare Education

**Completion of an Associate's degree from a regionally accredited institution. Admission requirements differ for each specialization. Degree requirements for the specializations are:**

- **Respiratory Therapy and Clinical Leadership**
  - Completion of an Associate degree from a regionally accredited institution.
  - Completion of a CoARC accredited Respiratory Therapy program.
  - Eligibility for licensure from the National Board for Respiratory Care and/or licensed as an RRT from the National Board for Respiratory Care.

- **Community Paramedic**
  - Completion of an Associate degree from a regionally accredited institution.
  - Completion of a Florida Department of EMS approved paramedic program or eligibility for certification as a Florida recognized paramedic or certified as a Florida recognized paramedic.

- **Healthcare Management and Professional Services, Health Coaching and Human Performance, Simulation in Healthcare Education and Clinical Sciences**
  - Completion of an Associate in Arts (A.A.), Associate in Science (A.S.), Associate in Applied Science (A.A.S.) or Bachelor's degree from a regionally accredited institution.

**Program Progression Requirements:** An Associate in Science (A.S.) or an Associate in Applied Science (A.A.S.) in a health-related field from a regionally accredited institution will satisfy the foundation requirements detailed in the Bachelor of Science (B.S.) Health Sciences degree program. Students with any other degree must complete foundation courses with a grade of "C" or higher.
Science (B.S.)

- Completion of an Associate in Arts (A.A.) or bachelor’s degree from a regionally accredited institution or completion of selected Associate in Science (A.S.) degrees from any regionally accredited Florida institution:
  - A.S., Computer Information Technology (CIP 1507030600)
  - A.S., Computer Programming and Analysis (CIP 1507030500)
  - A.S., Computer Programming and Analysis Web Programming Specialization (CIP 1507030500)
  - A.S., Information Systems Technology (CIP 1507030401)
  - A.S., Network Services Technology (CIP 1507030401)
- All other degrees will be evaluated by the faculty committee on a case-by-case basis.
- A GPA of 2.0 or higher.
- Program progression requirements: Once admitted, students must achieve (or have achieved) a grade of "C" or higher in the following courses:
  - Programming and Cyber Security Specializations:
    - CET 1179 Network Concepts and Operating Systems
    - CET 1600C Cisco Networking Fundamentals (Net+)
    - CGS 2545C Database Management
    - COP 1000 Principles of Computer Programming
    - ECO 2023 Principles of Economics (MACRO) or ECO 2013 Principles of Economics (MICRO)
    - MAC 1105 College Algebra or higher
    - STA 2023 Statistical Methods or MAC 1114 or higher level mathematics course

Interior Design, Bachelor of Applied Science (B.A.S.)

- Completion of an Associate in Science (A.S.) degree in Interior Design that meets the following requirements:
  - The program must be a Florida Board of Architecture Interior Design-approved program;
  - The degree must be from a regionally accredited Florida institution.

RN-to-BSN, Bachelor of Science (B.S.)

Students may begin the BSN program three times each year in August (Term I), in January (Term II), or in May (Term III). Interested persons must first be admitted to Seminole State before registering for BSN coursework. The dates for application may vary.

The nursing program has specific requirements for admission. Candidates must:

- Graduate from a regionally accredited Associate in Science Degree Nursing or Diploma in Nursing program and be eligible to sit for the National Council Licensing Examination (NCLEX RN), or hold an active RN license;
- Apply and be accepted to Seminole State College;
- GPA of 2.5 or higher;
- Attain a grade of “C” or higher in all General Education course requirements;
- Eight weeks prior to enrolling in a clinical course (NUR 4945C), the student must submit a completed physical examination form, and, upload proof of required immunizations/health requirements, CPR certification, unencumbered current Florida RN license, and FIT Testing to the designated website.
- Eight weeks prior to enrolling in a clinical course (NUR 4945C), the student must pass the Level II Criminal Background Check and drug and alcohol screening as per the organization’s requirements.

NOTE: Students accepted into any Baccalaureate Degree at Seminole State College of Florida must be College ready in English and Mathematics. Enrollment in developmental courses or EAP courses under the Baccalaureate Degree is prohibited.
Graduation Requirements for Baccalaureate Degree Students

Seminole State College baccalaureate degree candidates must satisfy these institutional and degree requirements:

1. Complete a minimum 120 credits or as designated by program academic hours with a grade point average (GPA) of 2.0 excluding courses designated by an asterisk (*) in the course description section of this catalog (college preparatory level courses, technical non-transfer and vocational level courses).

2. Complete at least 25 percent of the total degree requirements at Seminole State College (e.g., a 120 semester-hour degree requires at least 30 semester hours completed at Seminole State College).

3. Students must be enrolled in coursework at Seminole State during the semester of graduation.

4. Achieve a Seminole State College GPA of 2.0 (“C”) or higher.

5. Complete any required capstone courses with a grade of “C” or higher.

6. Successfully complete or satisfy Seminole State’s General Education requirements (with a grade of “C” or higher) including the following:
   a. Six semester hours of Gordon Rule English coursework.
   b. Six semester hours of additional Gordon Rule coursework in which the student is required to demonstrate college-level writing skills through multiple assignments.
   c. Six semester hours of Gordon Rule mathematics coursework at the level of college algebra or higher.

   Note: Seminole State requires that students satisfy the Gordon Rule by successfully completing General Education coursework in English, humanities, social sciences and history, as well as a mathematics course.

   d. Students awarded an Associate in Arts degree, baccalaureate degree or who have official transcripts documenting “General Education Requirements Met” from a Florida College System or Florida State University System degree-granting institution shall be considered to have satisfied Seminole State’s General Education requirements.

   e. Students awarded a baccalaureate degree from a regionally accredited institution shall be considered to have satisfied Seminole State’s General Education requirements.

7. Demonstrate foreign language proficiency (at the intermediate level) equivalent to 2 years in high school or a sequence of 2 college credit courses in a single language. A standardized examination for foreign language may be used to meet the requirement. Students who have previously received a baccalaureate degree from a regionally accredited institution are exempt from this requirement.

8. Have on file in the Records and Registration Office official transcripts of all college work previously taken at other colleges or universities.

9. File an Intent to graduate form in the Records and Registration Office by the published deadline date on the College academic calendar.

10. Pay all fees and discharge all other obligations to the complete satisfaction of the College.

11. The student is not eligible for graduation until all grades of “I” have been removed from the academic record.

12. It is the student’s sole responsibility to ensure that his/her program plan is correct and current for the semester that he/she graduates. The College will not automatically change the student’s program plan if it is not accurate, so we encourage students to meet with a baccalaureate student success specialist prior to the start of his/her final term of enrollment.
Academic Schools

Seminole State’s Academic Affairs Division is divided into four schools:

- School of Arts and Sciences
- School of Business, Health and Public Safety
- School of Engineering, Design and Construction
- School of Academic Foundations

School of Arts and Sciences

The School of Arts and Sciences is a diverse scholarly community that promotes a foundation of reasoned inquiry that enables students to develop philosophical, ethical, scientific and artistic knowledge. The School offers the core academic courses for students who are pursuing associate or bachelor's degrees from Seminole State.

General Education Mission Statement:

Seminole State College’s General Education program offers a broad liberal arts education. Courses in Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences encourage intellectual curiosity and life-long learning while fostering creative problem-solving and critical-thinking skills. Seminole State College students develop the knowledge necessary to engage as citizens in diverse local, national, and global communities.

The School is subdivided into the following departments:

- Arts and Communications
- Biological Science
- English
- Honors Institute
- Humanities and Modern Languages
- Mathematics
- Physical Science
- Social Science

School of Business, Health and Public Safety

The School of Business, Health and Public Safety provides educational pathways to high demand and high wage careers that enable individuals to be financially self-sufficient. These programs strengthen the region’s economic health and prepare individuals for lifelong rewarding careers. Central Florida’s major employers participate as advisory board members, helping to design curricula so that graduates are able to integrate technical skills, critical thinking and leadership. Each of the programs readies graduates for immediate employment in their career field and provides the option to continue their education to a bachelor's degree.

The School is home to the following professional disciplines:

- Accounting
- Business and Entrepreneurship
- Early Childhood Education
- Healthcare
- Hospitality
- Legal Studies
- Nursing
- Public Safety

School of Engineering, Design and Construction

The School of Engineering, Design and Construction provides comprehensive programs leading to professional careers in the built environment. The School offers programs grounded in academic course work, site visits and practical application of industry principles.

The School is home to the following professional disciplines:

- Automotive Technology
- Building Construction
Digital Media
Engineering
Information Technology, Networking and Programming
Interior Design

School of Academic Foundations

The School of Academic Foundations provides practical instruction for adults who are seeking basic academic skills, a high school diploma, preparation for the GED® exam, personal enrichment and skill building.

The unique needs of the adult learner are met using individualized instructional programs and innovative classroom instruction. Classes are offered at Seminole State College campuses and at outreach sites throughout Seminole County with day, evening and weekend hours available.

The School offers the following programs:

- Adult Basic Education/GED®
- Adult High School
- English Language Studies

Academic Options

At Seminole State, you will find many options for your academic future:

Applied Technology Diploma (A.T.D.) - A college credit program designed to prepare students for employment.

Associate in Applied Science (A.A.S.) degree - The Associate in Applied Science (A.A.S.) degree is designed for students with clearly defined career goals. The A.A.S. prepares graduates for immediate entry into a specialized technical or semi-professional career field where students can achieve expertise and mastery of practical performance. These degrees enable graduates to be financially self-sufficient. These programs strengthen the region economically and prepare individuals for rewarding careers. Central Florida’s major employers participate as advisory board members, helping to design curricula so that graduates are able to integrate technical skills, critical thinking, leadership and academic coursework. In addition to entering the workforce, the A.S. degree provides students the option to continue their education in a bachelor’s degree program at Seminole State or one of the state universities such as University of Central Florida (UCF) while working in their career fields. Students planning to transfer into a baccalaureate program should consult with a baccalaureate degree specialist.

Bachelor of Applied Science (B.A.S.) degree - A four-year college credit degree program designed to prepare students for advancement within specific
Bachelor of Science (B.S.) degree - A four-year degree (typically 120 credit hours, with some exceptions) with a scientific emphasis.

Certificate of Professional Preparation (C.P.P.) - A college credit certificate designed to prepare baccalaureate degree holders for licensure, certification, credentialing, examinations or other demonstrations of competency necessary for entry into professional occupations.

Technical certificate (college credit) - These short-term programs range from 12 to 36 credits and are designed as stepping stones to an A.S. degree and a career. As students complete each program, they receive a technical certificate which documents the skills they've learned and enhances their marketability as they advance toward the A.S. degree.

Institutional Credit (E.P.I.) - A competency-based program that provides baccalaureate degree holders in a field other than education the opportunity to become certified K-12 teachers.

Career certificate (previously called P.S.A.V.) - Career certificates are typically one year in length or less. Some Career programs may be as short as 165 contact hours. Career certificate programs are not for college credit. Career certificate programs prepare graduates for immediate entry into specific skill-based occupations such as air conditioning technician and automotive technician. In many cases, the career certificate graduate may transition into related A.S. degree programs at Seminole State.

Listed below are Seminole State’s academic programs sorted by academic school.

## School of Arts and Sciences

### Associate in Arts (A.A.) Degree

Prerequisite Courses for the Major:

- Accounting
- Actuarial Science
- Advertising/Public Relations
- Aerospace Engineering
- Agricultural Operations Management
- Anthropology
- Architecture
- Art - BFA Emerging Media
- Art - Education
- Art - Studio Track
- Art - Visual Arts and Emerging Media Management
- Athletic Training
- Biology Education
- Biology - Pre-Professional
- Biomedical Sciences
- Biotechnology
- Business - General
- Chemistry
- Chemistry Education
- Civil Engineering
- Communication Sciences and Disorders
- Computer Engineering
- Computer Science
- Construction
- Construction Engineering
- Criminal Justice
- Digital Media
- Early Childhood Education
- Economics
- Economics - Business Track
- Educational Sciences
- Electrical Engineering
- Elementary Education
- English - Creative Writing
- English Language Arts Education
- English - Literature
- English - Technical Communication
- Entertainment Management
- Environmental Engineering
- Environmental Management
- Environmental Studies
- Exceptional Student Education
- Event Management
- Finance
- Fire & Emergency Services
- Forensic Science
- General Business
- Geography
- Geology
- Health Coaching
- Health Education & Behavior
- Health Informatics and Health Information Management
- Health Science - Pre-Clinical Allied Health Track
- Health Science - Pre-Clinical Allied Health Track
Academic Programs and Pathways

Associate in Science (A.S.) Degree

- Chemical Technology
  - Chemical/Biological Technical Specialization
  - Engineering Specialization
- Digital Cinema and Television Production

Technical Certificates

- Digital Video Fundamentals
- Global Citizenship
- Honors Certificate
- Instructional Design
- Laboratory Science
- Stage Technology
- Video Editing and Post Production

Specialized Program

- Educator Preparation Institute (EPI)

School of Business, Health and Public Safety

Center for Business, Legal and Entrepreneurship

Bachelor of Science (B.S.) Degree

- Business and Information Management
  - Entrepreneurship Specialization
  - European Business Experience Specialization
  - Human Resources Specialization
  - Interdisciplinary Specialization
  - Social Media and E-Marketing Specialization
  - Supply Chain Management Specialization

Certificate of Professional Preparation

- Social Media and E-Marketing Analytics
Associate in Science (A.S.) Degrees

• Accounting Technology
• Administrative Office Management
• Business Administration
  ◦ AS to BS (BIM) Specialization
  ◦ General Specialization
  ◦ Human Resources Management Specialization
  ◦ Logistics Specialization
  ◦ Management Specialization
  ◦ Marketing and Sales Specialization
  ◦ Insurance (Risk Management) Specialization
• Entrepreneurship and Business Management
• Hospitality Management
  ◦ Hotel Management Specialization
  ◦ Restaurant Management Specialization
• Legal Assistant/Paralegal
• Social Media and Marketing

Technical Certificates

• Accounting Applications
• Accounting Operations
• Accounting Specialist
• Business Operations
• Business Specialist
• Entrepreneurship
• Entrepreneurship Operations
• Financial Operations
• Financial Operations Specialist
• Global Business
• Human Resources Administrator
• Management
• Marketing
• Office Management
• Office Specialist
• Office Support
• Real Estate Paralegal
• Small Business Management
• Supply Chain Management

Center for Public Safety

Associate in Science (A.S.) Degrees

• Criminal Justice Technology
• Emergency Medical Services (EMS)
• Fire Science Technology

Technical Certificates

• Criminal Justice Technology Specialist
• Emergency Medical Technician - Basic (EMT)
• Fire Officer Supervisor
• Homeland Security Professional
• Paramedic Technology

Career Certificates

• Correctional Officer Cross-Over Training to Florida Law Enforcement Academy
• Crossover from Correctional Probation Officer to Law Enforcement Officer
• Fire Academy
• Fire Academy/EMT Combined Program
• Florida Law Enforcement Academy
• Law Enforcement Officer Cross-Over Training to Traditional Correctional Basic Recruit
• Traditional Correctional Basic Recruit

Early Childhood Education

Associate in Science (A.S.) Degree

• Early Childhood Education

Technical Certificates

• Childcare Center Management Specialization
• Early Childhood Education, Early Intervention Specialist
• Early Childhood Education, Infant/Toddler Specialization
• Early Childhood Education, Preschool Specialization
• Early Childhood Inclusion
• Educational Assisting

**Career Certificate**

• Early Childhood Professional Certificate (ECPC)

**Moore Family Center for Health Professions**

**Bachelor of Science (B.S.) Degree**

• Health Sciences
  ◦ Clinical Sciences Specialization
  ◦ Community Paramedic Specialization
  ◦ Health Coaching and Human Performance Specialization
  ◦ Healthcare Management and Professional Services Specialization
  ◦ Respiratory Therapy and Clinical Leadership Specialization
  ◦ Simulation in Healthcare Education Specialization
• RN-to-BSN

**Certificate of Professional Preparation**

• Health Coaching and Human Performance
• Simulation in Healthcare Education

**Associate in Science (A.S.) Degrees**

• Clinical Pharmacy Technology
• Health Information Technology
• Health Services Management
• Nursing (RN)
• Physical Therapist Assistant (PTA)
• Respiratory Care

**Applied Technology Diploma**

• Pharmacy Technician

**Technical Certificates**

• Laboratory Science
• Medical Information Coder/Biller
• Medical Office Management

**School of Engineering, Design and Construction**

**Center for Interior Design**

**Bachelor of Applied Science (B.A.S) Degree**

• Interior Design

**Associate in Science (A.S.) Degrees**

• Interior Design Technology

**Technical Certificate**

• Residential Staging Specialist

**Center for Engineering and Computer Technology**

**Bachelor of Science (B.S.) Degree**

• Engineering Technology
  ◦ Civil, Site and Surveying Specialization
  ◦ Engineering and Project Management Specialization
  ◦ Mechatronics and Robotics Specialization
  ◦ Production and Design Specialization
  ◦ Sustainable Engineering Specialization
• Information Systems Technology
  ◦ Cyber Security Specialization
  ◦ Programming Specialization
Certificate of Professional Preparation

- Project Management

Associate in Science (A.S.) Degrees

- Architectural Engineering Technology
- Computer-Aided Drafting and Design
- Computer Programming and Analysis
  - BS (IST) Programming Specialization
  - BS (IST) Simulation Specialization
  - Web Development Specialization
- Digital Media
- Engineering Technology
- Information Systems Technology
  - AS to BS (IST) Specialization
  - Networking Specialization
- Network Systems Technology
  - CISCO Network Infrastructure Specialization
  - Network Operating Systems Specialization
  - Security and Virtualization Specialization

Technical Certificates

- Advanced Computer-Aided Design (C.A.D.)
- Animation and Visual Effects
- Associate Project Management
- Automotive Maintenance and Light Repair
- Automotive Technician
- Computer-Aided Design (C.A.D.)
- Computer Programming
- Computer Programming Specialist
- Computer Repair and Installation
- Digital and Interactive Media Design
- Digital Media Content Developer
- Engineering Technology Support Specialist
- Graphic Design Content Developer
- Graphic Design Production Artist
- IP Communications
- IT Client Specialist
- Information Technology Analysis
- Mechatronics
- Microsoft Infrastructure (MCSA/MCSE)
- Network Infrastructure
- Network Server Administration
- Network Support Technician
- Social Media Development

- Sustainability
- Virtualization
- Web Development

Wharton Smith Center for Construction

Bachelor of Science (B.S.) Degree

- Construction

Associate in Science (A.S.) Degrees

- Construction Management

Technical Certificate

- Building Construction

Center for Workforce Education

Associate in Science (A.S.) Degrees

- Industrial Technology Management

Associate of Applied Science (A.A.S) Degree

- Automotive Engineering Technology

Career Certificates

- Air Conditioning, Refrigeration and Heating Technology I
- Air Conditioning, Refrigeration and Heating Technology II
- Automotive Service Technology
- Electrician Helper
• Construction Apprenticeship - Electricity (Commercial)
• Construction Apprenticeship - Fire Sprinkler System Technology
• Construction Apprenticeship - Plumbing Technology
• General Building Maintenance and Repair Specialist
• Welding Technologies

School of Academic Foundations

• ABE/GED®
• Adult High School
• English Language Studies
# School of Arts and Sciences

## AA, Accounting Pathway

**Associate in Arts**  
**Subplan Code:** BUS-ACC  
**CIP:** 1192401010

### Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the [FloridaShines website (previously FLVC.org)](http://www.FloridaShines.org) for more information on their transfer program of choice.

### Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2071</td>
<td>Principles of Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CGS 1060C</td>
<td>Introduction to Computers</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Principles of Economics (MACRO)**</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2023</td>
<td>Principles of Economics (MICRO)</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2233</td>
<td>Concepts of Calculus</td>
<td>3</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I**</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 60  

**Denotes that a class is a State of Florida General Education Core Course.**

## AA, Actuarial Science Pathway

**Associate in Arts**  
**Subplan Code:** SCI-ACTU  
**CIP:** 1192401010

### Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the [FloridaShines website (previously FLVC.org)](http://www.FloridaShines.org) for more information on their transfer program of choice.
Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

COP#### Any COP prefix course
ECO 2013 Principles of Economics (MACRO)** 3
ECO 2023 Principles of Economics (MICRO) 3
MAC 1105 College Algebra** 3
MAC 1147 Precalculus Algebra/Trigonometry 5
MAC 2311 Analytic Geometry and Calculus I** 5
MAC 2312 Analytic Geometry and Calculus II 5
MAC 2313 Analytic Geometry and Calculus III 4

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Advertising/Public Relations Pathway
Associate in Arts
Subplan Code: CAS-ADVE CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

AMH 2010 United States History to 1865 3
AMH 2020 United States History 1865 to Present** 3

Choose 3 credits from the following list:

ECO 2013 Principles of Economics (MACRO)** 3

or

ECO 2023 Principles of Economics (MICRO) 3
POS 2041 U.S. Federal Government** 3
POS 2112 State and Local Government 3
SPC 1608 Speech Communication 3

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Aerospace Engineering Pathway
Associate in Arts
Subplan Code: ENG-AERO CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.
The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- CHM 2045C General Chemistry I** 4
- MAC 1105 College Algebra** 3
- MAC 1147 Precalculus Algebra/Trigonometry 5
- MAC 2311 Analytic Geometry and Calculus I** 5
- MAC 2312 Analytic Geometry and Calculus II 5
- MAC 2313 Analytic Geometry and Calculus III 4
- MAP 2302 Elementary Differential Equations 3
- PHY 2048C Physics with Calculus I** 4
- PHY 2049C Physics with Calculus II 4

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Agricultural Operations Management Pathway

Associate in Arts
Subplan Code: AGR-PLAN CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- BSC 1005C Concepts of Biology with Lab** 4
- BSC 2010C General Biology I** 4
- ECO 2013 Principles of Economics (MACRO)** 3
- ECO 2023 Principles of Economics (MICRO) 3
- MAC 1105 College Algebra** 3
- MAC 1147 Precalculus Algebra/Trigonometry 5
- MAC 2311 Analytic Geometry and Calculus I** 5
- SPC 1608 Speech Communication 3
** STA 2023 Statistical Methods I**

Total Credits: 3

** Denotes that a class is a State of Florida General Education Core Course.

---

** AA, Anthropology Pathway**

** Associate in Arts**

** Subplan Code: ANT-ANTR CIP: 1192401010**

** Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

** Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

- Any ANT prefix course
- Or any ANT introductory course

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

---

** AA, Architecture Pathway**

** Associate in Arts**

** Subplan Code: ARCH-AA CIP: 1192401010**

** Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

** Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

- ARC 1301C Architectural Design I 3
- MAC 1105 College Algebra** 3
- MAC 2233 Concepts of Calculus 3

or

- MAC 2311 Analytic Geometry and Calculus I** 5
- PHY 1053C General Physics I** 4
"MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311."

** Total Credits: 60 **

** Denotes that a class is a State of Florida General Education Core Course.

---

**AA, Art - BFA Emerging Media Pathway**

**Associate in Arts**

Subplan Code: ART-ART CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ART 1201C Design Fundamentals I 3

or

ART#### Any ART prefix course

ART 1203C Design Fundamentals II 3

or

ART#### Any ART prefix course

ART 1300C Drawing I 3

ART 1301C Drawing II 3

ARH 2050 Art History I 3

ARH 2051 Art History II 3

ART#### Any ART prefix courses

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

---

**AA, Art - Studio Track Pathway**

**Associate in Arts**

Subplan Code: ART-STUD CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ART 1201C Design Fundamentals I 3

or

ART#### Any ART prefix course

ART 1203C Design Fundamentals II 3

or

ART#### Any ART prefix course

ART 1300C Drawing I 3

ART 1301C Drawing II 3

ARH 2050 Art History I 3

ARH 2051 Art History II 3

ART#### Any ART prefix courses

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.
Completion of the A.A. General degree to include the following pathway courses for the major:

**Denotes that a class is a State of Florida General Education Core Course.

**AA, Art - Visual Arts and Emerging Media Management Pathway**

**Associate in Arts**

**Subplan Code: ART-VA**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

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<thead>
<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
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<td>Art History I</td>
<td>3</td>
</tr>
<tr>
<td>ARH 2051</td>
<td>Art History II</td>
<td>3</td>
</tr>
<tr>
<td>ART 1201C</td>
<td>Design Fundamentals I</td>
<td>3</td>
</tr>
<tr>
<td>ART 1203C</td>
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<td>Drawing I</td>
<td>3</td>
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<td>ART 1301C</td>
<td>Drawing II</td>
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<td>Any ART prefix courses</td>
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<td>MAC 1105</td>
<td>College Algebra**</td>
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<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
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**Total Credits: 60**

ARM, Art Education Pathway

**Associate in Arts**

**Subplan Code: ART-EDU**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer
Counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
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<td>ART 1300C</td>
<td>Drawing I</td>
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<tr>
<td>ART 1301C</td>
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<tr>
<td>or</td>
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<td>ART 2330C</td>
<td>Figure Drawing</td>
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<td>EDF 2005</td>
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</table>

**Total Credits:** 60

**AA, Associate in Arts - General Education Requirements**

**Associate in Arts**

**Subplan Code:** AA-GEN  **CIP:** 1192401010

**Program Description**

Completion of the following General Education requirements will satisfy the basic requirements in General Education for the Associate in Arts degree. General Education courses for the Associate in Science, Bachelor of Applied Science, and Bachelor of Science degrees are also drawn from this list. Seminole State College's associate in arts students entering the Florida College system in 2015-2016 and thereafter must complete at least one identified STATE CORE COURSE in each section. Please refer to the online catalog for a complete listing of all the identified STATE CORE COURSES.

**Communication - Must take one State Core Course**  

Nine credits required

**Choose 1 Speech Communication course:**

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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
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<td>Speech Communication</td>
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<td>SPC 1608H</td>
<td>Honors Speech Communication</td>
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**Choose 1 English I course:**

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<th>Course Title</th>
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<td>ENC 1101</td>
<td>English I**</td>
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<td>ENC 1101H</td>
<td>Honors English I**</td>
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**Choose 1 English II course:**

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<td>ENC 1102</td>
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<td>ENC 1102H</td>
<td>Honors English II</td>
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</table>

**Humanities - Must take one State Core Course**  

3 credits must be from Humanities Area A and 3 credits must be from Humanities Area B

**Cultural Humanities Area A**

<table>
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<th>Course Code</th>
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<td>Experiencing the Humanities**</td>
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<td>HUM 2020H</td>
<td>Honors Experiencing the Humanities**</td>
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<td>HUM 2022</td>
<td>Liberal Arts Humanities</td>
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<tr>
<td>Course Code</td>
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<tr>
<td>-------------</td>
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<tr>
<td>HUM 2022H</td>
<td>Honors Liberal Arts Humanities</td>
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<tr>
<td>HUM 2220</td>
<td>Ancient/Classical Humanities</td>
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<tr>
<td>HUM 2223</td>
<td>Medieval Humanities</td>
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<tr>
<td>HUM 2232</td>
<td>Renaissance/Baroque Humanities</td>
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<tr>
<td>HUM 2234</td>
<td>18th and 19th Century Humanities</td>
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<tr>
<td>HUM 2250</td>
<td>20th/21st Century Humanities</td>
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<td>HUM 2250H</td>
<td>Honors 20th/21st Century Humanities</td>
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<tr>
<td>HUM 2263</td>
<td>The World of Dickens</td>
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<td>HUM 2322</td>
<td>Women, Gender and Culture</td>
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<td>Asian Humanities</td>
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<td>HUM 2454</td>
<td>African American Humanities</td>
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<td>HUM 2454H</td>
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<td>PHI 2010</td>
<td>Introduction to Philosophy I**</td>
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<td>PHI 1630</td>
<td>Contemporary Ethical Problems</td>
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<td>HUM 2823</td>
<td>LGBT Studies in the Humanities</td>
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<td>REL 2300</td>
<td>Religions of the World</td>
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<td>AML 2010</td>
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<td>AML 2020</td>
<td>American Literature II</td>
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<td>AML 2600</td>
<td>Survey of African American Literature</td>
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<td>ARH 1000</td>
<td>Art Appreciation**</td>
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<td>ENG 2100</td>
<td>The Art of Film</td>
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<td>ENG 2103</td>
<td>World Cinema</td>
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<td>MUH 2022</td>
<td>History of Rock Music</td>
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<td>MUH 2026</td>
<td>Introduction to Blues and Jazz</td>
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<td>MUL 2014</td>
<td>Introduction to Music History and Literature</td>
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<tr>
<td>THE 1304</td>
<td>Script Analysis</td>
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<td>THE 2000</td>
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**Artistic and Literacy Humanities Area B**

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<tr>
<td>AML 2010</td>
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**Social Science and History - Must take one State Core Course**

9 credits
Nine credits required

Courses must be taken from three areas. Three credits must be taken from History

**Area A Anthropology**

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<tr>
<th>Course</th>
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<td>ANT 2000</td>
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<td>ANT 2410</td>
<td>Introduction to Cultural Anthropology</td>
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**Area B Economics**

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<td>ECO 1000</td>
<td>Basic Economics</td>
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<td>ECO 2013</td>
<td>Principles of Economics (MACRO)**</td>
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<td>Honors Principles of Economics (MACRO)**</td>
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<td>ECO 2930</td>
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**Area C Geography**

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<td>World Regional Geography</td>
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<td>GEO 1200</td>
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**Area D Political Science**

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<td>Politics, Society, and Islam</td>
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<tr>
<td>INR 2002</td>
<td>International Relations</td>
<td>3</td>
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<td>INR 2002H</td>
<td>Honors International Relations</td>
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<tr>
<td>PAX 2000</td>
<td>Introduction to Peace Studies</td>
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<td>POS 2041</td>
<td>U.S. Federal Government**</td>
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<tr>
<td>POT 2301</td>
<td>Political Ideology - Introduction</td>
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<td>POS 2041H</td>
<td>Honors U.S. Federal Government**</td>
<td>3</td>
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<td>POT 2002</td>
<td>Political Theory</td>
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<td>PUP 2230</td>
<td>Energy and Environmental Policy</td>
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<td>POS 2112</td>
<td>State and Local Government</td>
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**Area E Psychology**

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<td>Honors Comparative Psychology &amp; Animal Behavior</td>
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<tr>
<td>CLP 2140</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>DEP 2004</td>
<td>Developmental Psychology</td>
<td>3</td>
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<tr>
<td>INP 2002</td>
<td>Introduction to Industrial Psychology</td>
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</tr>
<tr>
<td>PPE 2001</td>
<td>Psychology - Introduction to Personality</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2602</td>
<td>The Evolution of Modern Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2012</td>
<td>General Psychology**</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2012H</td>
<td>General Psychology Honors**</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area F Sociology**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>SYG 2000</td>
<td>Introduction to Sociology**</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2000H</td>
<td>Honors Introduction to Sociology**</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2010</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2110H</td>
<td>Honors Introduction to Social Research</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2230</td>
<td>Cultural Pluralism</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2311</td>
<td>Introduction to Conflict Studies</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2340</td>
<td>Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>SYP 2512</td>
<td>Sociology of Deviance</td>
<td>3</td>
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</tbody>
</table>
Courses must be taken from two areas

### Area A Biological Science

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>BOT 2432</td>
<td>Applied Mycology</td>
<td>3</td>
</tr>
<tr>
<td>BSC 1005</td>
<td>Concepts of Biology**</td>
<td>3</td>
</tr>
<tr>
<td>BSC 1005C</td>
<td>Concepts of Biology with Lab**</td>
<td>4</td>
</tr>
<tr>
<td>BSC 1005H</td>
<td>Honors Concepts of Biology**</td>
<td>3</td>
</tr>
<tr>
<td>BSC 2010C</td>
<td>General Biology I**</td>
<td>4</td>
</tr>
<tr>
<td>BSC 1020</td>
<td>Human Biology</td>
<td>3</td>
</tr>
<tr>
<td>BSC 1050</td>
<td>Biology and Environment</td>
<td>3</td>
</tr>
<tr>
<td>BSC 1050H</td>
<td>Honors Biology and Environment</td>
<td>3</td>
</tr>
<tr>
<td>BSC 1076</td>
<td>Get Ready for Anatomy and Physiology</td>
<td>1</td>
</tr>
<tr>
<td>BSC 1085</td>
<td>Anatomy and Physiology I -Transfer</td>
<td>3</td>
</tr>
<tr>
<td>BSC 2004</td>
<td>Parasitology and Human Disease</td>
<td>3</td>
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</table>

### Area B Earth Science

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>AST 1002</td>
<td>Introduction to Astronomy**</td>
<td>3</td>
</tr>
<tr>
<td>AST 1002H</td>
<td>Honors Introduction to Astronomy**</td>
<td>3</td>
</tr>
<tr>
<td>ESC 1000</td>
<td>Introduction to Earth Science**</td>
<td>3</td>
</tr>
<tr>
<td>EVR 1001</td>
<td>Introduction to Environmental Science**</td>
<td>3</td>
</tr>
<tr>
<td>EVR 1001H</td>
<td>Honors Introduction to Environmental Science**</td>
<td>3</td>
</tr>
<tr>
<td>GLY 1000</td>
<td>Introduction to Geology</td>
<td>3</td>
</tr>
<tr>
<td>OCE 1001</td>
<td>Introduction to Oceanography</td>
<td>3</td>
</tr>
<tr>
<td>OCE 1001CH</td>
<td>Honors Introduction to Oceanography with Lab</td>
<td>4</td>
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</tbody>
</table>

Six credits required
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>GLY 1101</td>
<td>Fossils and the History of Life</td>
<td>3</td>
</tr>
<tr>
<td>OCE 1001C</td>
<td>Introduction to Oceanography with Lab</td>
<td>4</td>
</tr>
<tr>
<td>GLY 2010C</td>
<td>Physical Geology with Laboratory</td>
<td>4</td>
</tr>
<tr>
<td>MET 1010C</td>
<td>Introduction to Meteorology with Lab</td>
<td>4</td>
</tr>
<tr>
<td>MET 1010</td>
<td>Introduction to Meteorology</td>
<td>3</td>
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</tbody>
</table>

**Area C Physical Science**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CHM 1020</td>
<td>Contemporary Chemistry**</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1020H</td>
<td>Honors Contemporary Chemistry**</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1020C</td>
<td>Contemporary Chemistry**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 1032C</td>
<td>Foundations of College Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2045CH</td>
<td>Honors General Chemistry**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 1020</td>
<td>Conceptual Physics**</td>
<td>3</td>
</tr>
<tr>
<td>PHY 1053C</td>
<td>General Physics I**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2048CH</td>
<td>Honors Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>PSC 2521</td>
<td>Sustainability: Concepts and Issues</td>
<td>3</td>
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</table>

**Mathematics - Must take one State Core Course**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAC 1114</td>
<td>Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1140</td>
<td>Precalculus Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2233</td>
<td>Concepts of Calculus</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2311H</td>
<td>Honors Analytical Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>MGF 1106</td>
<td>College Mathematics**</td>
<td>3</td>
</tr>
<tr>
<td>MGF 1107</td>
<td>Liberal Arts Mathematics**</td>
<td>3</td>
</tr>
<tr>
<td>STA 2023H</td>
<td>Honors Statistical Methods I**</td>
<td>3</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I**</td>
<td>3</td>
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</tbody>
</table>

**Electives and Required Prerequisites for the Major**

Completion of a minimum of 24 credits, exclusive of courses with a number beginning with zero or courses designated as non-transfer.

**Total Credits:** 60

**Denotes that a class is a State of Florida General Education Core Course.**

**AA, Biology - Pre-Professional Pathway**

**Associate in Arts**

**Subplan Code: SCI-BIO CIP: 1192401010**

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or...
specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

BSC 2010C General Biology I** 4
BSC 2011C General Biology II 4
CHM 2045C General Chemistry I** 4
CHM 2046C General Chemistry II with Qualitative Analysis 4
MAC 1105 College Algebra** 3

Choose one group:

CHM 2210C Organic Chemistry I 4
and
CHM 2211C Organic Chemistry II 4
or
PHY 2048C Physics with Calculus I** 4
and
PHY 2049C Physics with Calculus II 4
or
PHY 1053C General Physics I** 4

and

PHY 1054C General Physics II 4

Choose one:

MAC 2233 Concepts of Calculus 3

or

MAC 2311 Analytic Geometry and Calculus I** 5

Choose one:

MAC 2312 Analytic Geometry and Calculus II 5

or

STA 2023 Statistical Methods I** 3

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

** Denotes that a class is a State of Florida General Education Core Course.

Total Credits: 60

AA, Biomedical Sciences Pathway
Associate in Arts
Subplan Code: SCI-MMCB CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken.
and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2010C</td>
<td>General Biology I**</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2011C</td>
<td>General Biology II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2046C</td>
<td>General Chemistry II with Qualitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2210C</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2211C</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
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</tbody>
</table>

Choose one group:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2093C</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
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<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2094C</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
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<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 1053C</td>
<td>General Physics I**</td>
<td>4</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 1054C</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Biotechnology Pathway

Associate in Arts

Subplan Code: BIO-TECH CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website.
Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- BSC 2010C  General Biology I**  4
- BSC 2011C  General Biology II  4
- CHM 2045C  General Chemistry I**  4
- CHM 2046C  General Chemistry II with Qualitative Analysis  4
- CHM 2210C  Organic Chemistry I  4
- CHM 2211C  Organic Chemistry II  4
- MAC 1105  College Algebra**  3
- STA 2023  Statistical Methods I**  3

Choose 1 course from the following list:

- MAC 2311  Analytic Geometry and Calculus I**  5

or

- MAC 2233  Concepts of Calculus  3

Choose 1 Physics group:

- PHY 1053C  General Physics I**  4

and

- PHY 1054C  General Physics II  4

or

- PHY 2048C  Physics with Calculus I**  4

AA, Business - General Pathway

Associate in Arts

Subplan Code: BUS-GEN  CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- ACG 2021  Principles of Financial Accounting  3

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.
ACG  2071  Principles of Managerial Accounting  3
CGS  2100C  Computer Applications  3
or
CGS  1060C  Introduction to Computers  3
ECO  2013  Principles of Economics (MACRO)**  3
ECO  2023  Principles of Economics (MICRO)  3
MAC  1105  College Algebra**  3
MAC  2233  Concepts of Calculus  3
STA  2023  Statistical Methods I**  3

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

CHM  2045C  General Chemistry I**  4
CHM  2046C  General Chemistry II with Qualitative Analysis  4
CHM  2210C  Organic Chemistry I  4
CHM  2211C  Organic Chemistry II  4
MAC  1105  College Algebra**  3
MAC  1147  Precalculus Algebra/Trigonometry  5
MAC  2311  Analytic Geometry and Calculus I**  5
MAC  2312  Analytic Geometry and Calculus II  5

Choose one group:

PHY  1053C  General Physics I**  4
and
PHY  1054C  General Physics II  4
or
PHY  2048C  Physics with Calculus I**  4
and
PHY  2049C  Physics with Calculus II  4

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Chemistry Pathway
Associate in Arts
Subplan Code: SCI-CHEM CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website

(previously FLVC.org) for more information on their transfer program of choice.
AA, Civil Engineering Pathway
Associate in Arts
Subplan Code: ENG-CIVL  CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2313</td>
<td>Analytic Geometry and Calculus III</td>
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<tr>
<td>MAP 2302</td>
<td>Elementary Differential Equations</td>
<td>3</td>
</tr>
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<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
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</table>

"MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Clinical Science Pathway
Associate in Arts
Subplan Code: HLT-CLINIC  CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIM 1442</td>
<td>Pharmacology and Lab Medicine</td>
<td>3</td>
</tr>
<tr>
<td>HIM 1453</td>
<td>Anatomy and Physiology</td>
<td>3</td>
</tr>
<tr>
<td>BSC 2093C &amp; BSC 2094C, or BSC 1085C &amp; BSC 1086C, or</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>
BSC 1020 or EMS 2010, may substitute for HIM 1453.

HSC 1000  Introduction to Health Care  3
HSC 1531  Medical Terminology  3
HSC 2400  First Aid and CPR  3
HUN 1201  The Principles of Nutrition  3
or
HUN 2202  Human Nutrition and Diet Therapy  3

Recommended

STA 2023  Statistical Methods I**  3

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

---

AA, Communication Sciences and Disorders Pathway

Associate in Arts
Subplan Code: COMSC-AA  CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

SPC 1608  Speech Communication  3

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

---

AA, Computer Engineering Pathway

Associate in Arts
Subplan Code: ENG-COMP  CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the
Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

COP### Any COP prefix course
MAC 1105 College Algebra**

MAC 2311 Analytic Geometry and Calculus I**
MAC 2312 Analytic Geometry and Calculus II
MAC 2313 Analytic Geometry and Calculus III
MAP 2302 Elementary Differential Equations
PHY 2048C Physics with Calculus I**
PHY 2049C Physics with Calculus II

***### Any science courses for science majors

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of “C” or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Computer Science Pathway
Associate in Arts
Subplan Code: CAS-COMP CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

COP### Any COP prefix course
MAC 1105 College Algebra**

MAC 2311 Analytic Geometry and Calculus I**
MAC 2312 Analytic Geometry and Calculus II
MAC 2313 Analytic Geometry and Calculus III
MAP 2302 Elementary Differential Equations
PHY 2048C Physics with Calculus I**
PHY 2049C Physics with Calculus II

***### Any science courses for science majors

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of “C” or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Construction Engineering Pathway
Associate in Arts
Subplan Code: ENG-CONS CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common
program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2313</td>
<td>Analytic Geometry and Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>MAP 2302</td>
<td>Elementary Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of “C” or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Construction Pathway
Associate in Arts
Subplan Code: CONST-AA CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCN 1221</td>
<td>Introduction to Building Construction</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2230</td>
<td>Construction Materials and Methods I</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2231</td>
<td>Construction Materials and Methods II</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2251C</td>
<td>Building Construction Documents</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1020</td>
<td>Contemporary Chemistry**</td>
<td>3</td>
</tr>
<tr>
<td>EGN 1111C</td>
<td>Engineering Graphics - Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1320C</td>
<td>Computer-Aided Design I</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
</tbody>
</table>

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of “C” or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.
Recommended courses for students wishing to pursue the B.S. Construction degree at Seminole State:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 2013</td>
<td>Principles of Economics (MACRO)**</td>
<td>3</td>
</tr>
<tr>
<td>PHY 1020</td>
<td>Conceptual Physics**</td>
<td>3</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I**</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Digital Media Pathway
Associate in Arts
Subplan Code: ART-DIG CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARH 2050</td>
<td>Art History I</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2030C</td>
<td>Digital Video Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2000</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
</tbody>
</table>

No common prerequisite courses required.
** Denotes that a class is a State of Florida General Education Core Course.

** Denotes that a class is a State of Florida General Education Core Course.

AA, Early Childhood Education Pathway
Associate in Arts
Subplan Code: EDU-ERLY CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

EDF 2005  Introduction to the Teaching Profession  3

Total Credits:  60

AA, Economics - Business Track Pathway
Associate in Arts
Subplan Code: ECO-BUS CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ACG 2021  Principles of Financial Accounting  3
ACG 2071  Principles of Managerial Accounting  3
CGS#### Any CGS prefix course
ECO 2013  Principles of Economics (MACRO)**  3
ECO 2023  Principles of Economics (MICRO)  3
MAC 1105  College Algebra**  3

Total Credits:  60
MAC 2233  Concepts of Calculus  

STA 2023  Statistical Methods I**  

*MAC 1105 OR MAC 1114 OR MAC 1140 OR MAC 1147 OR MAC 2311 with a grade of "C" or higher, or sufficient score on placement test is a required prerequisite for MAC 2233.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Economics Pathway  
Associate in Arts  
Subplan Code: ECO-LIB CIP: 1192401010  
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ECO 2013  Principles of Economics (MACRO)**  3

and

ECO 2023  Principles of Economics (MICRO)  3

and

ECO#### Any ECO prefix course

and

ECO#### Any ECO prefix course

*ENC 1101 is a prerequisite requirement for ECO 2013 & ECO 2023; or completion of appropriate college developmental English composition equivalency with grades of “C” or higher is required.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Educational Sciences Pathway  
Associate in Arts  
Subplan Code: EDU-SCIE CIP: 1192401010  
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.
Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

EDF 2005 Introduction to the Teaching Profession 3

** Denotes that a class is a State of Florida General Education Core Course.

Total Credits: 60

AA, Electrical Engineering Pathway
Associate in Arts
Subplan Code: ENG-ELEC CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

CHM 2045C General Chemistry I** 4

MAC 1105 College Algebra** 3
MAC 1147 Precalculus Algebra/Trigonometry 5
MAC 2311 Analytic Geometry and Calculus I** 5
MAC 2312 Analytic Geometry and Calculus II 5
MAC 2313 Analytic Geometry and Calculus III 4
MAP 2302 Elementary Differential Equations 3
PHY 2048C Physics with Calculus I** 4
PHY 2049C Physics with Calculus II 4

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Elementary Education Pathway
Associate in Arts
Subplan Code: EDU-ELEM CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

CHM 2045C General Chemistry I** 4
Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

**Completion of the A.A. General degree to include the following pathway courses for the major:**

- **EDF 2005** Introduction to the Teaching Profession 3

  **Total Credits:** 60

** Denotes that a class is a State of Florida General Education Core Course.

---

**AA, English - Creative Writing Pathway**

**Associate in Arts**

**Subplan Code:** ENGCR-AA  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

- **ENC 1101** English I** 3
- **ENC 1102** English II 3

or

- **ENC# Any ENC prefix course**
- **ENC# Any ENC prefix course**

Students must complete all Required Courses with a grade of "C" or higher.

Six semester hours of English coursework in which the student is required to demonstrate college-level English skills through multiple assignments.

  **Total Credits:** 60

** Denotes that a class is a State of Florida General Education Core Course.

---

**AA, English - Language Arts Education Pathway**

**Associate in Arts**

**Subplan Code:** EDU-ENGL  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.
Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

EDF 2005 Introduction to the Teaching Profession 3
SPC 1608 Speech Communication 3
ENC 1101 English I** 3
ENC 1102 English II 3
Any ENC equivalent to BOTH English Composition I and II

Choose ONE of the following (3 credits):

AML#### Any AML prefix course
ENL#### Any ENL prefix course
LIT#### Any LIT prefix course

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, English - Literature Pathway
Associate in Arts
Subplan Code: ENGLT-AA CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ENC 1101 English I** 3
or
ENC#### Any ENC prefix course
or
ENC 1102 English II 3
or
ENC#### Any ENC prefix course

Six semester hours of English coursework in which the student is required to demonstrate college-level English skills through multiple assignments.

Students must complete all Required Courses with a grade of “C” or higher.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, English - Technical Communication Pathway
Associate in Arts
Subplan Code: ENGTC-AA CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or
university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ENC 1101  English I**  3

or

ENC#### Any ENC prefix course

ENC 1102  English II  3

or

ENC#### Any ENC prefix course

ENC 1210  Technical Writing  3

SPC 1608  Speech Communication  3

Any ENC equivalent to BOTH English Composition I and II

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Entertainment Management Pathway
Associate in Arts
Subplan Code: BUS-ENTM  CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

HFT#### Any HFT prefix course

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Environmental Engineering Pathway
Associate in Arts
Subplan Code: ENG-ENVT  CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common...
program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- **CHM 2045C** General Chemistry I** 4
- **CHM 2046C** General Chemistry II with Qualitative Analysis 4
- **MAC 1105** College Algebra** 3
- **MAC 1147** Precalculus Algebra/Trigonometry 5
- **MAC 2311** Analytic Geometry and Calculus I** 5
- **MAC 2312** Analytic Geometry and Calculus II 5
- **MAC 2313** Analytic Geometry and Calculus III 4
- **MAP 2302** Elementary Differential Equations 3
- **PHY 2048C** Physics with Calculus I** 4
- **PHY 2049C** Physics with Calculus II 4

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Environmental Management Pathway
Associate in Arts
Subplan Code: SOC-ENVR CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- **BSC 2010C** General Biology I** 4
- **BSC 2011C** General Biology II 4
- **CHM 2045C** General Chemistry I** 4
- **CHM 2046C** General Chemistry II with Qualitative Analysis 4
Analysis

ECO 2023 Principles of Economics (MICRO) 3
MAC 1105 College Algebra** 3
MAC 1114 Trigonometry 3
MAC 1140 Precalculus Algebra 3
MAC 2233 Concepts of Calculus 3

or

MAC 2311 Analytic Geometry and Calculus I** 5

PHY 1020 Conceptual Physics** 3

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2010C</td>
<td>General Biology I**</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2011C</td>
<td>General Biology II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2046C</td>
<td>General Chemistry II with Qualitative</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Analysis</td>
<td></td>
</tr>
<tr>
<td>ECO 2023</td>
<td>Principles of Economics (MICRO)</td>
<td>3</td>
</tr>
<tr>
<td>EVR 1001</td>
<td>Introduction to Environmental Science**</td>
<td>3</td>
</tr>
<tr>
<td>GLY 2010C</td>
<td>Physical Geology with Laboratory</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1114</td>
<td>Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I**</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Event Management Pathway
Associate in Arts
Subplan Code: BUS-EVTM CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website.
program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEP 2004</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Choose one:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Principles of Economics (MACRO)**</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 2023</td>
<td>Principles of Economics (MICRO)</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2012</td>
<td>General Psychology**</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2000</td>
<td>Introduction to Sociology**</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Exceptional Student Education Pathway Associate in Arts

Subplan Code: EDU-SCLE CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDF 2005</td>
<td>Introduction to the Teaching Profession</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Finance Pathway Associate in Arts

Subplan Code: BUS-FIN CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.
The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ACG 2021 Principles of Financial Accounting 3
ACG 2071 Principles of Managerial Accounting 3

Choose one:

CGS 2100C Computer Applications 3

or

CGS 1060C Introduction to Computers 3

ECO 2013 Principles of Economics (MACRO)** 3
ECO 2023 Principles of Economics (MICRO) 3

MAC 1105 College Algebra** 3
MAC 2233 Concepts of Calculus 3

STA 2023 Statistical Methods I** 3

*MAC 1105 OR MAC 1114 OR MAC 1140 OR MAC 1147 OR MAC 2311 with a grade of "C" or higher, or sufficient score on placement test is a required prerequisite for MAC 2233.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Fire & Emergency Services Pathway
Associate in Arts
Subplan Code: PUB-FIRE CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

No common prerequisite courses required.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Forensic Science Pathway
Associate in Arts

Catalog Year 2019-20
Page 184
Generated on 08/13/2019
Subplan Code: SCI-FNSC  CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2010C</td>
<td>General Biology I**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2046C</td>
<td>General Chemistry II with Qualitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>CHM 2210C</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2211C</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one group:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHY 1053C</td>
<td>General Physics I**</td>
<td>4</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 1054C</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I**</td>
<td>3</td>
</tr>
</tbody>
</table>

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of “C” or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Geography Pathway

Associate in Arts

Subplan Code: SOC-GEO  CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must...
work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

**Completion of the A.A. General degree to include the following pathway courses for the major:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Type</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEO####</td>
<td>(Two introduction GEO courses)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Credits: 60</td>
<td></td>
</tr>
</tbody>
</table>

** Denotes that a class is a State of Florida General Education Core Course.

**AA, Geology Pathway**

**Associate in Arts**

**Subplan Code: SCI-GEOL**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

### Sample Courses

**Completion of the A.A. General degree to include the following pathway courses for the major:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Type</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 2045</td>
<td>General Chemistry I**</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2046</td>
<td>General Chemistry II</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHM 2046C</td>
<td>General Chemistry II with Qualitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>GLY 2010C</td>
<td>Physical Geology with Laboratory</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
</tbody>
</table>

Choose one group:

<table>
<thead>
<tr>
<th>Course</th>
<th>Type</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHY 1053C</td>
<td>General Physics I**</td>
<td>4</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 1054C</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.
** Denotes that a class is a State of Florida General Education Core Course.

### AA, Health Coaching Pathway

**Associate in Arts**

**Subplan Code: HLT-COACH**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

- HIM 1442 Pharmacology and Lab Medicine 3
- HIM 1453 Anatomy and Physiology 3
- BSC 2093C & BSC 2094C, or BSC 1085C & BSC 1086C, or BSC 1020 or EMS 2010, may substitute for HIM 1453.
- HSC 1000 Introduction to Health Care 3
- **HSC 1531** Medical Terminology 3
- **HSC 2400** First Aid and CPR 3
- **HUN 1201** The Principles of Nutrition 3
- **HUN 2202** Human Nutrition and Diet Therapy 3

**Recommended**

**STA 2023** Statistical Methods I** 3

**Total Credits:** 60

**Denotes that a class is a State of Florida General Education Core Course.

### AA, Health Education & Behavior Pathway

**Associate in Arts**

**Subplan Code: HLT-EDUC**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

- HSC 1000 Introduction to Health Care 3
- HSC 1531 Medical Terminology 3
- HSC 2400 First Aid and CPR 3
- HUN 1201 The Principles of Nutrition 3
- or
- **HUN 2202** Human Nutrition and Diet Therapy 3

**Recommended**

**STA 2023** Statistical Methods I** 3

**Total Credits:** 60

**Denotes that a class is a State of Florida General Education Core Course.
Completion of the A.A. General degree to include the following pathway courses for the major:

- **PSY 2012** General Psychology** 3
- **MAC 1105** College Algebra** 3
- **MAC 1147** Precalculus Algebra/Trigonometry 5
- **BSC 2093C** Anatomy and Physiology I 4
- Or any Human Anatomy and Physiology I and lab
- **BSC 2094C** Anatomy and Physiology II 4
- Or any Human Anatomy and Physiology II and lab
- **CHM 2045C** General Chemistry I** 4
  - or
  - must be a General Chemistry course
- **MCB 2010C** Microbiology 4
  - Or any Microbiology and lab
- **STA 2023** Statistical Methods I** 3
  - or
  - **STA### Any STA prefix course**

** Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

### AA, Health Informatics and Health Information Management Pathway

**Associate in Arts**

Subplan Code: **HLT-INFO** CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

#### Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- **ACG 2021** Principles of Financial Accounting 3
- **ACG 2071** Principles of Managerial Accounting 3
- **CGS### Any CGS prefix course**
- **STA### Any STA prefix course**

** Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

### AA, Health Sciences - Allied Health Track Pathway

**Associate in Arts**

Subplan Code: **HLT-PRCLIN** CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.
program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- BSC 2010C General Biology I** 4
- BSC 2093C Anatomy and Physiology I 4
- BSC 2094C Anatomy and Physiology II 4
- CHM 2045C General Chemistry I** 4
- CHM 2046C General Chemistry II with Qualitative Analysis 4
- MAC 1105 College Algebra** 3
- MAC 1114 Trigonometry 3
- PSY 2012 General Psychology** 3
- STA 2023 Statistical Methods I** 3

Choose one group:

- PHY 1053C General Physics I** 4
- PHY 1054C General Physics II 4
- PHY 2048C Physics with Calculus I** 4
- PHY 2049C Physics with Calculus II 4

Students must complete all Required Courses with a grade of “C” or higher.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Health Services Administration Pathway Associate in Arts
Subplan Code: HLT-HSA CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:
Completion of the A.A. General degree to include the following pathway courses for the major:

- ACG 2021 Principles of Financial Accounting 3
- ACG 2071 Principles of Managerial Accounting 3
- CGS 2100C Computer Applications 3
- ECO 2023 Principles of Economics (MICRO) 3
- STA 2023 Statistical Methods I** 3

** Denotes that a class is a State of Florida General Education Core Course.

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### AA, Healthcare Management & Professional Services Pathway

**Associate in Arts**

**Subplan Code: HLT-HCMGT CIP: 1192401010**

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

- HIM 1442 Pharmacology and Lab Medicine 3
- HIM 1453 Anatomy and Physiology 3
- BSC 2093C & BSC 2094C, or BSC 1085C & BSC 1086C, or BSC 1020 or EMS 2010, may substitute for HIM 1453.
- HSC 1000 Introduction to Health Care 3
- HSC 1531 Medical Terminology 3
- HSC 2400 First Aid and CPR 3
- HUN 1201 The Principles of Nutrition 3
- HUN 2202 Human Nutrition and Diet Therapy 3

**Recommended**

- STA 2023 Statistical Methods I** 3

**Total Credits: 60**

**Denotes that a class is a State of Florida General Education Core Course.

---

### AA, History Pathway

**Associate in Arts**

**Subplan Code: HIS-HIST CIP: 1192401010**

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer
counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

AMH 2010 United States History to 1865 3
or
ASH#### Any ASH prefix course
EUH#### Any EUH prefix course
LAH#### Any LAH prefix course
WOH#### Any WOH prefix course
AMH 2020 United States History 1865 to Present** 3
or
ASH#### Any ASH prefix course
EUH#### Any EUH prefix course
LAH#### Any LAH prefix course
WOH#### Any WOH prefix course
EUH 2000 Western Civilization to 1600 3
EUH 2001 Western Civilization 1600 to Present 3

** Denotes that a class is a State of Florida General Education Core Course.

Program Description

The Honors Diploma Program is a 20-credit curriculum that offers qualifying students a unique academic opportunity to broaden and enrich their college experience. Students who complete the program graduate with an Associate in Arts Honors Diploma, which is highly regarded among four-year colleges that often offer its graduates generous scholarships. The Honors Diploma Program is a restricted-access program. Interested students may visit https://www.seminolestate.edu/honors/admission for admission requirements.

Required Courses

IDH 1920 Introduction to Honors 1

Students may choose one of the following:

IDH 2940 Honors Capstone Project 1
IDH 2943 Honors Portfolio 1

Students may choose one of the following:

IDH 2300 Honors Seminar- Mathematical Modeling for the Physical Sciences I 1
IDH 2301 Honors Seminar- Mathematical Modeling for the Physical Sciences II 1
IDH 2903 Directed Studies in Honors 1
IDH 2930 Selected Studies in Interdisciplinary Honors 3
IDH 2950 Travel Study in Honors 3
IDH 2931 Selected Studies in Interdisciplinary Honors 1
IDH 2932 Selected Studies in Interdisciplinary Honors 2

Elective Courses

AA, Honors Diploma Program
Associate in Arts
Subplan Code: HONOR-AA CIP: 1192401010
<table>
<thead>
<tr>
<th>IDH</th>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>2300</td>
<td>Honors Seminar- Mathematical Modeling for the Physical Sciences I</td>
<td>1</td>
</tr>
<tr>
<td>2301</td>
<td>Honors Seminar- Mathematical Modeling for the Physical Sciences II</td>
<td>1</td>
</tr>
<tr>
<td>2903</td>
<td>Directed Studies in Honors</td>
<td>1</td>
</tr>
<tr>
<td>2904</td>
<td>Directed Studies in Honors</td>
<td>2</td>
</tr>
<tr>
<td>2905</td>
<td>Directed Studies in Honors</td>
<td>3</td>
</tr>
<tr>
<td>2930</td>
<td>Selected Studies in Interdisciplinary Honors</td>
<td>3</td>
</tr>
<tr>
<td>2931</td>
<td>Selected Studies in Interdisciplinary Honors</td>
<td>1</td>
</tr>
<tr>
<td>2932</td>
<td>Selected Studies in Interdisciplinary Honors</td>
<td>2</td>
</tr>
<tr>
<td>2940</td>
<td>Honors Capstone Project</td>
<td>1</td>
</tr>
<tr>
<td>2941</td>
<td>Honors Cooperative Education Internship</td>
<td>1</td>
</tr>
<tr>
<td>2942</td>
<td>Honors Cooperative Education Internship</td>
<td>2</td>
</tr>
<tr>
<td>2943</td>
<td>Honors Portfolio</td>
<td>1</td>
</tr>
<tr>
<td>2949</td>
<td>Honors Cooperative Education Internship</td>
<td>3</td>
</tr>
<tr>
<td>2950</td>
<td>Travel Study in Honors</td>
<td>3</td>
</tr>
</tbody>
</table>

**General Education Courses**

Note: 20 credits must be in Honors courses to receive an Honors Diploma. Please refer to general education requirements in the catalog for specific degree requirements.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101H</td>
<td>Honors English I**</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102H</td>
<td>Honors English II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Humanities General Education Honors Options**

Note: One Humanities course must be from Area A

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 2020H</td>
<td>Honors Experiencing the Humanities**</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2250H</td>
<td>Honors 20th/21st Century Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2322H</td>
<td>Honors Women, Gender and Culture</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2410H</td>
<td>Honors Asian Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2454H</td>
<td>Honors African American Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2461H</td>
<td>Honors Latin American Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2022H</td>
<td>Honors Liberal Arts Humanities</td>
<td>3</td>
</tr>
<tr>
<td>PHI 2010H</td>
<td>Honors Intro to Philosophy I**</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: One Humanities course must be from Area B

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIT 2090H</td>
<td>Honors Contemporary Literature</td>
<td>3</td>
</tr>
<tr>
<td>LIT 2120H</td>
<td>Honors World Literature II</td>
<td>3</td>
</tr>
<tr>
<td>MUL 2010H</td>
<td>Honors Music Appreciation**</td>
<td>3</td>
</tr>
</tbody>
</table>

**Social Science General Education Honors Options**

Note: Courses must be from 2 areas

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBH 1021H</td>
<td>Honors Comparative Psychology &amp; Animal Behavior</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2013H</td>
<td>Honors Principles of Economics (MACRO)**</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2023H</td>
<td>Honors Principles of Economics (MICRO)</td>
<td>3</td>
</tr>
<tr>
<td>INR 2002H</td>
<td>Honors International Relations</td>
<td>3</td>
</tr>
<tr>
<td>POS 2041H</td>
<td>Honors U.S. Federal Government**</td>
<td>3</td>
</tr>
</tbody>
</table>

**Communications General Education Honors Options**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPC 1608H</td>
<td>Honors Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>POT 2002H</td>
<td>Honors - Political Theory</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2000H</td>
<td>Honors Introduction to Sociology**</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2110H</td>
<td>Honors Introduction to Social Research</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2012H</td>
<td>General Psychology Honors**</td>
<td>3</td>
</tr>
</tbody>
</table>

**History General Education Honors Options**
- AMH 2010H  | Honors United States History to 1865             | 3       |
- AMH 2020H  | Honors United States History 1865 to Present**   | 3       |
- AMH 2090H  | Honors United States Women’s History             | 3       |
- EUH 2000H  | Honors Western Civilization to 1600              | 3       |
- EUH 2001H  | Honors Western Civilization 1600 to Present      | 3       |

**Science General Education Honors Options**
- Note: Courses must be from 2 areas
- AST 1002H  | Honors Introduction to Astronomy**               | 3       |
- BSC 1005H  | Honors Concepts of Biology**                     | 3       |
- BSC 1050H  | Honors Biology and Environment                   | 3       |
- CHM 1020H  | Honors Contemporary Chemistry**                  | 3       |
- CHM 2045CH | Honors General Chemistry**                       | 4       |
- EVR 1001H  | Honors Introduction to Environmental Science**   | 3       |
- OCE 1001CH | Honors Introduction to Oceanography with Lab     | 4       |
- PHY 2048CH | Honors Physics with Calculus I**                 | 4       |

**Mathematics General Education Honors Options**
- MAC 2311H  | Honors Analytical Geometry and Calculus I**      | 5       |
- STA 2023H  | Honors Statistical Methods I**                   | 3       |

**Total Credits:** 60

**AA, Hospitality Management Pathway Associate in Arts**

**Subplan Code:** BUS-HOSP  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

- ACG 2021  | Principles of Financial Accounting                | 3       |
- ACG 2071  | Principles of Managerial Accounting               | 3       |
and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

**MAC 1105 OR MAC 1114 OR MAC 1140 OR MAC 1147 OR MAC 2311 with a grade of "C" or higher, or sufficient score on placement test is a required prerequisite for MAC 2233.**

**Denotes that a class is a State of Florida General Education Core Course.

AA, Human Communication Pathway
Associate in Arts
Subplan Code: COM-HUMN CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken

**Total Credits: 60**

**Denotes that a class is a State of Florida General Education Core Course.

AA, Humanities Pathway
Associate in Arts
Subplan Code: HUM-HUM CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken

**Total Credits: 60**

**Denotes that a class is a State of Florida General Education Core Course.
specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

No common prerequisite courses required.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Industrial Engineering Pathway
Associate in Arts
Subplan Code: ENG-IND CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2313</td>
<td>Analytic Geometry and Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>MAP 2302</td>
<td>Elementary Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of “C” or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Information Systems Technology Pathway
Associate in Arts
Subplan Code: IST-AA CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida
common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

**Completion of the A.A. General degree to include the following pathway courses for the major:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1179</td>
<td>Network Concepts and Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2545C</td>
<td>Database Management</td>
<td>3</td>
</tr>
<tr>
<td>COP 1000</td>
<td>Principles of Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>or higher level mathematics course</td>
<td></td>
</tr>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I**</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 2013</td>
<td>Principles of Economics (MACRO)**</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>or</td>
<td></td>
</tr>
<tr>
<td>ECO 2023</td>
<td>Principles of Economics (MICRO)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 60

** Denotes that a class is a State of Florida General Education Core Course.
Any PHY prefix course
Any Physics Course

Any PSY prefix course
*** Area of specialization courses
Discrete Mathematics Course

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, International and Global Studies Pathway
Associate in Arts
Subplan Code: INTL-GLS CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice. The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

AMH 2010 United States History to 1865 3

and

AMH 2020 United States History 1865 to Present** 3

POS 2041 U.S. Federal Government** 3

and

School of Arts and Sciences

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Journalism Pathway
Associate in Arts
Subplan Code: COM-JOUR CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice. The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

AMH 2010 United States History to 1865 3

and

AMH 2020 United States History 1865 to Present** 3

POS 2041 U.S. Federal Government** 3

and
POS 2112  State and Local Government  3
SPC 1608  Speech Communication  3

Recommended

JOU 1100  Journalism I  3
JOU 1200  Newspaper Editing  3

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Legal Studies Pathway
Associate in Arts
Subplan Code: LEGAL-AA CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ACG 2021  Principles of Financial Accounting  3

No common prerequisite courses required.

Recommended:

PLA 1003  Fundamental Law  3
PLA 1104  Legal Research and Writing I  4

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Management Pathway
Associate in Arts
Subplan Code: MGT-AA CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ACG 2021  Principles of Financial Accounting  3
AA, Marine Biology Pathway
Associate in Arts
Subplan Code: SCI-MBIO CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

**MAC 1105 OR MAC 1114 OR MAC 1140 OR MAC 1147 OR MAC 2311 with a grade of “C” or higher, or sufficient score on placement test is a required prerequisite for MAC 2233.**

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.
**required prerequisite** for MAC 2311.

**Denotes that a class is a State of Florida General Education Core Course.**

**Total Credits: 60**

### AA, Marketing Pathway
**Associate in Arts**
**Subplan Code: MARK-AA CIP: 1192401010**

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the [FloridaShines website](http://previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2071</td>
<td>Principles of Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
</tbody>
</table>

or

**Total Credits: 60**

### AA, Mathematics Education Pathway
**Associate in Arts**
**Subplan Code: EDU-MATH CIP: 1192401010**

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the [FloridaShines website](http://previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the
following pathway courses for the major:

EDF 2005 Introduction to the Teaching Profession 3
MAC 1105 College Algebra** 3
MAC 1147 Precalculus Algebra/Trigonometry 5
MAC 2311 Analytic Geometry and Calculus I** 5
MAC 2312 Analytic Geometry and Calculus II 5
MAC### Any MAC prefix course
or
MAS### Any MAS prefix course
*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Mathematics Pathway
Associate in Arts
Subplan Code: MAT-MATH CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

COP 1000 Principles of Computer Programming 3
MAC 1105 College Algebra** 3
MAC 1147 Precalculus Algebra/Trigonometry 5
MAC 2311 Analytic Geometry and Calculus I** 5
MAC 2312 Analytic Geometry and Calculus II 5
MAC 2313 Analytic Geometry and Calculus III 4
MAP 2302 Elementary Differential Equations 3

Choose four credits from the following list:

BSC### Any BSC prefix course
CHM### Any CHM prefix course
GLY### Any GLY prefix course
PHY### Any PHY prefix course
*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Mechanical Engineering Pathway
Associate in Arts
Subplan Code: ENG-MECH CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for
transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2010C</td>
<td>General Biology I**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2313</td>
<td>Analytic Geometry and Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>MAP 2302</td>
<td>Elementary Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of “C” or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Medical Laboratory Sciences Pathway
Associate in Arts
Subplan Code: HLT-MDTC CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2010C</td>
<td>General Biology I**</td>
<td>4</td>
</tr>
<tr>
<td>or</td>
<td>BSC 2011C  General Biology II</td>
<td>4</td>
</tr>
</tbody>
</table>
### AA, Meteorology Pathway

**Associate in Arts**

Subplan Code: **SCI-MET**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MCB 2010C</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I**</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits: 60**

** Denotes that a class is a State of Florida General Education Core Course.

### AA, Music Education Pathway

**Associate in Arts**

Subplan Code: **EDU-MUS**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAC 1114</td>
<td>College Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

**Total Credits: 60**

** Denotes that a class is a State of Florida General Education Core Course.
The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

**Completion of the A.A. General degree to include the following pathway courses for the major:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDF 2005</td>
<td>Introduction to the Teaching Profession</td>
<td>3</td>
</tr>
<tr>
<td>EDF 2085</td>
<td>Introduction to Diversity for Educators</td>
<td>3</td>
</tr>
<tr>
<td>EME 2040</td>
<td>Introduction to Technology for Educators</td>
<td>3</td>
</tr>
<tr>
<td>MUT 1121</td>
<td>Music Theory and Musicianship I</td>
<td>3</td>
</tr>
<tr>
<td>MUT 1122</td>
<td>Music Theory and Musicianship II</td>
<td>3</td>
</tr>
<tr>
<td>MUT 2126</td>
<td>Music Theory and Musicianship III</td>
<td>3</td>
</tr>
<tr>
<td>MUT 2127</td>
<td>Music Theory and Musicianship IV</td>
<td>3</td>
</tr>
<tr>
<td>MUN####</td>
<td>Any MUN prefix courses</td>
<td></td>
</tr>
<tr>
<td>MVx####</td>
<td>Private Lesson Courses</td>
<td></td>
</tr>
</tbody>
</table>

Duplicate courses such as MVK XXXX may be repeated up to 4 times.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 1010</td>
<td>Recital Attendance</td>
<td>0</td>
</tr>
</tbody>
</table>

**Total Credits:** 60

**Denotes that a class is a State of Florida General Education Core Course.
Exception - Piano Majors are not required to take the Piano sequence.

Four semesters of private lessons based on your primary instrument of study. Private Applied Lessons require departmental approval:

MVx#### Private Applied Lesson I
MVx#### Private Applied Lesson II
MVx#### Private Applied Lesson III
MVx#### Private Applied Lesson IV

Four semesters of MUN #### ensemble based on your instrument of study:

Voice Majors:
MUN 1310N Seminole Concert Chorale 1

Guitar Majors:
MUN 2480 Guitar Ensemble 1

Brass/Wind Majors:
MUN 1180M Symphonic Band 1

Piano/Keyboard Majors:
MUN#### May select from any of the College’s performing ensembles (4 semesters)
MUS 1010 Recital Attendance 0

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Musical Theatre Pathway
Associate in Arts
Subplan Code: MUS-THTR CIP: 1192401010

Program Description
The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses
Completion of the A.A. General degree to include the following pathway courses for the major:

THE 1020 Theatre Survey 3

Or any THE#### introductory course

THE#### Any THE prefix course
THE 2925 Theatre Production and Performance 1
TPA 2201 Technical Theatre Production 2
TPA 2201L Technical Theatre Production Lab 1
TPP 1100 Acting I 3

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Nonprofit Management Pathway
Associate in Arts
Subplan Code: SOC-NONPM CIP: 1192401010

Program Description

Catalog Year 2019-20 Page 205 Generated on 08/13/2019
The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 2013</td>
<td>Principles of Economics (MACRO)**</td>
<td>3</td>
</tr>
<tr>
<td>BSC 2093C</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2094C</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>CHM####</td>
<td>Any CHM prefix course</td>
<td></td>
</tr>
<tr>
<td>BSC####</td>
<td>Any BSC prefix course</td>
<td></td>
</tr>
<tr>
<td>DEP 2004</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>HUN 2202</td>
<td>Human Nutrition and Diet Therapy</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>HUN 1201 The Principles of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>and</td>
<td>HUN 2015 Diet Therapy for Health Care Professionals</td>
<td>1</td>
</tr>
</tbody>
</table>

** Denotes that a class is a State of Florida General Education Core Course.

AA, Nursing Pathway
Associate in Arts
Subplan Code: HLT-NRSG CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2093C</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2094C</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>CHM####</td>
<td>Any CHM prefix course</td>
<td></td>
</tr>
<tr>
<td>BSC####</td>
<td>Any BSC prefix course</td>
<td></td>
</tr>
<tr>
<td>DEP 2004</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>HUN 2202</td>
<td>Human Nutrition and Diet Therapy</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>HUN 1201 The Principles of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>and</td>
<td>HUN 2015 Diet Therapy for Health Care Professionals</td>
<td>1</td>
</tr>
</tbody>
</table>
AA, Nutrition and Dietetics Pathway
Associate in Arts
Subplan Code: HLT-DIET CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- BSC 2010C General Biology I** 4

** Denotes that a class is a State of Florida General Education Core Course.

AA, Pharmacy Pathway
Associate in Arts
Subplan Code: HLT-PHAR CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer
counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2010C</td>
<td>General Biology I**</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2011C</td>
<td>General Biology II</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2093C</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2094C</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>CGS 1060C</td>
<td>Introduction to Computers</td>
<td>3</td>
</tr>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2046C</td>
<td>General Chemistry II with Qualitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2210C</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2211C</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1114</td>
<td>Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1140</td>
<td>Precalculus Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2233</td>
<td>Concepts of Calculus</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
</tbody>
</table>

** Denotes that a class is a State of Florida General Education Core Course.

Total Credits: 60

*MAC 1105 or MAC 1114 or MAC 1140 or MAC 1147 or MAC 2311 with a grade of “C” or higher, or sufficient score on placement test is a required prerequisite for MAC 2233.

AA, Photonic Science and Engineering Pathway Associate in Arts
Subplan Code: ENG-PHOT CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website.
for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I**</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra**</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I**</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2313</td>
<td>Analytic Geometry and Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>MAP 2302</td>
<td>Elementary Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I**</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Physics Pathway
Associate in Arts
Subplan Code: SCI-PHYS CIP: 1192401010

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDF 2005</td>
<td>Introduction to the Teaching Profession</td>
<td>3</td>
</tr>
<tr>
<td>PEM 2101</td>
<td>Conditioning</td>
<td>1</td>
</tr>
</tbody>
</table>

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Physical Teacher Education Pathway
Associate in Arts
Subplan Code: EDU-PHSE CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.
and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- CHM 2045C General Chemistry I** 4
- CHM 2046C General Chemistry II with Qualitative Analysis 4
- MAC 1105 College Algebra** 3
- MAC 1147 Precalculus Algebra/Trigonometry 5
- MAC 2311 Analytic Geometry and Calculus I** 5
- MAC 2312 Analytic Geometry and Calculus II 5
- MAC 2313 Analytic Geometry and Calculus III 4
- PHY 2048C Physics with Calculus I** 4
- PHY 2049C Physics with Calculus II 4

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a required prerequisite for MAC 2311.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Political Science - Pre-Law Track Pathway
Associate in Arts
Subplan Code: POL-LAW CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- POS 2041 U.S. Federal Government** 3
- POS#### Any POS prefix courses
- INR#### Any introductory INR prefix course
- POS#### Any POS prefix courses
- INR#### Any introductory INR prefix course

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Psychology Pathway
Associate in Arts
Subplan Code: PSY-PSY CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

POS 2041  U.S. Federal Government**  3
Choose 3 credits from the following list:
CGS 1060C  Introduction to Computers  3
or
CGS 2100C  Computer Applications  3
Choose 3 credits from the following list:
ECO 2013  Principles of Economics (MACRO)**  3
or
ECO 2023  Principles of Economics (MICRO)  3
Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Public Administration Pathway
Associate in Arts
Subplan Code: SOC-PBLA  CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

PSY 2012  General Psychology**  3
BSC#### Any BSC Prefix course
PSY#### Any PSY prefix course
STA#### Any STA prefix course
Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.
AA, Public Relations Pathway
Associate in Arts
Subplan Code: SOC-PR CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

AMH 2010 United States History to 1865 3

AMH 2020 United States History 1865 to Present** 3

POS 2041 U.S. Federal Government** 3

SPC 1608 Speech Communication 3

Choose 3 credits from the following list: 3

POS 2112 State and Local Government 3

or

PSY 2012 General Psychology** 3

Choose 3 credits from the following list: 3

ECO 2013 Principles of Economics (MACRO)** 3

or

ECO 2023 Principles of Economics (MICRO) 3

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Radio - Television Pathway
Associate in Arts
Subplan Code: COM-RATV CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

AMH 2010 United States History to 1865 3

AMH 2020 United States History 1865 to Present** 3

POS 2041 U.S. Federal Government** 3

SPC 1608 Speech Communication 3

Choose 3 credits from the following list: 3

POS 2112 State and Local Government 3

or

PSY 2012 General Psychology** 3

AMH 2010 United States History to 1865 3
AMH 2020 United States History 1865 to Present** 3
POS 2041 U.S. Federal Government** 3
POS 2112 State and Local Government 3

** Denotes that a class is a State of Florida General Education Core Course.

Total Credits: 60

AA, Real Estate Pathway
Associate in Arts
Subplan Code: BUS-RLEST CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

ACG 2021 Principles of Financial Accounting 3
ACG 2071 Principles of Managerial Accounting 3

CGS 2100C Computer Applications 3
CGS 1060C Introduction to Computers 3
ECO 2013 Principles of Economics (MACRO)** 3
ECO 2023 Principles of Economics (MICRO) 3
MAC 1105 College Algebra** 3
MAC 2233 Concepts of Calculus 3
STA 2023 Statistical Methods I** 3

*MAC 1105 OR MAC 1114 OR MAC 1140 OR MAC 1147 OR MAC 2311 with a grade of “C” or higher, or sufficient score on placement test is a required prerequisite for MAC 2233.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Science Education - Biology Pathway
Associate in Arts
Subplan Code: EDU-BIO CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.
Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- BSC 2010C General Biology I** 4
- BSC 2011C General Biology II 4
- EDF 2005 Introduction to the Teaching Profession 3
- MAC 1105 College Algebra** 3
- MAC 1147 Precalculus Algebra/Trigonometry 5
- MAC 2311 Analytic Geometry and Calculus I** 5

Choose four credits from the following list:

- CHM 2045C General Chemistry I** 4
  or
- PHY 1053C General Physics I** 4
  or
- PHY 2048C Physics with Calculus I** 4

Choose 1 or more:

- CHM 2046C General Chemistry II with Qualitative Analysis 4
  or
- PHY 1054C General Physics II 4
  or

PHY 2049C Physics with Calculus II 4

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Science Education - Chemistry Pathway
Associate in Arts
Subplan Code: EDU-CHM CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

- CHM 2045C General Chemistry I** 4
- CHM 2046C General Chemistry II with Qualitative Analysis 4
- EDF 2005 Introduction to the Teaching Profession 3
AA, Science Education-Physics Pathway
Associate in Arts
Subplan Code: EDU-PHYS CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.
The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/ university program of their choice. Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

HIM 1442 Pharmacology and Lab Medicine 3
HIM 1453 Anatomy and Physiology 3
BSC 2093C & BSC 2094C, or BSC 1085C & BSC 1086C, or BSC 1020 or EMS 2010, may substitute for HIM 1453.
HSC 1000 Introduction to Health Care 3
HSC 1531 Medical Terminology 3
HSC 2400 First Aid and CPR 3
HUN 1201 The Principles of Nutrition 3
or
HUN 2202 Human Nutrition and Diet Therapy 3

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Social Science Education Pathway

Associate in Arts
Subplan Code: EDU-SSE CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/ university program of their choice. Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

AMH 2010 United States History to 1865 3
AMH 2020 United States History 1865 to Present** 3
EDF 2005 Introduction to the Teaching Profession 3
POS 2041 U.S. Federal Government** 3
Choose one:

ANT#### Any ANT prefix course
ECO#### Any ECO prefix course
GEA#### Any GEA prefix course
PSY#### Any PSY prefix course
SOC#### Any SOC prefix course

Total Credits: 60

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AA, Social Sciences Pathway

Associate in Arts
Subplan Code: SOC-SS CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

Six credits required

***#### Area of specialization courses
Any 2 introductory Social Science discipline courses.

Total Credits: 60

AA, Social Work Pathway

Associate in Arts
Subplan Code: SOC-WRK CIP: 1192401010

Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

BSC 1005C  Concepts of Biology with Lab**  4

or

BSC 2010C  General Biology I**  4

POS 2041  U.S. Federal Government**  3

PSY 2012  General Psychology**  3

Choose ONE of the following (3 credits):

SYG 2000  Introduction to Sociology**  3

or
Choose 3 credits from the following list:

ECO 2013  Principles of Economics (MACRO)**  3

or

ECO 2023  Principles of Economics (MICRO)  3

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

Sample Courses

Choose 6 credits from the following list:

SYG Any SYG prefix course

SYG Any SYG prefix course  6

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Sociology Pathway
Associate in Arts
Subplan Code: SOC-SOC  CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice. The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

BSC 2093C  Anatomy and Physiology I  4

BSC 2094C  Anatomy and Physiology II  4
CHM 2045 General Chemistry I** 3
HSC 2400 First Aid and CPR 3
HUN 1201 The Principles of Nutrition 3
MAC 1105 College Algebra** 3
PSY 2012 General Psychology** 3
SPC 1608 Speech Communication 3
Choose one:
STA 2023 Statistical Methods I** 3
or
MAC 1147 Precalculus Algebra/Trigonometry 5

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

Sample Courses

Completion of the A.A. General degree to include the following pathway courses for the major:

Choose one:
FIN#### Any FIN prefix course
or
GEB#### Any GEB prefix course
or
MAR#### Any MAR prefix course
Choose one:
MAN#### Any MAN prefix course
or
BUL#### Any BUL prefix course
or
CGS#### Any CGS prefix course
or
STA#### Any STA prefix course
Choose one:
ACG#### Any ACG prefix course
or
HFT#### Any HFT prefix course
or
ECO#### Any ECO prefix course
or
RMI#### Any RMI prefix course

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

AA, Sports Management Pathway
Associate in Arts
Subplan Code: SPRT-MGT CIP: 1192401010
Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.
Education Core Course.

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**AA, Statistics Pathway**  
**Associate in Arts**  
**Subplan Code: MAT-STAT** CIP: 1192401010  
**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

- **BSC, CHM, GLY or PHY prefix lab based science courses** for science majors 8
- **COP### Any COP prefix course**
- **MAC 1105** College Algebra** 3
- **MAC 1147** Precalculus Algebra/Trigonometry 5
- **MAC 2311** Analytic Geometry and Calculus I** 5
- **MAC 2312** Analytic Geometry and Calculus II 5
- **MAC 2313** Analytic Geometry and Calculus III 4
- **STA 2023** Statistical Methods I** 3

*MAC 1114 and MAC 1140 OR MAC 1147 with a grade of "C" or higher; or sufficient score on placement test is a **required prerequisite** for MAC 2311.

** Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

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**AA, Technical Education and Industry Training Pathway**  
**Associate in Arts**  
**Subplan Code: EDU-TRDI** CIP: 1192401010  
**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:
EDF 2005  Introduction to the Teaching Profession  3

### Area of specialization courses
These courses from the area of specialization.

**Recommended:**

EDF 2085  Introduction to Diversity for Educators  3
EME 2040  Introduction to Technology for Educators  3

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

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**AA, Telecommunications Media & Society Pathway**

**Associate in Arts**

**Subplan Code: ART-TELE**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:

- AMH 2010  United States History to 1865  3
- AMH 2020  United States History 1865 to Present**  3
- POS 2041  U.S. Federal Government**  3
- POS 2112  State and Local Government  3

Total Credits:  60

** Denotes that a class is a State of Florida General Education Core Course.

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**AA, Theatre Pathway**

**Associate in Arts**

**Subplan Code: THE-ATRE**  CIP: 1192401010

**Program Description**

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

**Sample Courses**

Completion of the A.A. General degree to include the following pathway courses for the major:
THE 1020 Theatre Survey 3
THE 1300 Survey Dramatic Literature 3
THE 2925 Theatre Production and Performance 1
TPA 2201 Technical Theatre Production 2
TPP 1100 Acting I 3
TPA#### Any TPA prefix course
THE#### Any THE prefix course
Or any THE#### introductory course

** Denotes that a class is a State of Florida General Education Core Course.

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.

### AA, World Language Education - Spanish Pathway
#### Associate in Arts
Subplan Code: EDU-SPAN CIP: 1192401010

** Program Description

The Associate in Arts (A.A.) degree is designed for transfer to an upper-division public college or university in the state of Florida. Students will complete the A.A. General degree, including common program prerequisites for their program of choice.

The following sample courses are listed for illustrative purposes only, are based on the state of Florida common prerequisites manual and university transfer counseling manuals and are subject to change without warning. Many universities have unique additional requirements for entry to the major. Students must work with Student Affairs advisors, counselors or specialists to make sure required courses are taken and entry requirements are met for the college/university program of their choice.

Students may also refer to the online A.A. Transfer Evaluation through the FloridaShines website (previously FLVC.org) for more information on their transfer program of choice.

#### Sample Courses

** Completion of the A.A. General degree to include the following pathway courses for the major:

EDF 2005 Introduction to the Teaching Profession 3

Eight credits in the same foreign language at the intermediate level.

***#### Area of specialization courses
Must demonstrate proficiency in the language by testing or completion of the intermediate level. The intermediate level is SPN 2220 or equivalent.

Three credits in the same language of study with a cultural emphasis.

****#### Area of specialization courses

** Recommended

BSC 1005C Concepts of Biology with Lab** 4
DEP 2004 Developmental Psychology 3
PHY 1020 Conceptual Physics** 3
PSY 2012 General Psychology** 3
SPN 2201 Intermediate Spanish II 3
STA 2023 Statistical Methods I** 3

Choose 1 course from the following list:

AMH 2010 United States History to 1865 3
AMH 2020 United States History 1865 to Present** 3

Total Credits: 60

** Denotes that a class is a State of Florida General Education Core Course.
**AS, Chemical Technology**  
Associate in Science  
**Major Code:** CHEMT-AS  
**CIP:** 1641030100

### Program Description

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for future education and careers in the manufacturing career cluster; provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the manufacturing career cluster.

### Program Note

Seminole State’s Associate in Science (A.S.) degrees are designed to prepare graduates for immediate entry into their chosen career field and/or transfer into certain baccalaureate programs. Students planning to transfer to a college or university should consult with an academic advisor to ensure completion of all entry requirements for the baccalaureate program of their choice.

### Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAC 1114</td>
<td>Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>CHM 2045C</td>
<td>General Chemistry I</td>
<td>4</td>
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</tbody>
</table>

Choose 1 of the following specializations: Students must complete all Specialization Courses with a grade of “C” or higher.

- **Chemical/Biological Specialization**
- **Engineering Specialization**

### Chemical/Biological Technical Specialization

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>CHM 2210C</td>
<td>Organic Chemistry I</td>
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<tr>
<td>CHM 2211C</td>
<td>Organic Chemistry II</td>
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### Engineering Specialization

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<tr>
<td>EGN 1007</td>
<td>Engineering Concepts and Methods</td>
<td>1</td>
</tr>
<tr>
<td>EGN 2440</td>
<td>Probability Statistics for Engineers</td>
<td>3</td>
</tr>
<tr>
<td>MAP 2302</td>
<td>Elementary Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
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### Elective Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>MAP 2302</td>
<td>Elementary Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2048C</td>
<td>Physics with Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049C</td>
<td>Physics with Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>
If not used for Required or General Education courses
Students must complete all Elective Courses with a grade of “C” or higher.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>BSC 2010C</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2011C</td>
<td>General Biology II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2046C</td>
<td>General Chemistry II with Qualitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>EGN 2312</td>
<td>Engineering Analysis - Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGN 2322</td>
<td>Engineering Analysis Dynamics</td>
<td>3</td>
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<tr>
<td>EGN 2610</td>
<td>Engineering Economic Analysis</td>
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</tr>
<tr>
<td>Co-op - BSC 2942, BSC 2949, CHM 2941, CHM 2942, CHM 2949, EGN 2949 or Selective Studies - BSC 2930C, CHM 2930, EGS 2930, EGS 2931 or any ISC XXXX</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MAC 2313</td>
<td>Analytic Geometry and Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>MAC 2312</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 1140</td>
<td>Precalculus Algebra</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102 or ENC 1210</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAC 1114</td>
<td>Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2311</td>
<td>Analytic Geometry and Calculus I</td>
<td>5</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistical Methods I</td>
<td>3</td>
</tr>
<tr>
<td>SLS 1301C</td>
<td>Life/Career Planning</td>
<td>3</td>
</tr>
<tr>
<td>SLS 1603</td>
<td>Financial Success for Students</td>
<td>1</td>
</tr>
</tbody>
</table>

Total Credits: 64

**Global Citizenship Technical Certificate**
**Major Code: INTC-INT** CIP: 1192401010

**Program Description**
The Global Citizenship Certificate enhances students’ global sociocultural responsibility. Participation in the certificate program will help students to emerge as more globally competent citizens through a multi-disciplinary approach to the study of history, politics, culture, economics and modern foreign language.

**Requirements**
To earn the certificate, students must complete 12-13 credits from the menu of courses provided below. While some of the courses may meet General Education requirements, some of the courses may serve as electives.

In addition to the required courses, students must complete one of the options listed below while enrolled at Seminole State College of Florida:

- One month (minimum of 4 weeks) overseas
immersion experience in one country (e.g. internship abroad, documented ministry experience, study abroad program, personal travel that includes a travel log and itinerary, etc.);
- All travel and student requirements must be pre-approved in writing by the Center for Global Engagement.
- Participation in one faculty-led short-term study abroad program experience (students must take the course associated with this trip).
- All travel and student requirements must be pre-approved in writing by the Center for Global Engagement.
- Participate in pre-approved international co-curricular activity.

**NOTE:** Previous experience may be eligible based on review/approval from the Center for Global Engagement.

**Choose three credits from the following list**

- **AMH 2020** United States History 1865 to Present
- **AMH 2020H** Honors United States History 1865 to Present
- **ASH 2021** East Asian History (China, Japan and Korea)
- **EUH 2001** Western Civilization 1600 to Present
- **EUH 2001H** Honors Western Civilization 1600 to Present
- **LAH 2020** Latin American History

**Choose 3 to 4 credits from the following list**

- **HUM 2410** Asian Humanities
- **HUM 2410H** Honors Asian Humanities
- **HUM 2461** Latin American Humanities
- **REL 2300** Religions of the World

**Choose three credits from the following list**

- **FRE 1120** Elementary French I
- **FRE 1121** Elementary French II
- **SPN 1120** Elementary Spanish I
- **SPN 1121** Elementary Spanish II

**Choose three credits from the following list**

- **ENG 2103** World Cinema
- **LIT 2090** Contemporary Literature
- **LIT 2120** World Literature II

**Choose three credits from the following list**

- **ANT 2410** Introduction to Cultural Anthropology
- **ECO 2013** Principles of Economics (MACRO)
- **ECO 2013H** Honors Principles of Economics (MACRO)
- **GEA 1000** World Regional Geography
- **INR 2002** International Relations
- **INR 2002H** Honors International Relations
- **PAX 2000** Introduction to Peace Studies
- **POT 2301** Political Ideology - Introduction

**Total Credits:** 12

**Honors Certificate Program**

**Technical Certificate**

**Major Code:** HONC-INT  CIP: 1192401010

**Program Description**

Academically talented students with majors such as chemistry, music, nursing and physics that require a strict course of study are encouraged to enroll in the Honors Seminar Program to earn an Honors Certificate...
as an alternative to the Honors Diploma. Students may take some of their basic general education courses such as English, speech, humanities and history within the Honors curriculum. The Honors Certificate is one of five tracks available in The Art & Phyllis Grindle Honors Institute.

To earn an Honors Certificate, students must take a minimum of 13 Honors credits. These credits apply to the Associate in Arts and the Associate in Science degrees.

Like the Honors Diploma Program (an A.A. degree program), the Honors Certificate is restricted-access. Candidates must:

• Apply and be accepted to Seminole State College;
• Provide official transcripts, indicating successful completion of high school or GED*;
• Have a high school GPA of 3.2 or have earned a 3.2 GPA in a minimum of six credit hours of college-credit classes;
• Have a score of at least 23 on the ACT; or 95 on the CPT Reading Test and 75 on the CPT Math Test or 1050 on the SAT; or 1050 on math and writing or reading on the new SAT;
• Submit an application to the Honors Program;
• Submit two letters of recommendation;
• Schedule an interview with the Honors Coordinator;
• Complete an on-site writing sample.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IDH 1920</td>
<td>Introduction to Honors</td>
<td>1</td>
</tr>
</tbody>
</table>

General Education Courses

Choose a minimum of 13 credits of Honors General Education and Honors Elective courses.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>AMH 2010H</td>
<td>Honors United States History to 1865</td>
<td>3</td>
</tr>
<tr>
<td>AMH 2020H</td>
<td>Honors United States History 1865 to Present</td>
<td>3</td>
</tr>
<tr>
<td>AMH 2035H</td>
<td>Honors The United States 1945 to Present</td>
<td>3</td>
</tr>
<tr>
<td>AMH 2090H</td>
<td>Honors United States Women’s History</td>
<td>3</td>
</tr>
<tr>
<td>AMH 2095H</td>
<td>Honors Native American History</td>
<td>3</td>
</tr>
<tr>
<td>BSC 1050H</td>
<td>Honors Biology and Environment</td>
<td>3</td>
</tr>
<tr>
<td>CBH 1021H</td>
<td>Honors Comparative Psychology &amp; Animal Behavior</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1020H</td>
<td>Honors Contemporary Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHM 2045CH</td>
<td>Honors General Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2046CH</td>
<td>Honors General Chemistry II with Qualitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>ECO 2013H</td>
<td>Honors Principles of Economics (MACRO)</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2023H</td>
<td>Honors Principles of Economics (MICRO)</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1101H</td>
<td>Honors English I</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102H</td>
<td>Honors English II</td>
<td>3</td>
</tr>
<tr>
<td>EUH 2000H</td>
<td>Honors Western Civilization to 1600</td>
<td>3</td>
</tr>
<tr>
<td>EUH 2001H</td>
<td>Honors Western Civilization 1600 to Present</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2022H</td>
<td>Honors Liberal Arts Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2250H</td>
<td>Honors 20th/21st Century Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2322H</td>
<td>Honors Women, Gender and Culture</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2410H</td>
<td>Honors Asian Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2454H</td>
<td>Honors African American Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2461H</td>
<td>Honors Latin American Humanities</td>
<td>3</td>
</tr>
<tr>
<td>HUM 2930H</td>
<td>Honors Selected Studies in Humanities</td>
<td>3</td>
</tr>
<tr>
<td>IDH 1104</td>
<td>Honors Arts and Culture</td>
<td>3</td>
</tr>
<tr>
<td>IDH 1613</td>
<td>Honors Ancient History</td>
<td>3</td>
</tr>
<tr>
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<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
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<td>---------</td>
</tr>
<tr>
<td>IDH 2102</td>
<td>Honors Arts and Ideas</td>
<td>3</td>
</tr>
<tr>
<td>IDH 2106</td>
<td>Honors Oratory: Speech, Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>INR 2002H</td>
<td>Honors International Relations</td>
<td>3</td>
</tr>
<tr>
<td>LIT 2090H</td>
<td>Honors Contemporary Literature</td>
<td>3</td>
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<tr>
<td>LIT 2120H</td>
<td>Honors World Literature II</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105H</td>
<td>Honors College Algebra</td>
<td>3</td>
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<tr>
<td>MAC 2311H</td>
<td>Honors Analytical Geometry and Calculus I</td>
<td>5</td>
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<tr>
<td>OCE 1001CH</td>
<td>Honors Introduction to Oceanography with Lab</td>
<td>4</td>
</tr>
<tr>
<td>PSY 2012H</td>
<td>General Psychology Honors</td>
<td>3</td>
</tr>
<tr>
<td>POT 2002H</td>
<td>Honors - Political Theory</td>
<td>3</td>
</tr>
<tr>
<td>STA 2023H</td>
<td>Honors Statistical Methods I</td>
<td>3</td>
</tr>
<tr>
<td>PHI 2010H</td>
<td>Honors Intro to Philosophy I</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2049CH</td>
<td>Honors Physics with Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2048CH</td>
<td>Honors Physics with Calculus I</td>
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<tr>
<td>POS 2041H</td>
<td>Honors U.S. Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2110H</td>
<td>Honors Introduction to Social Research</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1608H</td>
<td>Honors Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>SYG 2000H</td>
<td>Honors Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>WOH 2232H</td>
<td>Honors Survey of Early Christianity</td>
<td>3</td>
</tr>
<tr>
<td>IDH 2001</td>
<td>Honors Seminar</td>
<td>1</td>
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<tr>
<td>IDH 2002</td>
<td>Honors Seminar II</td>
<td>1</td>
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<tr>
<td>IDH 2003</td>
<td>Honors Seminar III</td>
<td>3</td>
</tr>
<tr>
<td>IDH 2905</td>
<td>Directed Studies in Honors</td>
<td>3</td>
</tr>
<tr>
<td>IDH 2930</td>
<td>Selected Studies in Interdisciplinary Honors</td>
<td>3</td>
</tr>
<tr>
<td>IDH 2931</td>
<td>Selected Studies in Interdisciplinary Honors</td>
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<tr>
<td>IDH 2943</td>
<td>Honors Portfolio</td>
<td>1</td>
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<tr>
<td>IDH 2940</td>
<td>Honors Capstone Project</td>
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<tr>
<td>IDH 2950</td>
<td>Travel Study in Honors</td>
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</tbody>
</table>

**Total Credits: 13**

**Stage Technology**

**Technical Certificate**

**Major Code:** STAGE-CC  CIP: 0650050201

**Program Description**

This certificate program is designed to provide students with the foundational skills required to begin production work in central Florida's entertainment industry. The program's emphasis on production skills that includes stagecraft, prop fabrication, scenic painting and stage lighting will prepare students for traditional theatre, theme park, scene shop, convention and industrial theatre employment.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 1304</td>
<td>Script Analysis</td>
<td>3</td>
</tr>
<tr>
<td>THE 2925</td>
<td>Theatre Production and Performance</td>
<td>1</td>
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</tbody>
</table>

The THE 2925 Theatre Production and Performance must be completed 2 times.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>TPA 1200</td>
<td>Stagecraft I</td>
<td>3</td>
</tr>
<tr>
<td>TPA 2000</td>
<td>Introduction to Stage Design</td>
<td>3</td>
</tr>
</tbody>
</table>

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**School of Arts and Sciences**

**Catalog Year 2019-20**

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**Generated on 08/13/2019**
TPA 2201  Technical Theatre Production  2
TPA 2201L  Technical Theatre Production Lab  1
TPA 2204  Stagecraft II  3

Total Credits:  17

Instructional Design Certificate
Technical Certificate
Major Code: INSNSGN-CC CIP: 0609070211
Program Description

This fully online certificate program offers a skill set in the evolving field of technology and education. The program prepares students from various backgrounds and levels of technological experience with the knowledge and skills necessary to effectively design, develop, facilitate and evaluate instruction for delivery in the classroom or online. Students will work in a variety of settings including K-12, higher education, corporate, healthcare, nonprofit, military and government. Students will benefit from the opportunities to engage with fellow professionals on emergent topics in technology and education as they fulfill flexible project assignments that can be adapted to their relevant professional activities.

Required Courses  15
EME 2450  Introduction to Distance Education  3
EME 2670  Introduction to Instructional Design  3
EME 2040  Introduction to Technology for Educators  3

Choose 3 credits from the following list:
EDF 2130  Children and Adolescent Development for Educators  3

or
EDF 2170  The Adult Learner  3

Total Credits:  15

AS, Digital Cinema and Television Production
Associate in Science
Major Code: MMTFP-AS CIP: 1609070213
Program Description

The Digital Cinema and Television Production program is designed to prepare students for employment as television and video production personnel. Job titles include video producer, camera operator, location/studio sound operator, videographer, post-production editor, and webcast production specialist. This program focuses on broad transferable skills and stresses understanding and demonstration of skills related to the television video and internet/webcast industries, including pre-production concept development, logistical coordination and planning, scripting, production management and direction, camera operation, photographic image composition, lighting, location/studio sound recording, post-production picture and audio editing. The program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Arts, A/V Technology and Communication career cluster.

College Credit Certificates

Students may complete the following college credit certificates as part of the Digital Cinema and Television Production degree:

- Digital and Interactive Media Design Technical Certificate
- Digital Video Fundamentals Certificate
## Video Editing and Post-Production Certificate

### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RTV 1201C</td>
<td>Introduction to Television Production I</td>
<td>4</td>
</tr>
<tr>
<td>RTV 1201</td>
<td>Introduction to Television Production II</td>
<td>4</td>
</tr>
<tr>
<td>RTV 2250</td>
<td>Video Post Production</td>
<td>3</td>
</tr>
<tr>
<td>RTV 2251</td>
<td>Advanced Editing</td>
<td>3</td>
</tr>
<tr>
<td>RTV 2925</td>
<td>TV Workshop</td>
<td>3</td>
</tr>
<tr>
<td>PGY 2801C</td>
<td>Digital Photography</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG 2341</td>
<td>Motion Graphics I</td>
<td>3</td>
</tr>
<tr>
<td>ART 1201C</td>
<td>Design Fundamentals I</td>
<td>3</td>
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</table>

### Elective Courses

Choose 15 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG 2000</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
<tr>
<td>ENG 2100</td>
<td>The Art of Film</td>
<td>3</td>
</tr>
<tr>
<td>PGY 2401C</td>
<td>Photography I</td>
<td>3</td>
</tr>
<tr>
<td>THE 1020</td>
<td>Theatre Survey</td>
<td>3</td>
</tr>
<tr>
<td>RTV 2206</td>
<td>Television Directing</td>
<td>3</td>
</tr>
<tr>
<td>THE 1300</td>
<td>Survey Dramatic Literature</td>
<td>3</td>
</tr>
<tr>
<td>THE 1304</td>
<td>Script Analysis</td>
<td>3</td>
</tr>
<tr>
<td>THE 2925</td>
<td>Theatre Production and Performance</td>
<td>1</td>
</tr>
</tbody>
</table>

ART#### Any ART prefix course
CRW#### Any CRW prefix course
DIG#### Any DIG prefix course
GRA#### Any GRA prefix course
PGY#### Any PGY prefix course
RTV#### Any RTV prefix course
RTV29# Cooperative Education Internship in Radio/TV
TPA#### Any TPA prefix course
TPP#### Any TPP prefix course

### General Education Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
<tr>
<td>Humanities General Education course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Recommended: Area A Humanities</td>
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<td></td>
</tr>
<tr>
<td>Mathematics or Science General Education course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Social Science General Education course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Any General Education course</td>
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<td></td>
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</table>

Recommended:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
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</tbody>
</table>

Total Credits: 60

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### Digital Video Fundamentals Technical Certificate

**Major Code:** TVFUN-CC  
**CIP:** 0610030414

#### Program Description

This program is designed for students who intend to seek employment in the television industry and/or related fields. Students enrolled in the A.A. degree or the A.S. degree, Digital Cinema and Television Production Associate in Science program may earn the Digital Video Fundamentals Certificate upon completion of...
the following courses:

Required Courses

RTV 1201C  Introduction to Television Production I  4
or
RTV 1201  Introduction to Television Production I  3
and
RTV 1201L  Introduction to Television Production I  1

RTV 1241  Introduction to Television Production II  4
RTV 2245C  Electronic Field Production  4
RTV 2250  Video Post Production  3
RTV 2251  Advanced Editing  3
RTV 2925  TV Workshop  3

Total Credits:  24

Educator Preparation Institute
Certificate of Achievement
Major Code: EDPREP  CIP: 5551399990
Program Description

The Educator Preparation Institute (EPI) is a nine-month, competency-based program that provides baccalaureate degree holders in a field other than education the opportunity to become certified K-12 teachers. Applicants are screened for participation in this program.

The Educator Preparation Institute is a restricted-access program. Applicants must:

- Possess a bachelor’s degree or higher from an accredited postsecondary college or university and provide an official (unopened) transcript(s);
- Complete the Seminole State College admissions application;
- Obtain a statement of Status of Eligibility from the Florida Department of Education;
- Obtain security clearance through fingerprinting for a background check with the local school district(s);
- Attend an EPI information session;
- Complete and pass the state of Florida General Knowledge Exam, the Professional Exam and Subject Area Exam before completing the EPI program.

Those accepted into the EPI program will receive
institutional credits which cannot be used as college credit hours. However, these hours are transportable from an alternative teacher certification program to another at participating institutions within the Florida state higher education system.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPI 0001</td>
<td>Classroom Management Module 1A</td>
<td>3</td>
</tr>
<tr>
<td>EPI 0002</td>
<td>Instructional Strategies Module 1B</td>
<td>3</td>
</tr>
<tr>
<td>EPI 0003</td>
<td>Instructional Strategies: Technology Module 1C</td>
<td>3</td>
</tr>
<tr>
<td>EPI 0004</td>
<td>Instructional Strategies: The Teaching and Learning Process Module 1D</td>
<td>3</td>
</tr>
<tr>
<td>EPI 0005</td>
<td>Methods of Teaching English to Speakers of Other Languages (ESOL)</td>
<td>3</td>
</tr>
<tr>
<td>EPI 0010</td>
<td>Foundations of Research Based Practices in Reading</td>
<td>4</td>
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</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPI 0020</td>
<td>The Teaching Profession: Professional Foundations</td>
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</tr>
<tr>
<td>EPI 0030</td>
<td>Diversity in the Classroom: Module 4A</td>
<td>2</td>
</tr>
<tr>
<td>EPI 0950</td>
<td>Teaching Methods Practicum</td>
<td>5</td>
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</tbody>
</table>

**Optional courses for students seeking the Reading Endorsement:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPI 0009</td>
<td>Foundations of Language and Cognition</td>
<td>3</td>
</tr>
<tr>
<td>EPI 0010</td>
<td>Foundations of Research Based Practices in Reading</td>
<td>4</td>
</tr>
<tr>
<td>EPI 0011</td>
<td>Foundations of Assessment</td>
<td>3</td>
</tr>
<tr>
<td>EPI 0012</td>
<td>Foundations of Differentiation</td>
<td>3</td>
</tr>
<tr>
<td>EPI 0014</td>
<td>Demonstration of Accomplishment</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 28
School of Business, Health and Public Safety

BS, Business and Information Management
Bachelor of Science
Major Code: BIM-BS CIP: 1105212011
Program Description

The Bachelor of Science in Business and Information Management (B.S.B.I.M.) degree is designed for students interested in making business organizations more efficient and effective through entrepreneurship and the use of business skills, including applying technology. This field requires a solid understanding of business practices combined with an understanding of the role information systems play within an organization. Professionals who practice in the field of Business and Information Management serve as a communication bridge between those who implement information systems technology and the business end users of these systems. They help ensure that organizations make information available in a timely manner and in an easily understandable format to provide strategic advantage.

The curriculum emphasizes skills necessary to sustain and grow a business through marketing, general business, management practices and the application of law and ethics. The curriculum also focuses on the analysis and implementation of information systems, data management, data communications, as well as currently emerging topics such as enterprise system processes and knowledge management. Students interested in careers as business analysts, business operations specialists, business support managers, chief information officers and management information systems managers will find this program especially beneficial. The B.S. degree in Business and Information Management consists of 120 credits including 36 credits of General Education courses.

Supply Chain Management Specialization: Supply Chain Management encompasses the flow of goods and services from the point of origin to the point of consumption and impacts every individual, organization and industry on the planet. The supply chain specialization prepares students for entry-level and mid-level positions within the supply chain field, as well as supplemental training for persons currently employed in the field. The curriculum emphasizes the skills necessary to manage supply chain functions with a focus on operations, quality, sustainability and global business. The combination of Business and Information courses and Supply Chain Specialization courses prepares students for careers as sourcing specialists, supply chain managers, operations analysts and logistics managers.

Entrepreneurship Specialization: Seminole State’s Entrepreneurship specialization is designed to prepare students with the necessary skills to succeed as an entrepreneur to start a business or to implement changes within an organization as an intrapreneur. Graduates will be trained on the specific skills needed to maintain a solid financial foundation for a business. Content will also include implementation of contemporary digital media technologies.

Interdisciplinary Specialization: This specialization is specifically designed for graduates of A.S. programs and provides the prerequisite coursework to enter the BS degree as part of the total program requirements.

European Business Experience Specialization: The European Business Experience provides students with the opportunity to study abroad in Salzburg, Austria. All twelve credits from this specialization will take place at Salzburg College. In addition to the twelve courses within the specialization, students will be required to take Elementary German I (GER 1120). The curriculum will have an emphasis on global branding, cross-cultural communications and public relations throughout the world. Students will be required to consult the Center for Global Engagement for details regarding travel and lodging arrangements.
**Human Resources Specialization:** The Human Resources specialization prepares students for positions within the human resource management (HRM) field and provides supplemental training for persons currently employed in this field. This specialization provides students with an in-depth study of the human resources processes throughout both large and small organizations. The core business and information curriculum is supplemented by courses in compensation, benefits, employee training and employment law.

**Social Media and E-Marketing:** The Social Media and E-Marketing specialization is intended for individuals who desire to pursue careers in social media and e-marketing related industries and has been designed to enhance one’s knowledge and skills essential in these same areas.

**Program Admission**

Applicants seeking admission to Seminole State College’s bachelor’s degree programs must comply with the College’s General Admissions procedures. In addition, students must meet the following program-specific requirements listed below prior to being accepted into upper-division coursework:

- Completion of an Associate in Arts (A.A.) or bachelor’s degree from a regionally accredited institution or completion of an Associate in Science (A.S.) degree in a Business-related field from any regionally accredited institution.

  All other degrees will be evaluated by the faculty committee on a case-by-case basis.

- A GPA of 2.0 or higher.
- Program Progression Requirements: once admitted, students must achieve (or have achieved) a grade of “C” or higher in the following courses:
  - ACG 2021 Principles of Financial Accounting
  - ACG 2071 Principles of Managerial Accounting
  - CGS 2100C Office Applications
  - ECO 2013 Principles of Economics (MACRO)
  - ECO 2023 Principles of Economics (MICRO)
  - MAC 2233 Concepts of Calculus
  - STA 2023 Statistical Methods I

**Required Courses**

Students must complete all Required Courses with a grade of “C” or higher.

- **FIN 3403** Principles of Business Finance 3
- **GEB 3376** The Entrepreneurial and Intrapreneurial Manager 3
- **ISM 3011C** Essentials of Management Information Systems 3
- **ISM 4153** Introduction to Enterprise Processing Environments 3
- **ISM 4314** Project Management 3
- **ISM 4431** Business Process Management Systems 3
- **LDR 3332** Management and Leadership Development 3
- **MAN 3025** Management of Organizations 3
- **MAN 3320** Management of Strategic Human Resources 3
- **MAR 3415** Professional Selling and Negotiation 3
- **OST 2852C** Microsoft Excel 3

**Choose BUL 3130 or BUL 3130H:**

- **BUL 3130** Legal and Ethical Environments of Business 3

  or

- **BUL 3130H** Honors Legal and Ethical Environment of Business 3

**Choose ISM 3424 or ISM 3424H**

- **ISM 3424** Business Modeling Using Simulation 3
ISM 3424H Honors Business Modeling using Simulation 3

Choose ISM 4881 or ISM 4881H

ISM 4881 Capstone Project 3

or

ISM 4881H Honors Capstone Project 3

Choose MAR 3023 or MAR 3023H

MAR 3023 Principles of Marketing 3

or

MAR 3023H Honors Principles of Marketing 3

Choose ENC 3213 or GEB 3213

ENC 3213 Technical and Business Writing 3

or

GEB 3213 Writing for Business 3

Elective Courses 36

Upper or Lower Division Electives 24

Choose 12 credits of elective courses from 1 of the following Specializations:

• Supply Chain Management
• Entrepreneurship
• Interdisciplinary
• European Business Experience
• Human Resources
• Social Media and E-Marketing

Supply Chain Management 12

Specialization courses must be completed with a “C” or higher.

MAN 2043 Quality Management 3

MAN 3504 Operations Management and Logistics 3

MAN 3781 Sustainable Business Strategies 3

MAN 4597 Global Supply Chain Management 3

Entrepreneurship Specialization 12

Specialization courses must be completed with a “C” or higher.

ENT 3183 Commercializing New Technologies 3

ENT 4113 Entrepreneurship: New Business Development 3

FIN 4470 Entrepreneurial Finance 3

MAR 3721 Digital Media Marketing 3

Interdisciplinary Specialization 12

Specialization courses must be completed with a “C” or higher.

ACG 3361 Intermediate Managerial Accounting 3

ACG 3131 Intermediate Accounting I 3

GEB 3955 Travel Study in Business 3

ISM 3013 Using and Managing Business Information Systems 3

ISM 3113 Information Systems Analysis and Design 3

ISM 4420 Knowledge Management: Techniques and Practices 3

MAN 3504 Operations Management and Logistics 3

MAN 4600 International Business and Management 3
Any 2000, 3000 or 4000 level ACG, APA, BUL, CGS, COP, ECO, ENT, ETI, FIN, GEB, HIM, HSA, HSC, ISM, IST, LDR, MAN, MAR, MKA, MNA, OST, PLA, QMB, RMI, STA, TAX or TRA course not already required can satisfy the elective requirement.

Any 3000 or 4000 level EUH, GER, INR, MUH, MUL or PUR course can satisfy the elective requirement.

**Foundation Courses**

Foundation courses may be applied towards elective and certain General Education requirements. Foundation courses must be completed with a grade of “C” or higher.

- **ACG** 2021 Principles of Financial Accounting 3
- **ACG** 2071 Principles of Managerial Accounting 3
- **CGS** 2100C Computer Applications 3
- **ECO** 2013 Principles of Economics (MACRO) 3
- **ECO** 2023 Principles of Economics (MICRO) 3
- **MAC** 2233 Concepts of Calculus 3
- **STA** 2023 Statistical Methods I 3

**General Education Courses**

- Communications General Education courses 9
- History General Education course 3
- Humanities General Education courses 6
- Mathematics General Education course (MAC 1105 is recommended for students in this degree) 6

**Human Resources Specialization**

Specialization courses must be completed with a “C” or higher.

- **MAN** 4330 Compensation Management 3
- **MAN** 4335 Employee Benefit Planning 3
- **MAN** 4352 Effective Employee Training 3
- **MAN** 4402 Employment Law and Regulations 3

**Social Media and E-Marketing Specialization**

Specialization courses must be completed with a “C” or higher.

- **MAR** 3721 Digital Media Marketing 3

**European Business Experience**

Specialization courses must be completed with a “C” or higher.

- **INR** 4531 Economics and Politics of the EU 3
- **MAR** 3143 Global Marketing: Understanding Cultural Paradoxes 3
- **PUR** 4404 International Public Relations: Focus EU 3
- **EUH** 3952 The European Experience: History, Politics and Culture 3

**School of Business, Health and Public Safety**

**Foundation Courses**

School of Business, Health and Public Safety

**European Business Experience**

School of Business, Health and Public Safety

**Human Resources Specialization**

School of Business, Health and Public Safety

**Social Media and E-Marketing Specialization**

School of Business, Health and Public Safety

**General Education Courses**

School of Business, Health and Public Safety

**Catalog Year 2019-20**

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Generated on 08/13/2019
**BACC CPP, Social Media and E-Marketing Analytics Certificate of Professional Preparation**

**Major Code:** SOCEMAR-BC  **CIP:** 5550907020

**Program Description**

This certificate program is intended for individuals who desire to pursue careers in social media and e-marketing analytics-related industries and has been designed to enhance one’s knowledge and skills essential in these same areas.

**Program Admission**

Prerequisite: A conferred Bachelor’s degree, from a regionally accredited institution, with a cumulative undergraduate GPA of 2.0 is required to qualify for admission consideration.

**Required Courses**

Students must complete all Required Courses with a grade of “C” or higher.

**Choose MAR 3023 or MAR 3023H:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MAR 3023</td>
<td>Principles of Marketing</td>
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</tr>
<tr>
<td>MAR 3023H</td>
<td>Honors Principles of Marketing</td>
<td>3</td>
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Complete the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MAR 4674</td>
<td>Marketing Analytics</td>
<td>3</td>
</tr>
<tr>
<td>MAR 3721</td>
<td>Digital Media Marketing</td>
<td>3</td>
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<tr>
<td>MAR 4860</td>
<td>Customer Relationship Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 4233</td>
<td>Social Media Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 18

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**AS, Accounting Technology Associate in Science**  **Major Code:** ACCT-AS  **CIP:** 1552030201

**Program Description**

Seminole State College’s Accounting Technology Program arms you with the skills you need to land a high-paying job in accounting or finance. Graduates of the Associate in Science (A.S.) degree and certificate programs enjoy over a 90 percent placement rate.

**Benefits:**

- Flexible scheduling (day, evening and online)
- Experienced faculty with expertise in modern accounting practices
- Job-placement assistance and internships through the Career Development Center
- Faculty-led networking trips that connect students and employers
- Curriculum developed under the guidance of Central Florida employees who know the skills graduates need for success
- Scholarships and financial aid
- Clubs and organizations such as the Student Accounting Society and Phi Beta Lambda

Seminole State’s Associate in Science (A.S.) degree in Accounting Technology combines advanced systems with the fundamentals of business and accounting to provide students the knowledge and skills required for professional success. Graduates understand how to solve complex problems utilizing the latest accounting technology and techniques.

**Profession**

Dedicated to ethical practices and sound training, accounting professionals evaluate and maintain the financial health of an organization by creating the reports and schedules that allow companies to assess efficiency, control costs and increase profitability.

**Career Opportunities**
For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 16 percent (about as fast as average) through 2020 (Source: Bureau of Labor Statistics).

Degree Transfer

The following transfer options are available for A.S. degree in Accounting Technology graduates:

- DirectConnect to UCF: The University of Central Florida's Bachelor of Applied Science (B.A.S.) program.
- Additional options: Graduates also may transfer to the University of South Florida or Daytona State College.

College Credit Certificates

Students pursuing this degree also may obtain the following college credit certificates:

- Accounting Applications Technical Certificate
- Accounting Operations Technical Certificate
- Accounting Specialist Technical Certificate
- Financial Operations Certificate
- Financial Operations Specialist Certificate
- Office Specialist Technical Certificate
- Office Support Technical Certificate

Certifications

Graduates of this program are qualified to earn the following industry certifications:

- Accredited Business Accountant (ABA)
- Certified Bookkeeper, American Institute of Professional Bookkeepers (AIUPB), AIOPB001
- Enrolled Agent, IRS, INTRS001
- Intuit Quickbooks Certified User, INTUT001

Additional industry certifications may be available for college credit certificate programs.

Required Courses 36

ACG 2021 Principles of Financial Accounting 3
ACG 2071 Principles of Managerial Accounting 3
ACG 2100 Intermediate Accounting Fundamentals 3
ACG 2360 Cost Accounting 3
APA 1111C Office Accounting I 3
APA 1112C Office Accounting II Using QuickBooks 3
BUL 2241 Business Law I 3
CGS 2100C Computer Applications 3
GEB 1011 Introduction to Business 3
OST 2335C Business Communication 3
OST 2852C Microsoft Excel 3
TAX 2000 Federal Income Taxes I 3

Elective Courses 6

Choose 6 credits of electives from the following list: 6

ACG 2941 Cooperative Education Internship in Accounting
ACG 2949 Cooperative Education Internship in Accounting
BUL 2242 Business Law II 3
FIN 2001 Business Finance 3
FIN 2100 Personal Finance 3
GEB 2112 Entrepreneurship 3
GEB 2350 Global Business 3
MAN 2021 Introduction to Management 3
<table>
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<tr>
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<td>MAN 2949</td>
<td>Cooperative Education Internship in Business</td>
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<td>OST 1100C</td>
<td>Keyboarding and Document Processing</td>
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<tr>
<td>OST 1355C</td>
<td>Records Management and Legal Implications</td>
<td>3</td>
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<tr>
<td>OST 2501</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>OST 2713C</td>
<td>Microsoft Word I</td>
<td>3</td>
</tr>
<tr>
<td>OST 2717C</td>
<td>Microsoft Word II</td>
<td>3</td>
</tr>
<tr>
<td>OST 2826C</td>
<td>Microsoft PowerPoint</td>
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<td>OST 2836C</td>
<td>Microsoft Access</td>
<td>3</td>
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<td>QMB 1001</td>
<td>Business Mathematics</td>
<td>3</td>
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<tr>
<td>SBM 2000</td>
<td>Small Business Management</td>
<td>3</td>
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<tr>
<td>QMB 1001</td>
<td>Business Mathematics</td>
<td>3</td>
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<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
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<tr>
<td>ENC 1102</td>
<td>English II</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>Business &amp; Information Management</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
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<tr>
<td>Social Science General Education course</td>
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**General Education Courses: 18**

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<th>Course Code</th>
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<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102</td>
<td>English II</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>Social Science General Education course</td>
<td>3</td>
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**Recommended:**

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</thead>
<tbody>
<tr>
<td>ANT 2000</td>
<td>General Anthropology</td>
<td>3</td>
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<tr>
<td>ECO 2013</td>
<td>Principles of Economics (MACRO)</td>
<td>3</td>
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</tbody>
</table>

**Total Credits: 60**

**AS, Administrative Office Management Associate in Science**

Major Code: OSTMS-AS  CIP: 1552020401

**Program Description**

Seminole State’s Associate in Science (A.S.) degree in Administrative Office Management prepares students for careers as office managers, administrative assistants and virtual aides. Students learn to work efficiently and effectively by mastering office management techniques and computer applications. Office procedures, corporate culture, etiquette, ethics, team dynamics, leadership skills, time management, records management, business communication, customer support, accounting and technology proficiencies are also emphasized.

Students who successfully complete this degree program, including the 9 credit hours of electives in insurance, are prepared for entry into the industry as a Customer Service Agent or an Account Manager for an independent insurance agency.

**Profession**

Administrative and office management professionals are often the lifeline of an organization. Utilizing detailed organizational skills, they support all levels of a company by scheduling meetings; making travel arrangements; researching, preparing and distributing reports and managing sensitive information related to budgets, personnel and corporate communications.

**Career Opportunities**

Graduates of this program are employed as:

- Administrative Assistants
For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 12 percent (about as fast as average) through 2020 (Source: Bureau of Labor Statistics).

College Credit Certificates

Students pursuing this degree also may obtain the following college credit certificates:

- Accounting Applications Technical Certificate
- Accounting Operations Technical Certificate
- Accounting Specialist Technical Certificate
- Office Management Technical Certificate
- Office Specialist Technical Certificate
- Office Support Technical Certificate

Program Note

Seminole State’s Associate in Science (A.S.) degrees are designed to prepare graduates for immediate entry into their chosen career field and/or transfer into certain baccalaureate programs. Students planning to transfer to a college or university should consult with an academic advisor to ensure completion of all entry requirements for the baccalaureate program of their choice.

Certifications

Graduates of this program are qualified to earn the following industry certifications:

- Certification for Legal Professionals, (Accredited Legal Secretary—ALS), The Association for Legal Professionals, (TAFLP001)
- Certified Administrative Professional (CAP), International Association of Administrative Professionals, (AOAP001)
- Certified Professional Secretary, International Association of Administrative Professionals (IAAP)
- Microsoft Office Master, Microsoft Corp., (MICRO017)
- Microsoft Office Specialist (MOS) Bundle Certification (3 out of 5—Word, Excel, PowerPoint, Access, or Outlook), Microsoft Corp., (MICRO069)

Additional industry certifications may be available for college credit certificate programs.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>APA 1111C Office Accounting I</td>
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</tr>
<tr>
<td>CGS 2100C Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>GEB 1011 Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>OST 1100C Keyboarding and Document Processing</td>
<td>3</td>
</tr>
<tr>
<td>OST 1108C Advanced Keyboarding &amp; Document Processing</td>
<td>3</td>
</tr>
<tr>
<td>OST 1355C Records Management and Legal Implications</td>
<td>3</td>
</tr>
<tr>
<td>OST 2335C Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>OST 2402C Administrative Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OST 2501 Administrative Office Management</td>
<td>3</td>
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<td>OST 2713C Microsoft Word I</td>
<td>3</td>
</tr>
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<td>OST 2852C Microsoft Excel</td>
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<td>OST 2826C Microsoft PowerPoint</td>
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Elective Courses

Choose 9 credits from the following list:

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>APA 1112C Office Accounting II Using QuickBooks</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2021 Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2071 Principles of Managerial Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>
Associate in Science
Major Code: BSADM-AS CIP: 1552020102

Program Description

Seminole State’s Associate in Science (A.S.) degree in Business Administration provides students a broad foundation in business studies including marketing, finance and management. Graduates possess the knowledge and skills to successfully contribute to the economic enterprises competing in today’s global market.

Human Resources Management Specialization:
Seminole State’s Human Resources Management specialization is designed to provide students with a solid foundation in the theories and concepts relevant to success in Human Resource Management. The curriculum focuses on recruiting and staffing, compensation and benefits, employment law and strategic human resources management. This program will prepare students by giving them the knowledge and skills needed to become leaders in today’s global market.

Management Specialization:
Seminole State’s Management specialization is designed to prepare students for employment in supervisory and management positions in a variety of business environments. The content includes instruction in planning, organizing, leading and controlling a business. Emphasis is placed on selected theories of management and decision-making and the knowledge and understanding necessary for managing people and functions.

Marketing and Sales Specialization:
Seminole State’s Marketing and Sales specialization is designed to prepare students for either employment in sales and marketing positions in a variety of business environments and/or developing the skills required to successfully market an entrepreneurial venture using innovative marketing strategies. Content includes the analysis of business opportunities, social media tools, franchising, global business and sales techniques.

Insurance (Risk Management) Specialization:
Seminole State’s Insurance (Risk Management) specialization is designed to prepare students for entry into the insurance industry as a Customer
Service Agent or an Account Manager for an independent insurance agency. The Seminole State College Associates Degree with the “Insurance (Risk Management) Specialization” meets the minimum statutory requirements for the Department of Financial Services to waive the examinations for 4 license types (3 licenses). Students who successfully complete this degree program, including the 9 credit hours of insurance instruction listed, will qualify for the 4-40 Customer Representative License, 20-44 Personal Lines Agent License, and the 2-15 Health & Life Agent (Including Annuities & Variable Contracts) License.

In order to qualify for the exemption, a student must complete the 3 RMI courses listed along with any other requirements necessary to be awarded a degree. The three RMI courses must be completed as part of an awarded degree.

Note: Students are encouraged to review the State of Florida rules pertaining to insurance licensing prior to enrolling in any RMI courses.

AS to BS (BIM) Specialization: Seminole State’s AS to BS (BIM) specialization provides the prerequisite coursework required to enter the Bachelor of Science (B.S.) in Business and Information Management degree program.

Logistics: Seminole State’s Logistics specialization is designed to prepare students for employment in a variety of positions within the broad field of Logistics. The curriculum focuses on purchasing, inventory, warehousing, transportation and logistics, operations management, and quality management. Emphasis is placed on the management of logistics operations and functions in today’s dynamic global market.

General Specialization: Seminole State’s General specialization provides a broad foundation in business studies including marketing, finance and management. Graduates possess the knowledge and skills to successfully contribute to the economic enterprises competing in today’s global market.

Successful business professionals participate in an increasingly complex and multicultural workforce. They embrace change and possess a broad understanding of the trends that influence today’s business environment, including creative entrepreneurship, corporate citizenship, digital marketing and mobile communication.

Career Opportunities

Graduates of this program are employed as:

- Administrative Service Managers
- Business Services Managers
- General Managers
- Technology Support Specialists

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 15 percent (about as fast as average) through 2020 (Source: Bureau of Labor Statistics).

College Credit Certificates

Students pursuing this degree also may obtain the following college credit certificates:

- Business Operations Certificate
- Business Specialist Certificate
- Entrepreneurship Certificate
- Entrepreneurship Operations Certificate
- Financial Operations Certificate
- Financial Operations Specialist Certificate
- Human Resources Administrator Technical Certificate
- International Business Certificate
- Management Certificate
- Marketing Certificate
- Small Business Management Certificate

Degree Transfer

The following transfer options are available for A.S. Degree in Business Administration graduates:

- Seminole State’s Bachelor of Science (B.S.) in Business and Information Management (BIM).
• DirectConnect to UCF: Seminole State’s A.S. Degree in Business Administration will transfer to the College’s Bachelor of Arts in Business Administration (B.A.B.A.)
• Some A.S. courses are also transferable to other four-year institutions.

Certifications
Graduates of this program are qualified to earn the following industry certifications:

• Logistics and Supply Chain Management, (AMSTL001)
• Microsoft Office Specialist (MOS) Bundle Certification (3 of 5), (MICRO069)
• Microsoft Office Specialist Master, (MICRO017)
• Transportation and Logistics Certification, (AMSTL002)

Additional industry certifications may be available for college credit certificate programs.

Program Note
Seminole State’s Associate in Science (A.S.) degrees are designed to prepare graduates for immediate entry into their chosen career field and/or transfer into certain baccalaureate programs. Students planning to transfer to a college or university should consult with an academic advisor to ensure completion of all entry requirements for the baccalaureate program of their choice.

Required Courses  30

CGS 2100C  Computer Applications  3
GEB 1011  Introduction to Business  3
MAN 2021  Introduction to Management  3
MAR 2011  Marketing  3
OST 2335C  Business Communication  3
OST 2852C  Microsoft Excel  3
QMB 1001  Business Mathematics  3

Choose 1 accounting group:

APA 1111C  Office Accounting I  3
APA 1112C  Office Accounting II Using QuickBooks  3
or

ACG 2021  Principles of Financial Accounting  3
ACG 2071  Principles of Managerial Accounting  3

Choose 1 legal studies course:

BUL 2240  Legal Issues for Small Businesses  3
BUL 2241  Business Law I  3

Elective Courses  15

Choose 15 credits of elective courses from 1 of the following Specializations:

• Human Resources Management
• Management
• Marketing and Sales
• Insurance (Risk Management)
• AS to BS (BIM)
• Logistics
• General

Human Resources Management Specialization  15

MAN 2300  Human Resources Management  3
MNA 2320  Human Resources Recruitment and Staffing  3
MNA 2325  Human Resources Compensation and Benefits Administration  3
MNA 2403  Introduction to Human Resources Management Law and Regulations  3
OST 1355C  Records Management and Legal Implications  3
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<tr>
<th>Specialization</th>
<th>Courses</th>
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<tr>
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<tr>
<td></td>
<td>GEB 2350 Global Business</td>
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<tr>
<td></td>
<td>MAN 2300 Human Resources Management</td>
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<td>SBM 2000 Small Business Management</td>
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<tr>
<td></td>
<td>Elective: Any BUL, ENT, FIN, GEB, MAN, MAR, MKA, MNA, OST, SBM, TRA prefix course (MAN 2604 recommended)</td>
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<tr>
<td>Marketing and Sales Specialization</td>
<td>ENT 2172 Opportunity Analysis and Franchising</td>
<td>3</td>
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<tr>
<td></td>
<td>MAR 2141 Global Marketing</td>
<td>3</td>
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<tr>
<td></td>
<td>MAR 2760 Entrepreneurial Marketing and Professional Selling</td>
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<td>MKA 2021 Principles of Selling</td>
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<td></td>
<td>DIG 1105C Social Media Tools</td>
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<tr>
<td>Insurance (Risk Management) Specialization</td>
<td>RMI 2662 Introduction to Risk Management and Insurance</td>
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<td>RMI 2110 Personal Insurance Planning</td>
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<td></td>
<td>RMI 2212 Personal and Business Property Insurance</td>
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<td>MKA 2021 Principles of Selling</td>
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<td>SBM 2000 Small Business Management</td>
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<td>AS to BS (BIM) Specialization</td>
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<td>ECO 2013 Principles of Economics (MACRO)</td>
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<td>MAC 2233 Concepts of Calculus</td>
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<td>STA 2023 Statistical Methods I</td>
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<td>Elective: Any BUL, ENT, FIN, GEB, MAN, MAR, MKA, MNA, OST, SBM, TRA prefix course</td>
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<td>Logistics Specialization</td>
<td>MAN 2500 Operations Management</td>
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<td>MNA 2216 Inventory Management</td>
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<td>TRA 2010 Transportation and Logistics</td>
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<td>TRA 2131 Purchasing Management</td>
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<td>TRA 2230 Warehouse Management</td>
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<tr>
<td>General Specialization</td>
<td>ENT 2172 Opportunity Analysis and Franchising</td>
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<tr>
<td></td>
<td>FIN 2001 Business Finance</td>
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<td>FIN 2100 Personal Finance</td>
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<td>GEB 2112 Entrepreneurship</td>
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<tr>
<td></td>
<td>GEB 2350 Global Business</td>
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<tr>
<td></td>
<td>GEB 2930 Selected Studies in Business</td>
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<td>GEB 2931 Selected Studies in Business</td>
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<td></td>
<td>GEB 2955 Travel Study in Business</td>
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<td></td>
<td>MAC 1105 College Algebra</td>
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<td></td>
<td>MAN 2043 Quality Management</td>
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<td></td>
<td>MAN 2060 Sustainable Business</td>
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</table>

Note: Students are encouraged to review the [State of Florida rules](#) pertaining to insurance licensing prior to enrolling in any RMI courses.
MAN 2300  Human Resources Management 3
MAN 2604  Global Management 3
MAN 2941  Cooperative Education Internship in Business 1
MAN 2942  Cooperative Education Internship in Business 2
MAN 2949  Cooperative Education Internship in Business 3
MAR 2141  Global Marketing 3
MKA 2021  Principles of Selling 3
MAR 2760  Entrepreneurial Marketing and Professional Selling 3
MNA 2320  Human Resources Recruitment and Staffing 3
MNA 2325  Human Resources Compensation and Benefits Administration 3
MNA 2403  Introduction to Human Resources Management Law and Regulations 3
OST 1355C  Records Management and Legal Implications 3
OST 2794  Internet Research for Business 3
SBM 2000  Small Business Management 3
TRA 1154  Designing and Managing Supply Chain Systems 3

Any BUL, ENT, FIN, GEB, MAN, MAR, MKA, SBM, SLS, or TRA prefix course 3

General Education Courses 15
ENC 1101  English I 3

SPC 1608  Speech Communication 3

Humanities General Education course 3

Mathematics or Science General Education Course (MAC 1105 is recommended for students wishing to pursue the B.S. in Business & Information Management)

Social Science General Education Course (ECO 2013 is recommended)

Total Credits: 60

AS, Entrepreneurship and Business Management
Associate in Science
Major Code: ENTRE-AS  CIP: 1552070308
Program Description

Seminole State’s Associate in Science (A.S.) degree in Entrepreneurship and Business Management prepares students to start, run and grow an organization by emphasizing the critical thinking skills required to develop innovative business practices. Coursework includes computer applications, communication strategies and personnel management, as well as networking and venture capital acquisition.

Profession

Entrepreneurs play a critical role in the economy by serving as business leaders and innovators. They assume financial risks to bring new ideas to market and possess the decision-making skills to produce economic profits.

Careers in entrepreneurship and small business management are well-suited for individuals who are passionate about owning or operating new businesses or improving existing companies.

Career Opportunities

Graduates of this program are employed as:

• Administrative Services or Office Managers
• Business Owners
• Chief Executive Officers
• General and Operational Managers
• Hotel Managers

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 15 percent (about as fast as average) through 2020 (Source: Bureau of Labor Statistics).

College Credit Certificates

Students pursuing this degree also may obtain the following college credit certificates:

• Business Specialist Certificate
• Entrepreneurship Certificate
• Entrepreneurship Operations Certificate
• Human Resources Administrator Technical Certificate

Degree Transfer

Seminole State’s A.S. degree in Entrepreneurship and Business Management will transfer to the College’s Bachelor of Science (B.S.) in Business Information Management program.

Required Courses  39

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
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<td>ENT 2172</td>
<td>Opportunity Analysis and Franchising</td>
<td>3</td>
</tr>
<tr>
<td>FIN 2001</td>
<td>Business Finance</td>
<td>3</td>
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<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
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<td>GEB 2112</td>
<td>Entrepreneurship</td>
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<td>MAR 2760</td>
<td>Entrepreneurial Marketing and Professional Selling</td>
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<tr>
<td>OST 2335C</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>QMB 1001</td>
<td>Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>SBM 2000</td>
<td>Small Business Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose 1 accounting group:

APA 1111C Office Accounting I  3
APA 1112C Office Accounting II Using QuickBooks  3

or

ACG 2021 Principles of Financial Accounting  3
ACG 2071 Principles of Managerial Accounting  3

Choose 1 BUL prefix course:

BUL 2240 Legal Issues for Small Businesses  3
BUL 2241 Business Law I  3

Choose 1 GEB prefix course:

GEB 2350 Global Business  3
GEB 2955 Travel Study in Business  3

Elective Courses  6

Choose 6 credits from the following list:  6

ENT 2931 Selected Studies in Entrepreneurship  1
MAN 2604 Global Management  3
MNA 2320 Human Resources Recruitment and Staffing  3
MNA 2325 Human Resources Compensation and Benefits Administration  3
MNA 2403 Introduction to Human Resources Management Law and Regulations  3
MAR 2141 Global Marketing  3
MKA 2511 Advertising and Sales Promotion  3
OST 1355C Records Management and Legal  3
Implications

OST 2794 Internet Research for Business 3

OST 2852C Microsoft Excel 3

ENT##### Any ENT prefix course
FIN##### Any FIN prefix course
MAR##### Any MAR prefix course
GEB##### Any GEB prefix course
SBM##### Any SBM prefix course
MAN##### Any MAN prefix course

General Education Courses 15

ENC 1101 English I 3

SPC 1608 Speech Communication 3

Humanities General Education course 3

Mathematics or Science General Education Course (MAC 1105 is recommended for students wishing to pursue the B.S. in Business & Information Management)

Social Science General Education course 3

Recommended:

ECO 2013 Principles of Economics (MACRO) 3

Total Credits: 60

AS, Hospitality Management
Associate in Science
Major Code: HOSPMGT-AS CIP: 1252090101

Program Description

With Seminole State College's close proximity to many top-rated destinations throughout Central Florida, the college provides the perfect opportunity for students to earn an Associate of Science (A.S.) degree in Hospitality Management. The degree program prepares students for a career in leadership within the hospitality industry. Through internship experiences and course selections from a defined list of electives and core courses, students can focus their studies on one of two specializations: Hotel Management or Restaurant Management. Students will learn many aspects of the industry, including finance, customer service theory, human resources, marketing and communication.

Profession

Hospitality professionals are passionate about delivering exceptional guest experiences. They are service-oriented, business minded, high-energy and productivity-driven to ensure the operations throughout their establishment run smoothly for the guest.

Career Opportunities

A career in hotel and restaurant management can be a rewarding career choice. There are many opportunities for graduates within this field:

- Hotel Management
- Front Office Reception
- Restaurant Management
- Food and Beverage Management
- Catering and Event Management

For career information related to this program, please visit O*Net Online.

Job Outlook

According to the Department of Economic Opportunity, employment in this field is expected to grow by 16 percent through 2026.

Required Courses 27

GEB 1011 Introduction to Business 3

HFT 1000 Introduction to Hospitality Management 3

HFT 2008 Guest Services and Professionalism in Hospitality 3

HFT 2210 Hospitality Management and Leadership 3

HFT 2220 Hospitality Human Resource Management & Legal Aspects 3
Choose one of the following Specializations:

- Restaurant Management
- Hotel Management

**Restaurant Management Specialization**

Required Electives for the Restaurant Management Specialization

- FSS 2203C Introduction to Culinary Fundamentals 3
- HFT 2265 Principles of Restaurant Management 3

Choose 12 credits from the following courses:

- FSS 2130 Supply and Procurement 3
- HFT 2261 Advanced Restaurant Management 3
- HFT 2264 Catering and Banquet Organization 3
- HFT 2650 Franchising and Multi-Unit Management 3
- HFT 2941 Cooperative Education Internship in Hospitality 1

**Hotel Management Specialization**

Required Electives for the Hotel Management Specialization

- HFT 1410 Front Office Management 3
- HFT 2441 Information Technology in Hotel Management 3
- HFT 2941 Cooperative Education Internship in Hospitality 1
- MAR 2011 Marketing 3

**General Education Courses**

- ENC 1101 English I 3
- SPC 1608 Speech Communication 3
- Humanities General Education course 3
- Mathematics or Science General Education course 3
- Social Science General Education course 3

**Total Credits:** 60

---

**AS, Legal Assistant/Paralegal Associate in Science**

**Major Code:** LEGAL-AS  **CIP:** 1722030200

**Program Description**

This American Bar Association (ABA) approved program is designed to prepare qualified persons to work under the supervision of attorneys. Our goal is
to help students play essential roles as valuable members of legal teams in various settings including law firms, courts, corporations, financial institutions, non-profit organizations, and various government offices. Students receive academic instruction in a variety of legal areas and hands-on applications in a technology-enhanced environment. A variety of educational experiences which promote critical thinking and the development of specialized skills and professional ethical behavior are integrated throughout the curriculum. This diverse educational foundation prepares our graduates to meet the current and future requirements of the legal community we serve.

Many courses in this program are now offered in an online format in addition to traditional face-to-face classroom instruction. Please note that The American Bar Association (ABA) requires students to take a minimum of ten (10) credits of legal specialty courses in the traditional, face-to-face class format in order to successfully complete the program. The legal specialty courses include: PLA 1104, PLA 2114, PLA 2203, PLA 2273, PLA 2600, PLA 2610, PLA 2800, PLA 2949, PLA 2303, PLA 2730 and PLA 2930.

The required internship program provides students the opportunity to gain actual work experience in a legal setting. Students are encouraged to sit for one of the national certification exams, and are aided in their preparation through the curriculum, training, and experiences offered by the program. Specific courses may provide transfer opportunities to four-year institutions.

Note: Paralegals may not provide legal services directly to the public except as provided by law.

Profession

Paralegals and legal assistants provide critical support in law firms, courts, corporations, banks and government offices. Astute at managing multiple deadlines and intricate details, these professionals conduct research, prepare reports and assist lawyers with legal proceedings and business meetings.

Career Opportunities

Graduates of this program are employed in:

- Banks/trusts departments
- Corporations and businesses
- Courts
- Federal, state and local government offices
- Insurance companies

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 22 percent (faster than average) through 2018 (Source: Bureau of Labor Statistics).

Certifications

The Accredited Legal Professional (DOE code TAFLP001) certification serves as the entry-level examination for those joining the legal support profession.

Degree Transfer

DirectConnect to UCF: The A.S. degree in Legal Assistant/Paralegal will transfer to the University of Central Florida’s Bachelor of Arts or Bachelor of Science in Legal Studies if the following courses have also been completed:

- Principles of Economics (MICRO) or Principles of Economics (MACRO),
- One humanities General Education course (ARH 2050, ARH 2051, LIT 2120, PHI 2010, REL 2300 or THE 1020), and
- One mathematics General Education course (MAC 1105, MAC 1114, MAC 2233, MAC 2311, MAC 2312, MAC 2313 or MGF 1106).

Other options: Some A.S. degree courses also are transferrable to other four-year institutions

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>BUL</td>
<td>2241 Business Law I</td>
<td>3</td>
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<tr>
<td>CGS</td>
<td>2100C Computer Applications</td>
<td>3</td>
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<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
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<tr>
<td>PLA 1003</td>
<td>Fundamental Law</td>
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<tr>
<td>PLA 1104</td>
<td>Legal Research and Writing I</td>
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<td>PLA 2114</td>
<td>Legal Research and Writing II</td>
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<tr>
<td>PLA 2203</td>
<td>Civil Litigation I</td>
<td>3</td>
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<tr>
<td>PLA 2273</td>
<td>Torts</td>
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<tr>
<td>PLA 2600</td>
<td>Wills, Trusts and Estate Administration</td>
<td>3</td>
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<tr>
<td>PLA 2610</td>
<td>Real Property I</td>
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<td>PLA 2763</td>
<td>Law Office Management and Technology</td>
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<td>PLA 2800</td>
<td>Family Law</td>
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**Choose 3 credits of Cooperative Education in Legal Studies from the following list:**

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<th>Course Title</th>
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<td>PLA 2941</td>
<td>Cooperative Education Internship in Legal Assisting</td>
<td>1</td>
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<td>PLA 2942</td>
<td>Cooperative Education Internship in Legal Assisting</td>
<td>2</td>
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<tr>
<td>PLA 2949</td>
<td>Cooperative Education Internship in Legal Assisting</td>
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**Elective Courses**

**Choose 9 credits from the following list:**

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<th>Course Title</th>
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<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
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<tr>
<td>APA 1111C</td>
<td>Office Accounting I</td>
<td>3</td>
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<tr>
<td>BUL 2242</td>
<td>Business Law II</td>
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<td>ECO 2013</td>
<td>Principles of Economics (MACRO)</td>
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<td>ECO 2023</td>
<td>Principles of Economics (MICRO)</td>
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<tr>
<td>PLA 2303</td>
<td>Criminal Litigation</td>
<td>3</td>
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<tr>
<td>PLA 2413</td>
<td>Intellectual Property</td>
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<td>PLA 2612</td>
<td>Real Property II</td>
<td>3</td>
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<td>PLA 2614</td>
<td>Real Property Transactions</td>
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<td>PLA 2730</td>
<td>Computer Assisted Legal Research</td>
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<tr>
<td>PLA 2841</td>
<td>Immigration Law</td>
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<td>PLA 2930</td>
<td>Selected Studies in Law</td>
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<tr>
<td>PLA 2940</td>
<td>Real Estate Law Practicum</td>
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<tr>
<td>PLA 2941</td>
<td>Cooperative Education Internship in Legal Assisting</td>
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**General Education Courses**

**Any 2000 level BUL prefix course**

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<tr>
<td>ENC 1101</td>
<td>English I</td>
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<td>ENC 1102</td>
<td>English II</td>
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<td>SPC 1608</td>
<td>Speech Communication</td>
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<td>Humanities General Education course</td>
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<td>Mathematics or Science General Education course</td>
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<td>Social Science General Education course</td>
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</table>

**Total Credits:** 64
AS, Social Media and Marketing
Associate in Science
Major Code: MARSOC-AS CIP: 1252140101
Program Description
This program prepares students for either employment in organizations and businesses (for-profit or not-for-profit) as marketing, advertising, and public relations managers or preparation for further education in the area of marketing. This program offers an optional social media specialization that provides the relevant technical knowledge and skills needed to prepare and manage a social media campaign for a business.

Career Opportunities
For career information related to this program, please visit O*Net OnLine.

Required Courses 39

CGS 2100C Computer Applications 3
GEB 1011 Introduction to Business 3
MAN 2021 Introduction to Management 3
MAR 2011 Marketing 3
OST 2335C Business Communication 3
OST 2852C Microsoft Excel 3
MAR 2760 Entrepreneurial Marketing and Professional Selling 3
DIG 1105C Social Media Tools 3
MAR 1720 Social Media Research and Strategy 3
MAR 2723 Social Media Implementation 3

Choose 1 accounting group:

ACG 2021 Principles of Financial Accounting 3
ACG 2071 Principles of Managerial Accounting 3

Choose 1 legal studies course:

BUL 2240 Legal Issues for Small Businesses 3
BUL 2241 Business Law I 3

Elective Courses 6

Choose 6 credits from the following list: 6

GEB 2112 Entrepreneurship 3
OST 2501 Administrative Office Management 3
MAR 2141 Global Marketing 3
MKA 2021 Principles of Selling 3

GEB#### Any GEB prefix course
MAR#### Any MAR prefix course

General Education Courses 15

ENC 1101 English I 3
SPC 1608 Speech Communication 3

Humanities General Education course 3
Mathematics or Science General Education course 3
Social Science General Education course 3

Total Credits: 60

School of Business, Health and Public Safety

or

APA 1111C Office Accounting I 3
APA 1112C Office Accounting II Using QuickBooks 3

Choose 1 legal studies course:

BUL 2240 Legal Issues for Small Businesses 3
BUL 2241 Business Law I 3

Elective Courses 6

Choose 6 credits from the following list: 6

GEB 2112 Entrepreneurship 3
OST 2501 Administrative Office Management 3
MAR 2141 Global Marketing 3
MKA 2021 Principles of Selling 3

GEB#### Any GEB prefix course
MAR#### Any MAR prefix course

General Education Courses 15

ENC 1101 English I 3
SPC 1608 Speech Communication 3

Humanities General Education course 3
Mathematics or Science General Education course 3
Social Science General Education course 3

Total Credits: 60

Accounting Applications
Technical Certificate
Major Code: ACTAP-CC CIP: 0552030205
Program Description
This program is designed for students who intend to seek immediate employment in the field of accounting. It is also beneficial for those individuals who are employed in the accounting field and need to advance their skills. Accounting skills are taught manually and through the use of accounting software. Students who complete this certificate gain employment as payroll assistants, accounts payable and receivable clerks, small office accounting assistants and full charge bookkeepers. This certificate is upward compatible with the A.S. degree, Administrative Office Management and the A.S. degree, Accounting Technology.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>APA 1111C</td>
<td>Office Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>APA 1112C</td>
<td>Office Accounting II Using QuickBooks</td>
<td>3</td>
</tr>
<tr>
<td>OST 1100C</td>
<td>Keyboarding and Document Processing</td>
<td>3</td>
</tr>
<tr>
<td>OST 2335C</td>
<td>Business Communication</td>
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<td>OST 2713C</td>
<td>Microsoft Word I</td>
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<td>OST 2852C</td>
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<tr>
<td>QMB 1001</td>
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**Elective Courses**

Choose 6 credits from the following list:

<table>
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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
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<tr>
<td>ACG 2071</td>
<td>Principles of Managerial Accounting</td>
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<td>ACG 2949</td>
<td>Cooperative Education Internship in Accounting</td>
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<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
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<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>MAN 2949</td>
<td>Cooperative Education Internship in Business</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 21

**Accounting Operations**

**Technical Certificate**

**Major Code:** ACCOP-CC  CIP: 0552030203

**Program Description**

This program is designed to prepare students for entry-level positions or to provide supplemental training for persons previously or currently employed in accounting and business. The content introduces students to the process of data entry into accounting software programs and includes the preparation, presentation and analysis of financial reports. Accounting skills are taught manually and through the use of accounting software. This certificate is upward compatible with the A.S. degree, Administrative Office Management or the A.S. degree, Accounting Technology.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>APA 1111C</td>
<td>Office Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>APA 1112C</td>
<td>Office Accounting II Using QuickBooks</td>
<td>3</td>
</tr>
<tr>
<td>OST 1100C</td>
<td>Keyboarding and Document Processing</td>
<td>3</td>
</tr>
<tr>
<td>OST 2335C</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>OST 2713C</td>
<td>Microsoft Word I</td>
<td>3</td>
</tr>
<tr>
<td>OST 2852C</td>
<td>Microsoft Excel</td>
<td>3</td>
</tr>
<tr>
<td>QMB 1001</td>
<td>Business Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>
Accounting Specialist
Technical Certificate
Major Code: ACCSP-CC CIP: 0552030204
Program Description
This program is designed to prepare students for entry-level positions in accounting and business or to provide supplemental training for persons previously or currently employed. The content introduces students to the process of data entry into accounting software programs and includes the preparation, presentation and analysis of financial reports. Accounting skills are taught manually and through the use of accounting software. This certificate is upward compatible with the A.S. degree, Administrative Office Management or the A.S degree, Accounting Technology.

Required Courses

- APA 1111C Office Accounting I 3
- OST 1100C Keyboarding and Document Processing 3
- OST 2335C Business Communication 3
- GEB 1011 Introduction to Business 3
- QMB 1001 Business Mathematics 3

Total Credits: 12

Business Operations
Technical Certificate
Major Code: BUSOP-CC CIP: 0552020104
Program Description
This program is designed to prepare students for employment in a variety of business environments and/or to provide supplemental training for persons previously or currently employed in business occupations. The certificate is upward compatible with the A.S. degree, Business Administration.

Required Courses

- Choose 1 accounting course:
  - ACG 2021 Principles of Financial Accounting 3
  - or
  - APA 1111C Office Accounting I 3
  - CGS 2100C Computer Applications 3
  - GEB 1011 Introduction to Business 3
  - OST 2335C Business Communication 3
  - OST 2852C Microsoft Excel 3
  - QMB 1001 Business Mathematics 3

Total Credits: 18

Business Specialist
Technical Certificate
Major Code: BUSSP-CC CIP: 0552020103
Program Description
This program is designed to prepare students for employment in business environments and/or to provide supplemental training for students previously or currently employed in business occupations. The certificate is upward compatible with the A.S. degree, Business Administration.

Required Courses

- Choose 1 accounting course:
  - ACG 2021 Principles of Financial Accounting 3
  - or
  - APA 1111C Office Accounting I 3
Entrepreneurship
Technical Certificate
Major Code: ENTRE-CC CIP: 0552070308

Program Description

This program is designed to teach students the fundamentals of starting and operating a business venture while presenting entrepreneurship as a viable career option. Coursework covers opportunity recognition, business planning, cash flow and financial management, market research including the professional marketing use of social media tools, e-commerce and how to understand accounting information.

The certificate is upward compatible with the A.S. degree, Business Administration and the A.S. degree, Entrepreneurship and Business Management.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>GEB 2112</td>
<td>Entrepreneurship</td>
<td>3</td>
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<tr>
<td>SBM 2000</td>
<td>Small Business Management</td>
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Additional accounting course:

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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>APA 1111C</td>
<td>Office Accounting I</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 12

Entrepreneurship Operations
Technical Certificate

Major Code: ENTREOP-CC CIP: 0552070309

Program Description

This program is designed to prepare the student to launch an entrepreneurial venture. Coursework covers opportunity analysis and franchising, entrepreneurial marketing and professional selling techniques including the professional marketing use of social media tools, preparation of a business plan, financial statement preparation and analysis, sources of financing and the management of an entrepreneurial venture.

The certificate is upward compatible with the A.S. degree, Business Administration and the A.S. degree, Entrepreneurship and Business Management.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>APA 1111C</td>
<td>Office Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>APA 1112C</td>
<td>Office Accounting II Using QuickBooks</td>
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Choose 1 BUL course:

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>BUL 2240</td>
<td>Legal Issues for Small Businesses</td>
<td>3</td>
</tr>
<tr>
<td>BUL 2241</td>
<td>Business Law I</td>
<td>3</td>
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or

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENT 2172</td>
<td>Opportunity Analysis and Franchising</td>
<td>3</td>
</tr>
<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>GEB 2112</td>
<td>Entrepreneurship</td>
<td>3</td>
</tr>
<tr>
<td>MAR 2760</td>
<td>Entrepreneurial Marketing and Professional Selling</td>
<td>3</td>
</tr>
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<td>SBM 2000</td>
<td>Small Business Management</td>
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Elective Courses

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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENT 2931</td>
<td>Selected Studies in Entrepreneurship</td>
<td>1</td>
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</tbody>
</table>
Financial Operations Technical Certificate
Major Code: FINOP-CC CIP: 0552070308
Program Description
This program is designed to increase students’ accounting and economics knowledge. Associate in Arts and Associate in Science students completing the courses listed below are eligible for this certificate.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2071</td>
<td>Principles of Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Principles of Economics (MACRO)</td>
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<tr>
<td>ECO 2023</td>
<td>Principles of Economics (MICRO)</td>
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</tbody>
</table>

Total Credits: 12

Financial Operations Specialist Technical Certificate
Major Code: FINSP-CC CIP: 0552030203
Program Description
This program is designed to increase students’ accounting, economics, computer and statistical knowledge. Associate in Arts and Associate in Science students completing the courses listed below are eligible for this certificate.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2071</td>
<td>Principles of Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
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<tr>
<td>ECO 2013</td>
<td>Principles of Economics (MACRO)</td>
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</tr>
<tr>
<td>ECO 2023</td>
<td>Principles of Economics (MICRO)</td>
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<tr>
<td>STA 2023</td>
<td>Statistical Methods I</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 18

Global Business Technical Certificate
Major Code: BIB-CC CIP: 0552070101
Program Description
The purpose of this program is to introduce students to the factors that impact business operations conducted in the global marketplace. The student will be able to demonstrate knowledge of principles and practices of international business including:

- Understanding the role of strategic planning and the development of marketing strategies for the international marketplace;
- Describing strategies for opening foreign markets, including pure exporting, use of local distributors, global manufacturing, operating wholly-owned subsidiaries and foreign direct investment;
- Demonstrating an understanding of demographics, market segmentation and the selection of target markets as applied to the global business environment;
- Identifying and explaining the differences in international consumer and industrial buying habits;
- Understanding the impact of language, culture, religion and local government regulations on the conduct of international business;
- Understanding the complexity of product development, naming and pricing in the international environment; and
- Understanding the complexities of developing worldwide distribution systems and how they are affected by differing local laws, taxation and regulations.

This certificate is upward compatible with the A.S.
degree, Business Administration and the A.S. degree, Entrepreneurship and Business Management.

**Required Courses**

**24**

**Choose 1 accounting course:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>APA 1111C</td>
<td>Office Accounting I</td>
<td>3</td>
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</table>

**Choose 1 BUL prefix course:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>BUL 2240</td>
<td>Legal Issues for Small Businesses</td>
<td>3</td>
</tr>
<tr>
<td>BUL 2241</td>
<td>Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>GEB 2350</td>
<td>Global Business</td>
<td>3</td>
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<tr>
<td>MAN 2021</td>
<td>Introduction to Management</td>
<td>3</td>
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<tr>
<td>MAR 2141</td>
<td>Global Marketing</td>
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<tr>
<td>MAN 2604</td>
<td>Global Management</td>
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</tbody>
</table>

**Total Credits:** 24

Human Resources Administrator

**Technical Certificate**

**Major Code: HRADM-CC CIP: 0552020105**

**Program Description**

The purpose of this program is to prepare students for employment as human resources administrators, specialists and generalists, benefits administrators, training and development specialists, records management specialists, recruiting and staffing specialists and employee relations specialists or to provide supplemental training for persons previously or currently employed in the field. The curriculum focuses on human resources management, recruitment and staffing, compensation and benefits administration, employment law and records management and includes an introduction to business. This certificate is upward compatible with the A.S. degree, Business Administration.

**Required Courses**

**21**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
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<tr>
<td>OST 2335C</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>MAN 2300</td>
<td>Human Resources Management</td>
<td>3</td>
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<tr>
<td>MNA 2320</td>
<td>Human Resources Recruitment and Staffing</td>
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<tr>
<td>MNA 2325</td>
<td>Human Resources Compensation and Benefits Administration</td>
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<tr>
<td>MNA 2403</td>
<td>Introduction to Human Resources Management Law and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>OST 1355C</td>
<td>Records Management and Legal Implications</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 21

Management

**Technical Certificate**

**Major Code: BMGT-CC CIP: 0552070101**

**Program Description**

The purpose of this program is to prepare students for employment in supervisory and management positions in a variety of business environments and/or to provide supplemental training for persons previously or currently employed in management occupations. The content includes instruction in planning, organizing, leading and controlling a business. Emphasis is placed on selected theories of management and decision-making and the knowledge and understanding necessary for managing people
and functions. Students will be able to demonstrate knowledge of principles and practices of management including:

- Understanding the need for management skills in all kinds of organizations;
- Describing the three basic levels of management and types of positions associated with each;
- Identifying and distinguishing strategic, operational and tactical plans;
- Defining an organization’s vision and mission;
- Identifying and describing various planning activities, including goal-setting, budgeting and establishing policies and procedures;
- Describing and providing applications of the process of rational decision-making;
- Defining and giving examples of coordination, authority, power, responsibility, accountability and span of management; and
- Defining the process of managerial control.

This certificate is upward compatible with the A.S. degree, Business Administration and the A.S. degree, Entrepreneurship and Business Management.

### Required Courses

**Marketing Technical Certificate**

_Required Courses_ 24

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG 2021</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>APA 1111C Office Accounting I</td>
<td>3</td>
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</table>

**Choose 1 BUL prefix course:**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUL 2240</td>
<td>Legal Issues for Small Businesses</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>BUL 2241 Business Law I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GEB 1011 Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GEB 2350 Global Business</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MAN 2021 Introduction to Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 24

### Program Description

The purpose of this program is to prepare students for employment in marketing positions in a variety of business environments and/or to provide supplemental training for persons currently employed in marketing occupations. Content includes the four P’s of marketing: price, product, place (distribution) and promotion of a business. Emphasis is on selected theories of marketing, sales, advertising/promotion and e-Business. Students will be able to demonstrate knowledge of the following marketing principles:

- Understanding products and markets;
- Utilizing available sources to obtain product knowledge and perform market research via the Internet;
- Creating a marketing plan;
- Explaining the use of goods classification and life cycle analyses as planning tools for marketing;
- Performing market segmentation;
- Developing and modifying marketing mixes for a business;
- Identifying target markets;
- Evaluating marketing activities; and
- Describing the techniques for sales and promotions.

This certificate is upward compatible with the A.S. degree, Business Administration and the A.S. degree, Entrepreneurship and Business Management.

### Required Courses

**School of Business, Health and Public Safety**

- MAN 2300 Human Resources Management 3
- MAN 2604 Global Management 3
- SBM 2000 Small Business Management 3

**Total Credits:** 24

- GEB 1011 Introduction to Business 3

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Major Code: OSS-CC  CIP: 0552020401

Program Description
This program is designed to prepare students for employment in an office environment using today’s technology. It also prepares students to assume managerial responsibilities. This certificate is upward compatible with the A.S. degree, Administrative Office Management.

Required Courses

- **APA 1111C** Office Accounting I  
- **CGS 2100C** Computer Applications  
- **OST 1100C** Keyboarding and Document Processing  
- **OST 2335C** Business Communication  
- **OST 2402C** Administrative Office Procedures  
- **OST 2501** Administrative Office Management  
- **OST 2713C** Microsoft Word I  
- **OST 2852C** Microsoft Excel  

Elective Courses

- **OST 1108C** Advanced Keyboarding & Document Processing  
- **OST 1355C** Records Management and Legal Implications  
- **OST 2717C** Microsoft Word II  
- **OST 2794** Internet Research for Business  
- **OST 2821C** Microsoft Publisher  
- **OST 2826C** Microsoft PowerPoint  
- **OST 2836C** Microsoft Access  
- **GEB 1011** Introduction to Business  

Total Credits: 24

Office Management Technical Certificate
Office Specialist
Technical Certificate
Major Code: OSPCL-CC CIP: 0552040704
Program Description
This program is designed to prepare students for employment in an office environment. Students acquire the knowledge and skills to produce correspondence and perform accounting applications. This certificate is upward compatible with the A.S. degree, Administrative Office Management or the A.S. degree, Accounting Technology.

Required Courses 18
APA 1111C Office Accounting I 3
CGS 2100C Computer Applications 3
OST 1100C Keyboarding and Document Processing 3
OST 2335C Business Communication 3
OST 2713C Microsoft Word I 3
OST 2852C Microsoft Excel 3
Total Credits: 18

Real Estate Paralegal Certificate
Technical Certificate
Major Code: REPARAL-CC CIP: 0722030203
Program Description
Throughout the certificate program, students will receive a well-rounded education focusing on all aspects of real estate transactions and mortgage foreclosures. They will understand the concepts underlying a real estate closing, including the issuance of title insurance commitments, policies and endorsements and various deferral state regulations that affect real estate closings. The practicum will be the culmination of the program where students will be working alongside real estate attorneys, clients and title examiners. This certificate is upward compatible with the A.S. degree, Legal Assistant/Paralegal.

Required Courses 11
PLA 2610 Real Property I 3
PLA 2612 Real Property II 3
PLA 2614 Real Property Transactions 3
PLA 2940 Real Estate Law Practicum 2
Total Credits: 11

Office Support
Technical Certificate
Major Code: OSP-CC CIP: 0552020403
Program Description
This program prepares students to obtain an entry-level position in an office environment. This certificate is upward compatible with the A.S. degree, Administrative Office Management and the A.S. degree, Accounting Technology.

Required Courses 12
APA 1111C Office Accounting I 3
CGS 2100C Computer Applications 3
OST 1100C Keyboarding and Document Processing 3
OST 2335C Business Communication 3
OST 2713C Microsoft Word I 3
OST 2852C Microsoft Excel 3
Total Credits: 12

Small Business Management
Technical Certificate
Major Code: BSBM-CC CIP: 0552070101
Program Description
This program prepares students for the management and/or ownership of a small business. The content
includes instruction in the planning, organizing, leading and controlling of a small business. Emphasis is placed on selected theories of small business management and decision-making and the knowledge and understanding necessary for managing people and functions. Students will be able to demonstrate knowledge of principles and practices of small business management including:

- Defining and understanding the basic management functions of planning, leadership, organizing, staffing and motivating a small business work team;
- Demonstrating an understanding of the fundamental legal issues facing small business owners;
- Describing and implementing an accounting system;
- Understanding and applying the principles of budgeting and cash management in the small business environment;
- Understanding the sources of financing available for the small business;
- Understanding how to advertise, market and sell products and services;
- Demonstrating an understanding of decision-making, evaluation and the importance and mechanics of writing a business plan;
- Evaluating the advantages and disadvantages of the three major forms of business ownership (sole proprietorship, partnership and corporation); and
- Understanding the challenges of family or home-based businesses.

This certificate is upward compatible with the A.S. degree, Business Administration and the A.S. degree, Entrepreneurship and Business Management.

**Required Courses**

**Choose 1 accounting course:**

ACG 2021  Principles of Financial Accounting  3

or

APA 1111C  Office Accounting I  3

**Choose 1 BUL prefix course:**

BUL 2240  Legal Issues for Small Businesses  3

or

BUL 2241  Business Law I  3

ENT 2172  Opportunity Analysis and Franchising  3

GEB 1011  Introduction to Business  3

GEB 2112  Entrepreneurship  3

MAR 2760  Entrepreneurial Marketing and Professional Selling  3

SBM 2000  Small Business Management  3

**Elective Courses**

**Choose 3 credits from the following list:**

APA 1112C  Office Accounting II Using QuickBooks  3

CGS 2100C  Computer Applications  3

ENT 2931  Selected Studies in Entrepreneurship  1

FIN 2001  Business Finance  3

FIN 2100  Personal Finance  3

GEB 2350  Global Business  3

GEB 2955  Travel Study in Business  3

GEB 2930  Selected Studies in Business  3

GEB 2931  Selected Studies in Business  1

MAN 2300  Human Resources Management  3

MAN 2941  Cooperative Education Internship in Business  1
Supply Chain Management
Technical Certificate
Major Code: SCMGT-CC CIP: 0652020901
Program Description
This program is designed to prepare students for initial employment in an occupation within the broad range of Supply Chain Management disciplines, or to provide supplemental training for persons currently employed with this field. The content includes, but is not limited to, related business and accounting practices such as standard operating procedures, negotiation techniques, planning, organizing, logistical concepts, purchasing and inventory control theory and techniques. Emphasis is placed on the development of business and managerial skills necessary for the efficient and effective performance of all operations within an organization’s supply chain.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>MAN 2500</td>
<td>Operations Management</td>
<td>3</td>
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<tr>
<td>TRA 2010</td>
<td>Transportation and Logistics</td>
<td>3</td>
</tr>
<tr>
<td>TRA 2230</td>
<td>Warehouse Management</td>
<td>3</td>
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<tr>
<td>MAN 2043</td>
<td>Quality Management</td>
<td>3</td>
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<tr>
<td>TRA 2131</td>
<td>Purchasing Management</td>
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<tr>
<td>MNA 2216</td>
<td>Inventory Management</td>
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</tbody>
</table>

Total Credits: 18

AS, Early Childhood Education
Associate in Science
Major Code: CHLDD-AS CIP: 1413121004
Program Description
Seminole State’s Associate in Science (A.S.) degree in Early Childhood Education explores the field’s historical, philosophical, political and theoretical best practices. Students gain the skills and techniques required to support the emotional, physical, language and cognitive development of children from newborn to 8 years of age. To comply with Florida State Law, Chapter 402.305.2(a), each prospective student will be fingerprinted and undergo an FDLE Level II background screening before they can enroll in the capstone course, EEC 1941.

Profession
Early education professionals play a critical role in the growth and development of the children they serve. In this challenging, yet rewarding role, they ensure children enjoy age-appropriate academic programs and quality enrichment in a caring, nurturing and safe learning environment.

Job Outlook
Due to state-mandated adjustments in student-teacher ratios and increases in enrollment, employment in this field is expected to grow by 25 percent (faster than average) through 2020 (Source: Bureau of Labor Statistics).

College Credit Certificates
Students pursuing this degree also may obtain the following college credit certificates:

- Child Care Center Management Specialization
- Early Childhood Education—Early Intervention Specialist Certificate
- Early Childhood Education Infant/Toddler Specialization
- Early Childhood Education Preschool Specialization
- Educational Assisting Certificate
Degree Transfer

Graduates of the A.S. Degree in Early Childhood Education have these transfer options:

- Transfer to the B.S. degree (online) in Early Childhood Education (Pre-K to 3rd grade teacher certification) at Florida State College at Jacksonville (FSCJ) for B.S. level courses with the final student teaching course to be done at an approved elementary or preschool in Orlando. Link onto our website for more information [https://www.seminolestate.edu/early-childhood/](https://www.seminolestate.edu/early-childhood/)
- Bachelor of Science (B.S.) in Education with a concentration in Child Development at Nova Southeastern University.

Program Note

Seminole State’s Associate in Science (A.S.) degrees are designed to prepare graduates for immediate entry into their chosen career field and/or transfer into certain baccalaureate programs. Students planning to transfer to a college or university should consult with an academic advisor to ensure completion of all entry requirements for the baccalaureate program of their choice.

Placement and Salary Information

Visit [Smart-College-Choices.com](http://Smart-College-Choices.com) to access employment numbers and the estimated average, annual full-time wage for graduates of this program.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ARE 2000</td>
<td>Art and Creative Expression</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1000</td>
<td>Child Growth and Development</td>
<td>3</td>
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<tr>
<td>EEC 1603</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1941</td>
<td>Early Childhood Practicum</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2200</td>
<td>Educational Practices in Early Childhood Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses

Choose 12 credits from the following list:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHD 2330</td>
<td>Early Literacy for Young Children</td>
<td>3</td>
</tr>
<tr>
<td>EDF 2005</td>
<td>Introduction to the Teaching Profession</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1002</td>
<td>Professional Techniques in Early Childhood Education</td>
<td>1</td>
</tr>
<tr>
<td>EEC 1006</td>
<td>Montessori Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1011</td>
<td>Professionalism in Early Childhood Education</td>
<td>2</td>
</tr>
<tr>
<td>EEC 1523</td>
<td>Child Care Management</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1601</td>
<td>Observing and Recording Behavior</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2202</td>
<td>Child Care and Education Programming</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2226</td>
<td>Introduction to the Principles of Math and Science for the Young Child</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2262</td>
<td>Curriculum Activities in Early Childhood Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Catalog Year 2019-20  Page 261  Generated on 08/13/2019
## Child Care Center Management Specialization
### Technical Certificate
**Major Code: CHLDM-CC CIP: 0419070906**

**Program Description**

This 12-credit-hour certificate program includes the series of courses required of those who wish to complete the college credit requirements to become a child care center director in the state of Florida. The Department of Children and Families requires that all center directors have certain educational qualifications to hold the position of director for a licensed center or family day-care home. The requirements of this certificate meet the educational criteria designed at Seminole State to help students complete the necessary educational requirements. This certificate is upward compatible with the A.S. degree, Early Childhood Education.

### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEC 1000</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1523</td>
<td>Child Care Management</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2200</td>
<td>Educational Practices in Early Childhood Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose 3 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEC 1601</td>
<td>Observing and Recording Behavior</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1603</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits: 12**

---

## Early Childhood Education - Early Intervention Specialist
### Technical Certificate
**Major Code: EINSP-CC CIP: 0419070904**

**Program Description**

The Child Development Program offers a planned sequence of courses leading to the Child Development Early Intervention Certificate. This college credit certificate program is designed for persons interested in becoming paraprofessionals who work with young children with disabling conditions and their families. Additionally, this program of study will prepare staff in early care and education centers with information on how to provide a developmentally appropriate program for infants, toddlers and preschool children with special needs. This certificate may be applied toward the A.S. Degree, Early Childhood Education.

### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARE 2000</td>
<td>Art and Creative Expression</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1000</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1603</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1941</td>
<td>Early Childhood Practicum</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2200</td>
<td>Educational Practices in Early Childhood Education</td>
<td>3</td>
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</tbody>
</table>

**Total Credits: 36**

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**General Education Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2012</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities General Education course</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Mathematics or Science General Education course</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits: 15**
Early Childhood Education Infant/Toddler Specialization Technical Certificate
Major Code: ECEIT-CC CIP: 0419070907
Program Description

This 12-credit-hour certificate recognizes the completion of a series of courses needed by early childhood teachers who wish to complete the college-credit requirements for a staff credential to work in group care settings with children under the age of five. This certificate is upward compatible with the A.S. degree, Early Childhood Education.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEC 1000</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2702</td>
<td>Infant Toddler Development</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2732</td>
<td>Health, Safety and Nutrition for Young Children</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 12

Early Childhood Education Preschool Specialization Technical Certificate
Major Code: CHLDP-CC CIP: 0419070908
Program Description

This 12-credit-hour certificate program is part of the Early Childhood Associate Degree program that prepares students for entry into employment in a childcare center. This certificate offers a sequence of courses that provides a student with an understanding of developmentally appropriate practices in early childhood and relevant technical knowledge and skills needed for entry into the childcare profession. The student can use these courses as partial completion of the Florida Staff Credential.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEC 1000</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2200</td>
<td>Educational Practices in Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2732</td>
<td>Health, Safety and Nutrition for Young Children</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1603</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 12

Early Childhood Inclusion Specialization Technical Certificate
Major Code: ECEINC-CC CIP: 0413121000
Program Description

This certificate program is part of the Early Childhood Education Associate Degree. This program offers a sequence of courses that provides the students with a foundation in early childhood development, health, safety, and nutrition, and children with disabilities. This
Certificate prepares students to assume responsibilities for the care of children under the supervision of a lead teacher or supervisor.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEC 1000</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1603</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2732</td>
<td>Health, Safety and Nutrition for Young Children</td>
<td>3</td>
</tr>
<tr>
<td>EEX 2013</td>
<td>Inclusion and Special Needs in Early Childhood Education</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 12

---

Educational Assisting Technical Certificate

**Major Code:** EDAST-CC CIP: 0713150100

**Program Description**

This 15-credit-hour certificate prepares students for employment as educational paraprofessionals, instructional coordinators, substitute teachers and other positions that provide educational assistance in an instructional setting. It also provides supplemental training for persons currently employed in the occupation. This program focuses on broad, transferable skills and stresses understanding and demonstration of the following elements of public service: planning, management, technical and production skills, underlying principles of classroom technology, reading and learning strategies and methods and other educational issues. This certificate is upward compatible with the A.S. degree, Early Childhood Education.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEC 1000</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>EEC 1601</td>
<td>Observing and Recording Behavior</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2200</td>
<td>Educational Practices in Early Childhood Education</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 15

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CareerCert, Early Childhood Professional (ECPC) Career Certificate

**Major Code:** ECPCOL-VC CIP: 0419070913

**Program Description**

This program prepares students who work with children 3 to 5 years old in a licensed childcare setting to provide quality care to young children. The program includes, but is not limited to, competencies related to planning of curriculum, health, safety and knowledge of developmentally appropriate practices. At the completion of the program, students receive a staff credential recognized by the Department of Children and Families. This program is equivalent to the National Child Development Associate (CDA).

**Admission Requirements:**

- Submit a completed Seminole State College application to the Admissions Office;
- Be employed in a licensed childcare setting working with children 3 to 5 years old (volunteering is not accepted);
- Submit proof of age (minimum 18 years of age);
- Provide official transcript(s) indicating successful completion of a standard high school diploma or equivalent;
- Provide documentation of 40-Hour Introductory Childcare Training Certification with 10-Hour DAP in Preschool;
- Complete a 5-Hour DCF Emergent Literacy course.

Students must complete the following requirements before an Early Childhood Professional Certificate (ECPC) is awarded:

- Complete 480 hours of documented work experience with children ages 5 years or younger in a licensed childcare setting by the end of the...
BS, Health Sciences
Bachelor of Science
Major Code: HS-BS CIP: 1105100005

Program Description

The Bachelor of Science in Health Sciences (BHS) is an interdisciplinary completion program focused on career and academic advancement for current practitioners as well as to deliver a well-rounded generalist curriculum by providing the skills, competencies, and values needed to advance and professionally contribute to the evolving health care industry. The BSHS program will include six specialty tracks: Respiratory Therapy and Clinical Leadership, Health Coaching and Human Performance, Healthcare Management and Professional Services, Simulation in Healthcare Education, Clinical Science and Community Paramedic.

The curriculum includes a central core of health science courses that will allow students from different health care disciplines the opportunity to work and collaborate as an interdisciplinary team. Specialty elective courses will focus on content designed to further expand the student’s expertise in their chosen area of study.

Common Prerequisites (identifies courses students must complete to be admitted to an upper-division program):

◦ Have a 2.0 or higher GPA in previous course work.
◦ Complete an associate degree from any regionally accredited institution. Degree requirements for the specializations are:
  ◦ B.S.H.S. Respiratory Therapy and Clinical Leadership requires an Associate in Science degree in the following areas from any regionally accredited institution:
    ■ A.S. Respiratory Care (CIP 1351090800)
    ■ A.S. Cardiovascular/Cardiopulmonary Technology (CIP 1351090100)
  ◦ All other B.S.H.S. specialty tracks require an Associate in Science degree, or an Associate in Applied Science in a healthcare related area from a regionally accredited institution. Students with an awarded Associate in Arts degree from a regionally accredited institution may be required to complete 24 credits in lower division healthcare related coursework.

Program Admission

Respiratory Therapy and Clinical Leadership Specialization:

◦ Completion of an Associate degree from a regionally accredited institution.
◦ A GPA of 2.0 or higher.
◦ Completion of a CoARC accredited Respiratory Therapy program.
◦ Eligibility for licensure from the National Board for Respiratory Care and/or
◦ Licensed as a RRT from the National Board for Respiratory Care.

Community Paramedic Specialization:

◦ Completion of an Associate degree from a regionally accredited institution.
◦ A GPA of 2.0 or higher.
◦ Completion of a Florida Department of EMS approved paramedic program or
◦ Eligibility for certification as a Florida recognized paramedic or certified as a Florida recognized paramedic.

Healthcare Management and Professional Services, Health Coaching and Human Performance and Simulation in Healthcare Education Specializations:

◦ Completion of an Associate in Arts (AA) or bachelor’s degree from a regionally accredited institution OR
◦ Completion of an Associate in Science (AS) or
Associate in Applied Science (AAS) from a regionally accredited institution in a health-related field* OR
• Completion of an Associate in Science (AS) or Associate in Applied Science (AAS) from a regionally accredited institution in a non-health-related field.
• A GPA of 2.0 or higher.

*An Associate of Science (AS) or an Associate in Applied Science (AAS) in a health-related field from a regionally accredited institution satisfies the Foundation requirements detailed in the Bachelor of Science (BS) Health Science degree program. Students with any other degree must complete the Foundation courses with a grade of “C” or higher.

** Associate in Arts degree:** Students entering with an AA degree from a regionally accredited institution will be required to complete the foundation courses listed for the degree. Some foundation courses may be waived if a student possesses a medical industry certificate. This certificate and official transcripts must be submitted to the Registrar’s office and reviewed by the department for consideration to the program.

**Associate in Science or Associate in Applied Science, Health-related area:** Students entering with an AS or AAS in a health-related area from a regionally accredited institution will be required to complete any additional general education courses to meet the 36 credit hour requirement within the different categories.

**Associate in Science or Associate in Applied Science, Non-Health related area:** Students entering with an AS or AAS in a non-health related area from a regionally accredited institution will be required to complete any additional general education courses to meet the 36 credit hour requirement within the different categories. This student will also be required to complete the “Foundation” courses as listed in the program plan.

Please note: Students who are required to participate in clinical rotations (Community Paramedic) or internships may be required to pass a criminal background check and/or drug screen as per the organization's requirements.

**Career Opportunities**

For career information related to this program, please visit [O*Net OnLine](http://onetonline.org).

**Required Courses**

- **HSA 3191** Health Information Systems 3
- **HSC 3661** Communications for Healthcare Professionals 2
- **LIS 2004** Research Strategies for College Students 1

Choose **ECP 4530 or ECP 4530H:**

- **ECP 4530** Health Care Economics 3
- **ECP 4530H** Honors Health Care Economics 3

Choose **HSA 4553 or HSA 4553H:**

- **HSA 4553** Legal and Ethical Aspects in Healthcare 3
- **HSA 4553H** Honors Legal and Ethical Issues in Healthcare 3

Choose **HSC 4730 or HSC 4730H:**

- **HSC 4730** Health Sciences Research 3
- **HSC 4730H** Honors Health Sciences Research 3

Choose **HSC 4922 or HSC 4922H:**

- **HSC 4922** Capstone Project in Health Sciences 3
- **HSC 4922H** Honors Capstone Project in Health Sciences 3

Choose 3 credits: **MAN 3025, MAN 3320** or **HSA 4184**

- **MAN 3025** Management of Organizations 3
MAN 3320  Management of Strategic Human Resources  3
HSA 4184  Leadership in Healthcare Organizations  3

*Note: Students in the Healthcare Management and Professional Services Specialization should take either MAN 3025 or HSA 4184 as part of the core.

Technical Specialization Tracks

Choose 1 of the following specializations:

- Clinical Science Specialization
- Community Paramedic Specialization
- Health Coaching and Human Performance Specialization
- Healthcare Management and Professional Services Specialization
- Respiratory Therapy and Clinical Leadership Specialization
- Simulation in Healthcare Education Specialization

Clinical Science Specialization  21

HSC 4231  Client Education in Healthcare  3
HSA 3113  Healthcare Trends and Issues  3

or

ZOO 4747C  Clinical Neuroanatomy and Neuroscience  4

Note: ZOO 4747C is for Palmer Chiropractic students only.

Technical Elective Courses  15

Foundation courses for the Clinical Science, Health Coaching and Human Performance, Healthcare Management and Professional Services, and Simulation in Healthcare Education Specializations:

- The following foundation courses are required for students who transfer into this baccalaureate program with an AA degree or an AS degree in a non-health related area: HSC 1000, HSC 1531, HSC 2400 (or any HSC, HSA, HIM, HUN, OST or GEB course), HUN 1201 or higher level HUN course, HIM 1442, HIM 1453 or BSC 1020 or EMS 2010.
- Students transferring into this baccalaureate program with a health-related AS degree will be considered to have met this foundation requirement.

Upper or Lower Division Electives  24

Community Paramedic Specialization  12

EMS 4112  Introduction to Community Paramedic  3
EMS 4111  Advanced Practiced Paramedicine  3

Community Paramedic Foundation Courses: Any EMS, BSC, HSA, HSC, RET courses  51

EMS 4113  Mobile Integrated Health Care  6

Health Coaching and Human Performance Specialization  21

HSC 4694  Individual, Group and Workersite Health Promotion Programs  3
HSC 3502  Major Diseases in the U.S. Population  3
PET 3551  Introduction to Exercise Science and Personal Training  3
PET 4093  Advanced Personal Training  3
HUN 4296  Nutrition for Health and Weight Management  3
HUN 3931  Special Topics in Health Coaching  3

Choose 3 credits HSC 4231 or HSC 4720  3

HSC 4231  Client Education in Healthcare  3
HSC 4720  Behavior Modification in Health Coaching  3

The following foundation courses are required for
students who transfer into this baccalaureate program with an AA degree or an AS degree in a non-health related area: HSC 1000, HSC 1531, HSC 2400 (or any HSC, HSA, HIM, HUN, OST, or GEB course), HUN 1201 or higher level HUN course, HIM 1442, HIM 1453 or BSC 1020 or EMS 2010. Students transferring into this baccalaureate program with a health-related AS degree will be considered to have met this foundation requirement.

Upper or Lower Division Electives 24

Healthcare Management and Professional Services Specialization 21

MAN 3320 Management of Strategic Human Resources 3

HSA 4170 Healthcare Financial Management 3

HSA 3113 Healthcare Trends and Issues 3

HSA 3383 Continuous Quality Monitoring and Accreditation 3

HSC 4231 Client Education in Healthcare 3

HSC 4404 Medical Disaster Management 3

Upper or Lower Division Electives 24

The following foundation courses are required for students who transfer into this baccalaureate program with an AA degree or an AS degree in a non-health related area: HSC 1000, HSC 1531, HSC 2400 (or any HSC, HSA, HIM, HUN, OST, or GEB course), HUN 1201 or higher level HUN course, HIM 1442, HIM 1453 or BSC 1020 or EMS 2010. Students transferring into this baccalaureate program with a health-related AS degree will be considered to have met this foundation requirement.

Technical Elective Courses 3

Respiratory Therapy and Clinical Leadership Specialization 12

School of Business, Health and Public Safety

RET 3536 Cardiopulmonary Rehabilitation 3

HSC 4555 Pathophysiology 3

Choose 3 credits: HSC 4404 or HSA 3383 3

HSC 4404 Medical Disaster Management 3

HSA 3383 Continuous Quality Monitoring and Accreditation 3

Choose 3 credits: RET 4277 or RET 4718 or RET 4285 3

RET 4277 Adult Critical Care 3

RET 4718 Neonatal Pediatric Critical Care 3

RET 4285 Advanced Cardiopulmonary Medicine 3

Respiratory Foundation Courses: Any RET, BSC, EMS, HSA, HSC or HUN courses.

Simulation in Healthcare Education Specialization 21

HSC 4240 Trends and Theoretical Foundations in Healthcare Simulation 3

HSC 4032 Theory and Practice of Teaching Health Science 3

HSC 4245 Instructional Technologies in Healthcare Simulation 3

HSC 4244 Managing a Simulation Program or Center 3

HSC 4246C Simulation Operations 3

Upper or Lower Division Electives 24

The following foundation courses are required for students who transfer into this baccalaureate program with an AA degree or an AS degree in a non-health related area: HSC 1000, HSC 1531, HSC 2400 (or any HSC, HSA, HIM, HUN, OST, or GEB course), HUN 1201 or higher level HUN course, HIM 1442, HIM 1453 or
BSC 1020 or EMS 2010. Students transferring into this baccalaureate program with a health-related AS degree will be considered to have met this foundation requirement.

Technical Elective Courses 6

**General Education Courses** 36

Communications General Education courses 9

History General Education course 3

Humanities 6

Mathematics General Education courses 6

Social Science General Education courses 6

Science General Education courses 6

**Total Credits:** 120

| BACC CPP, Health Coaching and Human Performance |  |
| Certificate of Professional Preparation |  |
| **Major Code:** HCHP-BC CIP: 5553401030 |  |
| **Program Description** |  |
| The Health Coaching and Human Performance Certificate Program prepares bachelor-degree holding students for careers in the growing field of wellness professionals. Companies are seeing wellness as an investment toward decreasing health care costs. Prevention-based health coaching models are being implemented to help patients manage chronic diseases and prevent disease occurrence. Health coaches promote wellness through the development and implementation of strategies to improve the health of individuals and communities. Health coaches work in hospitals, non-profit organizations, government, physical’s offices, private businesses, fitness organizations and colleges. |  |

| **Program Admission** |  |

Prerequisite: Baccalaureate degree from a regionally-accredited institution.

<table>
<thead>
<tr>
<th><strong>Required Courses</strong></th>
<th><strong>Credits</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 4694 Individual, Group and Worksite Health Promotion Programs</td>
<td>3</td>
</tr>
<tr>
<td>HSC 3502 Major Diseases in the U.S. Population</td>
<td>3</td>
</tr>
<tr>
<td>PET 3551 Introduction to Exercise Science and Personal Training</td>
<td>3</td>
</tr>
<tr>
<td>PET 4093 Advanced Personal Training</td>
<td>3</td>
</tr>
<tr>
<td>HUN 4296 Nutrition for Health and Weight Management</td>
<td>3</td>
</tr>
<tr>
<td>HUN 3931 Special Topics in Health Coaching</td>
<td>3</td>
</tr>
<tr>
<td><strong>Choose 1 course from the list below:</strong></td>
<td><strong>Credits</strong></td>
</tr>
<tr>
<td>HSA 4231 Client Education in Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4720 Behavior Modification in Health Coaching</td>
<td>3</td>
</tr>
<tr>
<td><strong>Choose 1 course from the list below:</strong></td>
<td><strong>Credits</strong></td>
</tr>
<tr>
<td>HUN 1201 The Principles of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>HUN 2202 Human Nutrition and Diet Therapy</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 24

| BACC CPP, Simulation in Healthcare Education |  |
| Certificate of Professional Preparation |  |
| **Major Code:** SIMHCE-BC CIP: 5551101020 |  |
| **Program Description** |  |
| The Simulation in Healthcare Education Certificate Program prepares bachelor-degree holding students for careers in the growing field of education simulation. Patient simulation educators use standardized patients, mannequin-based simulations in healthcare education and computer-based simulations to teach and assess clinical professional |  |
skills at medical and nursing schools, hospitals and governmental agencies. Completion of this program will create opportunities for graduates to work in hospitals, government and military agencies, universities and colleges, and rehabilitation agencies.

Program Admission

Admission Criteria: Baccalaureate degree from a regionally accredited institution.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 4032</td>
<td>Theory and Practice of Teaching Health Science</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4240</td>
<td>Trends and Theoretical Foundations in Healthcare Simulation</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4245</td>
<td>Instructional Technologies in Healthcare Simulation</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4244</td>
<td>Managing a Simulation Program or Center</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4246C</td>
<td>Simulation Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 15

AS, Clinical Pharmacy Technology

Associate in Science

Major Code: PHARMGT-AS CIP: 1351080502

Program Description

Seminole State's Associate in Science (A.S.) degree in Clinical Pharmacy Technology expands on the curriculum of the Pharmacy Technician Applied Technology Diploma (ATD) to prepare students for careers as pharmacy technician specialists. Students can enroll directly into the A.S. degree program or transition from the diploma program.

Graduates are eligible to apply for the Pharmacy Technician Certification Board Examination (CPhT) and are prepared for employment in hospitals, long-term care facilities, pharmacies, drug manufacturers, wholesale drug houses and health maintenance organizations.

Profession

As the nation's population ages, the medical community will increasingly rely on pharmaceutical professionals to support the demand for long-term healthcare. Under the general supervision of a licensed pharmacist, pharmacy specialists apply precise, technical skills to maintain supplies and records and assist with medication preparation, storage, distribution and disposal.

Career Opportunities

Graduates of this program have numerous employment options in healthcare facilities, government agencies and managed care organizations.

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 21 percent (faster than average) through 2020 (Source: Bureau of Labor Statistics).

College Credit Certificates

Students may complete the following college credit Applied Technology Diploma (A.T.D.) as part of the Pharmacy Management A.S. degree:

- Pharmacy Technician

Certifications

Graduates of this program are qualified to earn the Pharmacy Technician (PTCBD001) industry certification.

Program Admission

All students enrolled in a Healthcare Professional program with a clinical or practicum component will be required to complete a full background check with drug/alcohol screen. Students are encouraged to review the clinical facility requirements prior to beginning their course work.
Please visit the Clinical Pharmacy Technology web page for additional information.

### Required Courses 55

Students must complete all Required PTN Prefix Courses with a grade of "C" or higher.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PTN 1001</td>
<td>Introduction into Pharmacy Technology</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1121</td>
<td>Pharmacology I</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1122</td>
<td>Pharmacology II</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1124C</td>
<td>Pharmacology III</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1131</td>
<td>Concepts in Pharmacy Practice</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1131L</td>
<td>Concepts in Pharmacy Practice Lab</td>
<td>2</td>
</tr>
<tr>
<td>PTN 1705C</td>
<td>Pharmaceutics and Calculation</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1734C</td>
<td>Pharmacy Operations</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1945C</td>
<td>Pharmacy Technician Practicum I</td>
<td>4</td>
</tr>
<tr>
<td>PTN 1947L</td>
<td>Pharmacy Technician Applications</td>
<td>4</td>
</tr>
<tr>
<td>PTN 1948C</td>
<td>Basic IV Infusion for Pharmacy Technology</td>
<td>3</td>
</tr>
<tr>
<td>PTN 2946C</td>
<td>Pharmacy Technician Practicum II</td>
<td>4</td>
</tr>
<tr>
<td>PTN 2949C</td>
<td>Advanced IV Infusion for Pharmacy Technology</td>
<td>2</td>
</tr>
<tr>
<td>HSC 1531</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HIM 1453</td>
<td>Anatomy and Physiology</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: BSC 1020, BSC 1084 or BSC 2093C and BSC 2094C may substitute for HIM 1453

### General Education Courses 15

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics General Education course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Humanities General Education course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Social Science General Education course</td>
<td>3</td>
<td></td>
</tr>
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</table>

Choose 1 HUN prefix course from the following list:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUN 1201</td>
<td>The Principles of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>HUN 2202</td>
<td>Human Nutrition and Diet Therapy</td>
<td>3</td>
</tr>
</tbody>
</table>

Any General Education course 3

**Total Credits:** 70

### AS, Health Information Technology

**Associate in Science**

**Major Code:** HINFO-AS  CIP: 1351070700

**Profession**

Health Information Technology (HIT) professionals play a critical role in maintaining, collecting and analyzing the sensitive data doctors, nurses and other healthcare providers rely on to deliver quality medical care in hospitals, physicians’ offices and long-term care facilities. Insurance companies and government agencies also employ these professionals to manage patient health information and records, administer computer information systems and code diagnoses and procedures.

**Program Description**

Accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) Education, Seminole State’s Associate in Science (A.S.) degree in Health Information Technology Program prepares students to utilize technology to collect, analyze, monitor, maintain and...
report health data. Graduates possess the skills required to process requests for patient health documents, code clinical information and review health data for clinical management, billing, reimbursement and compliance while protecting patient privacy. This program can be completed as a full-time or part-time student and is offered entirely online except for the capstone course, HIM 2943 Practicum Experience II, which requires a supervised professional practice experience in a healthcare setting.

Career Opportunities

Graduates of this program have numerous employment options in healthcare facilities, government agencies and managed care organizations. To learn more, visit hicareers.com.

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 21 percent (faster than average) through 2020 (Source: Bureau of Labor Statistics).

College Credit Certificates

Students may complete the following college credit certificate as part of the Health Information Technology A.S. degree:

- Medical Information Coder/Biller

Degree Transfer

DirectConnect to UCF: Graduates of the A.S. degree in Health Information Technology who meet additional requirements are eligible to transfer to the University of Central Florida’s Bachelor of Science (B.S.) in Health Information Management. Students planning to transfer should review requirements of a "C" or higher in their discipline-specific courses. UCF also requires that students complete Financial Accounting and Managerial Accounting as prerequisite courses for the B.S. in HIM. However, these courses are not required for the A.S. in HIM degree at Seminole State.

Certifications

Graduates of this program are qualified to earn the following industry certifications:

- Certified Coding Associate (CCA), (AHIMA001)
- Certified Coding Specialist (CCS), (AHIMA002)
- Certified Coding Specialist - Physician-based (CCS-P), (AHIMA003)
- Certified Documentation Improvement Practitioner (CDIP)
- Certified Health Data Analyst (CHDA)
- Certified in Health Care Privacy & Security (CHPS), (AHIMA010)
- Registered Health Information Technician (RHIT), (AHIMA007)

Additional industry certifications may be available for college credit certificate programs.

Program Admission

All students enrolled in a Healthcare Professional program with a clinical or practicum component will be required to complete a full background check with drug/alcohol screening. Students are encouraged to review the clinical facility requirements prior to beginning their coursework.

Please visit the Health Information Technology web page for additional information.

Required Courses

Students must complete all course work with grades of "C" or higher to graduate.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2108C</td>
<td>Advanced Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2545C</td>
<td>Database Management</td>
<td>3</td>
</tr>
<tr>
<td>HIM 1000</td>
<td>Introduction to Health Information Management</td>
<td>3</td>
</tr>
<tr>
<td>HIM 1451</td>
<td>Human Pathophysiology and Pharmacology</td>
<td>4</td>
</tr>
<tr>
<td>HIM 1453</td>
<td>Anatomy and Physiology</td>
<td>3</td>
</tr>
</tbody>
</table>
### AS, Health Services Management

**Associate in Science**

**Major Code:** HEALTH-AS  
**CIP:** 1351070101

**Program Description**

Seminole State’s Associate in Science (A.S.) degree in Health Services Management prepares students for employment as health services managers. The content throughout the program includes communication skills, leadership skills, human relations and employability skills, principles of management, introduction to computer literacy, health care organization, medical ethics, legal aspects, and health and safety.

Healthcare is America’s fastest-growing service industry. Graduates of this program have numerous employment options in healthcare facilities: doctors’ offices, hospitals and nursing care facilities. The areas of health services management range from patient records management and insurance claims to healthcare financing.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIM 2012</td>
<td>Legal Aspects of Health Information</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2211C</td>
<td>Computer Applications and Technologies in Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2214</td>
<td>Health Data Analysis Research and Management</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2272</td>
<td>Advanced Reimbursement Principles of Healthcare Services</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2292</td>
<td>Advanced Coding Applications</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2940</td>
<td>Practicum Experience I</td>
<td>3</td>
</tr>
<tr>
<td>HSC 1531</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2721C</td>
<td>Outpatient Coding and Electronic Physician Office</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2510</td>
<td>Health Care Performance Improvement Practices</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2512</td>
<td>Management of Health Information Operations</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2943</td>
<td>Practicum Experience II</td>
<td>3</td>
</tr>
<tr>
<td>HIM 2722C</td>
<td>Basic Disease Coding</td>
<td>3</td>
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</tbody>
</table>

**Hartford Internship Program students will take the following 9 credits in place of HIM 2214, HIM 2512 and HIM 2943:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RMI 2212</td>
<td>Personal and Business Property Insurance</td>
<td>3</td>
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</table>

**Six credits of Cooperative Education from the following courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 2941</td>
<td>Cooperative Education Internship in Health Sciences</td>
<td>1</td>
</tr>
<tr>
<td>HSC 2942</td>
<td>Cooperative Education Internship in Health Sciences</td>
<td>2</td>
</tr>
</tbody>
</table>

**General Education Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 2949</td>
<td>Cooperative Education Internship in Health Sciences</td>
<td>3</td>
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</tbody>
</table>

**General Education Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
</tbody>
</table>

Students can satisfy the English Requirement with either ENC 1101 English I or ENC 1102 English II.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>INP 2002</td>
<td>Introduction to Industrial Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 2941</td>
<td>Cooperative Education Internship in Health Sciences</td>
<td>1</td>
</tr>
<tr>
<td>HSC 2942</td>
<td>Cooperative Education Internship in Health Sciences</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total Credits:** 70

**Recommended:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

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*School of Business, Health and Public Safety*

*Catalog Year 2019-20*  
*Page 273*  
*Generated on 08/13/2019*
The Medical Office Management college credit certificate is upwards compatible with the Health Services Management A.S. degree.

Please visit the Health Services Management web page for additional information.

**Career Opportunities**

For career information related to this program, please visit O*Net OnLine.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care</td>
<td>3</td>
</tr>
<tr>
<td>HSC 1531</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HIM 1453</td>
<td>Anatomy and Physiology</td>
<td>3</td>
</tr>
<tr>
<td>HIM 1451</td>
<td>Human Pathophysiology and Pharmacology</td>
<td>4</td>
</tr>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>HSA 2100</td>
<td>Healthcare Delivery Systems</td>
<td>3</td>
</tr>
<tr>
<td>OST 2501</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>HSA 2255</td>
<td>Medical Office Software</td>
<td>4</td>
</tr>
<tr>
<td>OST 1355C</td>
<td>Records Management and Legal Implications</td>
<td>3</td>
</tr>
<tr>
<td>OST 2335C</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>HSA 2322</td>
<td>Healthcare Insurance and Payment Systems</td>
<td>3</td>
</tr>
<tr>
<td>HSC 2941</td>
<td>Cooperative Education Internship in Health Sciences</td>
<td>1</td>
</tr>
<tr>
<td>Any HSC, HSA, HIM, HUN prefix course</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Elective Courses**

Choose 6 credits from the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>APA 1111C</td>
<td>Office Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>OST 2402C</td>
<td>Administrative Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OST 2852C</td>
<td>Microsoft Excel</td>
<td>3</td>
</tr>
<tr>
<td>MAN 2021</td>
<td>Introduction to Management</td>
<td>3</td>
</tr>
<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>OST 2794</td>
<td>Internet Research for Business</td>
<td>3</td>
</tr>
<tr>
<td>HSC 2949</td>
<td>Cooperative Education Internship in Health Sciences</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102</td>
<td>English II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2012</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics General Education course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Humanities General Education course</td>
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</tr>
</tbody>
</table>

**Total Credits: 60**

**AS, Physical Therapist Assistant (PTA) Associate in Science**

**Major Code:** PTA-AS  **CIP:** 1351080601

**Program Description**

Seminole State's Physical Therapist Assistant Associate in Science (A.S.) degree is accredited by the American Physical Therapy Association's Commission on Accreditation in Physical Therapy Education (CAPTE). Students accepted into this limited-access program complete lecture, lab and clinical experiences during a five-term, lock-step course sequence.
Coursework emphasizes patient care, PT principals and procedures, neurological and orthopedic therapies and industry trends. Graduates are eligible for licensure after successfully passing the National Physical Therapy Exam and the State Laws and Rules Exam.

**Profession**

Physical Therapist Assistants (PTAs) play an important role in helping people regain their independence and mobility following an illness or injury. An integral member of a rehabilitation team, PTAs work under the supervision of a physical therapist to help patients of all ages improve their quality of life by restoring physical function or preventing permanent disability. PTAs are responsible for implementing treatment protocols, teaching exercises, performing therapies and reporting client response to the physical therapist. In addition to direct patient care, they also assist with patient transport, preparation for treatments and maintenance of equipment.

**Career Opportunities**

Physical Therapist Assistants work in a variety of settings including acute and rehabilitation hospitals, private physical therapy offices, community health centers, outpatient and sports facilities, corporate or industrial health centers, research institutions, extended care facilities and schools, colleges and universities.

For career information related to this program, please visit [O*Net OnLine](http://www.onetonline.org).

**Job Outlook**

The demand for PTAs continues to grow as the nation's rising aging population lives a longer, more active lifestyle. Due to a nationwide shortage of PTAs, employment in this field is expected to grow by 45 percent (much faster than average) through 2020 (Source: Bureau of Labor Statistics).

**Certifications**

Graduates of this program are qualified to earn the Florida Physical Therapy Assistant, Florida Department of Health, (FDMQA018) industry certification.

---

**Program Admission**

This is a limited-access program. Candidates must:

- Apply and be accepted to Seminole State College and complete the Postsecondary Education Readiness Test (PERT) or equivalent, if necessary;
- Complete and submit appropriate documentation for a minimum of 20 hours of observation, volunteer service, or work experience in more than one type of physical therapy setting. More than 20 hours and two types of facilities are recommended and will be considered in the selection of candidates. Observation hours in excess of 100 will not be considered. Students can submit up to 100 hours from the last three years. At least 20 hours must be completed within one year of application submission deadline.
- Complete the TEAS® exam with a minimum Adjusted Individual Total Score of 59% (or scaled score of 422).
- Provide their MySeminoleState unofficial transcript to indicate an overall GPA of 2.5 or higher.
- Students from other accredited colleges (not Seminole State) must provide official transcripts for evaluation by the Office of Student Records. Once evaluation of transcripts is completed, it may be downloaded by logging into MySeminoleState.
- Submit the completed PTA Program application packet available on the PTA website by February 28 with all attachments: MySeminoleState unofficial transcripts, PTA Program Application Form and forms documenting work, volunteer or observation experience.
- All students enrolled in a Healthcare Professional program with a clinical or practicum component will be required to complete a full background check with drug/alcohol screening. Students are encouraged to review the clinical facility requirements prior to beginning their course work.

**Required Courses**

Students must complete all Required Courses with a grade of “C” or higher.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHT 1000C</td>
<td>Introduction to Physical Therapy</td>
<td>2</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>PHT 1120</td>
<td>Functional Kinesiology</td>
<td>3</td>
</tr>
<tr>
<td>PHT 1120L</td>
<td>Functional Kinesiology Lab</td>
<td>2</td>
</tr>
<tr>
<td>PHT 1200</td>
<td>Basic Patient Care</td>
<td>2</td>
</tr>
<tr>
<td>PHT 1200L</td>
<td>Basic Patient Care Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>PHT 1213</td>
<td>Physical Therapy Principles and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>PHT 1213L</td>
<td>Physical Therapy Principles and Procedures Lab</td>
<td>2</td>
</tr>
<tr>
<td>PHT 1800L</td>
<td>Physical Therapy Clinical Practice I</td>
<td>4</td>
</tr>
<tr>
<td>PHT 1930C</td>
<td>Pre-Clinical Practice I Integration</td>
<td>4</td>
</tr>
<tr>
<td>PHT 2162</td>
<td>Neurological Disabilities and Treatments</td>
<td>4</td>
</tr>
<tr>
<td>PHT 2162L</td>
<td>Neurological Disabilities and Treatments Lab</td>
<td>2</td>
</tr>
<tr>
<td>PHT 2224</td>
<td>Therapeutic Exercise I</td>
<td>1</td>
</tr>
<tr>
<td>PHT 2224L</td>
<td>Therapeutic Exercise I Lab</td>
<td>2</td>
</tr>
<tr>
<td>PHT 2228</td>
<td>Therapeutic Exercise II</td>
<td>2</td>
</tr>
<tr>
<td>PHT 2228L</td>
<td>Therapeutic Exercise II Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>PHT 2310</td>
<td>Orthopedic Disabilities and Treatment</td>
<td>3</td>
</tr>
<tr>
<td>PHT 2810L</td>
<td>Physical Therapy Clinical Practice II</td>
<td>4</td>
</tr>
<tr>
<td>PHT 2931</td>
<td>Trends in Physical Therapy</td>
<td>2</td>
</tr>
<tr>
<td>PHT 2820L</td>
<td>Physical Therapy Clinical Practice III</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2010C</td>
<td>General Biology I</td>
<td>4</td>
</tr>
</tbody>
</table>

General Education Courses 24

Or any Area B or C General Education Science Course (Note: BSC 2010C is a prerequisite for BSC 2093C)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2093C</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2094C</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
</tbody>
</table>

Students can satisfy the English Requirement with either ENC 1101 English I or ENC 1102 English II.

Humanities General Education course 3

MAC 1105 College Algebra 3

or higher level MAC or MAP prefix course that meets General Education requirements.

Psychology or Sociology General Education course 3

Total Credits: 74

AS, Respiratory Care Associate in Science
Major Code: RESPR-AS CIP: 1351090800
Program Description

Seminole State's Associate in Science (A.S.) degree in Respiratory Care is accredited by the Commission on Accreditation for Respiratory Care (CoARC) 1248 Harwood Road, Bedford, TX 76021-4244; 817.283.2835.

Students accepted into this limited-access program study a broad range of subjects from basic sciences to advanced courses in cardiopulmonary physiology, critical care medicine and pediatrics. Additionally, required clinical experiences take place at area hospitals and extended-care facilities. Graduates are eligible to sit for the National Board for Respiratory Care examinations for Certified Respiratory Therapist (CRT) and Registered Respiratory Therapist (RRT).

Profession

Serving as vital members of a healthcare team, Respiratory Therapists (RTs) treat patients with breathing problems caused by pulmonary and cardiac disease. Applying scientific principles to identify,
prevent and treat acute or chronic dysfunctions of the cardiopulmonary system, RTs work in acute, sub-acute and home care environments.

**Career Opportunities**

As the nation’s population ages and medical advances have improved treatments for lung and heart patients, the demand for qualified respiratory professionals has grown significantly. Respiratory Care Practitioners (RCPs) provide services in a variety of settings, including hospitals, emergency and trauma centers, diagnostic laboratories, physician offices, pulmonary and cardiac rehabilitation centers and home care.

For career information related to this program, please visit [O*Net OnLine](https://www.onetonline.org).

**Job Outlook**

Employment in this field is expected to grow by 28 percent (faster than average) from now until 2020. Continued growth in the aging population will lead to greater demand for respiratory therapy services and treatments, primarily in hospitals and nursing homes (Source: Bureau of Labor Statistics).

**Certifications**

Graduates of this program are qualified to earn the following industry certifications:

- Certified Respiratory Therapist (CRT), Florida Department of Health, (FDMQA018)
- Registered Respiratory Therapist (RRT), Florida Department of Health, (FDMQA02)
- Registered Respiratory Therapist (RRT), National Board for Respiratory Care, (NBFRC002)

**Program Admission**

This is a limited-access program. Candidates must:

- Apply and be accepted to Seminole State College;
- Complete the Postsecondary Education Readiness Test (PERT) or equivalent;
- Provide an official transcript(s) indicating successful completion of a standard high school diploma or equivalent;
- Submit a completed respiratory care application.

Respiratory applications are available on the [Respiratory Care website](https://respiratorycare.seminolestate.edu) and by attending a respiratory care information session. Dates of upcoming information sessions can be found on the respiratory care website.

All students enrolled in a Healthcare Professional program with a clinical or practicum component will be required to complete a full background check with drug/alcohol screening. Students are encouraged to review the [clinical facility requirements](https://respiratorycare.seminolestate.edu) prior to beginning their course work.

**The Application Selection Process:**

All applications must meet the following requirements to be considered:

- An overall GPA of 2.5 or higher;
- Successful completion of the following courses with a grade of “C” or higher:
  - BSC 2093C Anatomy and Physiology I
  - ENC 1101 English I
  - Eligible for College Algebra (through test scores or completion of prerequisite course(s)).

If applications meeting the above criteria are greater than the number of seats available in the program, applications will be prioritized into the following criteria:

**Category 1:**

- Successful completion of ALL of the required respiratory care General Education courses with a grade of “C” or higher and an overall GPA of 2.5 or higher.

**Category 2:**

- Successful completion of requirements to be considered for admission (BSC 2093C, ENC 1101, and eligible for College Algebra) with a GPA of 2.5 or higher. The more General Education classes students complete, the more competitive they will be.

Applicants who have not completed all of the General Education courses must include a Plan of Completion form with their application.
### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RET 1024L</td>
<td>Foundations of Respiratory Care Lab</td>
<td>3</td>
</tr>
<tr>
<td>RET 1025</td>
<td>Principles of Respiratory Care</td>
<td>3</td>
</tr>
<tr>
<td>RET 1264C</td>
<td>Principles of Mechanical Ventilation</td>
<td>4</td>
</tr>
<tr>
<td>RET 1275</td>
<td>Clinical Care Techniques</td>
<td>5</td>
</tr>
<tr>
<td>RET 1295C</td>
<td>Chest Medicine</td>
<td>3</td>
</tr>
<tr>
<td>RET 1450C</td>
<td>Basic Physiological Monitoring</td>
<td>4</td>
</tr>
<tr>
<td>RET 1485</td>
<td>Cardiopulmonary Physiology</td>
<td>3</td>
</tr>
<tr>
<td>RET 1874L</td>
<td>Clinical Practice I</td>
<td>4</td>
</tr>
<tr>
<td>RET 1875L</td>
<td>Clinical Practice II</td>
<td>4</td>
</tr>
<tr>
<td>RET 2876L</td>
<td>Clinical Practice III</td>
<td>4</td>
</tr>
<tr>
<td>RET 2877L</td>
<td>Clinical Practice IV</td>
<td>4</td>
</tr>
<tr>
<td>RET 2244C</td>
<td>Life Support</td>
<td>3</td>
</tr>
<tr>
<td>RET 2877L</td>
<td>Pediatric Respiratory Care</td>
<td>4</td>
</tr>
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</table>

### General Education Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2093C</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2094C</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 76

---

### Medical Information Coder/Biller Technical Certificate

**Major Code:** HINFO-CC  CIP: 0351070714

**Profession**

This program prepares students for employment as Medical Coders and Health Insurance Specialists. The Medical Coder/Biller is responsible for assigning correct diagnostic and procedural codes based on medical documentation from patients’ medical records to provide the data for medical insurance reimbursement and compliance. This program offers simulated practice where students manually and electronically prepare insurance claims and experience hands-on training with practice management software and an electronic health record.

**Program Description**

Approved by the AHIMA Foundation Professional Certificate Approval Program, the Medical Information Coder/Biller program content is comprehensive, covering both inpatient and outpatient coding and documentation principles. This requires knowledge and abilities in anatomy and physiology, pathophysiology, pharmacology, computer software,
reimbursement, health insurance, ethics, legal and regulatory requirements and health information management.

The program can be completed in as little as five semesters and is offered entirely online. Completion of the program will provide students with 37 college credits, which may be applied to the Health Information Technology Associate in Science degree at Seminole State College.

Students must have access to a computer with Internet capabilities while enrolled in the program. Computers with Internet access are available at all Seminole State campuses.

Certifications

Graduates of this program are qualified to earn the following industry certifications:

- American Academy of Professional Coders (AAPC)
- American Health Information Management Association (AHIMA)
- Certified Coding Associate (CCA)
- Certified Coding Specialist (CCS)
- Certified Coding Specialist-Physician-Based (CCS-P)
- Certified Professional Coder (CPC)
- Certified Professional Coder-Outpatient Hospital (CPC-H)

Program Admission

Candidates must apply and be accepted to Seminole State College. To begin major courses (for example, ICD-10-CM Coding) all prerequisite and supporting courses must be completed.

Please visit the Medical Information Coder/Biller web page for additional information.

Career Opportunities

Graduates of this program have numerous employment opportunities in physician offices, healthcare facilities, government organizations, and managed care organizations. To learn more, visit hicareers.com.

Job Outlook

Employment in this field is expected to grow by 21 percent (faster than average) through 2020 (Source: Bureau of Labor Statistics).

Articulation

This certificate is upward compatible with the Associate in Science (A.S.) degree, Health Information Technology.

Required Courses

Students must complete all course work with grades of "C" or higher to graduate.

- CGS 2100C Computer Applications 3
- HIM 1000 Introduction to Health Information Management 3
- HIM 2940 Practicum Experience I 3
- HSC 1531 Medical Terminology 3
- HIM 2211C Computer Applications and Technologies in Healthcare 3
- HIM 1451 Human Pathophysiology and Pharmacology 4
- HIM 1453 Anatomy and Physiology 3
- ENC 1101 English I 3

General Education Courses

Students can satisfy the English Requirement with either ENC 1101 English I or ENC 1102 English II.
Medical Office Management
Technical Certificate
Major Code: MEDOFFC-CC CIP: 0351070201
Program Description
This 32-credit-hour certificate program includes a series of courses that prepare students to become proficient on the latest software used in medical offices. A medical office manager plays an integral part in the day-to-day operations of a medical practice. Medical office manager responsibilities include, but are not limited to: monitoring the office budget, ordering medical supplies, and implementing office policies and procedures. Graduates will also be trained to understand the complexities of healthcare insurance regulations and payment systems. This certificate is upward compatible with the A.S. degree, Health Services Management.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care</td>
<td>3</td>
</tr>
<tr>
<td>HSC 1531</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HIM 1453</td>
<td>Anatomy and Physiology</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>HSA 2100</td>
<td>Healthcare Delivery Systems</td>
<td>3</td>
</tr>
<tr>
<td>OST 2501</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>HSA 2255</td>
<td>Medical Office Software</td>
<td>4</td>
</tr>
<tr>
<td>OST 1355C</td>
<td>Records Management and Legal Implications</td>
<td>3</td>
</tr>
<tr>
<td>OST 2335C</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>HSA 2322</td>
<td>Healthcare Insurance and Payment Systems</td>
<td>3</td>
</tr>
<tr>
<td>Any HSC, HSA, HIM or HUN Prefix</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits: 32

Pharmacy Technician
Technical Certificate
Major Code: PHARM-ATD CIP: 0351080503
Program Description
Advances in the pharmaceuticals that support modern medical practices have produced a healthier, more active population that is living longer. Pharmacy technicians play an integral role in the distribution of those medicines. Technicians work under the supervision of licensed pharmacists to measure medications and ensure prescription accuracy. They also perform calculations, assist with investigational drug studies, maintain patient records, package medications and manage pharmacy inventory.

Program Description
Seminole State’s Pharmacy Technician Applied Technology Diploma Program emphasizes the basic technical skills, theoretical concepts and clerical functions required to operate as a pharmacy technician. Graduates are qualified to work under the direction of a licensed pharmacist in long-term care facilities, drug stores, drug manufacturers, wholesale drug houses and health maintenance organizations. They are also eligible to apply for the Pharmacy Technician Certification Board Examination (CPhT).

Career Opportunities
As the nation’s population ages, pharmacies are expanding their patient care services. As a result, the role of and demand for pharmacy technicians is increasing. With advanced training and experience, pharmacy technicians can obtain supervisory positions, seek specialization (e.g. oncology, nuclear pharmacy) and/or become a pharmacy specialist or a pharmacist. Technicians may also choose to pursue further studies in sterile products admixture, pharmacy automation and health information systems.

Job Outlook
Pharmacy technicians are in high demand. Employment in this field is expected to grow by 32
percent (much faster than average) from now until 2020 (Source: Bureau of Labor Statistics).

**Articulation**

This Applied Technology Diploma (A.T.D.) is upward compatible with Seminole State's Associate in Science (A.S.) degree in Pharmacy Management.

**Certifications**

Graduates of this program are qualified to earn the following industry certifications:

- National Pharmacy Technician Certification, Institute for the Certification of Pharmacy Technicians, (COPT001)
- Pharmacy Technician, Pharmacy Technician Certification Board, (PTCBD001)

**Placement and Salary Information**

Visit [Smart-College-Choices.com](http://Smart-College-Choices.com) to access employment numbers and the estimated average, annual full-time wage for graduates of this program.

**Program Admission**

All students enrolled in a Healthcare Professional program with a clinical or practicum component will be required to complete a full background check with drug/alcohol screening. Students are encouraged to review the clinical facility requirements prior to beginning their course work.

Please visit the Pharmacy Technician web page for additional information.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIM 1453</td>
<td>Anatomy and Physiology</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1001</td>
<td>Introduction into Pharmacy Technology</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1121</td>
<td>Pharmacology I</td>
<td>3</td>
</tr>
<tr>
<td>PTN 1122</td>
<td>Pharmacology II</td>
<td>3</td>
</tr>
<tr>
<td>Note: BSC 1020, BSC 1084 or BSC 2093C and BSC 2094C may substitute for HIM 1453</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Credits: 37

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**BS, RN-to-BSN**

**Bachelor of Science**

**Major Code: NUR-BS CIP: 1105138012**

**Program Description**

The Bachelor of Science in Nursing (BSN) program is designed for nurses who have completed an Associate Degree in Nursing or a Diploma in Nursing from an accredited school and are eligible to take the National Council Licensure Examination (NCLEX) or hold an active RN license. The program affords nurses a strong foundation for advancing their career or continuing on to graduate studies. The program focuses on nursing practice, leadership, research and contemporary issues in healthcare and concludes with a capstone course that incorporates the knowledge learned throughout the program.

This nursing education program is a candidate for
accreditation by the Accreditation Commission for Education in Nursing.

**Accreditation Commission for Education in Nursing (ACEN)**
3343 Peachtree Road NE, Suite 850
Atlanta, GA 30326-5000
www.acenursing.org

**Profession**

Nursing ranks as the nation's largest health career field. Registered nurses (RNs) practice in a variety of settings while providing compassionate care to patients who are ill, injured, convalescent or disabled. Nurses are dedicated to the health and well-being of patients of all ages, health and abilities, and often serve as advocates in the care of individuals and communities.

**Career Opportunities**

Nurses with BSN degrees are qualified to work in any state and, due to their high demand, often choose their positions, hours and employers. Salaries and employment opportunities continue to expand as the health care industry grows, particularly in Central Florida. Additionally, positions outside of the traditional hospital environment offer nurses versatility and flexibility.

For career information related to this program, please visit [O*Net OnLine](http://www.acenursing.org).

**Job Outlook**

Employment in this field is expected to grow by 26 percent (faster than average) through 2020 due to the demands caused by technological advancements, an increased emphasis on preventative care and the large aging population (Source: Bureau of Labor Statistics).

**Degree Transfer**

Graduates of the BSN program may articulate into a Master of Science in Nursing (MSN) program.

**Program Admission**

Students may begin the BSN program three times each year in August (Term I), in January (Term II), or in May (Term III). Interested persons must first be admitted to Seminole State before registering for BSN coursework. The dates for application may vary.

The nursing program has specific requirements for admission. Candidates must:

- Graduate from a regionally accredited Associate in Science Degree Nursing or Diploma in Nursing program and be eligible to sit for the National Council Licensing Examination (NCLEX RN), or hold an active RN license;
- Apply and be accepted to Seminole State College;
- GPA of 2.5 or higher;
- Attain a grade of “C” or higher in all General Education course requirements;
- Eight weeks prior to enrolling in a clinical course (NUR 4945C), the student must submit a completed physical examination form, and, upload proof of required immunizations/health requirements, CPR certification, unencumbered current Florida RN license, and FIT Testing to the designated website.
- Eight weeks prior to enrolling in a clinical course (NUR 4945C), the student must pass the Level II Criminal Background Check and drug and alcohol screening as per the organization’s requirements.

All nursing courses are taught in a distance format with the exception of courses with a clinical component. Students must have access to a computer with Internet capabilities while enrolled in the program.

**Certifications**

- Registered Nurse (RN), Florida Department of Health
- Registered Nurse (RN), National Council of State Boards of Nursing

**Required Courses**

Students must complete all Required Courses with a grade of “C” or higher.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 3825</td>
<td>Professional Role Transition</td>
<td>3</td>
</tr>
<tr>
<td>NUR 3125</td>
<td>Pathophysiology</td>
<td>3</td>
</tr>
</tbody>
</table>
School of Business, Health and Public Safety

History General Education course 3

Mathematics General Education courses: (Note: STA 2023 is a required Mathematics General Education course)

Science General Education courses 6

Humanities General Education courses 6

Social Science General Education courses 6

Total Credits: 120

AS, Nursing (RN)
Associate in Science
Major Code: RN-AS CIP: 1351380100

Program Description

Seminole State’s Associate in Science (A.S.) degree in Nursing is accredited by the Accreditation Commission for Education in Nursing (ACEN) and the Florida Board of Nursing. Students accepted into this limited-access program study a broad range of subjects from sciences, nutrition and medical terminology to courses in medical-surgical, mental health, maternal-newborn and pediatric nursing. Additionally, required clinical experiences take place at area hospitals, extended-care facilities and community health organizations. Graduates are qualified to take the national licensure examination (NCLEX-RN) to practice as registered nurses. Students should be aware that acceptance to the College does not guarantee admission to the nursing program.

The Associate in Science degree in Nursing Generic ADN Track is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, Phone: 404.975.5000, fax: 404.975.5020.

Profession

Nursing ranks as the nation’s largest health career field. Registered Nurses (RNs) practice in a variety of settings while providing compassionate care to patients who are ill, injured, convalescent or disabled.
Nurses are dedicated to the health and well-being of patients of all ages, health and abilities, and often serve as advocates in the care of individuals and communities.

Career Opportunities

Licensed nurses are qualified to work in any state and, due to their high demand, often choose their positions, hours and employers. Salaries and employment opportunities continue to expand as the health care industry grows, particularly in Central Florida. Additionally, positions outside of the traditional hospital environment offer nurses versatility and flexibility.

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 26 percent (faster than average) through 2020 due to the demands caused by technological advancements, an increased emphasis on preventative care and the large aging population (Source: Bureau of Labor Statistics).

Degree Transfer

Qualified students may complete their Bachelor of Science in Nursing (BSN) while pursuing their A.S. in Nursing through the UCF/Seminole State Concurrent Program. Graduates of the program who do not participate in the concurrent program may articulate courses into a Bachelor of Science in Nursing (BSN) program.

Certifications

- Registered Nurse (RN), Florida Department of Health
- Registered Nurse (RN), National Council of State Boards of Nursing

Program Admission

This is a limited-access program. Students begin the generic ADN program three times each year in August (Term I), in January (Term II), or in May (Term III).

Interested persons must first be admitted to Seminole State before becoming eligible to apply to the nursing program. The dates for application may vary. Students should be aware that acceptance to the College does not guarantee admission to the nursing program. Provisional acceptance into the program is contingent on satisfying Seminole State-mandated and various healthcare agencies’ requirements.

Nursing applications are available on the Nursing website and by attending a nursing information session. Dates of upcoming information sessions can be found on the Nursing website.

All students enrolled in a Healthcare Professional program with a clinical or practicum component will be required to complete a full background check with drug/alcohol screen. Students are encouraged to review the clinical facility requirements prior to beginning their course work.

The nursing program has specific requirements for admission. Candidates must:

- Apply and be accepted to Seminole State College;
- Complete the Postsecondary Education Readiness Test (PERT) or equivalent (SAT/ACT);
- Achieve a minimum adjusted individual total score of 78 percent on the Test of Essential Academic Skills (TEAS);
- Submit a disposition of any criminal offenses;
- Attain a grade of “C” or higher in all General Education course requirements. The recalculated GPA (prerequisite courses) must be 2.50 or higher. In accordance with College policy, the GPA will not be “rounded up.”
- Submit a Nursing Application Packet, with all requirements, for consideration for admission to the program. Incomplete application packets will not be considered.
- Students applying to the Concurrent AS-BSN program will receive priority admission to meet the Concurrent AS-BSN program enrollment. A select number of seats in each class will be reserved for applicants who only want to obtain the Associate in Science degree in Nursing.

Students are selected for admission to the nursing program based on the following criteria:
**Category 1:**
Successful completion of ALL of the required nursing General Education courses and elective courses with a prerequisite GPA of 3.50 or higher.

**Category 2:**
Successful completion of ALL of the required nursing General Education and elective courses with a prerequisite GPA of 3.00-3.49.

**Category 3:**
Successful completion of ALL of the required nursing General Education and elective courses with a prerequisite GPA of 2.50-2.99.

**Category 4:**
Students with outstanding pre or co-requisite courses, in the following order (completed General Education and elective courses must have a GPA of 2.50 or higher):

1. Applicants who have completed: ENC 1101, MAC 1105, BSC 2010C, PSY 2012, HUN 2202, BSC 2093C, BSC 2094C, MCB 2010C, and DEP 2004 or Humanities
2. Applicants who have completed: ENC 1101, MAC 1105, BSC 2010C, PSY 2012, HUN 2202, BSC 2093C, BSC 2094C, and DEP 2004 or Humanities
3. Applicants who have completed: ENC 1101, MAC 1105, BSC 2010C, PSY 2012, HUN 2202, BSC 2093C, and DEP 2004
4. Applicants who have completed: ENC 1101, MAC 1105, BSC 2010C, PSY 2012, HUN 2202, and BSC 2093C
5. Applicants who have completed: ENC 1101, MAC 1105, BSC 2010C, PSY 2012, and HUN 2202
6. Applicants who have completed: ENC 1101, MAC 1105, BSC 2010C, and PSY 2012

Applicants are given priority of admission within each sub-category based on:

- TEAS adjusted individual total score
- Cumulative GPA
- Completion of the Tech Prep Program (must show documentation in application packet)

All nursing courses feature Web-enhanced instruction. Students must have access to a computer with Internet capabilities while enrolled in the program.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>NUR 1022C</td>
<td>Foundations of Nursing</td>
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</tr>
<tr>
<td>NUR 1003L</td>
<td>Nursing Skills</td>
<td>2</td>
</tr>
<tr>
<td>NUR 1060C</td>
<td>Health Assessment</td>
<td>3</td>
</tr>
<tr>
<td>NUR 1210C</td>
<td>Concepts of Basic Medical Surgical Nursing</td>
<td>6</td>
</tr>
<tr>
<td>NUR 2520C</td>
<td>Concepts in Mental Health Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NUR 2241C</td>
<td>Advanced Concepts in Medical Surgical Nursing</td>
<td>6</td>
</tr>
<tr>
<td>NUR 2943C</td>
<td>Practicum and Client Care Management</td>
<td>3</td>
</tr>
<tr>
<td>NUR 2440C</td>
<td>Concepts of Maternal/Child Nursing</td>
<td>6</td>
</tr>
<tr>
<td>NUR 2244C</td>
<td>Complex Concepts in Medical Surgical Nursing</td>
<td>4</td>
</tr>
</tbody>
</table>

**General Education Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>BSC 2093C</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BSC 2094C</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>DEP 2004</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
</tbody>
</table>

Students can satisfy the English Requirement with either ENC 1101 English I or ENC 1102 English II.

- Humanities General Education course 3
- MCB 2010C Microbiology 4
Note: MCB 2005C Microbiology for Health Professionals may substitute for MCB 2010C in the RN-AS

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>PSY</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>MAC</td>
<td>College Algebra</td>
<td>3</td>
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<tr>
<td>or</td>
<td>higher level MAC prefix course</td>
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<tr>
<td>BSC</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>Elective Courses</td>
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</tr>
</tbody>
</table>

Choose either HUN 2202 or HUN 1201 and HUN 2015:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>HUN</td>
<td>Human Nutrition and Diet Therapy</td>
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</tr>
<tr>
<td>or</td>
<td>The Principles of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>and</td>
<td>Diet Therapy for Health Care Professionals</td>
<td>1</td>
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</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Credits:</td>
<td></td>
<td>72</td>
</tr>
</tbody>
</table>

AS, Criminal Justice Technology

Associate in Science
Major Code: CRIM-AS CIP: 1743010302

Program Description

Seminole State's Associate in Science (A.S.) degree in Criminal Justice Technology provides graduates with a broad foundation in criminal justice studies, including criminal law, legal procedures, criminal evidence and criminology. Topics such as law enforcement, courts and corrections are also reviewed.

Profession

Criminal justice professionals are confident and skilled critical thinkers who risk their lives to uphold the law while they protect and serve their communities. They hold positions in corrections, private and corporate security and law enforcement departments.

Career Opportunities

Graduates of this program are qualified to pursue entry-level criminal justice positions in parole and probation, corrections and the court systems. They also are also eligible for roles in the private sector, including workplace security, private and insurance investigation and safety and security patrol.

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 18 percent through 2020. Continued demand for public safety professionals will lead to new openings for personnel in local departments (Sources: Bureau of Labor Statistics).

College Credit Certificates

Students pursuing this degree also may obtain the following college credit certificates:

- Criminal Justice Law Enforcement Leadership Certificate
- Criminal Justice Technology Specialist Certificate
- Homeland Security Professional Certificate

Articulation

Graduates of Seminole State or any other Criminal Justice Standards and Training Commission (CJSTC) certified training academies (Law Enforcement, Corrections, or crossover) may be eligible to receive college-level credit that can be applied toward this degree program.

Degree Transfer

The A.S. degree in Criminal Justice Technology will transfer to Lynn University's Bachelor of Arts in Criminal Justice. Some A.S. degree courses are also transferrable to other four-year institutions. Please review the articulation agreement for additional information.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCJ 1010</td>
<td>Introduction to Criminology</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 1020</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 2650</td>
<td>Drugs, Alcohol and Crime</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 2939</td>
<td>Criminal Justice Capstone</td>
<td>3</td>
</tr>
<tr>
<td>CJC 2000</td>
<td>Introduction to Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CJE 1000</td>
<td>Introduction to Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td>CJE 2600</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>CJE 2500</td>
<td>Criminal Procedure</td>
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<tr>
<td>CJE 2600</td>
<td>Criminal Law</td>
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**Elective Courses**

Choose 15 credits from the following list:

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<thead>
<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CCJ 1000</td>
<td>Introduction to Private Security</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 1080</td>
<td>Introduction to Criminal Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 1629</td>
<td>Introduction to Homicide</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 2053</td>
<td>Criminal Justice Ethics</td>
<td>3</td>
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<tr>
<td>CCJ 2600</td>
<td>Inside the Criminal Mind</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 2618</td>
<td>Evil Minds - Violent Predators</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 2693</td>
<td>The Study of Sex Crimes</td>
<td>3</td>
</tr>
<tr>
<td>DSC 1002</td>
<td>Introduction to Terrorism</td>
<td>3</td>
</tr>
<tr>
<td>CJE 1686</td>
<td>Cybercrime</td>
<td>3</td>
</tr>
<tr>
<td>CCJ 2647</td>
<td>Organized Crime</td>
<td>3</td>
</tr>
<tr>
<td>CJE 2160</td>
<td>Cultural Diversity in Public Safety</td>
<td>3</td>
</tr>
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</table>

School of Business, Health and Public Safety

- **Required Courses**
  - CCJ 1010 Introduction to Criminology 3
  - CCJ 1020 Introduction to Criminal Justice 3
  - CCJ 2650 Drugs, Alcohol and Crime 3
  - CCJ 2939 Criminal Justice Capstone 3
  - CJC 2000 Introduction to Corrections 3
  - CJE 1000 Introduction to Law Enforcement 3
  - CJE 2600 Criminal Investigation 3
  - CJL 1130 Criminal Procedure 3
  - CJL 2100 Criminal Law 3

- **Elective Courses**
  - CCJ 1000 Introduction to Private Security 3
  - CCJ 1080 Introduction to Criminal Forensics 3
  - CCJ 1629 Introduction to Homicide 3
  - CCJ 2053 Criminal Justice Ethics 3
  - CCJ 2600 Inside the Criminal Mind 3
  - CCJ 2618 Evil Minds - Violent Predators 3
  - CCJ 2693 The Study of Sex Crimes 3
  - DSC 1002 Introduction to Terrorism 3
  - CJE 1686 Cybercrime 3
  - CCJ 2647 Organized Crime 3
  - CJE 2160 Cultural Diversity in Public Safety 3

- **Law Enforcement Leadership**
  - CCJ 2053 Criminal Justice Ethics 3
  - CCJ 2452 Managing a Criminal Justice Organization 3
  - CCJ 2460 Introduction to Criminal Justice Supervision 3
  - CCJ 2482 The Public Face of Criminal Justice 3
  - CCJ 2732 Shaping the Future of Criminal Justice 3

- **General Education Courses**
  - ENC 1101 English I 3
  - SPC 1608 Speech Communication 3

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<table>
<thead>
<tr>
<th>Course Type</th>
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<tr>
<td>Humanities General Education course</td>
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<tr>
<td>Mathematics or Science General Education course</td>
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</tr>
<tr>
<td>Social Science General Education course</td>
<td>3</td>
</tr>
<tr>
<td>Any General Education course</td>
<td>3</td>
</tr>
<tr>
<td><strong>Recommended:</strong></td>
<td></td>
</tr>
<tr>
<td>ENC 1102 English II</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>Mathematics or Science General Education course</td>
<td>3</td>
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<tr>
<td>If you choose an additional science course, courses must be from 2 areas</td>
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</table>

**Total Credits:** 60

**AS, Emergency Medical Services (EMS)**

**Associate in Science**
**Major Code:** EMS-AS  CIP: 1351090402

**Program Description**

Seminole State’s Associate in Science (A.S.) degree in Emergency Medical Services combines medical theory studies with practical clinical and field internships. Graduates are prepared to assume the role of first responder, life-support provider and physician extender.

**Profession**

Lives often depend on the quick reaction and competent care of Emergency Medical Technicians (EMTs) and paramedics. Often the first to respond to medical emergencies, natural disasters and acts of terrorism, these emergency professionals apply split-second decision-making skills to assess and stabilize patients who are injured or sick and administer emergency medical care while transporting those patients to healthcare facilities.

**Career Opportunities**

Most Emergency Medical Technicians and Paramedics are hired by private services, fire departments, municipal/governmental organizations, or hospital-based ambulance companies. Paramedic specializations include tactical medicine with police departments, critical care inter-facility transport including aero-medical services, disaster management with technical rescue teams, primary health care with the federal prison system and industrial medicine in the oil and gas industry. Administrative, government, public health and education opportunities also are available.

For career information related to this program, please visit [O*Net OnLine](#).

**Job Outlook**

Employment in this field is expected to grow by 33 percent (much faster than average) through 2020. Continued demand for emergency medical technicians and paramedics will lead to new openings for personnel in local departments (Source: Bureau of Labor Statistics).

**College Credit Certificates**

Students pursuing this degree also may obtain the following college credit certificates:

- Emergency Medical Technician (EMT)
- Paramedic Technology (EMT-P)

**Articulation**

Students who hold Emergency Medical Technician-Basic (EMT-B) certification may receive 11 hours of college credit in the EMS A.S. Degree program upon proof of certification.

**Degree Transfer**

DirectConnect to UCF: Seminole State’s Emergency Medical Services A.S. degree is transferable to the University of Central Florida’s Bachelor of Applied
Science (B.A.S.) degree.

**Program Note**

Seminole State’s Associate in Science (A.S.) degrees are designed to prepare graduates for immediate entry into their chosen career field and/or transfer into certain baccalaureate programs. Students planning to transfer to a college or university should consult with an academic advisor to ensure completion of all entry requirements for the baccalaureate program of their choice.

**Certifications**

Graduates of this program are qualified to earn the following industry certifications:

- Emergency Medical Technician-Basic (EMT), National Registry of Medical Technicians, (NREMT001)
- EMT-Basic, Florida Department of Health, (FDMQA007)
- JRC/EMS-Paramedic, Florida Department of Health, (FDMQA009)
- Paramedic (EMT-P), Florida Department of Health(FDMQA014)
- Paramedic, National Registry of Medical Technicians, (NREMT004)

<table>
<thead>
<tr>
<th>Required Courses</th>
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<tbody>
<tr>
<td><strong>EMT Certificate</strong></td>
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<tr>
<td>EMS 1119 Emergency Medical Technician</td>
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<tr>
<td>EMS 1119L EMT Laboratory</td>
<td>3</td>
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<td>EMS 1431 EMT Clinical</td>
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<tr>
<td><strong>Paramedic Certificate</strong></td>
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<tr>
<td>EMS 2603 Paramedic I</td>
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<tr>
<td>EMS 2603L Paramedic I Laboratory</td>
<td>4</td>
</tr>
<tr>
<td>EMS 2604 Paramedic II</td>
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<table>
<thead>
<tr>
<th>Elective Courses</th>
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<tbody>
<tr>
<td>Choose 4 credits from the following list:</td>
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<tr>
<td>EMS 1335 Emergency Vehicle Operations</td>
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<tr>
<td>EMS 2931 Selected Studies In Emergency Medical Services</td>
<td>1</td>
</tr>
<tr>
<td>HSC 1531 Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>MAT 1033 Intermediate Algebra</td>
<td>4</td>
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<tr>
<td>MAT 1100 Mathematical Understanding and Applications</td>
<td>3</td>
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<td>Mathematics General Education course</td>
<td>3</td>
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<tr>
<td>Science General Education course</td>
<td>3</td>
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<tr>
<td>SLS 1101 College Success</td>
<td>3</td>
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<tr>
<td>Any SLS prefix college credit course</td>
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<table>
<thead>
<tr>
<th>General Education Courses</th>
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</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101 English I</td>
<td>3</td>
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</table>
School of Business, Health and Public Safety

AS, Fire Science Technology
Associate in Science
Major Code: FIRE-AS  CIP: 1743020112
Program Description

Seminole State's Associate in Science (A.S.) degree in Fire Science Technology is a comprehensive program that provides firefighters, fire officers and fire protection professionals a scientific understanding of tactical fire suppression techniques, fire-service leadership and fire prevention practices. The accredited curriculum is designed to improve operational and administrative effectiveness while establishing a path for career advancement. Courses are available online.

Fire and Emergency Services Higher Education (FESHE) Recognition

The A.S. Fire Science program at Seminole State College has been recognized by FEMA, via the U.S. Fire Administration, as an official Fire and Emergency Services Higher Education (FESHE) institution. The FESHE recognition certificate is an acknowledgement that the A.S. Fire Science Technology degree program meets the minimum standards of excellence established by FESHE professional development committees and the National Fire Academy (NFA).

Profession

Firefighters apply highly specialized skills and techniques to protect the communities they serve. Often the first responders at a crisis scene, firefighters assess and address medical, vehicle and hazardous materials emergencies and provide natural disaster support. Fire science careers include roles as firefighters, fire investigators and fire inspectors with specializations in emergency management, homeland security and forensics.

Career Opportunities

In addition to community fire departments, graduates are qualified for government installations at airports and positions in private firefighting companies. They are also eligible for roles as fire inspectors, investigators, forest rangers and smoke jumpers.

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by nine percent between 2010 and 2020 (sources: Bureau of Labor Statistics).

College Credit Certificates

Students pursuing this degree may also obtain the Fire Officer I college credit certificate.

Florida State Certifications

The A.S. Fire Science Technology Program’s curriculum includes courses that meet state requirements to prepare students for certifications as a:

- Florida Certified Pump Operator
- Fire Instructor
- Fire Investigator
- Fire Officer
- Fire Safety Inspector

Articulation

Students who have completed previous Florida firefighter, fire officer or fire inspector training may be eligible for up to 33 articulated credits toward this program. Students must complete a minimum of 15 credits at Seminole State to qualify.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FFP 1505</td>
<td>Fire Prevention Practices</td>
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<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FFP 1540</td>
<td>Private Fire Protection Systems I</td>
<td>3</td>
</tr>
<tr>
<td>FFP 1612</td>
<td>Fire Behavior and Combustion</td>
<td>3</td>
</tr>
<tr>
<td>FFP 1702</td>
<td>Principles of Emergency Services</td>
<td>3</td>
</tr>
<tr>
<td>FFP 2109</td>
<td>Occupational Safety and Health for the Fire Service</td>
<td>3</td>
</tr>
<tr>
<td>FFP 2120</td>
<td>Building Construction for the Fire Service</td>
<td>3</td>
</tr>
<tr>
<td>FFP 2950</td>
<td>Fire Science Capstone</td>
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</table>

**Elective Courses**

**Choose 24 credits from the following list:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>FFP 1000</td>
<td>Introduction to Firefighting</td>
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</tr>
<tr>
<td>FFP 1301</td>
<td>Fire Protection Hydraulics and Water Supply</td>
<td>3</td>
</tr>
<tr>
<td>FFP 1302</td>
<td>Apparatus Operations</td>
<td>3</td>
</tr>
<tr>
<td>FFP 1510</td>
<td>Fire Protection Code and Standards</td>
<td>3</td>
</tr>
<tr>
<td>FFP 1740</td>
<td>Fire Service Course Delivery</td>
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<tr>
<td>FFP 1793</td>
<td>Fire and Life Safety Educator I</td>
<td>3</td>
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<tr>
<td>FFP 1801</td>
<td>Managing Emergencies</td>
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</tr>
<tr>
<td>FFP 1810</td>
<td>Fire Service Strategy and Tactics I</td>
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<tr>
<td>FFP 2111</td>
<td>Hazardous Materials Chemistry I</td>
<td>3</td>
</tr>
<tr>
<td>FFP 2521</td>
<td>Construction Documents and Plans Review</td>
<td>3</td>
</tr>
<tr>
<td>FFP 2541</td>
<td>Fire Protection Systems II</td>
<td>3</td>
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<tr>
<td>FFP 2610</td>
<td>Fire Investigation I</td>
<td>3</td>
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<tr>
<td>FFP 2706</td>
<td>Public Information Officer</td>
<td>3</td>
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<tr>
<td>FFP 2720</td>
<td>Company Officer</td>
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<table>
<thead>
<tr>
<th>Course Code</th>
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<td>Fire Service Course Design</td>
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<td>FFP 2770</td>
<td>Legal and Ethical Issues for the Fire Service</td>
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<td>FFP 2780</td>
<td>Fire Department Administration I</td>
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<td>FFP 2811</td>
<td>Fire Service Strategy Tactics II</td>
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<td>FFP### Any FFP prefix college credit course</td>
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<tr>
<td>CGS 1060C</td>
<td>Introduction to Computers</td>
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<tr>
<td>MAT 1033</td>
<td>Intermediate Algebra</td>
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<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
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<tr>
<td>DSC 1002</td>
<td>Introduction to Terrorism</td>
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<tr>
<td>MAT 1100</td>
<td>Mathematical Understanding and Applications</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1210</td>
<td>Technical Writing</td>
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**General Education Courses**

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ENC 1101</td>
<td>English I</td>
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<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
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<td>Mathematics or Science General Education course</td>
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<tr>
<td>Social Science General Education course</td>
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**Recommended:**

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<tr>
<td>ECO 1000</td>
<td>Basic Economics</td>
<td>3</td>
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<tr>
<td>PSY 2012</td>
<td>General Psychology</td>
<td>3</td>
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<tr>
<td>SYG 2000</td>
<td>Introduction to Sociology</td>
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</table>

**Total Credits:** 60
Criminal Justice Technology Specialist
Technical Certificate
Major Code: CJTSP-CC CIP: 0743010304

Program Description
This program provides a career pathway for students pursuing an A.S. degree in Criminal Justice Technology. Students will acquire the skills and knowledge to further their education and careers in the law, public safety and security fields. The certificate is upward compatible with the A.S. degree, Criminal Justice Technology.

Required Courses 24

CCJ 1010 Introduction to Criminology 3
CCJ 1020 Introduction to Criminal Justice 3
CCJ 2650 Drugs, Alcohol and Crime 3
CJC 2000 Introduction to Corrections 3
CJE 1000 Introduction to Law Enforcement 3
CJE 2600 Criminal Investigation 3
CJL 1130 Criminal Procedure 3
CJL 2100 Criminal Law 3

Total Credits: 24

Emergency Medical Technician (EMT)
Technical Certificate
Major Code: EMT-CC CIP: 0351090415

Program Description
This is a one-semester (12 credits) program of classroom lecture, practical skill laboratory and patient clinical experience designed to prepare students for employment as Emergency Medical Technicians (EMTs). The practical skill laboratory (3 credits) includes application practice and performance evaluation in simulated patient care situations. The clinical application (2 credits) provides patient care opportunities with pre-hospital emergency care providers and in-hospital settings.

The curriculum encompasses the U.S. Department of Transportation’s National Standard Curriculum for the EMT and meets the requirements of the Florida Department of Bureau of Emergency Medical Services. All EMT students must submit a national criminal background check and complete the PERT examination prior to acceptance into the program. Students must not have been convicted of a crime as listed in the EMS student handbook, which is available in the EMS Department. EMS 1119, EMS 1119L and EMS 1431 must all be completed during the same term. Successful completion of EMS 1119, EMS 1119L and EMS 1431, with an overall grade of “C” (80 percent) in each course, qualifies students to complete the National Registry Certification Examination and the Florida EMT Certification.

This is a limited-access program. Candidates must:

• Apply and be accepted to Seminole State College;
• Submit a completed EMS/EMT Program Application Form;
• Submit proof of age (minimum 18 years of age);
• Provide official transcripts indicating successful completion of a standard high school diploma or equivalent;
• Attend a mandatory information session and orientation; and
• Complete or be exempt from the Postsecondary Education Readiness Test (PERT).

This certificate is upward compatible with the A.S. degree, Emergency Medical Services (EMS).

Required Courses 12

EMS 1119 Emergency Medical Technician 7
EMS 1119L EMT Laboratory 3
EMS 1431 EMT Clinical 2

Total Credits: 12

Fire Officer Supervisor
Technical Certificate
Major Code: FROFSP-CC CIP: 0743020111

Program Description
The Fire Officer Supervisor program is designed to incorporate leadership, management and tactical firefighting theories for those pursuing a career as a fire officer. The foundation of this program is based on the National Fire Protection Association (NFPA) 1021 Standard for Fire Officer Professional Qualifications and the National Fire Academy (FESHE) initiative. This program includes the curriculum requirement for the State of Florida Bureau of Fire Standards and Training Fire Officer I certification.

Required Courses
- FFP 1740 Fire Service Course Delivery 3
- FFP 1810 Fire Service Strategy and Tactics I 3
- FFP 2120 Building Construction for the Fire Service 3
- FFP 2720 Company Officer 3

Total Credits: 12

Homeland Security Professional Technical Certificate
Major Code: HLSPR-CC CIP: 0743011202

Program Description
This program focuses on the role of the criminal justice professional in Homeland Security and Private Security related professions. Students will gain an understanding of the management and administration of Law Enforcement and Security Operations as well as a working knowledge of the fundamentals of criminal and private investigations. The student will comprehend the importance of effective working relationships and human diversity as well as environmental changes for private as well as public safety.

Required Courses
- CCJ 1000 Introduction to Private Security 3
- CJL 2500 U.S. Court Systems 3

Total Credits: 15

Paramedic Technology Technical Certificate
Major Code: PARMD-CC CIP: 0351090405

Program Description
The Paramedic is a healthcare/public safety professional whose primary focus is to provide advanced emergency medical care for critical and emergent patients who access the emergency medical system. Paramedics possess the complex knowledge and skills necessary to provide patient care and transportation. The paramedic program is fully accredited by the Committee on Accreditation of Allied Health Education Programs (CAAHEP) and the Florida Department of Health, Office of Emergency Medical Services. All Paramedic students must submit a National Criminal Background check and complete the PERT examination prior to the start of the program unless exempted by the Counseling and Educational Planning Department. Students must not have been convicted of a crime as listed in the EMS student handbook available in the EMS Department. All courses within the Paramedic Program must be completed in the proper sequence during one calendar year. Successful completion of all courses within the Paramedic Program with an overall grade “C” (80 percent) in each course, qualifies students to complete the State of Florida Paramedic certification examination administered by the Florida Department of Health, Division of Medical Quality Assurance.

Technical skills required for becoming a paramedic

This is a limited-access program. Candidates must:

- Apply and be accepted to Seminole State College;
- Submit a completed EMS Paramedic application;
- Submit proof of age (minimum 18 years of age);
- Provide an official transcript(s) indicating
successful completion of a standard high school program or equivalent;
- Complete the Post-secondary Education Readiness Test (PERT) and achieve the following scores:
  - Reading -106 or higher, Sentence Skills - 103 or higher, Algebra or exemption -114 or higher; or be exempt from common placement testing;
- Have earned a 2.0 cumulative GPA or higher;
- Attend an information session;
- Possess a current Florida EMT certification or proof of successful completion of a Florida EMT program; and
- Successfully complete a criminal background check and drug screening exam.

Priority will be given to applicants with the following:
- Current employment with an EMS or hospital provider;
- An Associate degree or higher;
- Healthcare experience; and/or
- Have obtained a GPA of 3.0 or higher.

This certificate is upward compatible with the A.S. degree, Emergency Medical Services.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<td>EMS 2603</td>
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<td>EMS 2603L</td>
<td>Paramedic I Laboratory</td>
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<td>EMS 2604</td>
<td>Paramedic II</td>
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<td>EMS 2604L</td>
<td>Paramedic II Laboratory</td>
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<td>EMS 2605</td>
<td>Paramedic III</td>
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<td>EMS 2659</td>
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<td>EMS 2666</td>
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<tr>
<td>EMS 2667</td>
<td>Paramedic II Clinical</td>
<td>4</td>
</tr>
</tbody>
</table>

Note: BSC 2093C and 2094C, BSC 1084 or EMS 2010 may substitute for BSC1020

---

**CareerCert, Correctional Officer Cross-Over Training to Florida Law Enforcement Academy Career Certificate**

**Major Code: COTLE-VC CIP: 0743010702**

**Program Description**

This program prepares state certified correctional officers to receive the Cross-Over Corrections to Law Enforcement Certificate that is required before taking the state certification test to obtain a position as a law enforcement officer in Florida. This program is approved by the Criminal Justice Standards and Training Commission (CJSTC) and the Florida Department of Law Enforcement (FDLE).

**Total program hours: 518**

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJK 0001</td>
<td>Introduction to Law Enforcement</td>
<td>0</td>
</tr>
<tr>
<td>CJK 0012</td>
<td>Legal</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0013</td>
<td>Interactions in a Diverse Community</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0014</td>
<td>Interviewing and Report Writing</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0064</td>
<td>Fundamentals of Patrol</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0065</td>
<td>Calls for Service and Special Risk Groups</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0077</td>
<td>Criminal Investigations</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0078</td>
<td>Crime Scene to Courtroom</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0092</td>
<td>Critical Incidents</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0087</td>
<td>Traffic Stops</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0084</td>
<td>DUI Traffic Stops</td>
<td>1</td>
</tr>
</tbody>
</table>
### CareerCert, Crossover from Correctional Probation Officer to Law Enforcement Officer Career Certificate

**Major Code:** CPTLE-VC  
**CIP:** 0743010703

**Program Description**

This program prepares state certified correctional probation officers to receive the Crossover from Correctional Probation Officer to Law Enforcement Officer Certificate that is required before taking the state certification test to obtain a position as a law enforcement officer in Florida. This program is approved by the Criminal Justice Standards and Training Commission (CJSTC) and the Florida Department of Law Enforcement (FDLE).

**Total program hours:** 532

#### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJK 0012</td>
<td>Legal</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0013</td>
<td>Interactions in a Diverse Community</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0064</td>
<td>Fundamentals of Patrol</td>
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<tr>
<td>CJK 0065</td>
<td>Calls for Service and Special Risk Groups</td>
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</tr>
<tr>
<td>CJK 0077</td>
<td>Criminal Investigations</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0078</td>
<td>Crime Scene to Courtroom</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0092</td>
<td>Critical Incidents</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0087</td>
<td>Traffic Crash Investigations</td>
<td>1</td>
</tr>
</tbody>
</table>

**Total Credits:** 17

### CareerCert, Fire Academy Career Certificate

**Major Code:** FIRE-VC  
**CIP:** 0743020303

**Program Description**

The Firefighting Academy is designed to satisfy Bureau of Fire Standards program requirements for Professional Firefighter Certification. Students will receive a wide-range of classroom and hands-on training that includes live-fire training, vehicle extrication, ladder and fire hose operations, search and rescue, hazardous materials response, forcible entry, ventilation operations and fire detection and suppression practices.

**This program is only designed for students who have either completed an EMT course, are currently certified as an EMT, or are currently enrolled in or have completed an EMT program at another institution.**

Applicants must attend a mandatory Fire Academy information session to receive an application packet. Upon selection to move forward in the process, applicants are required to attend a mandatory orientation session to receive additional information prior to the start of the program. Fingerprint and background checks will be completed by the Florida Department of Law Enforcement.

A minimum overall grade of (70 percent) is required for successful completion of the Fire Academy program; however, a minimum grade of (80 percent) is required for all written exams. Successful completion
will allow the graduate to be considered eligible to test for the State of Florida Minimum Fire Standards Firefighter 2 Certification exam. Day and night classes are available.

**Total program hours:** 398

**Program Admission**

This is a limited-access program. Program staff will determine candidate selection.

**Candidates must:**

- Have successfully completed an EMT-B or Paramedic program prior to the start of the Fire Academy;
- Attend mandatory Fire Academy information and orientation session;
- Apply and be accepted to Seminole State College as a student;
- Submit a completed Fire Academy application packet;
- Submit proof of age (minimum 18 years of age);
- Complete or be exempt from the Test of Adult Basic Education (TABE) test;
- Complete a physical medical exam (Forms to be provided during orientation session);
- Physical agility exam may be required (Scheduling will be completed during orientation session);
- Complete a Fire Academy non-tobacco use affidavit (Forms to be provided during orientation session);
- Complete a Fire Academy drug screening (Forms to be provided during orientation session);
- Complete a Fire Academy background check (Forms to be provided during orientation session)

**Firefighting training and certification:**

All fire academy training will comply with Florida State Statute 633.408, Firefighter and volunteer firefighter training and certification.

**Qualifications for Certification:**

All students applying for certification as a firefighter must comply with Florida State Statute 633.412, Firefighters; Qualifications for certification. These qualifications will be discussed at all information sessions.

**Required Courses**

- FFP 0027  Fire Standards Part 1  4
- FFP 0028  Fire Standards Part 2  4
- FFP 0029  Fire Standards Part 3  4
- **Total Credits:** 13

**CareerCert, Fire Academy/EMT Combined Program**

**Career Certificate**

**Major Code:** FIREMT-VC  **CIP:** 0743020312

**Program Description**

The Fire Academy/EMT combined program is designed to satisfy the Florida Bureau of Fire Standards and Training program requirements for Professional Firefighter Certification, the U.S. Department of Transportation’s National basic EMT Standard and the Florida Department of Health Bureau of Emergency Medical Services for EMT curriculum.

**This program is only available for entry-level students who have not previously attended any EMT or Firefighter training and who need to complete all requirements to become a Florida State Firefigher.**

Applicants must attend a mandatory EMT information session to receive an application packet. Upon selection to move forward in the process, applicants are required to attend a mandatory orientation session to receive additional information prior to the start of the program. Fingerprint and background checks will be completed by the Florida Department of Law Enforcement. Once in the EMT program, students must also attend a mandatory Fire Academy information session to start the selection process.

Students will receive a wide-range of classroom and hands-on training that is designed to prepare students for employment as a career Firefighter/EMT in the
The EMT curriculum provides classroom, laboratory and clinical training. EMS practical skills laboratory includes application practice and performance evaluation in simulated patient care. The clinical application provides patient care opportunities with in-hospital settings and pre-hospital emergency care providers such as fire departments and local ambulance services. A minimum overall grade of (80 percent) is required for successful completion of all EMT program curriculum.

The Firefighting Academy curriculum provides a wide-range of classroom and hands-on training that includes live-fire training, vehicle extrication, ladder and fire hose operations, search and rescue, hazardous materials response, forcible entry, ventilation operations and fire detection and suppression practices. A minimum overall grade of (70 percent) is required for successful completion of the Fire Academy program; however, a minimum grade of (80 percent) is required for all written exams.

Successful completion of both the EMT and Fire Academy requirements will allow the graduate to be considered eligible to test for the basic EMT licensure exams and the State of Florida Minimum Fire Standards Firefighter 2 Certification. Day and night classes are available.

Total program hours: 698

Admission Requirements:

This is a limited-access program. Program staff will determine candidate selection.

Candidates must:

• Attend mandatory EMT information and orientation session;
• Apply and be accepted to Seminole State College;
• Submit a completed Fire/EMT Program Application Form;
• Submit proof of age (minimum 18 years of age);
• Complete or be exempt from the Postsecondary Education Readiness (PERT) and (TABE) test;
• Complete EMT drug screening (Forms to be provided during orientation session);
• Complete EMT background check (Forms to be provided during orientation session);
• Attend a mandatory Fire Academy information and orientation session;
• Submit a completed Fire Academy application packet;
• Complete a physical medical exam (Forms to be provided during orientation session);
• Physical agility exam may be required (Scheduling will be completed during information session).
• Complete a Fire Academy non-tobacco use affidavit (Forms to be provided during orientation session);
• Complete a Fire Academy drug screening (Forms to be provided during orientation session);
• Complete a Fire Academy background check (Forms to be provided during orientation session);
• Students must have successfully completed the EMT curriculum prior to starting the Fire Academy.

Firefighting training and certification:

All fire academy training will comply with Florida State Statute 633.408, Firefighter and volunteer firefighter training and certification.

Qualification for Certification:

All students applying for certification as a firefighter must comply with Florida State Statute 633.412, Firefighters; Qualification for certification. These qualifications will be discussed at all Fire Academy information sessions.

Required Courses

Emergency Medical Technician (EMT)

Courses are college credit courses embedded in a career certificate. Contact hours appear as units

EMS 1119  Emergency Medical Technician  126
EMS 1119L  EMT Laboratory  84
CareerCert, Florida Law Enforcement Academy
Career Certificate
Major Code: LAW-VC CIP: 0743010700

Program Description

This Florida Law Enforcement Academy program prepares students to receive a Basic Police Standards Certificate that is required to become eligible to take the State Certification Test to obtain a position as a police officer in Florida.

This program is approved by the Criminal Justice Standards and Training Commission (CJSTC) and the Florida Department of Law Enforcement (FDLE). Admission requirements and selection criteria may be obtained from the College’s Admissions Office.

This is a limited-access program. Candidates must:

- Apply and be accepted to Seminole State College;
- Be at least 19 years of age;
- Provide an official transcript(s) indicating successful completion of a standard high school diploma or equivalent;
- Submit a completed Law Enforcement/Corrections/Crossover application;
- Have a valid Florida driver’s license;
- Have no felony or misdemeanor convictions involving perjury, false statements or moral turpitude;
- Complete the CJBAT (Criminal Justice Basic Abilities Test) and receive a score of “Pass”; and
- Successfully complete a physical fitness assessment.

Priority admission may be given to applicants based on a review of the following areas:

- Education level
- Law enforcement experience
- Military experience
- Driving history/Criminal history
- Drug use
- Tentative offer of employment

Total program hours: 770

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJK 0001</td>
<td>Introduction to Law Enforcement</td>
<td>0</td>
</tr>
<tr>
<td>CJK 0012</td>
<td>Legal</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0013</td>
<td>Interactions in a Diverse Community</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0014</td>
<td>Interviewing and Report Writing</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0020</td>
<td>Vehicle Operations</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0031</td>
<td>First Aid for Criminal Justice Officers</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0040</td>
<td>Firearms</td>
<td>3</td>
</tr>
<tr>
<td>CJK 0051</td>
<td>Criminal Justice Defensive Tactics</td>
<td>3</td>
</tr>
<tr>
<td>CJK 0064</td>
<td>Fundamentals of Patrol</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0065</td>
<td>Calls for Service and Special Risk Groups</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0077</td>
<td>Criminal Investigations</td>
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<tr>
<td>CJK 0078</td>
<td>Crime Scene to Courtroom</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0084</td>
<td>DUI Traffic Stops</td>
<td>1</td>
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<tr>
<td>CJK 0087</td>
<td>Traffic Stops</td>
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<td>CJK 0088</td>
<td>Traffic Crash Investigations</td>
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<td>CJK 0092</td>
<td>Critical Incidents</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0422</td>
<td>Dart-Firing Stun Gun</td>
<td>0</td>
</tr>
</tbody>
</table>
The Correctional Officer Program includes theory and application for those who wish to work in correctional facilities in Florida. Students successfully completing this program are prepared to take the State Certification Exam administered by the Florida Department of Law Enforcement. This is a limited-access program.

Candidates must:
- Apply and be accepted to Seminole State College;
- Be at least 19 years of age;
- Provide an official transcript(s) indicating successful completion of a standard high school diploma or equivalent;
- Submit a completed Law Enforcement/Corrections/Crossover application;
- Have a valid Florida driver’s license;
- Have no felony or misdemeanor convictions involving perjury, false statements, or moral turpitude;
- Complete the CJBAT (Criminal Justice Basic Abilities Test) and receive a score of “Pass”; and
- Successfully complete a physical fitness assessment.

Priority admission will be given to applicants based on a review of the following areas:
- Education level
- Law enforcement experience
- Military experience
- Driving history
- Criminal history
- Drug use

These areas will be assessed based on a rubric which measures applicant’s performance in each area.

Total program hours: 420

Required Courses

CJK  0031  First Aid for Criminal Justice Officers  1

Total Credits:  6
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CJK 0040</td>
<td>Firearms</td>
<td>3</td>
</tr>
<tr>
<td>CJK 0051</td>
<td>Criminal Justice Defensive Tactics</td>
<td>3</td>
</tr>
<tr>
<td>CJK 0300</td>
<td>Introduction to Corrections</td>
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</tr>
<tr>
<td>CJK 0305</td>
<td>Communications</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0310</td>
<td>Officer Safety</td>
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</tr>
<tr>
<td>CJK 0315</td>
<td>Facility and Equipment</td>
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<tr>
<td>CJK 0320</td>
<td>Intake and Release</td>
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<tr>
<td>CJK 0325</td>
<td>Supervising in a Correctional Facility</td>
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<tr>
<td>CJK 0330</td>
<td>Supervising Special Populations</td>
<td>1</td>
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<tr>
<td>CJK 0335</td>
<td>Responding to Incidents and Emergencies</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0340</td>
<td>Officer Wellness and Physical Abilities</td>
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</tr>
<tr>
<td>Total Credits:</td>
<td></td>
<td>14</td>
</tr>
</tbody>
</table>
BAS, Interior Design
Bachelor of Applied Science
Major Code: INTD-BAS  CIP: 1105004083

Program Description

Seminole State’s Bachelor of Applied Science in Interior Design prepares students toward a path to licensure and a professional career in the field. This comprehensive curriculum combines the concepts and philosophies of the social sciences with courses in designing for diverse populations as well as emerging trends in the industry. Advanced technical skills required to communicate with the design profession, such as space planning and lighting will also be emphasized. The degree will culminate in a capstone healthcare project and portfolio of work. Students will also be exposed to the professional industry through internship opportunities.

Having obtained skills critical to the industry, graduates of this program will be able to work in a wide variety of design occupations that range from commercial design (corporate, healthcare, retail, hospitality, government facilities, education and real estate) to residential design. Upon completion of the B.A.S. Interior Design and two years of work experience under a licensed interior designer or architect, graduates are eligible to take the National Council for Interior Design Qualification (NCIDQ) examination for state licensure. The NCIDQ examination will test an interior designer’s ability to protect health, safety and welfare through the competent practice of interior design. Interior designers work closely with architects, engineers and general contractors in a wide array of settings.

Program Admission

Applicants seeking admission to Seminole State College’s bachelor’s degree programs must comply with the College’s General Admissions procedures. In addition, students must meet the following program-specific requirements listed below prior to being accepted into upper-division coursework:

- Completion of Associate in Science (A.S.) degree in Interior Design that meets the following requirements:
  - The program must be a Florida Board of Architecture Interior Design-approved program,
  - The degree must be from a regionally accredited Florida institution.

All other degrees will be evaluated by the faculty committee on a case-by-case basis to make the final admission determination. Students entering with an A.S. degree from a college other than Seminole State may need additional courses to provide appropriate background for the baccalaureate program.

- A GPA of 2.0 or higher.

Contact Admissions at 407.708.4550 if you have additional questions about applying to the program.

Interior Design Foundation

The primary entry qualification is the A.S. Interior Design degree. The 60 credit hours of interior design foundation are the A.S. degree technical courses that satisfy the Florida Board of Architecture and Interior Design and/or NCIDQ licensing courses. At least 36 of the 60 hours of interior design foundation courses must be IND prefix courses.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 3245C</td>
<td>Studio V: Emerging Trends</td>
<td>3</td>
</tr>
<tr>
<td>IND 3413</td>
<td>Integrated Practicum</td>
<td>3</td>
</tr>
</tbody>
</table>
### Elective Courses

Electives must be taken while enrolled in this degree. Electives taken in the Associate of Science degree will not satisfy this requirement.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>IND 3495</td>
<td>Lighting Design Applications</td>
<td>3</td>
</tr>
<tr>
<td>IND 4274</td>
<td>Designing for a Diverse Population</td>
<td>3</td>
</tr>
<tr>
<td>IND 4520</td>
<td>Senior Portfolio for the Interior Designer</td>
<td>1</td>
</tr>
<tr>
<td>IND 4242C</td>
<td>Studio VI: Capstone Studio</td>
<td>3</td>
</tr>
<tr>
<td>IND 4948</td>
<td>Senior Interior Design Internship</td>
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</tbody>
</table>

### Technology Specialization

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>GRA 2201</td>
<td>Digital Imaging I</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2151C</td>
<td>Digital Illustration</td>
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</tr>
<tr>
<td>GRA 2121</td>
<td>Digital Publishing I</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1340C</td>
<td>Computer-Aided Design II</td>
<td>3</td>
</tr>
<tr>
<td>ETD 2391</td>
<td>Computer-Aided Design IV (Advanced Revit)</td>
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</table>

Choose 6 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>IND 3643</td>
<td>Advanced Building Codes and Accessibility</td>
<td>3</td>
</tr>
<tr>
<td>IND 4611</td>
<td>Applied Sustainable Design Principles</td>
<td>3</td>
</tr>
<tr>
<td>IND 3950</td>
<td>Advanced Travel Study in Architecture and Interior Design</td>
<td>3</td>
</tr>
<tr>
<td>IND 3930</td>
<td>Advanced Selected Studies in Interior Design</td>
<td>3</td>
</tr>
<tr>
<td>ARC 1301C</td>
<td>Architectural Design I</td>
<td>3</td>
</tr>
<tr>
<td>IND 3953</td>
<td>Advanced Service Learning Project-Comprehensive</td>
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</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 3954</td>
<td>Advanced Service Learning Project</td>
<td>3</td>
</tr>
<tr>
<td>IND 3440</td>
<td>Furniture Design</td>
<td>3</td>
</tr>
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### Building Construction Specialization

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BCN 1221</td>
<td>Introduction to Building Construction</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2272</td>
<td>Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2599</td>
<td>Green Building and Energy Efficiency</td>
<td>3</td>
</tr>
<tr>
<td>BCN 1579</td>
<td>Tiny House Living: Less is More</td>
<td>3</td>
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### General Education Courses

<table>
<thead>
<tr>
<th>Category</th>
<th>Courses</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Communications General Education</td>
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<td>9</td>
</tr>
<tr>
<td>History General Education</td>
<td>Considered as transfer credits</td>
<td>3</td>
</tr>
<tr>
<td>Humanities General Education Courses</td>
<td>Considered as transfer credits</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics General Education Courses</td>
<td>Considered as transfer credits</td>
<td>6</td>
</tr>
<tr>
<td>Social Science General Education</td>
<td>Considered as transfer credits</td>
<td>6</td>
</tr>
<tr>
<td>Science General Education Courses</td>
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<td>6</td>
</tr>
</tbody>
</table>

**Total Credits: 120**

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### AS, Interior Design Technology

**Associate in Science**

**Major Code: INTDS-AS  CIP: 1450040801**

**Program Description**

Seminole State College's Interior Design program reflects current client needs and trends, such as sustainable design practices, ergonomics, universal design and aging in place. All full-time interior design faculty are Florida-licensed professionals who are actively involved in the industry. The program is nationally recognized, and students have consistently won national and regional industry awards. Students can participate in community projects, visit major construction sites and design centers, and join the...
student chapters of the International Interior Design Association (IIDA) and the United States Green Building Council (USGBC). Once students complete the degree and four years of work experience under a licensed interior designer or architect, they will be eligible to take the National Council for Interior Design Qualification (NCIDQ) exam for state licensure.

Program Admission

How to Apply

• **First-Time College Students:** Apply online to Seminole State College and declare the A.S. in Interior Design as your educational goal. Once you’ve earned an A.S. in Interior Design, you can apply directly to the bachelor’s degree program.

• **Students with an A.A., A.S. or Bachelor’s Degree in another field:** Students who have completed an unrelated degree program will be considered but may need additional coursework. To be considered, apply to Seminole State College online by the stated deadlines.

• Contact Admissions at 407.708.4550 if you have additional questions about applying to the program.

Degree Transfer

This A.S. degree is transferable into the Bachelor of Applied Science (B.A.S.) in Interior Design offered at Seminole State College.

Required Courses 54

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 1100</td>
<td>History of Architecture and Design I</td>
<td>3</td>
</tr>
<tr>
<td>IND 1233C</td>
<td>Studio I: Interior Design Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>IND 1404C</td>
<td>Technical Design</td>
<td>3</td>
</tr>
<tr>
<td>IND 1422</td>
<td>Interior Finishes and Textiles</td>
<td>3</td>
</tr>
<tr>
<td>IND 1935</td>
<td>Building Codes and Accessibility</td>
<td>3</td>
</tr>
<tr>
<td>IND 2012C</td>
<td>Studio II: Residential Interior Environments</td>
<td>3</td>
</tr>
<tr>
<td>IND 2016C</td>
<td>Studio III: Introduction to Commercial</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses 6

Choose 6 credits from the following list: 6

General Electives Specialization

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 2150</td>
<td>Historic Preservation</td>
<td>3</td>
</tr>
<tr>
<td>IND 2290</td>
<td>Autism and the Built Environment</td>
<td>3</td>
</tr>
<tr>
<td>IND 2930</td>
<td>Selected Studies in Interior Design</td>
<td>3</td>
</tr>
<tr>
<td>IND 2950</td>
<td>Travel Study in Architecture and Interior Design</td>
<td>3</td>
</tr>
<tr>
<td>ARC 1301C</td>
<td>Architectural Design I</td>
<td>3</td>
</tr>
</tbody>
</table>
### Residential Staging Specialist

**Technical Certificate**

**Major Code:** INTRS-CC  
**CIP:** 0450040807

**Program Description**

This program introduces students to the fundamentals of interior design principles and theories, spatial relationships and furniture placement, color scheme development and the materials necessary to create visual appeal to home buyers. The program focuses on knowledge, visual communication skills and aptitudes essential in home staging and residential interior design industries. Students may also be introduced to standard business practices of the profession, including preparation of contracts for basic interior design services, fee structures and business development. Electives within the certificate allow individuals to tailor his or her career pathway with additional skillsets. This certificate program is upward compatible with the A.S. degree, Interior Design Technology. **Note:** IND 1200 is not part of the A.S. degree requirements.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 2951</td>
<td>Service Learning Project</td>
<td>3</td>
</tr>
<tr>
<td>IND 2952</td>
<td>Service Learning Project - Comprehensive</td>
<td>6</td>
</tr>
</tbody>
</table>

#### Technology Specialization

- **GRA 2121** Digital Publishing I 3
- **GRA 2151C** Digital Illustration 3
- **GRA 2201** Digital Imaging I 3
- **ETD 1340C** Computer-Aided Design II 3
- **ETD 2391** Computer-Aided Design IV (Advanced Revit) 3

#### Building Construction Specialization

- **BCN 1221** Introduction to Building Construction 3
- **BCN 2272** Blueprint Reading 3
- **BCN 1579** Tiny House Living: Less is More 3
- **BCN 2599** Green Building and Energy Efficiency 3

#### General Education Courses

- **ENC 1101** English I 3
- **SPC 1608** Speech Communication 3
- Mathematics General Education course 3
- Humanities General Education course 3
- Social Science General Education course 3

**Total Credits:** 75

---

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 1100</td>
<td>History of Architecture and Design I</td>
<td>3</td>
</tr>
<tr>
<td>IND 1422</td>
<td>Interior Finishes and Textiles</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose 3 credits from the following list:** 3

- **IND 1200** Decorating Tips and Tricks 3
- **IND 1233C** Studio I: Interior Design Fundamentals 3

**Note:** Interior Design A.S. degree-seeking students should take IND 1233C.

**Choose 3 credits from the following list:** 3

- **IND 2150** Historic Preservation 3
- **IND 2290** Autism and the Built Environment 3
- **IND 2500** Professional Principles and Practices of Interior Design 3
- **IND 2930** Selected Studies in Interior Design 3
Seminole State College’s Bachelor of Science (B.S.) in Construction leads to professional licensure as a general contractor (Certified GC and/or Building Contractor) high-demand jobs. Seminole State prepares the student to manage projects from conception to completion with an emphasis on project management. Building construction principles taught in the classroom are enhanced through real-world applications.

Why Seminole State?

- **Community involvement:** Students participate in community service learning projects, visit major construction sites and engage with the local construction companies during monthly industry sponsored “Toolbox Talk” events. Students are encouraged to join student chapters of the United States Green Building Council (USGBC) and Design-Build Institute of America (DBIA).
- **Online completion:** Seminole State offers a clear pathway to earn a B.S. Construction degree completely online from the comfort of home. A completed A.S. degree in construction transfers into the B.S. degree and provides the foundation of the degree. Designed for the full-time working student or for those with other commitments, a part-time lock step program allows a student to complete the bachelor degree within three years.
- **Scholar-Practitioner faculty:** All full-time construction faculty are Florida-licensed professionals who are actively involved in the industry. These scholar-practitioner faculty have real-world experience, professional licensure in construction, engineering or architecture and a credentialed, scholarly academic background.

**Profession**

Successful construction managers have excellent leadership skills and are able to plan and conduct operations for construction projects from design to occupancy. Typically, they work on major projects with design and construction professionals, optimizing the use of manpower and materials, solving problems and thinking creatively. Construction managers use clear communication, teamwork and organization skills. Construction managers, often called general contractors or project managers, coordinate and supervise a wide variety of projects, including the building of all types of public, residential, commercial and industrial structures. Although most managers oversee construction projects from start to finish, some consult with developers and builders on construction related issues.

**Career Opportunities**

- Building/Construction Manager
- Construction Manager
- Cost Estimator
- General Contractor
- Permitting and Government Liaison
- Property, Real Estate and Community Association Manager
- Real Estate Developer
- Safety Inspector
- Safety Manager
- Scheduler
- Sustainable Construction Manager

For career information related to this program, please visit [O*Net OnLine](https://www.onetonline.org).

**Job Outlook**

Employment of construction managers is projected to grow 16 percent from 2012 to 2022, faster than the average for all occupations (Source: Bureau of Labor Statistics). Construction managers will be needed as overall construction activity expands. Population and
business growth will result in the construction of many new residences, office buildings, retail outlets, hospitals, schools, restaurants and other structures over the coming decade.

Program Admission

Applicants seeking admission to Seminole State College’s bachelor’s degree programs must comply with the College’s General Admissions procedures. In addition, students must meet the following program-specific requirements listed below prior to being accepted into upper-division coursework:

- Completion of an Associate in Arts (A.A.) or bachelor’s degree from a regionally accredited institution or selected Associate in Science (A.S.) degrees from any regionally accredited Florida institution:
  - A.S., Architectural Design and Construction Technology (CIP 1615010100)
  - A.S., Building Construction Technology (CIP 1615010110)
  - A.S., Construction Management (CIP 1646041201)
  - A.S., Construction Management (CIP 1646041200)

All other degrees will be evaluated by the faculty committee on a case-by-case basis.

- A GPA of 2.0 or higher.
- Program Progression Requirements:
  - An Associate in Science (A.S.) degree in any one of the regionally accredited Florida programs listed above satisfies the Required Construction Program Prerequisite
  - requirements detailed in the Bachelor of Science (B.S.) Construction degree program. Students with any other degree must complete the Required Construction Program Prerequisites with a grade of “C” or higher before starting the Construction Courses (Upper Division).

Prerequisite Courses

Construction Program Prerequisites

Courses must be completed with a “C” or higher. All Construction Program Prerequisites must be completed prior to starting Construction Upper Division Required Courses.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCN 1221</td>
<td>Introduction to Building Construction</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2230</td>
<td>Construction Materials and Methods I</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2231</td>
<td>Construction Materials and Methods II</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2251C</td>
<td>Building Construction Documents</td>
<td>3</td>
</tr>
<tr>
<td>EGN 1111C</td>
<td>Engineering Graphics - Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1320C</td>
<td>Computer-Aided Design I</td>
<td>3</td>
</tr>
<tr>
<td>SUR 2101C</td>
<td>Surveying</td>
<td>4</td>
</tr>
</tbody>
</table>

Required Courses

33

Construction Required Core Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCN 3205C</td>
<td>Mechanical Systems in Construction</td>
<td>3</td>
</tr>
<tr>
<td>BCN 3225C</td>
<td>Soil Mechanics and Foundations</td>
<td>3</td>
</tr>
<tr>
<td>BCN 3565C</td>
<td>Electrical Systems in Construction</td>
<td>3</td>
</tr>
<tr>
<td>BCN 3708</td>
<td>Construction Laws and Contracts</td>
<td>3</td>
</tr>
<tr>
<td>BCN 3724C</td>
<td>Advanced Construction Planning</td>
<td>3</td>
</tr>
<tr>
<td>BCN 3730</td>
<td>Construction Safety, Health and the Environment</td>
<td>3</td>
</tr>
<tr>
<td>BCN 4612C</td>
<td>Advanced Construction Estimating</td>
<td>3</td>
</tr>
<tr>
<td>BCN 4753</td>
<td>Construction Financing and Accounting Principles</td>
<td>3</td>
</tr>
<tr>
<td>BCN 4787C</td>
<td>Construction Capstone Project</td>
<td>3</td>
</tr>
<tr>
<td>ETG 2502</td>
<td>Statics</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: EGN 3310 can be used to satisfy the ETG 2502 requirement.
Note: ETG 2502 must be completed with a grade of “C” or higher.

ETG 3533C  Applied Engineering Strengths of Materials  3

Electives & Additional Required Core

Business & Management Foundation Courses  12

Any ACG, APA, or FIN prefix course not already required  3

Any BUL prefix course  3

ETI  3630  Leading Project Teams  3

Any ECO prefix course  3

Construction Electives  6

BCN#### Any BCN prefix college credit course
BCT#### Any BCT prefix college credit course
or higher level College credit Construction course not already taken. If estimating and scheduling courses were not taken as part of the AS or AA degree, students must take BCN 2721 and BCT 2770 courses as the Construction Electives.

Required Math and Science Foundation Courses. Courses satisfy General Education Courses.  6

MAC 2233  Concepts of Calculus  3

or higher level mathematics course

PHY 1020  Conceptual Physics  3

or higher level Physics course

Electives  17

Any College credit course not already required.

General Education Courses  36

Communications General Education courses  9

History General Education course  3

Humanities General Education courses  6

Mathematics General Education courses  6

A minimum of 3 credits in Mathematics must be higher than Algebra and Trigonometry in order to satisfy the ACCE accreditation program requirements.

Science General Education courses  6

Social Science General Education courses  6

Total Credits:  126

AS, Construction Management
Associate in Science
Major Code: CNMGT-AS  CIP: 1646041201

Program Description

The Associate in Science (A.S.) degree in Construction Management is a blend of building science, project management and professional practice courses that prepare students for a career as project manager or superintendent of residential or small commercial construction projects. This degree prepares students for state licensing and provides a pathway into Seminole State’s B.S. in Construction.

Profession

Houses, roads, bridges, power plants, schools and hospitals are just some of the essential structures that support daily life. These residential, commercial and industrial projects are led by construction managers who coordinate the many details required to complete them, often while supervising multiple concurrent projects.

Career Opportunities

Graduates of this program are employed as:

• Assistant Project Managers/Project Engineers
• Estimators
• Field Superintendents
• Home Builders
• Purchasing Agents
• Schedulers

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 17 percent (about as fast as average) through 2020 (Source: Bureau of Labor Statistics). Construction managers will be needed as the level and variety of construction projects expands. Population and business growth will result in new construction of residential dwellings, office buildings, retail outlets, hospitals, schools, restaurants and other structures.

College Credit Certificates

Students pursuing this degree also may obtain the following college credit certificates:

• Building Construction Technical Certificate

Certifications

Graduates of this program are qualified to earn the following industry certifications:

• Autodesk Certified Associate - Revit Architecture, (ADESK020)
• Autodesk Certified Professional - Revit Architecture, (ADESK025)
• NCCER Carpentry - Level 1, (NCCER005)
• NCCER Carpentry - Level 2, (NCCER032)
• NCCER Carpentry - Level 3, (NCCER033)
• NCCER Carpentry - Level 4, (NCCER034)
• NCCER Construction Technology, (NCCER008)
• NCCER Electrical - Level 1, (NCCER010)
• NCCER Electrical - Level 2, (NCCER038)
• NCCER Masonry - Level 1, (NCCER025)
• NCCER Plumbing - Level 1, (NCCER026)
• NCCER Plumbing - Level 2, (NCCER069)
• NCCER Plumbing - Level 3, (NCCER070)
• NCCER Plumbing - Level 4, (NCCER071)
• NCCER Project Management, (NCCER027)
• NCCER Roofer - Level 1, (NCCER053)
• NCCER Roofer - Level 2, (NCCER054)
• NCCER Roofer - Level 3, (NCCER055)
• NCCER Roofer - Level 4, (NCCER056)
• NOCTI Building Construction, (NOCTI043)
• NOCTI Carpentry, (NOCTI018)
• NOCTI Roofer - Level 1, (NOCTI053)
• NOCTI Roofer - Level 2, (NOCTI054)
• NOCTI Roofer - Level 3, (NOCTI055)
• NOCTI Roofer - Level 4, (NOCTI056)
• NOCTI Home Builders Institute/NAHB, (NOCTI042)

Additional industry certifications may be available for college credit certificate programs.

Required Courses 36

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCN 1221</td>
<td>Introduction to Building Construction</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2230</td>
<td>Construction Materials and Methods I</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2231</td>
<td>Construction Materials and Methods II</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2251C</td>
<td>Building Construction Documents</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2721</td>
<td>Construction Scheduling and Planning</td>
<td>3</td>
</tr>
<tr>
<td>BCT 1763</td>
<td>Work Place Safety and Worker’s Compensation Insurance</td>
<td>3</td>
</tr>
<tr>
<td>BCT 2731</td>
<td>Project Management Simulation</td>
<td>3</td>
</tr>
<tr>
<td>BCT 2770</td>
<td>Estimating Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1320C</td>
<td>Computer-Aided Design I</td>
<td>3</td>
</tr>
<tr>
<td>EGN 1111C</td>
<td>Engineering Graphics - Drawing</td>
<td>3</td>
</tr>
<tr>
<td>SUR 2101C</td>
<td>Surveying</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose 2 credits from the following Cooperative Education courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCN 2941</td>
<td>Cooperative Education Internship in Building Construction</td>
<td>1</td>
</tr>
<tr>
<td>BCN 2942</td>
<td>Cooperative Education Internship in Building Construction</td>
<td>2</td>
</tr>
<tr>
<td>BCN 2949</td>
<td>Cooperative Education Internship in Building Construction</td>
<td>3</td>
</tr>
</tbody>
</table>
Elective Courses 9
Any College Credit course not already required. 9

General Education Courses 15
ENC 1101 English I 3
Mathematics General Education course 3
Recommended Courses for BACC Degree Seeking Students: MAC 1105 or higher, MAC 2233, STA 2023.
Social Science General Education course 3
Recommended Course for BACC Degree Seeking Students: ECO 2013.
Humanities General Education course 3
CHM 1020 Contemporary Chemistry or PHY 1020 Conceptual Physics*. 3

*If transferring into the B.S. Construction degree at Seminole State College, take PHY 1020; if transferring to Florida A & M University, take CHM 1020 to satisfy program prerequisites.

Total Credits: 60

Building Construction Technical Certificate
Major Code: BLDCN-CC CIP: 0615100103
Program Description
Over the next decade, the increase of construction activity of new residences, office buildings, hospitals, schools and other structures will be the result of economic and population growth. Employment of construction and related occupations has a projected growth of ten percent. The Building Construction Technical Certificate prepares individuals for an entry-level position in the construction management, home building/contractor, architecture or engineering fields. The program focuses on fundamental knowledge, skills and aptitudes in building science, construction materials and methods and estimating. Electives within the certificate allow individuals to tailor his or her career pathway with additional skillsets. This certificate is upward compatible with the A.S. degree in Construction Management.

Required Courses 15
BCN 1221 Introduction to Building Construction 3
BCN 2230 Construction Materials and Methods I 3
BCN 2721 Construction Scheduling and Planning 3
BCT 2770 Estimating Fundamentals 3
EGN 1111C Engineering Graphics - Drawing 3

Elective Courses 3
Choose one 3 credit course from the following list:
BCN 2272 Blueprint Reading 3
BCN 2726 Construction Scheduling and Planning II 3
BCT 1763 Work Place Safety and Worker’s Compensation Insurance 3
BCT 2771C Intermediate Construction Estimating 3
ETD 1320C Computer-Aided Design I 3

Total Credits: 18

BS, Engineering Technology Bachelor of Science
Major Code: AET-BS CIP: 1101501011
Program Description
The Bachelor of Science (B.S.) in Engineering Technology program emphasizes the application of existing scientific and engineering techniques to solve real-world problems found in engineering settings. The program develops the student’s knowledge and skills to plan, design, inspect, construct/fabricate, operate, and maintain engineering systems, infrastructure and
buildings.

Profession

Engineering Technology is one of the most exciting technical careers. Employment and job opportunities are strong. The business world needs people who can solve problems and get things done. This matches perfectly with Engineering Technology. Technologists apply engineering and scientific knowledge with technical skills to support engineering activities. They typically concentrate their activities on applied design, using current engineering practice. Technologists play key roles on the engineering team: they are involved in product development, manufacturing, product assurance, sales and program management. They typically pursue careers in such areas as engineering production and design, building systems design, surveying, GIS, civil and site development, mechatronics and robotics, alternative energy, green and sustainable design, and engineering/project management. For students who are problem-solvers and who have a “can do” spirit, Engineering Technology is a great choice.

Career Opportunities

- Civil, Site & Surveying Engineering Technologist
- Mechatronics & Robotics Engineering Technologist
- Engineering & Technology Program Management
- Sustainable Engineering Technologist
- Design, Modeling & Simulation Engineering Technologist
- Industrial & Manufacturing Manager
- Operations & Maintenance Manager

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment of engineering technologists is projected to grow 15 percent from 2012 to 2022, faster than the average for all occupations. The median annual wage for engineering technologists was $80,890 in May 2012 (Source: Bureau of Labor Statistics). Per Forbes, A Bachelor of Science in Engineering Technology is ranked as the eighth highest paying degree for college graduates.

Program Admission

Applicants seeking admission to Seminole State College’s bachelor’s degree programs must comply with the College’s General Admissions procedures. In addition, students must meet the following program-specific requirements listed below prior to being accepted into upper-division coursework:

- Completion of Associate in Arts (A.A.) or bachelor’s degree from a regionally accredited institution or completion of selected Associate in Science (A.S.) degrees in related areas from any regionally accredited Florida institution:
  - A.S., Architectural Design and Construction Technology (CIP 1615010100)
  - A.S., Architectural Design and Drafting Technology (CIP 1615010100)
  - A.S., Civil Engineering (CIP 1715020101)
  - A.S., Electronics Engineering Technology (CIP 1615000001)
  - A.S., Engineering Technology (CIP 1615030301)
  - A.S., Environmental Science Technology (CIP 1715059901)
  - A.S., Industrial Management Technology (CIP 1606200101)
  - A.S., Manufacturing Technology (CIP 1615060302)
  - A.S., Naval Architecture and Yacht Design (CIP 1614220100)
  - A.S., Safety Engineering Technology (CIP 1615070101)
  - A.S., Technology Project Management (CIP 1506120107)
- 60-plus credit hours from a regionally accredited institution with at least 18 credit hours in Engineering or Engineering Technology satisfies requirements for admissions into the program.

All other degrees will be evaluated by the faculty committee on a case-by-case basis.

- A GPA of 2.0 or higher.
- Program Progression Requirements: once admitted, students must achieve (or have achieved) a grade of “C” or higher in the following courses:
• **Civil, Site & Surveying and Production & Design Specializations:**
  - ARC 1301 Architectural Design I
  - BCN 2230 Construction Materials and Methods
  - ETD 1340C Computer-Aided Design II
  - SUR 2101C Surveying

• **Mechatronics & Robotics Specialization:**
  - ETI 1420C Materials & Processes for Engineering Tech
  - ETI 1843C Motors and Controls
  - ETM 1010C Mechanical Measurement & Instrumentation
  - ETM 2315C Hydraulic and Pneumatic Systems

• **Engineering & Project Management and Sustainable Engineering Specializations** (choose one group):
  - ARC 1301 Architectural Design I
  - BCN 2230 Construction Materials and Methods
  - ETD 1340C Computer-Aided Design II
  - SUR 2101C Surveying
  - ETI 1420C Materials & Processes for Engineering Tech.
  - ETI 1843C Motors and Controls
  - ETM 1010C Mechanical Measurement & Instrumentation
  - ETM 2315C Hydraulic and Pneumatic Systems

Or

- ETI 1420C Materials & Processes for Engineering Tech.
- ETI 1843C Motors and Controls
- ETM 1010C Mechanical Measurement & Instrumentation
- ETM 2315C Hydraulic and Pneumatic Systems

• **All Specializations**
  - MAC 2233 Concepts of Calculus OR MAC 2311 Analytic Geometry and Calculus I
  - PHY 1053C Physics I or higher
  - STA 2023 Statistical Methods OR MAC 2312 Analytic Geometry w/ Calculus II

Note: ETG 2502 must be completed with a grade of “C” or higher.

- ETG 3533C Applied Engineering Strengths of Materials
- ETG 4950 Senior Design Capstone
- ETI 3671 Technical Economic Analysis
- ETM 3331C Applied Thermodynamics & Fluid Mechanics
- MTB 1329 Applied Mathematical Concepts for Engineering Technology

Or

- MAC 1114 Trigonometry
- MAN 3025 Management of Organizations

Elective Courses 18

Elective Credits 18

Engineering Technology Specializations 34

Choose 34 credits from any of the following specializations:
- Civil, Site and Surveying
- Production and Design
- Engineering and Project Management
- Mechatronics and Robotics
- Sustainable Engineering
Civil, Site and Surveying Specialization 34

Required Specialization Courses 13
ARC 1301C Architectural Design I 3
BCN 2230 Construction Materials and Methods I 3
ETD 1340C Computer-Aided Design II 3
SUR 2101C Surveying 4

Specialization Electives 21
ETC 3270 Building Systems 3
ETC 4260C Site Development and Feasibility 3
ETC 4414C Applied Structural Design I 3
ETD 3555 Applied Site and Survey Mapping 3
GIS 3015C Introduction to GIS with Lab 3
SUR 3205 Engineering and Construction Surveying 3

Choose 3 credits from any other BSET Specialization 3

Production and Design Specialization 34

Required Specialization Courses 13
ARC 1301C Architectural Design I 3
BCN 2230 Construction Materials and Methods I 3
ETD 1340C Computer-Aided Design II 3
SUR 2101C Surveying 4

Specialization Electives 21
BCN 4258 Building Information Modeling (BIM) 3
ETD 2390 Computer-Aided Design III (Revit) 3

Engineering and Project Management Specialization 34

Required Specialization Courses 13

Choose Option A or B:

Option A
ARC 1301C Architectural Design I 3
BCN 2230 Construction Materials and Methods I 3
ETD 1340C Computer-Aided Design II 3
SUR 2101C Surveying 4

Option B
ETI 1420C Materials and Processes for Engineering Technology 3
ETI 1843C Motors and Controls 3
ETM 1010C Mechanical Measurement and Instrumentation 3
ETM 2315C Hydraulic and Pneumatic Systems 4

Specialization Electives 21
ETI 3440 Project Management National Standards 3
ETI 3442 Project Planning 3
ETI 3630 Leading Project Teams 3
ETI 4115 Project Quality and Risk Management 3
Choose 9 credits from any other BSET Specialization 9

**Mechatronics and Robotics Specialization 34**

**Required Specialization Courses 13**
- ETI 1420C Materials and Processes for Engineering Technology 3
- ETI 1843C Motors and Controls 3
- ETM 1010C Mechanical Measurement and Instrumentation 3
- ETM 2315C Hydraulic and Pneumatic Systems 4

**Specialization Electives 21**
- CDA 3100 Introduction to Computer Architecture 3
- CET 4367 Microcontroller Devices 3
- CIS 3360 Principles of Security 3
- COP 3330 Object-Oriented Programming 3
- COT 3103 Discrete Computational Analysis 3
- ETI 4480 Applied Robotics 3
- ETS 3608 Robotics 3

**Sustainable Engineering Specialization 34**

**Required Specialization Courses 13**
- ARC 1301C Architectural Design I 3
- BCN 2230 Construction Materials and Methods I 3
- ETD 1340C Computer-Aided Design II 3

**General Education Courses 37**
- Communications General Education courses 9
- History General Education course 3
- Humanities General Education courses 6

**Mathematics General Education Courses: Choose MAC 2233 or higher level Mathematics General Education course and STA 2023 or MAC 2311 and 2312 or higher level Mathematics General Education courses**
- MAC 2233 Concepts of Calculus 3
  or higher level mathematics course
and

STA 2023  Statistical Methods I  3
or

and

MAC 2311  Analytic Geometry and Calculus I  5
or higher level mathematics course

MAC 2312  Analytic Geometry and Calculus II  5

Science General Education Courses

PHY 1053C  General Physics I  4
or higher level Physics course

and

Science General Education Course from Area A (Biological Science) or Area B (Earth Science)

Social Science General Education courses  6

Total Credits:  128

BS, Information Systems Technology
Bachelor of Science
Major Code: IST-BS  CIP: 1101101034
Program Description

The Bachelor of Science in Information Systems Technology (B.S.I.S.T.) degree program provides students with the critical skills and knowledge required to direct and control computerized information resources within diverse organizational settings. The study of Information Systems Technology provides professionals with the expertise and knowledge to support the design, planning and management of information infrastructures, as well as coordinate information resources. The curriculum provides knowledge of the concepts upon which information systems are based and applies this understanding by analyzing applications to real-world problems and designing suitable solutions. The B.S.I.S.T. degree program addresses the need for information systems technology professionals with systems management and development expertise. The student can elect to take the Cyber Security Specialization or the Programming Specialization, which includes courses in Modeling and Simulation. The Bachelor of Science degree in Information Systems Technology consists of 120 credits, including 36 credits of General Education courses.

Program Admission

Applicants seeking admission to Seminole State College's bachelor's degree programs must comply with the College's General Admissions procedures. In addition, students must meet the following program-specific requirements listed below prior to being accepted into upper-division coursework:

- Completion of an Associate in Arts (A.A.) or bachelor's degree from a regionally accredited institution or completion of selected Associate in Science (A.S.) degrees from any regionally accredited Florida institution:
  - A.S., Information Systems Technology (CIP 1507030401)
  - A.S., Computer Information Technology (CIP 1507030600)
  - A.S., Computer Programming and Analysis (CIP 1507030500)
  - A.S., Computer Programming and Analysis Web Programming Specialization (CIP 1507030500)
  - A.S., Network Services Technology (CIP 1507030401)

- A GPA of 2.0 or higher.
- Program progression requirements: once admitted, students must achieve (or have achieved) a grade of “C” or higher in the following courses:
  - Programming and Cyber Security Specializations:
    - CET 1179 Network Concepts and Operating Systems
    - CET 1600C Cisco Networking Fundamentals
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDA 3100</td>
<td>Introduction to Computer Architecture</td>
<td>3</td>
</tr>
<tr>
<td>CET 1179</td>
<td>Network Concepts and Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CET 1600C</td>
<td>Cisco Networking Fundamentals (Net+)</td>
<td>3</td>
</tr>
<tr>
<td>CET 3505</td>
<td>Computer Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2545C</td>
<td>Database Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 3360</td>
<td>Principles of Security</td>
<td>3</td>
</tr>
<tr>
<td>CIS 4891</td>
<td>Capstone Project</td>
<td>3</td>
</tr>
<tr>
<td>CNT 4504</td>
<td>Computer Networks and Distributed Processing</td>
<td>3</td>
</tr>
<tr>
<td>COP 1000</td>
<td>Principles of Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>COP 3703</td>
<td>Database Design/Architecture</td>
<td>3</td>
</tr>
<tr>
<td>COT 3103</td>
<td>Discrete Computational Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ISM 3113</td>
<td>Information Systems Analysis and Design</td>
<td>3</td>
</tr>
<tr>
<td>CIS 4523</td>
<td>Managing IT Projects</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

Choose from 1 of the following Specializations:

- **Cyber Security**

**Required Courses** 39

**Cyber Security Specialization** 31

- Prerequisite courses for the Cyber Security Specialization: 7
  - CET 1178C Network Computer Maintenance and Repair (A+)
  - CTS 1168C Installing and Configuring Windows 10 (70-698 exam)
  - or
  - CTS 1327C Configuring Windows 8 (70-687 exam/MCSA)

- Cyber Security Specialization: 24
  - CIS 4361 Applied Security: 3
  - CET 3679 Principles of Telephony: 3
  - CNT 3406 Enterprise Security: 3
  - CNT 4422 Securing the Cloud: 3
  - CNT 4514 Wireless Networks and Portable Devices: 3
  - CNT 4524 Mobile Security: 3
  - CNT 4704 Network Design and Planning: 3
  - ISM 4300 Information Systems Operations Management: 3

- Upper or Lower Division Electives: 14

**Programming Specialization** 27

- Prerequisite courses for the Programming Specialization: 9
  - COP 2800 Programming in Java: 3
Choose 3 credits from the following:  

COP 2805 Advanced Java Programming 3

CGS 2100C Computer Applications 3

CIS 2028 Introduction to the IT Industry 3

Programming Specialization 12

CEN 3024 Software Development I 3

CEN 4025 Software Development II 3

CEN 4333 Advanced Database Development 3

CEN 4802 Software Integration, Configuration and Testing 3

Programming Specialization: Choose 6 credits from the list below:

COP 4655 Application Development for Mobile Devices 3

COP 4813 Web Applications Programming 3

CAP 3880 Simulation Software Design 3

CIS 3270 Continuous Simulation 3

Upper or Lower Division Electives 18

Foundation Courses

Foundation courses may be applied towards elective and certain General Education requirements

CET 1179 Network Concepts and Operating Systems 3

or higher level course in computer operating systems

CET 1600C Cisco Networking Fundamentals (Net+) 3

or higher level course in networking fundamentals

CGS 2545C Database Management 3

or higher level course in database management and/or systems

COP 1000 Principles of Computer Programming 3

or higher level programming course in the following computer languages: JAVA, C++, C# or Visual Basic

MAC 1105 College Algebra 3

or higher level MAC prefix course

STA 2023 Statistical Methods I 3

or higher level Statistics course

or

MAC 1114 Trigonometry 3

Choose 1 economics course:

ECO 2013 Principles of Economics (MACRO) 3

or

ECO 2023 Principles of Economics (MICRO) 3

General Education Courses 36

Communications General Education courses 9

History General Education course 3

Humanities General Education courses 6

Mathematics General Education courses 6

Science General Education courses 6

Social Science General Education courses 6

Total Credits: 120
BACC CPP, Project Management
Certificate of Professional Preparation
Major Code: PMT-BC CIP: 5555202990
Program Description
The Project Management Certificate Program introduces students to all areas of project management, from project initiation through closure. Students will learn how to scope a project, create a plan baseline that includes a schedule and time-phased budget and address the quality parameters of the project. The curriculum also reviews human resource management, proper project communication and procurement techniques and how to identify and manage project risks. The final required class is a capstone course that requires students to apply what they have learned during the program. This certificate is upward compatible with the Bachelor of Science (B.S.) degree, Engineering Technology.

Program Admission
Admission Criteria: Baccalaureate degree from a regionally accredited institution.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETI 3442</td>
<td>Project Planning</td>
<td>3</td>
</tr>
<tr>
<td>ETI 3630</td>
<td>Leading Project Teams</td>
<td>3</td>
</tr>
<tr>
<td>ETI 4115</td>
<td>Project Quality and Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>ETI 4448</td>
<td>Applied Project Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose 1 course from the list below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETI 3671</td>
<td>Technical Economic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ETI 4675</td>
<td>Advanced Project Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>ETI 4632</td>
<td>Advanced Stakeholder Analysis for Projects</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 15

---

Associate in Science
Major Code: AET-AS CIP: 1715020101
Program Description
Students will learn the engineering and design requirements for a project within the built environment, receiving a strong math and science foundation that will prepare them for the architecture/engineering/construction industry. With an understanding of the basic principles and technical aspects of the industry, students graduating from the program will typically work for an architect, engineer, contractor or subcontractor. Graduates who would like to continue their formal education may continue toward Seminole State’s B. S. in Engineering Technology or B. S. in Construction degrees or may take advantage of university programs in engineering technology.

Profession
Architectural engineering technicians use engineering principles and technical skills to help architects, engineers and planners develop buildings and related systems, such as lighting and communications systems. They analyze building sites, draw plans, create building models and test designs. Related engineering technology professions include civil engineering technicians. They assist engineers in the planning and design of highways, bridges, utilities, buildings and other major projects. They also help with commercial, residential and land development.

Mechanical engineering technicians help mechanical engineers design, develop, test and manufacture industrial machinery, consumer products and other equipment. They may make sketches and rough layouts, record and analyze data, make calculations and estimates and report their findings. Industrial engineering technicians plan ways to effectively use personnel, materials and machines in factories, stores, hospitals repair shops and offices. They may also prepare machinery and equipment layouts, plan work flows, conduct statistical production studies and analyze production costs.

Career Opportunities
Graduates of this program have a number of employment options such as:
• Architectural Engineering Technician
• Civil Engineering Technician
• Industrial Engineering Technician
• Mechanical Engineering Technician
• Surveying and Mapping Technician

For career information related to this program, please visit [O*Net OnLine](https://www.onetonline.org).

### Job Outlook

Employment in these fields is expected to grow between 5 to 20 percent from now until 2020. For surveying and mapping technicians, recent advancements in mapping technology have led to new uses for maps and a need for more of the data used to build maps. As a result, surveying and mapping technicians are expected to have more work. Civil engineering technicians will be needed to manage projects to rebuild bridges, repair roads and upgrade levees and dams as infrastructure continues to age. Mechanical engineering technicians will see a slight growth in their field, especially for those who can master new software and technology. (Source: Bureau of Labor Statistics).

### Degree Transfer

The A.S. Degree in Engineering Technology will transfer to the Seminole State College’s Bachelor of Science in Architectural Engineering Technology or the Bachelor of Science in Construction degrees or may take advantage of university programs in engineering technology.

### Certifications

The following industry certifications are related to the education in the A.S. Degree Engineering Technology program:

- Autodesk Certified Professional – Inventor, ADESK024
- Autodesk Certified User - Autodesk Inventor, ADESK011
- MSSC Certified Production Technician (CPT), MSSCN001

### College Credit Certificates

Students may complete the following college credit certificates as part of the A.S. in Architectural Engineering Technology degree:

- Advanced Computer-Aided Design
- Computer-Aided Design
- Sustainable Engineering

#### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARC 1301C</td>
<td>Architectural Design I</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2230</td>
<td>Construction Materials and Methods I</td>
<td>3</td>
</tr>
<tr>
<td>COP 1000</td>
<td>Principles of Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>EET 1035C</td>
<td>Fundamentals of AC/DC Electricity</td>
<td>4</td>
</tr>
<tr>
<td>EGS 1006</td>
<td>Introduction to the Engineering Profession</td>
<td>1</td>
</tr>
<tr>
<td>EGN 1007</td>
<td>Engineering Concepts and Methods</td>
<td>1</td>
</tr>
<tr>
<td>EGN 1111C</td>
<td>Engineering Graphics - Drawing</td>
<td>3</td>
</tr>
<tr>
<td>SUR 2101C</td>
<td>Surveying</td>
<td>4</td>
</tr>
<tr>
<td>MTB 1329</td>
<td>Applied Mathematical Concepts for Engineering Technology</td>
<td>3</td>
</tr>
<tr>
<td>ETG 2502</td>
<td>Statics</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: ETG 2502 must be completed with a grade of “C” or higher.

#### Elective Courses

Any College Credit course not already required. 1

#### General Education Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETD 1320C</td>
<td>Computer-Aided Design I</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1340C</td>
<td>Computer-Aided Design II</td>
<td>3</td>
</tr>
<tr>
<td>EET 1015C</td>
<td>Fundamentals of DC Circuits</td>
<td>3</td>
</tr>
</tbody>
</table>
the work of designing directly for professionals such as engineers and architects. For students who seek a career in a solid and growing field, CADD is a great choice.

Career Opportunities

Graduates of this program have a number of employment options such as:

- Advertising, public relations, and related services
- Building Drafter
- Civil Computer-Aided Design and Drafting Technician
- Manufacturing Drafter
- Structural Drafter

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 6 percent from now until 2020 (Source: Bureau of Labor Statistics). Developments in software programs used by drafters and other professionals they work with are changing the nature of drafters' work and how this work will have to be done.

College Credit Certificates

Students may complete the following college credit certificates as part of the Computer-Aided Drafting and Design degree:

- Advanced Computer-Aided Design Certificate
- Building Construction Technology Technical Certificate
- Computer-Aided Design Technical Certificate
- Sustainability Technical Certificate

Certifications

The following industry certifications are related to the training in the A.S. Degree Computer Aided Drafting and Design program:

- Autodesk Certified Associate – AutoCAD, (ADESK016)
- Autodesk Certified Professional – AutoCAD, (ADESK021)
• Autodesk Certified User – AutoCAD, (ADESK002)

Additional industry certifications may be available for college credit certificate programs.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ARC 1301C</td>
<td>3</td>
<td>Architectural Design I</td>
</tr>
<tr>
<td>BCN 2230</td>
<td>3</td>
<td>Construction Materials and Methods I</td>
</tr>
<tr>
<td>BCN 2272</td>
<td>3</td>
<td>Blueprint Reading</td>
</tr>
<tr>
<td>ETD 2364C</td>
<td>3</td>
<td>Introduction to SolidWorks</td>
</tr>
<tr>
<td>EGN 1111C</td>
<td>3</td>
<td>Engineering Graphics - Drawing</td>
</tr>
<tr>
<td>ETD 1320C</td>
<td>3</td>
<td>Computer-Aided Design I</td>
</tr>
<tr>
<td>ETD 1340C</td>
<td>3</td>
<td>Computer-Aided Design II</td>
</tr>
<tr>
<td>ETD 2390</td>
<td>3</td>
<td>Computer-Aided Design III (Revit)</td>
</tr>
<tr>
<td>ETD 2391</td>
<td>3</td>
<td>Computer-Aided Design IV (Advanced Revit)</td>
</tr>
<tr>
<td>MTB 1329</td>
<td>3</td>
<td>Applied Mathematical Concepts for Engineering Technology</td>
</tr>
<tr>
<td>SUR 2101C</td>
<td>4</td>
<td>Surveying</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>13 credits of electives Required. Must choose 6 credits of Technical Electives from the following list:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BCN 1221</td>
<td>3</td>
<td>Introduction to Building Construction</td>
</tr>
<tr>
<td>BCN 2721</td>
<td>3</td>
<td>Construction Scheduling and Planning</td>
</tr>
<tr>
<td>BCT 2770</td>
<td>3</td>
<td>Estimating Fundamentals</td>
</tr>
<tr>
<td>EET 1035C</td>
<td>4</td>
<td>Fundamentals of AC/DC Electricity</td>
</tr>
<tr>
<td>EGN 1007</td>
<td>1</td>
<td>Engineering Concepts and Methods</td>
</tr>
<tr>
<td>EGS 1006</td>
<td>1</td>
<td>Introduction to the Engineering</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Profession</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETD 2502</td>
<td>Statics</td>
</tr>
</tbody>
</table>

Note: ETD 2502 must be completed with a grade of “C” or higher.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>GIS 1000</td>
<td>Cartographic Design Basics</td>
</tr>
<tr>
<td>GIS 1040</td>
<td>Fundamentals of Geographic Information Systems</td>
</tr>
<tr>
<td>IND 1488</td>
<td>Interior Finishes and Building Components</td>
</tr>
<tr>
<td>IND 2402</td>
<td>Kitchen and Bathroom Planning Standards and Safety Criteria</td>
</tr>
<tr>
<td>IND 2463</td>
<td>Introduction to 2020 Software</td>
</tr>
<tr>
<td>DIG 2023C</td>
<td>Introduction to 3D Printing</td>
</tr>
<tr>
<td>ETP 2050</td>
<td>Energy Analysis</td>
</tr>
<tr>
<td>ETD 2731C</td>
<td>Mechanical, Electrical, Plumbing Design and Drafting</td>
</tr>
<tr>
<td>ETP 2502</td>
<td>Alternative Energy Sources</td>
</tr>
<tr>
<td>IND 2622</td>
<td>Sustainability in the Built Environment</td>
</tr>
<tr>
<td>ETP 2410</td>
<td>Solar Photovoltaic (PV) Systems</td>
</tr>
<tr>
<td>ETP 2420</td>
<td>Solar Thermal Systems</td>
</tr>
<tr>
<td>BCN 2599</td>
<td>Green Building and Energy Efficiency</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Education Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td></td>
</tr>
<tr>
<td>Humanities General Education course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mathematics General Education course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Science General Education course</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
AS, Computer Programming and Analysis
Associate in Science
Major Code: CMPPA-AS CIP: 1511020101
Program Description
Seminole State's Associate in Science (A.S.) degree in Computer Programming and Analysis provides students with practical knowledge and hands-on training in the foundations of computer technology, databases, Web applications, user applications, modeling and simulation and computer programming. Elective specializations include BS IST (programming track), BS IST (simulation track) and Web Development track. This A.S. degree articulates to Seminole State's B.S. in Information Systems Technology (programming and simulation specialization tracks).

Profession
Computer programmers and analysts are high-tech linguists. Computer programmers write the code and create the languages and software programs computers follow to operate. Additionally, systems programmers oversee the work of computer programmers and serve as technical advisors to systems analysts, application programmers and operations personnel.

Career Opportunities
Graduates of this program are employed as:

- Applications Programmers
- Computer Programmers
- Software Testers
- Systems Analysts
- Systems Programmers
- Web Developments
- Web Masters
- Web Programmers

For career information related to this program, please visit O*Net OnLine.

Job Outlook
Considered one of Central Florida's high-skill, high-wage occupations, employment in the computer programming field is expected to grow by 12 percent (about as fast as average) through 2020 (Source: Bureau of Labor Statistics).

College Credit Certificates
Students pursuing this degree also may obtain the following college credit certificates:

- Computer Programming Certificate
- Computer Programming Specialist Certificate
- Information Technology Analysis Certificate
- Web Development Certificate

Certifications
Graduates of this program MAY BE qualified to earn the following industry certifications:

- CIW Internet Business Associate
- CIW Site Development Associate
- CIW Web Design Specialist
- CIW Web Foundations Associate
- CIW JavaScript Specialist
- CIW Database Design Specialist
- Microsoft Office Access 2013
- Microsoft Office Excel 2013 Expert Part One
- Microsoft Office Excel 2013 Expert Part Two
- Microsoft Office Powerpoint 2013
- Microsoft Office Word 2013 Expert Part One
- Microsoft Office Word 2013 Expert Part Two
- Microsoft Technology Associate (MTA) Database
- Microsoft Technology Associate (MTA) Software Development
- Microsoft Technology Associate (MTA) Programming in C#
- Oracle Certified Associate Java SE Programmer
- Oracle Certified ProfessionalJava SE Programmer

Degree Transfer
Seminole State's A.S. Degree in Computer Programming and Analysis will transfer to the College's Bachelor of Science (B.S.) in Information Systems Technology.

Program Note
Seminole State’s Associate in Science (A.S.) degrees are designed to prepare graduates for immediate entry into their chosen career field and/or transfer into certain baccalaureate programs. Students planning to transfer to a college or university should consult with an academic advisor to ensure completion of all entry requirements for the baccalaureate program of their choice.

**Required Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1179</td>
<td>Network Concepts and Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2545C</td>
<td>Database Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 2321</td>
<td>Systems Analysis and Design</td>
<td>3</td>
</tr>
<tr>
<td>COP 1000</td>
<td>Principles of Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>COP 2800</td>
<td>Programming in Java</td>
<td>3</td>
</tr>
<tr>
<td>COP 2805</td>
<td>Advanced Java Programming</td>
<td>3</td>
</tr>
<tr>
<td>COP 2830</td>
<td>Web Programming I</td>
<td>3</td>
</tr>
<tr>
<td>CTS 2445</td>
<td>Oracle Structured Query Language (SQL)</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose 3 credits from the following list:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 2901C</td>
<td>Case Study in Business Programming</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COP 2949</td>
<td>Cooperative Education Internship in Computer Programming</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose 3 credits from the following list:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 2028</td>
<td>Introduction to the IT Industry</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

Choose 12 credits of elective courses from 1 of the following Technical Specializations:

- BS IST Simulation Specialization
- BS IST Programming Specialization
- Web Development Specialization

**BS IST Simulation Specialization**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAP 2801</td>
<td>Simulation and Gaming Fundamentals I</td>
<td>3</td>
</tr>
<tr>
<td>CAP 2804</td>
<td>Simulation and Gaming Fundamentals II</td>
<td>3</td>
</tr>
<tr>
<td>COP 2224</td>
<td>C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CAP 1760</td>
<td>Introduction to Data Analytics</td>
<td>3</td>
</tr>
</tbody>
</table>

**BS IST Programming Specialization**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP 2224</td>
<td>C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>COP 2360</td>
<td>C# Programming</td>
<td>3</td>
</tr>
<tr>
<td>COP 2047</td>
<td>Python Programming</td>
<td>3</td>
</tr>
<tr>
<td>CAP 1760</td>
<td>Introduction to Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>COP 2836</td>
<td>Web Programming II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Web Development Specialization**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEN 2724</td>
<td>User Interface and User Experience Design</td>
<td>3</td>
</tr>
<tr>
<td>COP 2833</td>
<td>Data Driven Websites</td>
<td>3</td>
</tr>
<tr>
<td>COP 2831</td>
<td>Advanced JavaScript</td>
<td>3</td>
</tr>
<tr>
<td>COP 2836</td>
<td>Web Programming II</td>
<td>3</td>
</tr>
<tr>
<td>COP 2047</td>
<td>Python Programming</td>
<td>3</td>
</tr>
</tbody>
</table>

**General Education Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English I</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102</td>
<td>English II</td>
<td>3</td>
</tr>
</tbody>
</table>
AS, Digital Media
Associate in Science
Major Code: GRDIG-AS CIP: 1611080300
Program Description

The Digital Media Program offers students the skills and training needed to work as a digital media professional through the creation of appealing and engaging content. Our hands-on approach gives the student the communication, production and technical proficiency training techniques needed to make sophisticated choices in the creation of digital media art. The student is challenged to go beyond their depth of creativity while exploring an array of recent methods and approaches currently used within the field of digital media.

This program not only provides skills training, but also examines the theories behind new methods of conveying information, how audiences take in and react to this type of messaging and how media must adapt its message. Students are taught to work effectively on both an individual basis and as a member of a team, to prepare them for work as an industry professional. Instructors with extensive experience in the field share their insights and experience on what it takes to succeed as a digital media professional.

Throughout the program the student continuously builds a portfolio of their work, showcasing their talents and skills, to present to employers. Digital media students have the choice of customizing their education by specializing in graphic design, web design or entertainment design.

Profession

Digital media is a rapidly evolving field offering exciting opportunities to integrate the creative process of art and design with the technology of digital media production. The digital media artist uses visual communication and technologies to inform or entertain audiences. This field combines innovative thinking and creativity with a high level of technical skill. Change in this field is constant as technology progresses. An effective digital media artist must be able to work within a team along with possessing good communication skills. Career opportunities are available within a vast amount of industries such as entertainment, advertising, publication design, 3D modeling and animation, web design and interactivity.

Career Opportunities

Some of the career opportunities available for graduating students include:

- 3D Designer
- Advertising Designer
- Animator
- Architectural Renderer
- Art Director
- Book Designer
- Chart/Graph Designer
- Creative Director
- Credits Designer
- CSS Developer
- Curriculum Materials Developer
- Digital Artist
- Digital Illustrator
- Digital Layout Artist
- Editorial Artist
- Editorial Illustrator
- Film/Video Graphic Designer
- Front-End Developer
- Graphic Designer
- Graphic Production Artist
- HTML Developer
- Industrial Designer
- Information Graphic Artist
- Instructional Materials Designer
- Interface Designer
• Magazine Designer
• Newspaper/Page Layout Designer
• Package Designer
• Pre-press Technician
• Presentation Artist
• Product Designer
• Promotions/Publicity
• Publisher
• Storyboard Artist
• Training Video Producer
• Type Designer
• Web Designer
• Web Graphics Designer
• Web Illustrator/Imagist
• Web Production Artist

Presentation Designer

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Employment in this field is expected to grow by 8 percent from now until 2020. Expected growth will be due to increased demand for animation and visual effects in video games, movies, and television (Source: Bureau of Labor Statistics).

College Credit Certificates

Students may complete the following college credit certificates as part of the Digital Design degree:

• Digital and Interactive Media Design Technical Certificate
• Digital Media - Digital Media/Multimedia Production Certificate
• Digital Media - Graphic Design Production Certificate
• Digital Media - Graphic Design Support Certificate
• Digital Media/Multimedia Web Production Certificate
• 3D Modeling & Interactive Media Support Certificate

Required Courses  

DIG 2000 Introduction to Digital Media  3
DIG 2109C Design Fundamentals  3

Elective Courses  

Choose 21 credits of elective courses from 1 of the following Specializations:

• Graphic Design Specialization
• Game Development Specialization

Graphic Design Specialization  

GRA 2121 Digital Publishing I  3
GRA 2122 Digital Publishing II  3
GRA 2144C Web Design  3
GRA 2152C Digital Illustration II  3
GRA 2206 Typography  3
GRA 2207C Digital Imaging II  3
GRA 2757C Responsive Design  3

Game Development Specialization  

CAP 2801 Simulation and Gaming Fundamentals I  3
COP 1000 Principles of Computer Programming  3
COP 2800 Programming in Java  3
DIG 2302C 3D Modeling and Animation I  3
DIG 2303  Character Development  3
DIG 2341  Motion Graphics I  3
GRA 2157C  Fundamentals of Animation  3

Choose 3 credits from the following list:  3

DIG 2949  Cooperative Education Internship in Digital Media  3
GRA 2949  Cooperative Education Internship in Computer Graphics  3

ART#### Any ART prefix course
CAP#### Any CAP prefix course
COP#### Any COP prefix course
DIG#### Any DIG prefix course
PGY#### Any PGY prefix course
RTV#### Any RTV prefix course
ETD#### Any ETD prefix course
GRA#### Any GRA prefix course

General Education Courses  15

ENC 1101  English I  3
Any General Education course  3

Recommended:

ARH 2050  Art History I  3
Humanities General Education course  3

Recommended:

ARH 2051  Art History II  3
Mathematics or Science General Education course  3
Social Science General Education course  3

Total Credits:  64

AS, Engineering Technology
Associate in Science

Major Code: ET-AS  CIP: 1615000001

Program Description
The Associate’s degree in Engineering Technology offers students a broad foundation in engineering technology and the technical skills needed to support engineering activities, particularly in the design, testing and manufacture of products, systems and devices. Graduates of this program possess the skills necessary to specify, install, test, operate, maintain and document basic mechanical systems. Career opportunities include support operations in manufacturing, plant management, product testing, quality assurance and engineering.

Profession
Engineering Technology is one of the most exciting technical careers. Per Forbes, a Bachelor of Science in Engineering Technology is ranked as the eighth highest paying degree for college graduates. Employment and job opportunities are strong. The business world needs people who can solve problems and get things done. This matches perfectly with Engineering Technology. Engineering technicians may be employed in many different fields of engineering. Civil engineering technicians assist engineers in the planning and design of highways, bridges, utilities, buildings and other major projects. They also help with commercial, residential and land development. Industrial engineering technicians plan ways to effectively use personnel, materials and machines in factories, stores, hospitals, repair shops and offices. They may also prepare machinery and equipment layouts, plan work flows, conduct statistical production studies and analyze production costs. Mechanical engineering technicians help mechanical engineers design, develop, test and manufacture industrial machinery, consumer products and other equipment. They may make sketches and rough layouts, record and analyze data, make calculations and estimates and report their findings. For students who are problem solvers and who have a “can do” spirit, Engineering Technology is a great choice.

Career Opportunities
Graduates of this program have a number of employment options such as:

• Electrical Engineering Technician
• Industrial Engineering Technician
• Mechanical Engineering Technician

For career information related to this program, please visit O*Net OnLine.

Job Outlook
Employment in this field is expected to grow by 12 percent (about as fast as average) from now until 2020 (Source: Bureau of Labor Statistics). Per Forbes, a Bachelor of Science in Engineering Technology is the ranked as the eighth highest paying Bachelor’s degree for graduates.

Degree Transfer
The A.S. Degree in Engineering Technology will transfer to the Seminole State College’s Bachelor of Science in Architectural Engineering Technology or the Bachelor of Science in Construction degrees or may take advantage of university programs in engineering technology.

Certifications
The following industry certifications are related to the education in the A.S. Degree Engineering Technology program:

• Autodesk Certified Professional – Inventor, ADESK024
• Autodesk Certified User - Autodesk Inventor, ADESK011
• MSSC Certified Production Technician (CPT), MSSCN001

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP 1000 Principles of Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>EET 1015C Fundamentals of DC Circuits</td>
<td>3</td>
</tr>
<tr>
<td>EET 1035C Fundamentals of AC/DC Electricity</td>
<td>4</td>
</tr>
<tr>
<td>EGN 1007 Engineering Concepts and Methods</td>
<td>1</td>
</tr>
<tr>
<td>EGS 1006 Introduction to the Engineering Profession</td>
<td>1</td>
</tr>
<tr>
<td>EGS 2931 Selected Studies in Engineering</td>
<td>1</td>
</tr>
<tr>
<td>ETD 1320C Computer-Aided Design I</td>
<td>3</td>
</tr>
<tr>
<td>ETG 2502 Statics</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: ETG 2502 must be completed with a grade of “C” or higher.

| ETI 1110 Introduction to Quality | 3 |
| ETI 1420C Materials and Processes for Engineering Technology | 3 |
| ETI 1701 Safety for Engineering Technologists | 3 |
| ETI 1843C Motors and Controls | 3 |
| ETI 2950C Engineering Technology Capstone | 3 |
| ETM 1010C Mechanical Measurement and Instrumentation | 3 |
| MTB 1329 Applied Mathematical Concepts for Engineering Technology | 3 |
| ETM 2315C Hydraulic and Pneumatic Systems | 4 |

General Education Courses 16

| ENC 1101 English I | 3 |
| Humanities General Education course | 3 |
| Social Science General Education course | 3 |
| Mathematics General Education course | 3 |
| PHY 1053C General Physics I | 4 |

Total Credits: 60

AS, Information Systems Technology
Associate in Science
Major Code: IST-AS CIP: 1511100112
Program Description
Seminoles State’s Associate in Science (A.S.) degree in Information Systems Technology provides students the skills and knowledge required to administer and manage local and wide area networks in multiple environments with an emphasis on the creation and maintenance of the database objects used to store, retrieve and manipulate data. Featuring two specializations: networking and AS to BS (IST). The networking specialization provides students with fundamentals of computer and networking design while gaining a solid foundation in basic programming concepts. The AS to BS (IST) specialization provides students with the general education courses needed for the Bachelor of Science in Information Systems Technology.

Profession

Information technology (IT) plays a vital role in nearly every aspect of modern life. IT professionals possess the highly valuable technical skills required to create the software, maintain the computer networks and secure and protect the information that allows companies to be competitive. Consistent demand for the services provided by these specialists has resulted in numerous, highly-lucrative domestic and international career opportunities.

Career Opportunities

Graduates of this program are employed as:

- Network Administrators
- Network Analysts
- Network Designers
- Network Integrators

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Considered one of Central Florida’s high-skill, high-wage professions, employment in the IT field is expected to grow by 28 percent (faster than average) through 2020 (Sources: Bureau of Labor Statistics).

College Credit Certificates

Students may complete the following college credit certificates as part of the Information Systems Technology degree:

- IP Communications Technical Certificate
- IT Client Specialist Certificate
- Network and IP Support Specialist Certificate

Certifications

Graduates of this program may be qualified to earn the following industry certifications:

- Cisco Certified Network Associate (CCNA), CISCO004
- Cisco Certified Network Associate Security (CCNA Security), CISCO011
- CompTIA A+, COMPT001
- CompTIA Convergence+, COMPT003
- CompTIA Linux+, COMPT005
- CompTIA Network+, COMPT006
- CompTIA Security +, COMPT008
- Microsoft Certified Solutions Associate (MCSA) - Windows Server, MICRO0046
- Microsoft Certified Systems Engineer, MICRO013
- Microsoft Desktop Support Technician, MICRO006
- Professional (MCIT) Server Administrator, MICRO034

Additional industry certifications may be available for college credit certificate programs.

Degree Transfer

Seminoles State’s A.S. Degree in Information Systems Technology will transfer to the College’s B.S. Degree in Information Systems Technology Program.

Required Courses

- CET 1178C Network Computer Maintenance and Repair (A+) 3
- CET 1179 Network Concepts and Operating Systems 3
- CET 1600C Cisco Networking Fundamentals (Net+) 3
- CGS 2545C Database Management 3
Choose four credits from the following list:

- CTS 1168C Installing and Configuring Windows 10 (70-698 exam) 4
- CTS 1327C Configuring Windows 8 (70-687 exam/MCSA) 4

Elective Courses
Choose 14 credits of elective courses from one of the following specializations:

- Networking
- AS to BS (IST)

Networking Specialization

- CTS 2370C Virtual Infrastructure: Installation and Configuration 4

Choose 4 credits from the following list:

- CTS 2390C Installing and Configuring Windows Server 2012 4
- CTS 2354C Installation, Storage, and Compute with Windows Server 2016 (Exam 70-740) 4

Choose 4 credits from the following list:

- CET 1675C Introduction to IP Telephony 4
- CET 1854C Introduction to Wireless Technologies 4

Any CET, CIS, CNT, COP or CTS prefix course not already required (excluding CTS 1162, CTS 1163C, CTS 1300 and CTS 1327C) 2

AS to BS (IST) Specialization

Total Credits: 60
AS, Network Systems Technology
Associate in Science
Major Code: NSTECH-AS CIP: 1511100112

Program Description

Seminole State's Associate in Science (A.S.) degree in Network Systems Technology Program provides students the skills and knowledge required to administer, design, install, configure, connect, plan and maintain local area and enterprise networks. Graduates are qualified to manage various levels of network systems, including home and multi-department business networks.

Profession

Computer networks make it possible for people to work and communicate anywhere at any time. The professionals who create, maintain and secure these networks are in high demand. Network and computer systems administrators are responsible for the day-to-day organization, installation and support of local area networks (LANs), wide area networks (WANs), network segments, intranets and other data communication systems. They also create network models, analyze and plan data and research and recommend hardware and software.

Career Opportunities

Graduates of this program are employed as:

- Computer Networking Specialists
- Customer Service Advisors
- Network Support Technicians
- System-wide Administrators

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Considered one of Central Florida's high-skill, high-wage professions, employment in the network services field is expected to grow by 28 percent (faster than average) through 2020 (Sources: Bureau of Labor Statistics).

College Credit Certificates

Students may complete the following college credit certificates as part of the Network Systems Technology A.S. degree:

- Computer Repair and Installation Certificate
- IT Client Specialist Certificate
- Network Infrastructure Certificate
- Network Server Administrator Certificate
- Network Support Technician Certificate
- Virtualization Certificate

Certifications

Graduates of this program may be qualified to earn the following industry certifications:

- Certified Wireless Network Administrator (CWNA), CWNPT001
- Cisco Certified Network Associate (CCNA), CISCO004
- Cisco Certified Network Associate Security (CCNA Security), CISCO011
- CompTIA Linux+, COMPT005
- CompTIA Network+, COMPT006
- CompTIA Security+, COMPT008
- CompTIA Server+, COMPT009
- Information Storage and Management (EMCISA) Associate, EMCSQ001
- Microsoft Certified IT Professional (MCITP) - Server Administrator, MICRO034
- Microsoft Certified Solutions Associate (MCSA) Windows Server, MICRO046
- Microsoft Technology Associate (MTA): Windows Server Admin Fundamentals
- Professional (MCIT) Server Administrator, MICRO034
- VMware Certified Associate 4 Desktop (VCA40DT)
- VMware Certified Professional vSphere

Degree Transfer

Seminole State’s A.S. Degree in Network Systems Technology will transfer to the College's Bachelor of Science (B.S.) in Information Systems Technology.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1178C</td>
<td>Network Computer Maintenance and Repair (A+)</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Credits</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>CET 1179</td>
<td>Network Concepts and Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CET 1526C</td>
<td>Introduction to UNIX (Linux+)</td>
<td>3</td>
</tr>
<tr>
<td>CET 1600C</td>
<td>Cisco Networking Fundamentals (Net+)</td>
<td>3</td>
</tr>
<tr>
<td>CTS 1120</td>
<td>Introduction to Internetworking Security (Security+)</td>
<td>3</td>
</tr>
<tr>
<td>CTS 2142</td>
<td>Information Technology Project Management</td>
<td>3</td>
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</table>

**Choose four credits from the following list:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTS 2390C</td>
<td>Installing and Configuring Windows Server 2012</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2354C</td>
<td>Installation, Storage, and Compute with Windows Server 2016 (Exam 70-740)</td>
<td>4</td>
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</tbody>
</table>

**Choose four credits from the following list:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
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</tr>
</thead>
<tbody>
<tr>
<td>CTS 1168C</td>
<td>Installing and Configuring Windows 10 (70-698 exam)</td>
<td>4</td>
</tr>
<tr>
<td>CTS 1327C</td>
<td>Configuring Windows 8 (70-687 exam/MCSA)</td>
<td>4</td>
</tr>
</tbody>
</table>

**Elective Courses**

Choose 16 credits of elective courses from 1 of the following technical specializations:

- CISCO Network Infrastructure Specialization
- Network Operating Systems Specialization
- Security and Virtualization Specialization

**CISCO Network Infrastructure Specialization**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1610C</td>
<td>Cisco Router Technology</td>
<td>4</td>
</tr>
<tr>
<td>CET 2615C</td>
<td>Cisco Scaling Networks</td>
<td>4</td>
</tr>
<tr>
<td>CET 2620C</td>
<td>Cisco Connecting Networks</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose 4 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1675C</td>
<td>Introduction to IP Telephony</td>
<td>4</td>
</tr>
<tr>
<td>CET 1854C</td>
<td>Introduction to Wireless Technologies</td>
<td>4</td>
</tr>
</tbody>
</table>

**Network Operating Systems Specialization**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTS 2370C</td>
<td>Virtual Infrastructure: Installation and Configuration</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose 4 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTS 2353C</td>
<td>Networking with Windows Server 2016 (Exam 70-741)</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2391C</td>
<td>Administering Windows Server 2012</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose 4 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTS 2392C</td>
<td>Configuring Advanced Windows Server 2012 Services</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2358C</td>
<td>Identity with Windows Server 2016 (Exam 70-742)</td>
<td>4</td>
</tr>
</tbody>
</table>

**Security and Virtualization Specialization**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTS 2145</td>
<td>Fundamentals of Cloud Networking and</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose 4 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTS 2317</td>
<td>Advanced Security Certified Ethical Hacker</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2370C</td>
<td>Virtual Infrastructure: Installation and Configuration</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2371C</td>
<td>Virtual Infrastructure: Deployment, Security and Analysis</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose 4 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTS 2317</td>
<td>Advanced Security Certified Ethical Hacker</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2370C</td>
<td>Virtual Infrastructure: Installation and Configuration</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2371C</td>
<td>Virtual Infrastructure: Deployment, Security and Analysis</td>
<td>4</td>
</tr>
<tr>
<td>General Education Courses</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>---------------------------</td>
<td>----</td>
<td></td>
</tr>
<tr>
<td>ENC 1101 English I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENC 1102 English II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENC 1210 Technical Writing</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SPC 1608 Speech Communication</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Humanities General Education course

Mathematics General Education course

Social Science General Education course

| Total Credits: | 60 |

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### Advanced Computer-Aided Design Technical Certificate

**Major Code:** CADDADV-CC **CIP:** 0615130101

**Program Description**

This advanced program further prepares students for employment as designers/drafters. The program provides students a broad base of advanced drafting/design instruction and its applications in various design professions. Manual and CAD-based training is included. Students who complete this certificate may also pursue the Associate in Science (A.S.) degree in Computer-Aided Drafting and Design at Seminole State.

**Required Courses**

<p>| ARC 1301C Architectural Design I | 3 |</p>
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRA 2157C</td>
<td>Fundamentals of Animation</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2030C</td>
<td>Digital Video Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2302C</td>
<td>3D Modeling and Animation I</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2341</td>
<td>Motion Graphics I</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2201</td>
<td>Digital Imaging I</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits: 15**

**Associate Project Management Certificate**

**Technical Certificate**

Major Code: ASCPM-CC  CIP: 0652020502

**Program Description**

The Project Management Certificate Program introduces students to the functional areas of project management, from project initiation through project closure. Students will learn how to create a project scope, create an integrated performance baseline that includes a schedule and time-phased budget and address the quality parameters of the project. The curriculum also reviews human resource management, proper project communication techniques and basic project leadership.

**Required Courses**

- MNA 1032  Principles of Project Management  3
- MNA 1033  Organizational Behavior for Project Teams  3
- MNA 1035  Introduction to Project Planning  3

**Total Credits: 9**

**Automotive Maintenance and Light Repair Technical Certificate**

Major Code: AUTMLR-CC  CIP: 0615080301

**Program Description**

This certificate prepares students with automotive maintenance and light repair skills. Students may earn this certificate as part of the daytime Automotive Technology A.A.S. degree. This certificate is upward compatible with the A.A.S. degree, Automotive Technology.

**Required Courses**

- AER 1073  Parts and Service  2
- AER 1082  Introduction to Vehicle Systems and Minor Service  3
- AER 1197  Engine Diagnoses and Repair  4
- AER 1496  Steering and Suspension Systems  3

Choose AER 1596C or AER 1580 and AER 1594

- AER 1596C  Brake Systems, Anti-Lock Brakes and Traction Control Systems  4

or

- AER 1580  Anti-lock Brakes and Traction Control Systems  2

and

- AER 1594  Brake Systems  3
- AER 1602  Electrical/Electronic Systems I  4
- AER 1758  HVAC Systems  4

**Total Credits: 24**

**Automotive Technician Technical Certificate**

Major Code: AUTOT-CC  CIP: 0615080302

**Program Description**

This certificate may be earned as part of the Automotive Service Technology A.A.S. degree.

**Required Courses**

**Total Credits: 44**
Major Code: COMPR-CC  CIP: 0511020200

Program Description
This program provides the specialized training needed to develop and enhance occupational proficiency. Graduates qualify for employment as entry-level computer programmers or programmer-trainees. The highly abstract nature of systems and programming requires strong logical and creative abilities. This certificate is upward compatible with the A.S. degree, Computer Programming and Analysis.

Required Courses

- CET 1179  Network Concepts and Operating Systems 3
- CGS 2545C  Database Management 3
- CIS 2321  Systems Analysis and Design 3
- COP 1000  Principles of Computer Programming 3
- COP 2830  Web Programming I 3
- CTS 2445  Oracle Structured Query Language (SQL) 3
- COP 2800  Programming in Java 3
- COP 2805  Advanced Java Programming 3

Choose one course from the following: 3

- CGS 2100C  Computer Applications 3
- CIS 2028  Introduction to the IT Industry 3

Elective Courses

Choose 6 credits from the following list: 6

- COP 2836  Web Programming II 3
- COP 2224  C++ Programming 3
- COP 2360  C# Programming 3
- COP 2047  Python Programming 3

Total Credits: 44

Computer Programming Technical Certificate
Computer Programming Specialist
Technical Certificate
Major Code: CPRSP-CC CIP: 0511020103

Program Description

This certificate prepares students for employment as entry-level programmers. The curriculum prepares students to analyze business situations, design, develop and write computer programs and analyze problems using logic and analysis tools. The program supports online or classroom training for a flexible training schedule. This certificate is upward compatible with the A.S. degree, Computer Programming and Analysis.

Required Courses

- CET 1179 Network Concepts and Operating Systems 3
- CGS 2545C Database Management 3
- COP 1000 Principles of Computer Programming 3
- COP 2800 Programming in Java 3

Choose 3 credits from the following list: 3

- CGS 2100C Computer Applications 3
- CIS 2028 Introduction to the IT Industry 3

Elective Courses

Choose 3 credits from the following list: 3

- COP 2224 C++ Programming 3
- COP 2360 C# Programming 3
- COP 2830 Web Programming I 3
- COP 2047 Python Programming 3

Total Credits: 15

Computer Repair and Installation
Technical Certificate
Major Code: COMRI-CC CIP: 0647010406

Program Description

This certificate prepares students for employment as computer engineering technicians and in related occupations in electronics and information technology. Emphasis is placed on how to install, configure, upgrade, troubleshoot and repair computers. This certificate is upward compatible with the A.S. degree, Network Systems Technology.

Required Courses

- CET 1178C Network Computer Maintenance and Repair (A+) 3
- CET 1179 Network Concepts and Operating Systems 3
- CET 1526C Introduction to UNIX (Linux+) 3
- CTS 1120 Introduction to Internetworking Security (Security+) 3

Choose 4 credits from the following list: 4

- CTS 1168C Installing and Configuring Windows 10 (70-698 exam) 4
- CTS 1327C Configuring Windows 8 (70-687 exam/MCSA) 4

Any CET, CIS, COP or CTS prefix course not already required 2

Total Credits: 18

Computer-Aided Design
Technical Certificate
## Digital Media Associate in Science degree

### Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG 1105C</td>
<td>Social Media Tools</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2000</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2030C</td>
<td>Digital Video Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2341</td>
<td>Motion Graphics I</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2201</td>
<td>Digital Imaging I</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits: 15**

## Digital Media Content Developer Technical Certificate

**Major Code: DIGMM-CC CIP: 0610010507**

### Program Description

The goal of this program is to prepare students for initial employment as a digital media/multimedia production technician, digital media/multimedia developer, or to provide supplemental training for persons previously or currently employed in these or related occupations. Graduates of this certificate program could potentially obtain entry positions as a graphic artist technician, animation/gaming/simulation technician, digital video production technician, or Web design technician. All courses in this program can be used in pursuit of the college’s Digital Media Associate in Science degree.

### Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG 2000</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2030C</td>
<td>Digital Video Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2109C</td>
<td>Design Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2500C</td>
<td>Fundamentals of Interactive Design</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits: 12**

## Digital and Interactive Media Design Technical Certificate

**Major Code: GRDIG-CC CIP: 0609070209**

### Program Description

This certificate provides students a gateway to a more focused study in the various media that constitute digital and interactive media. The approach is one that introduces students to a range of different media and approaches. Students will learn the historical background of this medium and how it has evolved over time. Students will focus on the technical aspects of digital media production including protocols, file formats, image processing and delivery. This certificate is upward compatible with the A.S. degree, Digital Design or A.S. Digital Cinema and Television Production Associate in Science. This certificate also directly transfers to UCF.

### Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG 2000</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2030C</td>
<td>Digital Video Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2109C</td>
<td>Design Fundamentals</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits: 12**
Engineering Technology Support Specialist  
Technical Certificate  
Major Code: ETSUPP-CC  CIP: 0615000007  
Program Description  
This program is designed to prepare students for employment in a variety of manufacturing environments. The certificate is upward compatible with the A.S. degree, Engineering Technology. Associate in Science students completing the courses listed below are eligible for this certificate.

Required Courses  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EET 1015C</td>
<td>Fundamentals of DC Circuits</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1320C</td>
<td>Computer-Aided Design I</td>
<td>3</td>
</tr>
<tr>
<td>ETI 1110</td>
<td>Introduction to Quality</td>
<td>3</td>
</tr>
<tr>
<td>ETI 1420C</td>
<td>Materials and Processes for Engineering Technology</td>
<td>3</td>
</tr>
<tr>
<td>ETI 1701</td>
<td>Safety for Engineering Technologists</td>
<td>3</td>
</tr>
<tr>
<td>ETM 1010C</td>
<td>Mechanical Measurement and Instrumentation</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 18

---

Graphic Design Content Developer  
Technical Certificate  
Major Code: DIGSP-CC  CIP: 0611080302  
Program Description  
This certificate focuses on creating powerful visual design through the development of students’ technical skills and creative artistry. Students also learn the professional applications of digital imaging software (Adobe Photoshop) and vector drawing software (Adobe Illustrator) used within the field of digital art. Course projects focus on design techniques, digital illustration, photo compositing, image correction, photographic retouching and restoration, concept development, information design and corporate identity. This certificate is upward compatible with the A.S. degree, Digital Design.

Required Courses  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG 2000</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2109C</td>
<td>Design Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2151C</td>
<td>Digital Illustration</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2201</td>
<td>Digital Imaging I</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2121</td>
<td>Digital Publishing I</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 15

---

Graphic Design Production Artist  
Technical Certificate  
Major Code: DIGPR-CC  CIP: 0611080303  
Program Description  
This certificate focuses on the concepts and software used within the field of desktop publishing to design a variety of materials including brochures, calendars, packaging, books, business cards and advertisements. Course projects focus on formatting pages, assigning character-type characteristics, design techniques, preparing for print, color separations, long document layout, digital imaging, digital illustration, concept development, information design and corporate identity. This certificate is upward compatible with the A.S. degree, Digital Design.

Required Courses  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG 2000</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2109C</td>
<td>Design Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2500C</td>
<td>Fundamentals of Interactive Design</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2121</td>
<td>Digital Publishing I</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2122</td>
<td>Digital Publishing II</td>
<td>3</td>
</tr>
<tr>
<td>GRA 2151C</td>
<td>Digital Illustration</td>
<td>3</td>
</tr>
</tbody>
</table>
IP Communications
Technical Certificate
Major Code: IPCOM-CC CIP: 0511100120
Program Description
This program offers students the knowledge necessary to provide technical support in a wireless and IP technology environment. This certificate is upward compatible with the A.S. degree, Information Systems Technology and the A.S. degree, Network Systems Technology.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1178C</td>
<td>Network Computer Maintenance and Repair (A+)</td>
<td>3</td>
</tr>
<tr>
<td>CET 1179</td>
<td>Network Concepts and Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CET 1600C</td>
<td>Cisco Networking Fundamentals (Net+)</td>
<td>3</td>
</tr>
<tr>
<td>CET 1675C</td>
<td>Introduction to IP Telephony</td>
<td>4</td>
</tr>
<tr>
<td>CET 1854C</td>
<td>Introduction to Wireless Technologies</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Credits: 21

Choose 4 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTS 1168C</td>
<td>Installing and Configuring Windows 10 (70-698 exam)</td>
<td>4</td>
</tr>
<tr>
<td>CTS 1327C</td>
<td>Configuring Windows 8 (70-687 exam/MCSA)</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Credits: 18

Information Technology Analysis
Technical Certificate
Major Code: ITANA-CC CIP: 0511010312
Program Description
This certificate prepares students for employment as computer support specialists, help desk specialists, user support analysts, applications system specialists, information systems specialists, computer sales persons, office systems support specialists, website support or software testers. It also provides supplemental training for persons previously or currently employed in these occupations.

The curriculum prepares students to review operating systems, software applications packages and hardware to select the appropriate information technology...
equipment for a computer-based work environment. Students also learn how to install and troubleshoot information technology equipment and support information technology users. This certificate is upward compatible with the A.S. degree, Computer Programming and Analysis.

### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1179</td>
<td>Network Concepts and Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2545C</td>
<td>Database Management</td>
<td>3</td>
</tr>
<tr>
<td>COP 1000</td>
<td>Principles of Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>COP 2830</td>
<td>Web Programming I</td>
<td>3</td>
</tr>
<tr>
<td>COP 2800</td>
<td>Programming in Java</td>
<td>3</td>
</tr>
<tr>
<td>CAP 1760</td>
<td>Introduction to Data Analytics</td>
<td>3</td>
</tr>
</tbody>
</table>

Any CAP, CET, CGS, COP or CTS prefix course not already required 3

**General Education Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPC 1608</td>
<td>Speech Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 27

### Mechatronics

**Technical Certificate**

**Major Code:** MECHAT-CC  CIP: 0615000013

**Program Description**

This program is designed to prepare students for employment in a variety of manufacturing environments. The certificate is upward compatible with the A.S. degree, Engineering Technology. Associate in Science students completing the courses listed below are eligible for this certificate.

The 30 Hour College Credit Certificate consists of the following courses:

- 12 Credit Hours from Engineering Technology Support Specialist Certificate Courses
- EET 1035C - Fundamentals of AC/DC Electricity (4 Credit Hours)
- ETM 2315C - Hydraulic and Pneumatic Systems (4 Credit Hours)
- ETI 1843C - Motors and Controls (3 Credit Hours)
- COP 1000 - Principles of Computer Programming (3 Credit Hours)
- MTB 1329 - Applied Mathematical Concepts for Engineering Technology (3 Credit Hours)
- EGS 2931 - Selected Studies in Engineering (1 Credit Hour)

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EET 1035C</td>
<td>Fundamentals of AC/DC Electricity</td>
<td>4</td>
</tr>
<tr>
<td>ETM 2315C</td>
<td>Hydraulic and Pneumatic Systems</td>
<td>4</td>
</tr>
<tr>
<td>ETI 1843C</td>
<td>Motors and Controls</td>
<td>3</td>
</tr>
<tr>
<td>COP 1000</td>
<td>Principles of Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>MTB 1329</td>
<td>Applied Mathematical Concepts for Engineering Technology</td>
<td>3</td>
</tr>
<tr>
<td>EGS 2931</td>
<td>Selected Studies in Engineering</td>
<td>1</td>
</tr>
</tbody>
</table>

**Elective Courses**

Choose 12 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EET 1015C</td>
<td>Fundamentals of DC Circuits</td>
<td>3</td>
</tr>
<tr>
<td>ETI 1110</td>
<td>Introduction to Quality</td>
<td>3</td>
</tr>
<tr>
<td>ETI 1420C</td>
<td>Materials and Processes for Engineering Technology</td>
<td>3</td>
</tr>
<tr>
<td>ETI 1701</td>
<td>Safety for Engineering Technologists</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1320C</td>
<td>Computer-Aided Design I</td>
<td>3</td>
</tr>
<tr>
<td>ETM 1010C</td>
<td>Mechanical Measurement and Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>
Instrumentation

Total Credits: 30

Microsoft Infrastructure (MCSA/MCSE) Technical Certificate
Major Code: MSINFRA-CC CIP: 0511100113
Program Description

This program provides students with the skills to successfully manage and troubleshoot the Microsoft system environment, including administering and managing complex local and wide area networks. The certificate prepares students for roles as network administrators, network designers, network integrators and network analysts in the enterprise environment. This certificate is upward compatible with the A.S. degree, Network Systems Technology.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1179</td>
<td>Network Concepts and Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CET 1178C</td>
<td>Network Computer Maintenance and Repair (A+)</td>
<td>3</td>
</tr>
<tr>
<td>CTS 2142</td>
<td>Information Technology Project Management</td>
<td>3</td>
</tr>
<tr>
<td>CTS 2395C</td>
<td>Designing and Implementing an Enterprise Server Infrastructure</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2396C</td>
<td>Implementing an Advanced Enterprise Server Infrastructure</td>
<td>4</td>
</tr>
<tr>
<td>Choose 4 credits from the following list:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CTS 2390C</td>
<td>Installing and Configuring Windows Server 2012</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2354C</td>
<td>Installation, Storage, and Compute with Windows Server 2016 (Exam 70-740)</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Credits: 29

Network Infrastructure Technical Certificate
Major Code: NWINF-CC CIP: 0511100114
Program Description

This program is designed to prepare students for employment in the networking technology field. The coursework for this certificate prepares students to take the CISCO Certified Networking Associate (CCNA) certification exam. This certificate is upward compatible with the A.S. degree, Network Systems Technology.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1600C</td>
<td>Cisco Networking Fundamentals (Net+)</td>
<td>3</td>
</tr>
<tr>
<td>CET 1610C</td>
<td>Cisco Router Technology</td>
<td>4</td>
</tr>
<tr>
<td>CET 2615C</td>
<td>Cisco Scaling Networks</td>
<td>4</td>
</tr>
<tr>
<td>CET 2620C</td>
<td>Cisco Connecting Networks</td>
<td>4</td>
</tr>
<tr>
<td>Choose 4 credits from the following list:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CTS 2390C</td>
<td>Installing and Configuring Windows Server 2012</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Credits: 16

Network Server Administration Technical Certificate
Major Code: NSADM-CC CIP: 0511100112

Choose 4 credits from the following list:
Program Description

This program provides students with the skills to successfully manage and troubleshoot the Microsoft system environment including administering and managing complex local and wide area networks. The certificate prepares students for roles as network administrators, network designers, network integrators and network analysts in the enterprise environment. This certificate is upward compatible with the A.S. degree, Network Systems Technology.

Required Courses

- CET 1178C Network Computer Maintenance and Repair (A+) 3
- CET 1179 Network Concepts and Operating Systems 3
- CTS 2390C Installing and Configuring Windows Server 2012 4
- CTS 2391C Administering Windows Server 2012 4
- CTS 2392C Configuring Advanced Windows Server 2012 Services 4

Choose 4 credits from the following list: 4

- CTS 1327C Configuring Windows 8 (70-687 exam/MCSA) 4
- CTS 1168C Installing and Configuring Windows 10 (70-698 exam) 4

Any CET, CIS or CTS prefix course not already required 2

Total Credits: 24

Network Support Technician
Technical Certificate

Major Code: NWSPT-CC CIP: 0511100121

Program Description

This program provides students with the skills to support complex local area networks as well as wide area networks. Graduates qualify for roles as computer support specialists, network support technicians and network analysts. This certificate is upward compatible with the A.S. degree, Information Systems Technology and the A.S. degree, Network Systems Technology.

Required Courses

- CET 1178C Network Computer Maintenance and Repair (A+) 3
- CET 1179 Network Concepts and Operating Systems 3
- CET 1600C Cisco Networking Fundamentals (Net+) 3

Choose CET 1675C or 1854C: 4

- CET 1675C Introduction to IP Telephony 4
- CET 1854C Introduction to Wireless Technologies 4

Choose CTS 1327C or CTS 1168C 4

- CTS 1327C Configuring Windows 8 (70-687 exam/MCSA) 4
- CTS 1168C Installing and Configuring Windows 10 (70-698 exam) 4

Elective Courses

- Any CET, CIS or CTS prefix course not already required 4

Total Credits: 21

Social Media Development
Technical Certificate

Major Code: MMWEB-CC CIP: 0650010208

Program Description

This certificate prepares students for employment as entry level Social Media managers or Web Production artists. It also provides supplemental training to
persons currently employed in the occupation. Students will design, develop, and market digital media applications for Web media including social media, mobile development, video and audio. This certificate is upward compatible with the A.S. degree, Digital Media or the A.S. degree, Social Media and Marketing.

**Required Courses**  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG 1105C</td>
<td>Social Media Tools</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2500C</td>
<td>Fundamentals of Interactive Design</td>
<td>3</td>
</tr>
<tr>
<td>DIG 2030C</td>
<td>Digital Video Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>MAR 1720</td>
<td>Social Media Research and Strategy</td>
<td>3</td>
</tr>
<tr>
<td>MAR 2011</td>
<td>Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 15

**Sustainability Technical Certificate**  

**Major Code:** ENRG-CC  

**CIP:** 0615050304  

**Program Description**

Business and industry are witnessing a growing demand for candidates with technical literacy in alternative energy sources and sustainable practices. The Sustainability Certificate program at Seminole State introduces students to emerging technologies related to energy production and consumption via a curriculum designed to integrate a broad spectrum of topics applicable to future green jobs.

This program features a multi-faceted core curriculum focused on sustainability, alternative energy sources and environmental policy in the United States. Additional elective courses give students the opportunity to customize their knowledge base with hands-on lab work and real-world applications.

**Required Courses**  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETP 2502</td>
<td>Alternative Energy Sources</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 12

**Elective Courses**  

Choose courses from the following list or any required courses not already taken:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AER 1602</td>
<td>Electrical/Electronic Systems I</td>
<td>4</td>
</tr>
<tr>
<td>EET 1035C</td>
<td>Fundamentals of AC/DC Electricity</td>
<td>4</td>
</tr>
<tr>
<td>ETP 2410</td>
<td>Solar Photovoltaic (PV) Systems</td>
<td>3</td>
</tr>
<tr>
<td>PSC 2521</td>
<td>Sustainability: Concepts and Issues</td>
<td>3</td>
</tr>
<tr>
<td>PUP 2230</td>
<td>Energy and Environmental Policy</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 6

**Virtualization**
Technical Certificate
Major Code: NWKVIR-CC  CIP: 0511100116
Program Description
This program is designed to provide students with the training necessary to install, configure, troubleshoot, deploy and maintain virtual machines in a business environment. Hands-on training is provided in VMware and Microsoft technologies and prepares students to obtain the VMware Certified Professional credential. This certificate is upward compatible with the A.S. degree, Network Systems Technology.

Required Courses  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 1178C</td>
<td>Network Computer Maintenance and Repair (A+)</td>
<td>3</td>
</tr>
<tr>
<td>CET 1179</td>
<td>Network Concepts and Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CTS 2317</td>
<td>Advanced Security Certified Ethical Hacker</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2370C</td>
<td>Virtual Infrastructure: Installation and Configuration</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2371C</td>
<td>Virtual Infrastructure: Deployment, Security and Analysis</td>
<td>4</td>
</tr>
<tr>
<td>CTS 2390C</td>
<td>Installing and Configuring Windows Server 2012</td>
<td>4</td>
</tr>
</tbody>
</table>

Any CET, CIS or CTS prefix course not already required (CTS 1120 is strongly recommended).  

Total Credits: 24

Web Development
Technical Certificate
Major Code: ITSSSP-CC  CIP: 0511010311
Program Description
This certificate prepares students for employment with businesses needing website development. The program supports online or classroom training for a flexible training schedule. The courses in this certificate will prepare students for developing websites. Students will be exposed to a wide variety of server-side programming and scripting technologies. This certificate is upward compatible with the A.S. degree, Computer Programming and Analysis.

Required Courses  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP 1000</td>
<td>Principles of Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>COP 2830</td>
<td>Web Programming I</td>
<td>3</td>
</tr>
<tr>
<td>COP 2833</td>
<td>Data Driven Websites</td>
<td>3</td>
</tr>
<tr>
<td>COP 2836</td>
<td>Web Programming II</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 12

Choose 6 credits from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP 2831</td>
<td>Advanced JavaScript</td>
<td>3</td>
</tr>
<tr>
<td>CEN 2724</td>
<td>User Interface and User Experience Design</td>
<td>3</td>
</tr>
<tr>
<td>COP 2047</td>
<td>Python Programming</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 18

AS, Industrial Technology Management
Associate in Science
Major Code: INDMGT-AS  CIP: 1652020501
Program Description
The Industrial Technology Management program is a degree completion program for those with vocational education who want to advance their career by completing a degree. This program will prepare students for first line supervisor and project management roles within their respective fields. Students will earn the 9 credit hour Associate Project Management Technical Certificate as part of the degree.

Students may achieve credit for prior vocational education in one of two ways.
1. Students who have already completed a career certificate (previously named PSAV) of at least 900 hours or an apprenticeship program of at least 3 years at a state technical center or Florida state college will be awarded 24 articulated credits towards the AS Industrial Technology Management degree. Prior to the award of credit, students must successfully complete 15 credits at Seminole State College.

2. Students may also articulate credit into this degree from L3 Commerical Training Systems Airline Academy (formerly AeroSim Flight Academy). Students who have completed the professional pilot program at L3 CTS Airline Academy and have earned their private pilot, commercial pilot, multi-engine, and certified flight instructor certifications shall be awarded 24 credit hours of college credit that can be used to complete this degree.

Students who have accumulated at least 18 semester credit hours in an industrial or technology field and would like to pursue a technical management degree, may also complete this program. In lieu of the articulated 24 credit hours, these students will use their 18 credit hours of industrial or technology coursework and then complete both MTB 1329 and EGN 1111C.

Prior to the start of the degree, eligible students are to contact the designated Career Program Advisor for the Engineering program of the School of Engineering, Design and Construction.

Profession

In vocational trades, plant and manufacturing line supervisors play an important role within their industries. The first line supervisor role within the vocational/industrial trades has been especially hard to fill. These positions require expertise as an industrial/vocational practitioner, as well as key project management skills.

Career Opportunities

Graduates of this program are employed as First Line Supervisors or Managers of Industrial Related Jobs.

- Vocational Trade Supervisor
- Plant/Line Supervisor
- Project Engineer
- Project Manager

For career information related to this program, please visit O*Net OnLine.

Job Outlook

Considered one of Central Florida’s high-skill, high-wage professions, employment as the first line supervisors of construction and industrial trades is expected to grow 29.9% (faster than average) through 2020 (Sources: Bureau of Labor Statistics).

Certifications

Graduates of this program may be qualified to earn the following industry certifications:

- Certified Associate in Project Management (CAPM *)
- Project Management Professional (PMP *)

Degree Transfer

Seminole State’s A.S. Degree in Industrial Technology Management will transfer into the College’s B.S. Engineering Technology (project management) degree.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MNA 1032</td>
<td>Principles of Project Management</td>
<td>3</td>
</tr>
<tr>
<td>MNA 1033</td>
<td>Organizational Behavior for Project Teams</td>
<td>3</td>
</tr>
<tr>
<td>MNA 1034</td>
<td>Making Project Decisions</td>
<td>3</td>
</tr>
<tr>
<td>MNA 1035</td>
<td>Introduction to Project Planning</td>
<td>3</td>
</tr>
<tr>
<td>MNA 1036</td>
<td>Project Quality and Risk</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100C</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2108C</td>
<td>Advanced Computer Applications</td>
<td>3</td>
</tr>
</tbody>
</table>
Elective Courses 24

Choose Option 1 or Option 2

Option 1: Students eligible for the articulated credit 24
after completion of a state approved postsecondary adult certificate or apprenticeship program at a state technical center or Florida state college in an industrial program. Pilot licenses are also eligible for the articulated credit.

Option 2: Students who are not eligible for the articulated credit

EGN 1111C Engineering Graphics - Drawing 3

or

MTB 1329 Applied Mathematical Concepts for Engineering Technology 3

Any General Education Mathematics course

18 credit hours from the following programs (6 of the 18 credits must be 2000 level);

• Architectural Engineering Technology
• Computer Aided Drafting and Design
• Construction
• Digital Media
• Engineering Technology
• Information Technology

General Education Courses 15

ENC 1101 English I 3

Humanities General Education course 3

Mathematics General Education course 3

Science General Education course 3

Social Science General Education course 3

Total Credits: 60

AAS, Automotive Engineering Technology
Associate of Applied Science
Major Code: AUTO-AAS CIP: 0615080300

Program Description

Seminole State’s Associate in Applied Science (A.A.S.) degree in Automotive Engineering Technology has been recognized as the No. 1 automotive educational program in the United States. The unique curriculum - accredited by NATEF - combines the latest in automotive technology education, relevant industry internships and strong academic coursework to prepare graduates for successful careers in the automotive service industry.

Students in the Automotive Engineering Technology program may focus on two manufacturer-specific tracks (GM-ASEP or Ford-ASSET) or take a more generic track with a non-manufacturer specific curriculum. With any track, students will acquire important skills related to proper diagnosis and repair of modern technology and alternative-fuel vehicles.

Knowledgable, experienced faculty members and active industry partnerships ensure that Automotive students receive advanced training that integrates traditional vehicle technology with emerging alternative-fuel technologies such as hybrid-electric and hydrogen fuel cell.

Candidates must:

• Apply and be accepted to Seminole State College;
• Provide official transcript(s) indicating a standard high school diploma or equivalent;
• Non-exempt students must complete the Postsecondary Education Readiness Test (PERT);
• Be at least 18 years of age prior to first work assignment;
• Possess a valid Florida driver’s license and provide current Department of Motor Vehicle (DMV) report;
• Submit the completed and signed Automotive Program Application Form;
• Be able to lift and carry up to 50 pounds.

Profession
Automotive service technicians and mechanics inspect, maintain and repair cars and light trucks. Typically working in well-ventilated and well-lit repair shops, automotive technicians identify and address mechanical problems with a combination of computers and traditional parts and tools.

**College Credit Certificates**

Students pursuing this degree also may obtain the following college credit certificates:

- Automotive Maintenance and Light Repair
- Automotive Technician

**Career Opportunities**

Graduates of this program are employed as:

- Automotive parts sales and service representatives
- Automotive technicians
- Automotive technology instructors

For career information related to this program, please visit [O*Net OnLine](https://www.onetonline.org).

**Job Outlook**

Employment in this field is expected to grow by 17 percent (about as fast as average) through 2020 (Source: Bureau of Labor Statistics).

**Certifications**

With proper industry work experience, graduates of this program may qualify to earn the following industry certifications:

- ASE Advanced Engine Performance Specialist (L1),
- ASE Automobile/Light Truck Technician: Automatic Transmission/Transaxle (A2),
- ASE Automobile/Light Truck Technician: Brakes (A5),
- ASE Automobile/Light Truck Technician: Electrical/Electronic Systems (A6),
- ASE Automobile/Light Truck Technician: Engine Performance (A9),
- ASE Automobile/Light Truck Technician: Engine Repair (A1), (NIASE010)
- ASE Automobile/Light Truck Technician: Heating and Air Conditioning (A7),
- ASE Automobile/Light Truck Technician: Manual Drive Train and Axles (A3),
- ASE Automobile/Light Truck Technician: Suspension and Steering (A4),
- ASE Automobile Service Consultant (C1),
- ASE Master Automobile Technician,
- ASE Medium/Heavy Truck Technician: Preventive Maintenance Inspection (PMI) (T8)
- ASE Parts Specialist

**Required Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AER 1073</td>
<td>Parts and Service</td>
<td>2</td>
</tr>
<tr>
<td>AER 1082</td>
<td>Introduction to Vehicle Systems and Minor Service</td>
<td>3</td>
</tr>
<tr>
<td>AER 1197</td>
<td>Engine Diagnoses and Repair</td>
<td>4</td>
</tr>
<tr>
<td>AER 1496</td>
<td>Steering and Suspension Systems</td>
<td>3</td>
</tr>
<tr>
<td>AER 1596C</td>
<td>Brake Systems, Anti-Lock Brakes and Traction Control Systems</td>
<td>4</td>
</tr>
<tr>
<td>AER 1580</td>
<td>Anti-lock Brakes and Traction Control Systems</td>
<td>2</td>
</tr>
<tr>
<td>AER 1594</td>
<td>Brake Systems</td>
<td>3</td>
</tr>
<tr>
<td>AER 1602</td>
<td>Electrical/Electronic Systems I</td>
<td>4</td>
</tr>
<tr>
<td>AER 1695</td>
<td>Chassis Electronics</td>
<td>3</td>
</tr>
<tr>
<td>AER 1758</td>
<td>HVAC Systems</td>
<td>4</td>
</tr>
<tr>
<td>AER 2298</td>
<td>Automatic Transmissions/Transaxles</td>
<td>4</td>
</tr>
<tr>
<td>AER 2398</td>
<td>Manual Transmissions/Drive Trains</td>
<td>3</td>
</tr>
<tr>
<td>AER 2694</td>
<td>Electrical/Electronic Systems II</td>
<td>4</td>
</tr>
</tbody>
</table>
A total of 5 co-op credits are required for graduation. These 5 co-op credits may include up to 2 credit hours of AER 2920 Automotive Practicum.

General Education Courses 15

ENC 1101 English I 3

Any General Education course 3

PHY1020 Conceptual Physics recommended

Humanities General Education course 3

Mathematics or Science General Education course 3

Social Science General Education course 3

Total Credits: 68

CareerCert, Air Conditioning, Refrigeration and Heating Technology I

Career Certificate

Major Code: ACRFHT-VC CIP: 0647020107

Program Description

This career certificate program prepares students for employment or advanced training in the heating, air conditioning, ventilation and refrigeration industry. The program consists of classroom as well as hands-on lab study. Areas of study include planning, installing, testing and servicing of HVACR systems, servicing, installing and troubleshooting electrical and mechanical components and basic supervisory skills. Students will gain knowledge in the use and care of hand, power and specialized tools and equipment used within the industry and current industry standards, practices and techniques. Candidates must:

- Be at least 18 years of age;
- Apply and be accepted at Seminole State
- If non-exempt, complete the Form 9, Level D Test of Adult Basic Education (TABE) and successfully meet the following minimum scores to complete the program:
  - Language: 568
  - Math: 579
  - Reading: 570

Note: Departmental consent is required to register for this program for Daytime Track students only. This program is financial aid eligible.

Total program hours: 750

Required Courses

The following courses are designed to be taken in consecutive order, one class at a time.

ACR 0050C HVACR Refrigeration Concepts 4

ACR 0100C HVACR Electrical Concepts 4

ACR 0505C HVACR Service Practices 4

ACR 0590C HVACR Advanced Service Practices 4

ACR 0591C HVACR Technical Skills 4

ACR 0800C HVACR Service Applications 4

Total Credits: 25

CareerCert, Air Conditioning, Refrigeration and Heating Technology II

Career Certificate

Major Code: ACRFHTT-VC CIP: 0647020108

Program Description

This program provides a more advanced level of training in the heating, air conditioning ventilation and refrigeration industry. The program consists of classroom as well as hands-on lab study. Areas of
study include combustion-type heating, commercial and industrial refrigeration systems, hydronic and steam systems and indoor air quality. In addition, students will gain knowledge in air distribution systems, building management systems as well as electrical generation and distribution components for commercial heating and air conditioning systems. Entry point into this program will only be offered in the Fall semester after completion of the Air Conditioning and Heating Technology I program.

**Total program hours: 600**

Required Courses

ACR 0604C HVACR Technical Proficiency I 5  
ACR 0217C HVACR Technical Proficiency II 5  
ACR 0311C HVACR Technical Engineering I 5  
ACR 0423C HVACR Technical Engineering II 5  

Total Credits: 20

**CareerCert, Automotive Service Technology**  
**Career Certificate**  
**Major Code:** AUTO-VC CIP: 0647060405  
**Program Description**

This program prepares students to become entry-level technicians, familiar with all aspects of automotive diagnosis and repair. The latest in computerized work stations and simulators are used in the classroom. Structured laboratories give the student hands-on experience with late-model cars, using the tools and techniques employed in today’s automotive repair industry. Students successfully completing this program will be able to diagnose and repair any of the basic systems on late-model cars.

Admission requirements:

- Submit a completed Seminole State College application to the Admissions Office;
- If non-exempt, take the Test of Adult Basic Education (TABE) within the first six weeks of admission into the program; TABE scores must be at or above 568 for Language, 570 for Reading and 579 for Math to exit the program and receive the completion diploma;
- Register for Fall Term;
- Be able to lift and carry at least 50 pounds.

Note: Students must earn a passing grade in each course to continue in the program.

**Total program hours: 1,245 of 1,800**

Required Courses

AER 0071C Automotive Business Management/Employability Skills 2  
AER 0072C Automotive Fundamentals and Service 6  
AER 0199C Automotive Engine Fundamentals 6  
AER 0399C Automotive Drive Trains 6  
AER 0499C Automotive Suspension and Brakes 9  
AER 0697C Automotive Electrical and Electronic Fundamentals 9  
AER 0759C Automotive Heating/Air Conditioning Fundamentals 5  

Total Credits: 41

**CareerCert, Construction Apprenticeship - Electricity (Commercial)**  
**Career Certificate**  
**Major Code:** CWIRE-VC CIP: 0846030204  
**Program Description**

Apprenticeship training at Seminole State College is provided in conjunction with local electrical contractors and Florida Electrical Apprenticeship and Training, Inc. This is a limited-access program. Candidates must:

- Apply and be accepted at Seminole State College;
• Be at least 18 years of age;
• Be physically capable of performing the work of the respective trade;
• Provide proof of Florida residency for the waiver status;
• Be employed by the sponsoring company.

All students in registered apprenticeship programs are exempt from taking the basic skills exam.

Students interested in college credit courses must meet with the apprenticeship coordinator.

Training covers a specified period of time during which the apprentice learns a skill or trade under the supervision of a competent craftsman. Each apprentice must complete specified hours of on-the-job training and related classroom instruction. Standards provide for a schedule of work processes, from simple to the most complex, which the apprentice must follow during the on-the-job training. The apprentice’s wages increase as skills and knowledge increase.

Total program hours: 8744

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCA 0002</td>
<td>Basic Construction Skills</td>
<td>3</td>
</tr>
<tr>
<td>BCV 0643</td>
<td>Residential Wiring</td>
<td>3</td>
</tr>
<tr>
<td>BCV 0650</td>
<td>Commercial Wiring</td>
<td>3</td>
</tr>
<tr>
<td>BCV 0664</td>
<td>Industrial Wiring</td>
<td>3</td>
</tr>
<tr>
<td>BCV 0680L</td>
<td>Electrical OJT</td>
<td>23</td>
</tr>
</tbody>
</table>

EER 0940L Electrical OJT must be completed four (4) times

Optional college credit courses for students enrolled in the CWIRE-VC and FRSPK-VC programs:

These college credit courses apply towards the Building Construction Technology Certificate or A.S., Construction Management.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCN 2230</td>
<td>Construction Materials and Methods I</td>
<td>3</td>
</tr>
<tr>
<td>BCN 1221</td>
<td>Introduction to Building Construction</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2231</td>
<td>Construction Materials and Methods II</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2721</td>
<td>Construction Scheduling and Planning</td>
<td>3</td>
</tr>
<tr>
<td>BCN 2272</td>
<td>Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>BCT 2770</td>
<td>Estimating Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>EGN 1111C</td>
<td>Engineering Graphics - Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1320C</td>
<td>Computer-Aided Design I</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 291

CareerCert, Construction Apprenticeship - Fire Sprinkler System Technology
Career Certificate
Major Code: FRSPK-VC CIP: 0846050202

Program Description

Apprenticeship training at Seminole State College is provided in conjunction with local contractors and construction associations. Areas of study include building maintenance, commercial ventilation, air conditioning and refrigeration, electricity and fire sprinkler technology.

Training covers a specified period of time during which the apprentice learns a skill or trade under the supervision of a competent craftsman. Each apprentice must complete specified hours of on-the-
job training and related classroom instruction. Standards provide for a schedule of work processes, from simple to the most complex, which the apprentice must follow during the on-the-job training. The apprentice’s wages increase as skills and knowledge increase.

This is a limited-access program. Candidates must:

• Have approval from an apprenticeship coordinator to register for classes;
• Apply and be accepted at Seminole State College;
• Be at least 18 years of age;
• Be physically capable of performing the work of the trade;
• Be able to read and write English;
• Provide proof of Florida residency for the waiver status;
• Be employed by a sponsoring company.

All students in registered apprenticeship programs are exempt from taking the basic skills exam.

Students interested in college credit courses must:

• Meet with apprenticeship coordinator;
• Provide official transcripts indicating a standard high school diploma or equivalent.

Total program hours: 8624

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCA 0470</td>
<td>Fundamentals of Fire Sprinklers I</td>
<td>2</td>
</tr>
<tr>
<td>BCA 0471</td>
<td>Fundamentals of Fire Sprinklers II</td>
<td>2</td>
</tr>
<tr>
<td>BCA 0472</td>
<td>Fundamentals of Fire Sprinklers III</td>
<td>2</td>
</tr>
<tr>
<td>BCA 0473</td>
<td>Fundamentals of Fire Sprinklers IV</td>
<td>2</td>
</tr>
<tr>
<td>BCA 0474C</td>
<td>Intermediate Fire Sprinklers I</td>
<td>2</td>
</tr>
<tr>
<td>BCA 0475</td>
<td>Intermediate Fire Sprinklers II</td>
<td>2</td>
</tr>
<tr>
<td>BCA 0476</td>
<td>Intermediate Fire Sprinklers III</td>
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<tr>
<td>BCA 0477</td>
<td>Intermediate Fire Sprinklers IV</td>
<td>2</td>
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</tbody>
</table>

Optional college credit courses for students enrolled in the CWIRE-VC and FRSPK-VC programs:

These college credit courses apply towards the Building Construction Technology Certificate or A.S., Construction Management.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCA 0496L</td>
<td>Fire Sprinkler OJT</td>
<td>21</td>
</tr>
<tr>
<td>BCA 0496L</td>
<td>Fire Sprinkler OJT must be completed 4 times</td>
<td>23</td>
</tr>
<tr>
<td>BCA 0497L</td>
<td>Fire Sprinkler OJT</td>
<td>23</td>
</tr>
<tr>
<td>BCA 0497L</td>
<td>Fire Sprinkler OJT must be completed 8 times</td>
<td>23</td>
</tr>
</tbody>
</table>

Total Credits: 287

CareerCert, Construction Apprenticeship

Plumbing Technology

Career Certificate

Major Code: PLUMB-VC CIP: 0846050302

Program Description
Apprenticeship training at Seminole State College is provided in conjunction with local contractors and construction associations. Areas of study include electrical, fire sprinkler and plumbing. Training covers a specified period of time during which the apprentice learns a skill or trade under the supervision of a competent craftsman. Each apprentice must complete specified hours of on-the-job training and related classroom instruction. Standards provide for a schedule of work processes, from simple to the most complex, which the apprentice must follow during the on-the-job training. The apprentice’s wages increase as skills and knowledge increase. This is a limited-access program. Candidates must:

- Have approval from an apprenticeship coordinator to register for classes;
- Apply and be accepted to Seminole State College;
- Be at least 18 years of age;
- Be physically capable of performing the work of the trade;
- Be able to read and write English;
- Provide proof of Florida residency for the waiver status;
- Be employed by the sponsoring company.

All students in registered apprenticeship programs are exempt from taking the basic skills exam.

**Total program hours: 8,720**

**Required Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCA 0001</td>
<td>Introduction to the Construction Industry</td>
<td>3</td>
</tr>
<tr>
<td>BCA 0451</td>
<td>Fundamentals of Plumbing II</td>
<td>3</td>
</tr>
<tr>
<td>BCA 0452</td>
<td>Fundamentals of Plumbing III</td>
<td>3</td>
</tr>
<tr>
<td>BCA 0453</td>
<td>Fundamentals of Plumbing IV</td>
<td>3</td>
</tr>
<tr>
<td>BCA 0454</td>
<td>Advanced Plumbing I</td>
<td>3</td>
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<tr>
<td>BCA 0455</td>
<td>Advanced Plumbing II</td>
<td>3</td>
</tr>
<tr>
<td>BCA 0456</td>
<td>Advanced Plumbing III</td>
<td>3</td>
</tr>
<tr>
<td>BCA 0457</td>
<td>Advanced Plumbing IV</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCA 0441L Plumbing OJT must be completed 4 times</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td>BCA 0442L Plumbing OJT must be completed 8 times</td>
<td>23</td>
<td></td>
</tr>
</tbody>
</table>

**Total Credits: 290**

---

**CareerCert, Electrician Helper Career Certificate**

**Major Code: ELECTRI-VC** CIP: 0646030202

**Program Description**

With the increase of construction activity of new residences and commercial structures, the demand for electricians and electrician helpers is on the rise. Employment of electrical-related occupations has a projected growth of fourteen percent over the next decade. The Electrician Helper Career Certificate prepares individuals for an entry-level position in the electrical industry. In a hands-on learning environment, students will be introduced to the fundamental aspects of the trade. The curriculum focuses on electrical trade safety, electrical math concepts, residential and commercial wiring concepts and applications. Upon completion of the certificate, the student will be able to assist electrical journeymen in the field from job layout to cleanup.

This program is designed for full-time, daytime track students to be completed within 12 months. Fall term start only. This program consists of both online learning and on-campus lab experiences. Students must have access to a computer and the internet. Departmental consent is required to register for the program. This program is financial aid eligible.

Candidates must:

- Be at least 18 years of age;
- Apply and be accepted at Seminole State College
- If non-exempt, complete the Form 9, Level D Test of Adult Basic Education (TABE) and successfully meet the following minimum scores to complete the program:
Required Courses

The following courses are designed to be taken in consecutive order, one class at a time.

BCV 0604C Electrician Helper 10
BCV 0641C Residential Electricity I 5
BCV 0642C Residential Electricity II 10
BCV 0653C Commercial Electricity I 5
BCV 0654C Commercial Electricity II 10

Total Credits: 40

CareerCert, General Building Maintenance and Repair Specialist
Career Certificate
Major Code: GENBLD-VC CIP: 0646041506

Program Description

As the residential and commercial real estate markets continue to improve, the need for a skilled building maintenance and repair workforce will continue to increase. In a hands-on learning environment in conjunction with classroom lessons, students will be introduced to a broad foundation of knowledge and skills to prepare them for employment in facilities maintenance or construction-related industries.

Specialization tracks such as general technician, electrical, HVAC and plumbing within the certificate allow individuals to tailor his or her career pathway with additional skillsets. This certificate program prepares students for jobs as property maintenance specialists for commercial facilities such as churches, office buildings and apartments as well as for the home remodeling industry. Upon completion of the program, students will understand the construction of a building, develop knowledge of building systems such as electrical, plumbing and heating/air conditioning as well as appropriate business practices. Students will earn OSHA 10 and CPR/First Aid certifications.

This program is designed for daytime track students to be completed within 4 semesters; however, other part-time tracks may be available to be completed in approximately 24 months. The curriculum includes both online learning and on-campus lab experiences. Students must have access to a computer and the internet. Prerequisite coursework must be completed with a grade of "C" or higher to continue to the next sequence of courses. Students must complete the program with a minimum of GPA of 2.0 or higher. This program is financial aid eligible.

This Career certificate (previously PSAV) is eligible for 24 articulated credits towards the A.S. Industrial Technology Management degree.

Students are responsible for purchasing the following personal protective equipment (PPE) for the program: work gloves, safety glasses, and steel-toe boots.

To enroll in the program, candidates must:

- Be at least 18 years of age;
- Apply and be accepted to Seminole State College;
- Meet with program coordinator for department consent to register for this program;
- If required, complete the Form 9, Level D Test of Adult Basic Education (TABE) and successfully meet the minimum scores to complete the program. Consult with the program coordinator to further discuss TABE requirements and criteria for TABE exemption.*

*Students who graduated high school after 2007 are not required to take the TABE.

Total program hours: 900

Required Courses

Core Prerequisites: The following courses must be completed with a grade of "C" or higher:
Required courses: BCV 0004, BCV 0441C, BCV 0513L, BCV 0600C and BCV 0942C must be completed with a “C” or higher.

**Elective Courses**

Choose one of the Specializations below:

- General Technician
- Electrical Emphasis
- HVAC Emphasis
- Plumbing Emphasis

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**CareerCert, Welding Technologies Career Certificate**

**Major Code: WELDTEC-VC**  CIP: 0648050805

**Program Description**

The Welding Technologies Career Certificate (previously PSAV) prepares students for high-demand jobs in construction, manufacturing, repair and maintenance industries as welders, welder helpers, welder assemblers, production line welders and flame cutters. A hands-on learning environment in conjunction with classroom lessons, students will be introduced to the fundamental aspects of the trade, including workplace safety, blueprint reading, metallurgy, various welding processes and techniques. An augmented reality system is integrated throughout the curriculum to deliver immediate, quantitative and objective feedback on welding technique performance. Students develop proper skills more quickly, with increased accuracy and allows students to accelerate technique proficiency. Upon completion of the certificate, students will be proficient in Stick, MIG, TIG and Oxy-acetylene welding and will have the opportunity to earn industry certifications for entry-level positions*.

This program is designed for full-time, daytime track students to be completed within 12 months. However, part-time tracks may be available to be completed in 24 months. The curriculum includes both online learning and on-campus lab experiences. Students must have access to a computer and the internet. Prerequisite coursework must be completed with a grade of “C” or higher to continue to the next sequence of courses. Students must complete the program with a minimum GPA of 2.0 or higher. This program is financial aid eligible.
Welding certifications are conducted by an independent, third-party material testing agency. The cost of the first three welding certifications are included in lab fees. Additional welding certificates can be achieved at a cost of $85 per test specimen.

Students are responsible for purchasing the following welding equipment for the program: instructor approved welding helmet and face shield, welding jacket, leather welding gloves, steel-toe boots, safety glasses, torch cutting safety glasses, 12” adjustable wrench, tape measure, soap stone and holder.

To enroll in the program, candidates must:

- Be at least 18 years of age;
- Apply and be accepted to Seminole State College;
- Meet with program coordinator for department consent to register for this program;
- If required, complete the Form 9, Level D Test of Adult Basic Education (TABE) and successfully meet the following minimum scores to complete the program:**
  - Language: 568
  - Math: 579
  - Reading: 570

**Students who graduated high school after 2007 are not required to take the TABE.

Total program hours: 1050

<table>
<thead>
<tr>
<th>Required Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core Prerequisites:</strong> The following courses must be completed with a grade of “C” or higher:</td>
</tr>
<tr>
<td>BCV 0011C  Workplace Safety Skills      3</td>
</tr>
<tr>
<td>BCV 0040  Introduction to Blueprint Reading 3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Required Core Welding Courses: The following courses must be completed with a grade of “C” or higher to continue with the next sequence of coursework.</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMT 0108  Introduction to Welding 3</td>
</tr>
<tr>
<td>PMT 0070  Welder Assistant 1 3</td>
</tr>
<tr>
<td>PMT 0071  Welder Assistant 2 3</td>
</tr>
<tr>
<td>PMT 0072  Welder Assistant 3 3</td>
</tr>
<tr>
<td>PMT 0073  Welder Assistant 4 3</td>
</tr>
<tr>
<td>PMT 0930L  Welding Skills Development Lab 3</td>
</tr>
</tbody>
</table>

Note: PMT 0930L is repeated 5 times throughout this program.

Total Credits: 35
School of Academic Foundations

Adult High School

The Adult High School at Seminole State College offers classes on the Sanford/Lake Mary Campus that lead to a standard high school diploma for students seventeen (17) years of age or older.

Admission

Adult High School applications are taken prior to the start of each session in building B, room 113.

Students who enroll in the Adult High School while maintaining enrollment in their current high school must submit a letter of recommendation from a counselor at their home school stating the specific course(s) they are approved to take.

Students who wish to transfer directly from a Seminole County high school (or from a surrounding county) must provide proof of withdrawal from the previous school attended. If a student is 18 years of age or older or from out of state, the requirement for a withdrawal form may be waived.

All students must provide:

1. Documentation verifying age;
2. An official, sealed transcript of all high school credits earned.

In addition, any student who seeks admission to the Adult High School who has been expelled or is being recommended for expulsion will not be considered for admission until the student completes the terms of the expulsion order and is eligible to return to the home high school.

Additional admission requirements may apply.

Fees

All qualifying students pay a $30 state-mandated fee upon initial registration in any semester.

Testing and Placement

Adult High School students will be placed in classes in accordance with Florida Department of Education regulations and Adult High School requirements. The Test of Adult Basic Education (TABE) may be required. For more information, visit the Adult High School webpage.

Orientation

Students entering the Adult High School are required to attend an orientation session to:

• Discuss educational plans;
• Ask questions about the program;
• Learn about College rules, regulations, programs and services offered;
• Complete the required registration forms for the first term of classes.

Graduation Requirements

The Adult High School program provides courses of study leading to completion of credits and passing state-mandated assessments necessary to qualify for a standard high school diploma.

To obtain a standard high school diploma, a student must earn the required 24 credits or the Academically Challenging Curriculum to Enhance Learning (ACCEL) option of 18 credits and successfully complete all statewide assessments. The ACCEL option allows students to earn a high school diploma by completing 14 core courses and 4 electives.

Most credits earned at an accredited secondary school may be transferred and applied to the credit requirement. All credits must be verified with a transcript or other evidence deemed acceptable by the College.

Required Credits: 18 Credit ACCEL Option
• English - Language Arts (4 credits required)
• Mathematics (4 credits required)
• Science (3 credits required)
• Social Science (3 credits required)
• Electives (4 credits required)

Required Credits: 24 Credit Option

• English - Language Arts (4 credits required)
• Mathematics (4 credits required)
• Science (3 credits required)
• Social Science (3 credits required)
• Electives (10 credits required)

Note: Please see a counselor/advisor for specific course requirements, descriptions, and prerequisites.

In addition to course requirements, the following are required for graduation:

1. A minimum of two credits including the final credit must be earned at the Adult High School.
2. An overall cumulative GPA of 2.0 on a 4.0 scale is required.
3. Students must successfully complete all state-mandated assessments to be eligible for a standard high school diploma. Upon request, a certificate of completion may be issued to students who successfully complete course requirements but do not pass the required assessments or earn a 2.0 cumulative GPA.
4. All financial obligations to the College must be satisfied.

Grading

A (90-100) Excellent
B (80-89) Good
C (70-79) Average
D (60-69) Below Average
F (59 or below) Failing

No credit is earned for courses with grades lower than "D."

Honors

Honors Recognition

Adult High School students taking three or more credits per term will be eligible for academic recognition if the appropriate averages are maintained for the Dean’s or Honor Roll list.

• Dean's List: Students with a grade point average (GPA) of 3.5 - 4.0 on all work accomplished in the given semester.
• Honor Roll: Students with a 3.0 - 3.49 on all work accomplished in the given semester.

Students who have earned the required GPA will receive a letter signed by the Dean of the School of Academic Foundations.

Honors Diploma

Students who have attended the Adult High School for at least two terms and completed at least six credits are eligible for academic recognition at graduation. The GPA is calculated on work completed at the Adult High School only. The designated honors are recorded on the student’s diploma and permanent transcript. Students who do not meet the residency requirements but whose overall cumulative GPA achieves the designated standards are also eligible to receive this recognition.

Grade Point Average for Honors:

• Cum Laude: 3.2 - 3.49
• Magna Cum Laude: 3.5 - 3.79
• Summa Cum Laude: 3.8 - 4.0

For more information about the Adult High School, please visit the Adult High School website or call 407.708.2129.

School of Academic Foundations Overview

The School of Academic Foundations provides practical instruction for adults who are seeking basic academic skills, a high school diploma, preparation for the GED® exam, personal enrichment and skill building.
The unique needs of the adult learner are met using individualized instructional programs and innovative classroom instruction. Classes are offered at Seminole State College campuses and at outreach sites throughout Seminole County, with day, evening and weekend hours available.

The School offers these programs:

- Adult Basic Education/GED®
- Adult High School
- English Language Studies

**Adult Basic Education**

Adult Basic Education classes at Seminole State are designed for students who need to improve their skills in reading, writing and mathematics. Courses also help students improve their job readiness skills and prepare for GED® classes. To be admitted, students must reach age eighteen (18) by the last day of their first semester.

- **Admission:** Applications are taken prior to the start of each session (Fall, Spring and Summer) at the Sanford/Lake Mary, Altamonte and Oviedo campuses.
- **Testing:** Placement is based on the results of the Test of Adult Basic Education (TABE). See the Testing and Assessment section of this catalog for more information.
- **Fees:** All qualifying students pay a $30 state-mandated fee upon initial registration in any semester.

Please visit the [ABE website](#) or call 407.708.2153 for more information. Additional admission requirements may apply.

**English Language Institute**

The English Language Institute (ELI) at Seminole State is designed for visitors to the United States on student visas who are not applying to the College. ELI courses are based primarily on academic preparation and include an introduction to U.S. culture. ELI students study on the Sanford/Lake Mary Campus for 18 to 20 hours each week. For current tuition information, please visit the [Language Institute website](#) or call 407.708.2120.

**Admissions**

ELI applicants should contact the International Student Office on the Sanford/Lake Mary Campus at 407.708.2172.

Only documents in English will be accepted. Translations must be completed by an official body; a notary public does not automatically qualify as a translator. Only original documents will be accepted. Facsimiles and photocopies will not be accepted.

The U.S. Department of Homeland Security requires international students to study full-time, which equals two consecutive semesters of Monday-Thursday classes, at a minimum.

International students who seek admission to the English Language Institute on an F-1 Visa (1-20 A-B) must:

1. Submit all application materials to the International Student Office prior to the deadline;
2. Complete an International Student Form;
3. Submit financial support documents, including:
   - A signed bank letter from the student or student’s sponsor(s) (as applicable), stating when an account was opened, the type of account and its current balance. It is possible to have more than one sponsor. The sponsor(s) do not need to reside in the United States, nor must they be relatives.
   - A signed and notarized [Seminole State Affidavit of Support](#).
   - As part of the admissions process, students on an F-1 visa must purchase and provide proof of health insurance from the College’s provider prior to enrolling in classes. Coverage must be maintained during their entire period of study. Insurance must be purchased for each academic year.

In addition, transfer students must submit the following:

- A completed International [Student Transfer Form](#);
- Photocopies of all former 1-20’s, I-94s (both sides) and passports.
English for Speakers of Other Languages

English for Speakers of Other Languages (ESOL) classes are designed to provide English language training for speakers of other languages for life and work skills and basic education study. They also focus on helping students create educational plans, search for employment, obtain a better job and become better citizens.

Seminole State offers intensive ESOL courses in the morning and non-intensive ESOL courses in the evening on the Altamonte Springs, Oviedo, and Sanford/Lake Mary campuses. Classes range from four to twenty hours per week, depending on the program selected. Courses are full semester in length with specific enrollment periods. Students study at one of six levels of English proficiency based on scores from the CASAS placement exam given by Seminole State.

Admission

Students apply for ESOL classes by contacting one of the Academic Foundations ESOL Student Services representatives on the campus of their choice:

- Altamonte Springs Campus: 407.404.6002
- Oviedo Campus: 407.971.5016
- Sanford/Lake Mary Campus: 407.708.2420

To qualify, applicants must be:

- 18 years of age or older;
- U.S. citizens, U.S. permanent residents, refugees or holders of other qualifying immigration documentation.

Residency and Fees

All qualifying students pay a $30 state-mandated fee upon initial registration in any semester.

English for Academic Purposes

English for Academic Purposes (EAP) courses are college credit preparatory and elective credit courses specifically designed to prepare students who are speakers of other languages for higher education or professional development. Students must apply to Seminole State College and are assessed to determine their levels of English language proficiency.

Students who have studied high school outside the United States or have studied ESOL in high school are assessed to determine their levels of English language proficiency. Students whose proficiency is lower than that required for ENC 1101 are placed into English courses based on the results of placement tests and a writing sample. Once students begin the EAP course series, they must complete the entire sequence of courses within the skill area indicated. Upon completion of each skill area sequence, students take program and exit exams to qualify for other college courses.

EAP course descriptions are available in the course descriptions section of this catalog. Tuition for EAP courses follows College guidelines per credit hour.

Domestic and international students must follow the guidelines provided by the College Admissions Department and the International Student Office. Please see the Admissions section of this catalog for more information.

For more information on EAP, please visit the English Language Studies webpage.

General Education Development (GED)

The General Education Development (GED®) program at Seminole State College provides non-credit instruction to prepare students to successfully complete the GED® test leading to a State of Florida High School Diploma.

Instruction is provided in the subject areas of language arts, science, social studies and mathematics. To be admitted to the GED® Prep Program, students must reach age eighteen (18) by the last day of their first semester.
Residency and Fees

All qualifying students pay a $30 state-mandated fee upon initial registration in any semester.

Admission

Applications for the GED® program are accepted on the Sanford/Lake Mary, Altamonte and Oviedo campuses.

• Students are required to submit the following:
  1. Documentation of age;
  2. A completed GED® application.
• Students who wish to transfer directly from a Seminole County high school or from a surrounding county must provide proof of withdrawal from the previous school attended.
• Any student who seeks admission to the GED® program and has been expelled or is being recommended for expulsion from Seminole County Public Schools or a surrounding school district will not be considered for admission until the student has completed the terms of the expulsion order and is eligible to return to the home high school.

• Additional admission requirements may apply.

State of Florida Diploma Requirements

For the most recent requirements to receive a State of Florida Diploma, visit the GED® Department web page.

Graduation

Students who receive a State of Florida High School Diploma and have attended Seminole State are eligible to participate in the College’s graduation ceremony which is held at the end of Fall and Spring terms.

Scholarships

The GED® program provides a competitive scholarship program for students to continue their college-level studies at Seminole State.

For more information about the GED® program, please visit the GED® Website.
Course Numbering and Prefixes

State of Florida Course Numbering System

Courses in this catalog are identified by prefixes and numbers that were assigned by Florida’s Statewide Course Numbering System (SCNS). This numbering system is used by all public postsecondary institutions in Florida and 27 participating nonpublic institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions. Students and administrators can use the online SCNS to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is at the SCNS website.

Each participating institution controls the title, credit and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the SCNS. The listing of prefixes and associated courses is referred to as the “SCNS taxonomy.” Descriptions of the content of courses are referred to as “statewide course profiles.”

Example of Course Identifier: ENC 1101

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Level Code</th>
<th>Century Digit (second digit)</th>
<th>Decade Digit (third digit)</th>
<th>Unit Digit (fourth digit)</th>
<th>Lab Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>No laboratory component in this course.</td>
</tr>
<tr>
<td>English Composition</td>
<td>Lower (Freshman) Level at this Institution</td>
<td>Freshman Composition</td>
<td>Freshman Composition Skills</td>
<td>Freshman Composition Skills I</td>
<td></td>
</tr>
</tbody>
</table>

General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions, as listed below in Exception to the General Rule for Equivalency.

For example, a freshman composition skills course is offered by 59 different postsecondary institutions. Each institution uses ”ENC_101” to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, "ENC” means ”English Composition,” the century digit "1" represents ”Freshman Composition,” the decade digit "0" represents ”Freshman Composition Skills,” and the unit digit "1" represents ”Freshman Composition Skills I.”

In the sciences and certain other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course that has the same prefix.
and course number but meets at a different time or place.

Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at a Florida College System institution is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent.

NOTE: Credit generated at institutions on the quarter-term system may not transfer the equivalent number of credits to institutions on the semester-term system. For example, 4.0 quarter hours often transfers as 2.67 semester hours.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area or subcategory of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the General Rule for Equivalency

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.

A. Courses not offered by the receiving institution.
B. For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question.
C. Courses in the _900-999 series are not automatically transferable and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Theses and Dissertations.
D. Applied academics for adult education courses.
E. Graduate courses.
F. Internships, apprenticeships, practica, clinical
experiences and study abroad courses with numbers other than those ranging from 900-999.

G. Applied courses in the performing arts (Art, Dance, Interior Design, Music and Theatre) and skills courses in Criminal Justice (accreditation courses) are not guaranteed as transferable. These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.).

Courses at Non-Regionally Accredited Institutions

The SCNS makes available, at http://scns.fldoe.org, a report titled "Courses at Non-regionally Accredited Institutions," that contains a comprehensive listing of all non-public institution courses in the SCNS inventory as well as each course’s transfer level and transfer effective date. This report is updated monthly.

Questions about the SCNS should be directed to: Carlene McNeil, Director, Curriculum, Credentialing and Academic Scheduling, Seminole State College, Office of Course and Curriculum Development; 100 Weldon Blvd., Sanford, FL 32773, or the Florida Department of Education, Office of Articulation, 1401 Turlington Building; Tallahassee, FL 32399-0400. Special reports and technical information may be requested by contacting the Statewide Course Numbering System office at 850.245.0427 or http://scns.fldoe.org. Appeals regarding course credit transfer decisions should be directed to the Office of Enrollment Services, Seminole State College, 100 Weldon Blvd., Sanford, FL 32773.

Guide to Course Prefixes and Corresponding Disciplines

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHS</td>
<td>Adult High School</td>
</tr>
<tr>
<td>AMH</td>
<td>American History</td>
</tr>
<tr>
<td>AML</td>
<td>American Literature</td>
</tr>
<tr>
<td>ANT</td>
<td>Anthropology</td>
</tr>
<tr>
<td>APA</td>
<td>Applied Accounting</td>
</tr>
<tr>
<td>ARC</td>
<td>Architecture</td>
</tr>
<tr>
<td>ARE</td>
<td>Art Education</td>
</tr>
<tr>
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<td>Art History</td>
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<td>ART</td>
<td>Art</td>
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<td>ASH</td>
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<td>ASL</td>
<td>American Sign Language</td>
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<td>Astronomy</td>
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<tr>
<td>BCA</td>
<td>Building Construction Apprenticeship</td>
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<td>Building Construction</td>
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<tr>
<td>BCT</td>
<td>Building Construction Trades</td>
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<td>BCV</td>
<td>Building Construction Vocational</td>
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<tr>
<td>BOT</td>
<td>Botany</td>
</tr>
<tr>
<td>BSC</td>
<td>Biological Sciences</td>
</tr>
<tr>
<td>BUL</td>
<td>Business Law</td>
</tr>
<tr>
<td>CAP</td>
<td>Computer Application Development</td>
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<tr>
<td>CBH</td>
<td>Comparative Psychology</td>
</tr>
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<td>CCJ</td>
<td>Criminology and Criminal Justice</td>
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<tr>
<td>CDA</td>
<td>Computer Design and Architecture</td>
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<td>Computer Engineering</td>
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<td>Computer Engineering Technology</td>
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<td>CGS</td>
<td>Computer General Studies</td>
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<td>Child Development</td>
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<td>Chemistry</td>
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<tr>
<td>CIS</td>
<td>Computer Science and Information Systems</td>
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<td>CJC</td>
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## Course Descriptions Listing

Terms listed are terms typically offered and are subject to change.

*Courses designated with an asterisk (*) will not meet the requirements for an Associate in Arts or Bachelors degree.

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<thead>
<tr>
<th>Course Code</th>
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<th>Terms</th>
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<td>Fall, Spring, Summer</td>
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<td>ACG2360</td>
<td>Cost Accounting</td>
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The use of accounting information for planning and control, capital investment, performance evaluation, decision-making, cash flow statements and financial statement analysis. Prerequisite: ACG 2021.

This course introduces the student to the theory and practice of financial accounting. Topics include the accounting cycle, analysis of financial statement transactions, financial statement preparation, accounting for assets, liabilities, equities, revenues and expenses. Accounting for entities, including partnerships and corporations is introduced. Prerequisite: APA 1111C or MAC 1105 with a grade of “C” or higher.

This course expands on topics covered in Financial Accounting course ACG 2021 and presents them within a conceptual framework determined by generally accepted accounting principles. Financial accounting functions, theory and recognition and measurement of assets are covered. Prerequisite: ACG 2021 with a grade of “C” or higher. Corequisite: ACG 2071.

This course is a study of the fundamentals of cost accounting within an industrial organization. The accounting functions relative to materials, labor and factory overhead are treated in detail. Job order and process cost systems are fully explored. Standard cost systems, budgeting and managerial control functions are also discussed. Prerequisites: ACG 2021 and ACG
2071 with a grade of "C" or higher.

ACG2941  Cooperative Education Internship in Accounting

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ACG2942  Cooperative Education Internship in Accounting

Offered as Needed  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ACG2944  Accounting AICE A-Level

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with passing scores of A, B, C, D or E on the Cambridge AICE British (Level A) exam.

ACG2949  Cooperative Education Internship in Accounting

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ACG3131  Intermediate Accounting I

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course deals with financial accounting practice and theory, including generally accepted accounting principles (GAAP), the conceptual framework, accounting information systems, including financial statement reporting and disclosures, the time value of money, cash controls, accounting and reporting for cash, receivables, inventories and long-term assets. Prerequisites: ACG 2021 and ACG 2071.
ACG3361  Intermediate Managerial Accounting

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

A study of budgeting and cost control systems, including a detailed study of manufacturing cost accounts and reports, job order costing and process costing. Includes introduction to alternative costing methods such as activity-based and just-in-time costing. Reviews planning of profit, cost, sales, cost and profit analysis, profit performance, pricing decisions and measurement. Prerequisites: ACG 2021 and ACG 2071.

* ACR0050C  HVACR Refrigeration Concepts

Fall, Spring, Summer  4.16 Credits - 125.00 Hours

This course encompasses classroom/lab study of refrigeration concepts within the HVACR industry. Areas of study include refrigeration theory and applications, refrigerant identification, its application and the handling and storage procedures. Students will also gain knowledge in refrigeration components and troubleshooting methods as well as characteristics of heat types and the application of heat. Lab fee required. Prerequisite: ACR 0100C.

* ACR0100C  HVACR Electrical Concepts

Fall, Spring  4.16 Credits - 125.00 Hours

This course encompasses classroom/lab study of the electrical concepts within the HVACR industry. Areas of study include safety practices, tool identification and use, mathematical skills used in the industry as well as HVACR application and diagram application. Students will gain knowledge in electrical theory, design, flow, wiring and sequence of operation. Lab fee required.

* ACR0217C  HVACR Technical Proficiency II

Fall  5.00 Credits - 150.00 Hours

This course encompasses classroom/lab study of advanced technical proficiency skills in the HVACR industry. Areas of study include hydronic systems, steam systems, as well as the properties of air. The students will also gain knowledge in refrigerant cycles, measuring indoor air quality, pneumatic control systems and thermal storage systems. Lab fee required. Prerequisite: ACR 0604C.

* ACR0311C  HVACR Technical Engineering I

Spring  5.00 Credits - 150.00 Hours

This course encompasses classroom/lab study of HVACR technical engineering skills. Areas of study include calculation of commercial heating and air-conditioning loads, air distribution loads, air distribution systems as well as commercial airside systems. Students will also gain knowledge in energy conservation equipment, building management systems and alternative HVAC systems within various case studies. Lab fee required. Prerequisite: ACR 0217C.

* ACR0423C  HVACR Technical Engineering II

Spring  5.00 Credits - 150.00 Hours

This course encompasses classroom/lab study of advanced HVACR technical engineering skills. Areas of study include electrical generation and distribution components, refrigeration-system vibration and insulation as well as commercial refrigeration pipe-sizing and troubleshooting procedures. Students will also gain knowledge in refrigeration storage systems, ice-making machines and refrigeration electrical-system skills. Lab fee required. Prerequisite: ACR 0311C.

* ACR0505C  HVACR Service Practices

Fall, Spring, Summer  4.16 Credits - 125.00 Hours

This course encompasses classroom/lab study of basic service practices in the HVACR industry. Areas of study include electrical motors, residential heating and air conditioning systems, ice machines and basic principles for ventilation piping and sizing. Students will gain knowledge in resume writing skills, job
interview techniques and proper service call procedures. Lab fee required. Prerequisite: ACR 0800C.

* ACR0590C HVACR Advanced Service Practices

Fall, Spring, Summer 4.16 Credits - 125.00 Hours

This course encompasses classroom/lab study of advanced service practices in the HVACR industry. Areas of study include digital controls, pneumatic controls and basic duct construction. Students will also gain knowledge in building pressurization, levels of blueprint reading and service call training. Lab fee required. Prerequisite: ACR 0590C.

* ACR0591C HVACR Technical Skills

Fall, Spring, Summer 4.16 Credits - 125.00 Hours

This course encompasses classroom/lab study of HVACR technical skills. Areas of study include project development, heat load calculations and hydronic specialties. Students will gain knowledge in a more advanced study of duct construction and ice machines, control sequence and application and perform a technical skills assessment. Lab fee required. Prerequisite: ACR 0590C.

* ACR0604C HVACR Technical Proficiency I

Fall 5.00 Credits - 150.00 Hours

This course encompasses classroom/lab study of technical proficiency skills in the HVACR industry. Areas of study include combustion theory and safety precautions for using combustion-type heating equipment and the operations of gas valves and regulators as well as maintaining, testing and adjusting commercial heating and air conditioning accessories. Students will also gain knowledge in retail and industrial refrigeration systems. Lab fee required. Prerequisite: ACR 0591C.

* ACR0800C HVACR Service Applications

Fall, Spring, Summer 4.16 Credits - 125.00 Hours

This course encompasses classroom/lab study of service applications within the HVACR industry. Areas of study include troubleshooting heating, air-conditioning and refrigeration control systems, soldering, brazing and welding techniques and mechanical joining methods. Students will gain knowledge in the policies and procedures for service technicians, professional ethics and legal responsibilities as well as system design basics. Lab fee required. Prerequisite: ACR 0050C.

* AER0071C Automotive Business Management/ Employability Skills

Spring 2.00 Credits - 60.00 Hours

Classroom instruction is provided in the organization and management of small automotive shops, employer-employee and customer relations, processing of work orders, parts inventory control, job search, relocation and interview techniques. Students will identify the advantages and disadvantages of owning and managing a business, identify acceptable work ethic and explain procedures for managing employer-employee and customer relations. Lab fee required.

* AER0072C Automotive Fundamentals and Service

Fall 5.50 Credits - 165.00 Hours

This course begins with an introduction to the automotive systems, tools and equipment and proper procedures for performing lubrication, tire and minor maintenance service on automotive vehicles. Included are use of service manuals, both paper and computer driven, use of measuring and special tools, use of digital volt-ohmmeters, safety and hazardous materials handling and identification and operation and minor service of various automotive systems. Lab fee required.

* AER0199C Automotive Engine Fundamentals
Summer

6.00 Credits - 180.00 Hours

The purpose of this course is to provide the student with an in-depth study of automotive engines, nomenclature of parts, engine types, sizes and operating principles. Engine overhaul procedures are studied and performed, including valve train service and machining. Emphasis is placed on proper diagnoses of engine problems, including loss of compression, lubrication of components, cylinder balance, noise and vibration problems. Lab fee required. Prerequisite: AER 0072C or permission of instructor.

* AER0399C Automotive Drive Trains

Summer

6.00 Credits - 180.00 Hours

This course introduces the student to the relationship between the engine, clutch, transmission, drive axle and differential. Organized learning experiences are provided in the operation, service and maintenance of mechanical and hydraulic clutches, manual and automatic transmissions, transaxles and differentials. Automatic transmission and transaxle operation and minor service is included. Lab fee required. Prerequisite: AER 0072C or permission of instructor.

* AER0499C Automotive Suspension and Brakes

Fall

9.00 Credits - 270.00 Hours

In this course emphasis is placed on safety and the use of proper procedures for diagnosing, inspecting and repairing brake and suspension systems. Theory and principles of operation are combined with laboratory work, which includes wheel alignment, suspension and brake systems, inspection, diagnosis and repair. Lab fee required. Prerequisite: AER 0072C or permission of instructor.

* AER0697C Automotive Electrical and Electronic Fundamentals

Spring

8.50 Credits - 255.00 Hours

This course provides an in-depth study of electrical and electronic theory, test equipment, wiring diagram interpretation, engine, body and chassis electrical systems. The student, on simulators, computer-based trainers and on-vehicle applications, will demonstrate application of theory. Included are actual work experiences and the use of modern diagnostic tools and equipment. Lab fee required. Prerequisite: AER 0072C or permission of instructor.

* AER0759C Automotive Heating/Air Conditioning Fundamentals

Spring

4.50 Credits - 135.00 Hours

This course is a systematic study of the heating and ventilation system, the engine cooling system, air conditioning system operation, temperature controls, refrigerants, recovery and recycling. Procedures for diagnosis, service and repair of air conditioning components are also covered. Lab fee required. Prerequisite: AER 0072C or permission of instructor.

* AER1073 Parts and Service

Fall

2.00 Credits - 2.00 Hours

This course will instruct the student in management policies and procedures as related to parts department operation and service department operation. Lab fee required.

* AER1082 Introduction to Vehicle Systems and Minor Service

Fall

3.00 Credits - 6.00 Hours

This course is designed to introduce the student to the various systems of the automobile. It includes instruction in shop practices. The student will learn minor repair procedures, including lubrication, wheel and tire, exhaust system service and new car pre-delivery services. Lab fee required.

* AER1197 Engine Diagnoses and Repair
Spring 4.00 Credits - 8.00 Hours

This course is a study of the principles of operational and problem diagnoses of the internal combustion engine. The theory of operation of the various engines in use is presented. Engines will be properly disassembled, parts identified, inspected, measured and reassembled. Proper testing and break-in procedures along with approved diagnostic troubleshooting procedures will be emphasized. Lab fee required. Prerequisite: AER 1602 or permission of instructor.

* AER1496 Steering and Suspension Systems

Summer 3.00 Credits - 6.00 Hours

The student will develop the knowledge and skills related to the operation and function of steering and suspension systems. Alignment, testing, diagnosis and repair of modern vehicle systems will be emphasized. Lab fee required. Prerequisite: AER 1602.

* AER1596C Brake Systems, Anti-Lock Brakes and Traction Control Systems

Spring 4.00 Credits - 8.00 Hours

This course is a study of the theory and operation of brake systems. Students will learn all aspects of the diagnosis, repair and testing of brake systems, including drum and disc brakes and power brake operation and repair, anti-lock brake, traction control and stability control systems. Lab fee required. Prerequisite: AER 1602 or permission of instructor.

* AER1602 Electrical/Electronic Systems I

Fall 4.00 Credits - 8.00 Hours

A comprehensive course introducing the student to the principles of electricity and electronics as applied to electrical systems. The principles of Ohm’s Law will lead the student into the use of digital volt ohmmeters and oscilloscopes utilizing lab and hands-on exercises. Proper diagnostic skills will be taught and applied through the troubleshooting and repair of problems on live vehicles. Lab fee required.

* AER1695 Chassis Electronics

Summer 3.00 Credits - 6.00 Hours

This course will cover automotive chassis-related electrical and electronic systems. Covered systems will include, but not be limited to, instrumentation, ride control, supplemental inflatable restraint system, four wheel steering and power accessories. Theory of operation and diagnosis will be emphasized. Lab fee required. Prerequisite: AER 1602.

AER1758 HVAC Systems

Summer 4.00 Credits - 8.00 Hours

This course is designed to develop an understanding of the theory and operation of modern heating and air conditioning systems as used on vehicles. Included are proper diagnostic and repair procedures. Recycling and storage of CFC’s and the effect on the environment is stressed. Lab fee required. Prerequisite: AER 1602.

* AER2298 Automatic Transmissions/Transaxles

Spring 4.00 Credits - 8.00 Hours

This course covers the operation of modern transmission and drive train components. The student will learn in detail overhaul, testing, diagnosis and repair procedures. Courses related to automatic transmission/transaxles will be included in the curriculum. These are subject to change as new courses replace outdated and obsolete courses. Lab fee required. Prerequisite: AER 1602.

* AER2398 Manual Transmissions/Drive Trains

Spring 3.00 Credits - 6.00 Hours

This course covers the operation of modern manual transmission and drive train components. Overhaul, testing, diagnosis and repair procedures will be
emphasized. Noise, vibration and harshness will be taught. Lab fee required. Prerequisite: AER 1602.

* AER2694  Electrical/Electronic Systems II

Fall  4.00 Credits - 8.00 Hours

This course will continue the study of electricity and electronics. It will begin with a review of semiconductor diodes and transistors and continue on through digital devices and microprocessors as applied to electronic and computer-controlled systems. Emphasis will be placed on testing and diagnosis of vehicle communication systems and subsystems. Hybrid, high voltage and electrical safety procedures will be covered. Lab fee required. Prerequisite: AER 1602.

* AER2820C  Driveability Diagnosis

Summer  3.00 Credits - 6.00 Hours

This course covers classroom and lab experiences related to approved techniques for diagnosis of driveability problems. Course content will include, but not be limited to, brake, steering and suspension, transmission and drive train, engine and performance diagnoses, including various computer-controlled systems. Lab fee required. Prerequisite: AER 1602.

* AER2840  Engine Control Systems

Fall  4.00 Credits - 8.00 Hours

This course will teach the theory and operation of engine control systems. Emphasis is on approved diagnostic procedures, testing and repair of fuel injected gasoline engine controls. Covered topics include fuel injection, spark and emission control systems and diagnosis. Lab fee required. Prerequisite: AER 1602.

* AER2870C  Alternative Fuel and Propulsion Systems

Spring  3.00 Credits - 6.00 Hours

This course introduces the student to emerging technology and alternative fuel propulsion systems. Safety, theoretical operation and service procedures are discussed and practiced in the laboratory environment. Personal protective equipment, high voltage systems, hybrid and electric vehicle components and diagnostic service procedures are emphasized. Hybrid vehicle powertrain sub-systems are explored and unique features that distinguish these vehicles from conventional automobiles are discussed. Prerequisite: AER 2694.

* AER2905  Directed Independent Study in Automotive

Offered as Needed  3.00 Credits - 3.00 Hours

This course is scheduled for individual ASE Certified Technicians to facilitate the transition into the Automotive Service Management Technology Associate in Science Degree.

* AER2920  Selected Studies in Automotive - Automotive Practicum

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course offers the automotive student additional lab experiences to complete the necessary requirements for the Automotive A.S. degree program or automotive dual enrollment. The lab experiences will vary depending on the needs of the student. Lab experiences include automotive service shop workflow processes such as safety, diagnostics, repair and interpreting service information.

* AER2931  Selected Studies in Automotive - Automotive Practicum

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course offers the automotive student additional lab experiences to complete the necessary requirements for the Automotive A.S. degree program or automotive dual enrollment. The lab experiences will vary depending on the needs of the student. Lab experiences include automotive service shop work-
flow processes such as safety, diagnostics, repair and interpreting service information.

* AER2940  Cooperative Education Internship
Automotive Technology

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: Student must have a degree plan of AUTO-AAS at Seminole State College, appropriate job/internship placement and permission from the Career Development Center and Automotive department.

* AER2941  Cooperative Education Internship in
Automotive Mechanics

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: Student must have a degree plan of AUTO-AAS at Seminole State College, appropriate job/internship placement and permission from the Career Development Center and Automotive department.

* AER2942  Cooperative Education Internship in

Automotive Technology

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: Student must have a degree plan of AUTO-AAS at Seminole State College, appropriate job/internship placement and permission from the Career Development Center and Automotive department.

* AER2943  Cooperative Education Internship
Automotive Technology

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program.

* AER2949  Cooperative Education Internship in
Automotive Technology

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the
completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: Student must have a degree plan of AUTO-AAS at Seminole State College, appropriate job/internship placement and permission from the Career Development Center and Automotive department.

AMH1000 Origins of American Civilization

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in United States History.

AMH1042 U.S. History - Cambridge

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Cambridge examination in History - The History of the USA, c. 1840-1968.

AMH1056 The Civil War and Reconstruction DSST Exam DANTES

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is granted to students with passing scores of 47 or higher on the DSST Examination (DANTES) in the Civil War and Reconstruction.

AMH1059 A History of Vietnam War - DSST

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the DSST (DANTES) examination in A History of Vietnam War.

AMH2010 United States History to 1865

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course begins with European arrival in the New World and moves on to colonial America, examining early America regionally. Pre-revolutionary America warrants special attention, including the French and Indian War leading to the Stamp Act and the activities of Boston's "Sons of Liberty." The Declaration of Independence and the U.S. Constitution are examined in detail. Jeffersonian and Jacksonian democracy, westward expansion and the events and issues leading to the American Civil War conclude the course. The role of women and various ethnic groups in the development of America are considered throughout the course. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.

AMH2010H Honors United States History to 1865

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course begins with European arrival in the New World and moves on to Colonial America, examining early America regionally. Pre-revolutionary America warrants special attention, including the French and Indian War leading to the Stamp Act and the activities of Boston's "Sons of Liberty." The Declaration of Independence and the U.S. Constitution are examined in detail. Jeffersonian and Jacksonian democracy, westward expansion and the events and issues leading to the American Civil War conclude the course. The role of women and various ethnic groups in the development of America are considered throughout the course. Honors level content. Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites or corequisites: ENC 1101 with a grade of "C" or higher and be an Honors program student.

AMH2020 United States History 1865 to Present

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course begins with the "Reconstruction" period and examines the problems of reunifying America. The
nation's industrial period gets close attention, as does the rise of American cities and their accompanying social and political problems. U.S. Imperialism and the Spanish-American War are examined. The "Progressive" period, which includes emphasis on the American Labor Movement and the demand for women's rights are included. World War I and its aftermath in the "Roaring Twenties" are analyzed. The Great Depression and World War II are detailed. The conflicts of the late twentieth century, including the Cold War, Korea, Vietnam and the American Civil Rights Movement are examined. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Social Science/History requirement for A.A. degree seeking students and the Florida state civic literacy requirement per Florida Statues Section 1007.25 for all students. Prerequisite or corequisite: ENC 1101.

AMH2020H  Honors United States History 1865 to Present

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course begins with the "Reconstruction" period and examines the problems of reunifying America. The nation's industrial period gets close attention, as does the rise of American cities and their accompanying social and political problems. U.S. Imperialism and the Spanish-American War are examined. The "Progressive" period, which includes emphasis on the American Labor Movement and the demand for women's rights are included. World War I and its aftermath in the "Roaring Twenties" are analyzed. The Great Depression and World War II are detailed. The conflicts of the late twentieth century, including the Cold War, Korea, Vietnam and the American Civil Rights Movement are examined. Honors level content. Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Social Science/History requirement for A.A. degree seeking students and the Florida state civic literacy requirement per Florida Statues Section 1007.25 for all students. Prerequisites or corequisites: ENC 1101 with a grade of "C" or higher and be an Honors program student.

AMH2035  The United States 1945 to Present

Fall, Spring 3.00 Credits - 3.00 Hours

This course examines the major political, social, economic, cultural, military and diplomatic development that shaped the development of the modern American nation since 1945, including World War II, the Cold War, the McCarthy Era, the complacent fifties, the turbulent sixties, the disillusioning seventies and the search for new directions since, to include the 1980's. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.

AMH2070  History of Florida

Fall 3.00 Credits - 3.00 Hours

This course presents the history of Florida from the pre-Columbian era to the present with a special focus on Central Florida. Topics include pre-contact, colonial and modern periods with emphasis on political developments, population growth and associated social, economic and environmental issues. Corequisite: ENC 1101.

AMH2090  United States Women's History

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course will cover the role of women in American history from the colonial period to the present. Emphasis will be placed upon the contributions of women to the development of colonial America and their role in pre-Revolutionary times. A separate section will analyze women during the War of Independence and the writing of the U.S. Constitution. Women during the early Republic on the eve of the Civil War and their role in the Reconstruction of America will likewise be discussed. Also addressed is the topic of women as leaders of the "Progressive" movement and during World War I and World War II. The "Women's Lib" movement of the 1960s and 1970s is examined and the role of women in America today concludes the course. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.
AMH2090H  Honors United States Women's History

Fall, Spring  3.00 Credits - 3.00 Hours

This course will cover the role of women in American history from the colonial period to the present. Emphasis will be placed upon the contributions of women to the development of colonial America and their role in pre-Revolutionary times. A separate section will analyze women during the War of Independence and the writing of the U.S. Constitution. Women during the early Republic on the eve of the Civil War and their role in the Reconstruction of America will likewise be discussed. Also addressed is the topic of women as leaders of the “Progressive” movement and during World War I and World War II. The “Women’s Lib” movement of the 1960s and 1970s is examined and the role of women in America today concludes the course. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: Acceptance into Honors program and ENC 1101 or corequisite ENC 1101H.

AMH2091  African American History

Fall, Spring  3.00 Credits - 3.00 Hours

This course analyzes the tribal and national background of Africans before their forced migration to Latin and North America. It examines the so-called “Triangle Trade,” Africans in colonial and revolutionary America and the lives of free Black Americans as well as those held in bondage. A close look at the Abolitionist Movement and the American Civil War is included. Prominent African Americans from Benjamin Banneker and Phyllis Wheatley to Martin Luther King and Maya Angelou will be studied. The political, social, economic and religious positions and circumstances of African Americans in the twentieth century will conclude the course. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: Acceptance into Honors program and ENC 1101 or corequisite ENC 1101.

AMH2905  Directed Studies in American History

Offered as Needed  3.00 Credits - 3.00 Hours

This course content and subject are variable, which allows the student to pursue special academic interest in greater depth than is possible in existing history courses. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101 or ENC 1101H.

AMH2930  Selected Studies in American History

Offered as Needed  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction. This course may be taken four times for credit. Prerequisite or corequisite: ENC 1101.

AMH2931  Selected Studies in U.S History

Offered as Needed  1.00 Credit - 1.00 Hour

This course covers topics of current interest.

AML2010  American Literature I

Fall  3.00 Credits - 3.00 Hours

American Literature I is a survey of the historical and cultural development of American belles-lettres from 1630 to the late nineteenth century with attention to the influence of prevalent ideas and expressions of the age. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1102 with a grade of “C” or higher or permission of instructor.

AML2020  American Literature II

Spring  3.00 Credits - 3.00 Hours

This course is a survey of the historical and cultural development of American literature from the late nineteenth through the twentieth century. It focuses on the fiction, poetry and drama that precede and constitute the Modern Era. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1102 with a grade of “C” or higher or permission of the instructor.
AML2600  Survey of African American Literature
Fall  3.00 Credits - 3.00 Hours
This course will provide a brief, but comprehensive study of the writing styles of selected African American writers. This study will include a historical perspective of the racial climate in American society, the connection between literature by African Americans and will examine current criticism on selected texts. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1102 with a grade of “C” or higher or permission of the instructor.

ANT1410  Social Anthropology IB
Offered as Needed  3.00 Credits - .00 Hours
Credit for this course is awarded to entering students with an appropriate score on the International Baccalaureate (IB) examination in Social Anthropology.

ANT2000  General Anthropology
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course covers the study of man. It is an introductory course covering the economic, cultural, social and political development and technology of primitive societies. Attitudes, approach to problems and the general way of life of primitive societies are compared with modern societies. The course also provides a brief introduction to the development of fossil man and archaeology. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Social Science/History requirement for A.A. degree seeking students. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher or corequisite ENC 1101.

ANT2410  Introduction to Cultural Anthropology
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course will explore the nature, characteristics and content of culture from an anthropological perspective by examining the economy, art, religion, politics, language and kinship patterns of individual human societies. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Credit for this course is also awarded to entering students with appropriate scores on the International Baccalaureate (IB) examination in Social Anthropology. Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

ANT2930  Selected Studies in Anthropology
Offered as Needed  3.00 Credits - 3.00 Hours
In this course, topics of current interest are presented in group instruction. This course may be taken four times for credit. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.

ANT2941  Cooperative Education Internship in Anthropology
Offered as Needed  1.00 Credit - 1.00 Hour
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at
Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**ANT2949  Cooperative Education Internship in Anthropology**

Offered as Needed 3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**APA1111C  Office Accounting I**

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course provides instruction and practice in the fundamentals of accounting. Selected topics include accounts payable and receivable, cash control systems, worksheets, financial statements, adjusting and closing entries, purchases and cash payments, sales and cash receipts and payroll. This course may be used to provide a foundation for financial accounting. Activities are recorded manually and in an accounting software program. Lab fee required.

**APA1112C  Office Accounting II Using QuickBooks**

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

In this course, students will learn to use Quickbooks, a computerized accounting software program. Selected topics include setting up a company, setting up and modifying a chart of accounts, tracking invoices and customer payments, entering and paying bills, tracking inventory, using banking features and preparing financial reports. Lab fee required. Prerequisite: APA 1111C or ACG 2021.

**APA2941  Cooperative Education Internship in Accounting**

Offered as Needed 1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.
APA2942  Cooperative Education Internship in Accounting

Offered as Needed  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

APA2949  Cooperative Education Internship in Accounting

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ARC1301C  Architectural Design I

Fall, Spring  3.00 Credits - 4.00 Hours

This course introduces the student to the basic concepts of architectural design, including aspects and determinants of form and space. Drafting skills and the concepts of graphic communication are introduced and developed. Lab fee required.

ARC2930  Selected Studies in Architectural Design

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction. This course may be taken four times for credit. Lab fee required.

ARC2941  Cooperative Education Internship in Architectural Design

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ARC2942  Cooperative Education Internship in Architectural Design

Fall, Spring, Summer  2.00 Credits - 2.00 Hours
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ARC2949 Cooperative Education Internship in Architectural Design

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ARE2000 Art and Creative Expression

Fall, Summer 3.00 Credits - 3.00 Hours

This course provides a study of the techniques used in art, music, storytelling and dramatic activities with young children, birth through age eight, with emphasis on interdisciplinary learning. Students plan, implement and evaluate experiences that will contribute to the creative, motor, affective, perceptual, cognitive and aesthetic development of the young child.

ARH1000 Art Appreciation

Fall, Spring 3.00 Credits - 3.00 Hours

This course introduces students to art from a variety of cultures and historical contexts. Topics include major art movements, varieties of materials and aesthetic theories. Coursework covers formal terms, elements and principles common to the study of art and architecture. The course stresses the relationship of design principles to various art forms including, but not limited to, sculpture, painting and architecture. Upon completion, students should be able to identify and analyze a variety of artistic styles, periods and media and students will have an increased vocabulary of art terminology. This class satisfies the General Education State Core Humanities requirement for A.A. degree seeking students. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

ARH2050 Art History I

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is an integrated study of the main developments of the visual art forms (architecture, sculpture and painting) from Paleolithic man to the Early Renaissance. World art will be integrated into the content. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.
ARH2051  Art History II

Spring  3.00 Credits - 3.00 Hours

This course is an integrated study of the main developments of the visual art forms (architecture, sculpture and painting) from the 16th century to the present. World art will be integrated into the content. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

ART1012  Visual Arts IB

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the International Baccalaureate examination in Visual Arts.

ART1014  Visual Arts IB

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the International Baccalaureate examination in Visual Arts.

ART1201C  Design Fundamentals I

Fall, Spring, Summer  3.00 Credits - 5.00 Hours

This course provides an investigation into the dynamics of various organizing principles while exercising both traditional and contemporary media. Students explore the visual elements and fundamental principles of design in order to determine the constructs of order. Elements of visual literacy are also used to explore issues of symbol and human communication. Process and development are emphasized. This course is suitable for both the art major and non-art major. Lab fee required.

ART1203C  Design Fundamentals II

Fall, Spring, Summer  3.00 Credits - 5.00 Hours

This course involves the formal understanding and manipulation of the basic organizing principles of the three-dimensional world (point, line, plane, mass, volume, density and form). Students learn how to create and construct three-dimensional situations using basic hand tools and inexpensive, readily available materials. Three-dimensional design also involves the relationship of perceptual issues to manipulation of three-dimensional situations. This course is suitable for both the art major and the non-art major. Lab fee required. Prerequisite: ART 1201C.

ART1300C  Drawing I

Fall, Spring, Summer  3.00 Credits - 5.00 Hours

While acquiring various hand skills, the student addresses traditional and contemporary problems of representation and composition. Observation, analysis and organization are the basis for draftsmanship. This course includes studies of line, plane, mass, volume, perspective, chiaroscuro, form and density. Additionally, students are introduced to a wide variety of drawing media. This course is suitable for both the art major and the non-art major. Lab fee required.

ART1301C  Drawing II

Fall, Spring, Summer  3.00 Credits - 5.00 Hours

The student uses skills gained in Drawing I to explore the development of a personal vision with regard to drawing concepts and visual composition. Color is introduced along with a painterly attitude toward depicting observational form. Drawing of the human figure is introduced with an emphasis on gesture, visual analysis and anatomy. Drawing skills are adapted into contemporary artistic concerns including the use of series. Lab fee required. Prerequisite: ART 1300C.

ART2330C  Figure Drawing
Fall 3.00 Credits - 5.00 Hours

This course approaches the representation of the human figure through the study of structure, proportion, scale, anatomy and life qualities. Emphasis is on the act of seeing, recording and interpreting. Live models are used with an exploration of dry and wet media. Recommended for art majors and animation majors. Lab fee required. Prerequisite: ART 1301C with a grade of "C" or higher or permission of instructor.

ART2400C Printmaking I

Spring 3.00 Credits - 5.00 Hours

This course is an introduction to the basics of printmaking. Technical presentations will familiarize the student with intaglio, relief, silkscreen processes and concepts of image-making. Students experience the artistic growth of imagery and technique while learning the use of tools, techniques and machinery used in printmaking. Emphasis is placed on the unique image-making properties of the processes explored. Use of the computer to explore photographic printmaking is introduced. This course is suitable for both the art major and the non-art major. Lab fee required. Prerequisite: ART 1201C or ART 1300C.

ART2401C Printmaking II

Fall 3.00 Credits - 5.00 Hours

The student will use skills gained in Printmaking I to further explore technical and aesthetic issues related to the intaglio, relief and silkscreen processes. Use of the computer as it relates to printmaking is further explored. Contemporary issues of printmaking and visual art are addressed. Lab fee required. Prerequisite: ART 2400C.

ART2500C Painting I

Fall, Spring 3.00 Credits - 5.00 Hours

This course is an introduction to technical and formal issues in acrylic and/or oil painting. This course is designed to assist the student in developing a visual language by emphasizing conceptual form, structure and content of the work produced. Students explore different methods of achieving visual dexterity with a focus on technique as it applies to meaning. A historical context to painting as a serious art form is introduced. This course is suitable for both the art major and the non-art major. Lab fee required. Prerequisite: ART 1201C or ART 1300C.

ART2501C Painting II

Fall, Spring 3.00 Credits - 5.00 Hours

The student uses skills gained in Painting I to explore a personal vision with regard to painting concept and image development. Discovery, individual voice and focus will be used to promote the student’s interests through specific projects. This course considers contemporary issues in painting with an emphasis on movements and attitudes prevalent in the post-World War II art world. Lab fee required. Prerequisite: ART 2500C.

ART2570C Fresco Painting

Fall, Spring 3.00 Credits - 5.00 Hours

This course is an introduction to the techniques, materials, history and theory of fresco painting. Lab fee required. Prerequisite: ART 1300C.

ART2750C Ceramics I

Fall, Spring, Summer 3.00 Credits - 5.00 Hours

This course is an introduction to techniques and a variety of content and expression available to the ceramic hand-builder. The emphasis is to enable the student to realize dimensional imagery in clay from sculpture to pottery. The complete ceramic process is introduced. Students are encouraged to create individual expressions. This course is suitable for both the art major and the non-art major. Lab fee required.

ART2751C Ceramics II
Fall, Spring, Summer 3.00 Credits - 5.00 Hours

This is an intermediate-level course where the student explores the ceramic process ranging from sculpture to pottery. This course further develops techniques and a variety of content and expression available in both wheel thrown pottery and hand-building. Assignments are used to explore the connection among potential functions, aesthetics and concepts. Students are encouraged to give expression to a personal statement within the ceramic process. Lab fee required. Prerequisite: ART 2750C.

ART2906C Directed Studies in Ceramics

Fall, Spring 3.00 Credits - 3.00 Hours

This course is scheduled for the individual student who wishes to explore special ceramics topics in greater depth than is possible in existing ceramics courses. The student must present a learning contract to the faculty member who is to direct the work. This course may be taken two times for credit. Lab fee required. Prerequisites: ART 2750C and ART 2751C and instructor permission.

ART2930C Selected Studies in Art

Offered as Needed 3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction. Lab fee required.

ART2941 Cooperative Education Internship in Art

Offered as Needed 1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ART2942 Cooperative Education Internship in Art

Offered as Needed 2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ART2949 Cooperative Education Internship in Art

Offered as Needed 3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at
Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

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**ART2950**  
**Travel Study in Art**  
Offered as Needed  
3.00 Credits - 3.00 Hours

This is an art travel/study course combining preparation on campus, travel and study. Content is variable depending on the program in which the student enrolls and the specific topics to be covered. Students must be 18 years of age on or before departure.

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**ASH1044**  
**Introduction to the Modern Middle East**  
DSST Exam DANTES  
Offered as Needed  
3.00 Credits - .00 Hours

Credit for this course is granted to students with scores of 47 or higher on the DSST Examination (DANTES) in Introduction to the Modern Middle East.

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**ASH2021**  
**East Asian History (China, Japan and Korea)**  
Spring  
3.00 Credits - 3.00 Hours

This course examines the history of China, Japan and Korea from 1600 to the present. It will examine the major political, cultural and religious influences during this period. It will also examine the influence of East Asia on the European and American economies and vice versa. Prerequisite: ENC 1101.

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**ASL1140**  
**American Sign Language I**  
Fall, Spring, Summer  
4.00 Credits - 4.00 Hours

This course is designed as an introduction to the principles of American Sign Language (ASL) and the deaf culture. The student will be instructed in the study of ASL linguistic structure and develop a 300+ conceptually accurate sign vocabulary. Emphasis will be placed on conversational expressive/receptive skills and protocol. Lab fee required.

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**ASL1150**  
**American Sign Language II**  
Fall, Spring, Summer  
4.00 Credits - 4.00 Hours

In this course, the deaf culture and principles related to an intermediate level of conceptual sign language will be emphasized. Complex grammatical structure and construction will be introduced. Students will develop advanced receptive and expressive conversation skills. Lab fee required. Prerequisite: ASL 1140.

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**ASL1160**  
**American Sign Language III**  
Fall, Spring  
4.00 Credits - 4.00 Hours

This course is designed to be a continuation of American Sign Language II and is intended to increase competence in American Sign Language (ASL). Receptive and expressive skills are further developed. The student will study cultural anthropology as related to the deaf, sign syntax analysis, neural basis of sign linguistics, the community of the deaf, educational effect, deaf history and accommodations. Lab fee required. Prerequisites: ASL 1140 and ASL 1150 with a grade of “C” or higher.

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**AST1002**  
**Introduction to Astronomy**  
Fall, Spring, Summer  
3.00 Credits - 3.00 Hours

This course is a survey of the elementary aspects of the astronomical universe. Topics include the history and growth of astronomy, instrumentation, solar system, stars, galaxies and cosmology. Star-gazing sessions and planetarium trips are included to identify the prominent constellations and stars. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students.
AST1002H  Honors Introduction to Astronomy

Offered as Needed  3.00 Credits - 3.00 Hours

This course is a survey of the elementary aspects of the astronomical universe. Topics include the history and growth of astronomy, instrumentation, solar system, stars, galaxies and cosmology. Star-gazing sessions and planetarium trips are included to identify the prominent constellations and stars. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisite: Acceptance into the Honors Program or permission from the Honors Director.

AST1002L  Introduction to Astronomy Laboratory

Fall, Spring  1.00 Credit - 3.00 Hours

This is a basic astronomy laboratory for those registered in Introduction to Astronomy. Laboratory work will include constellation identification, telescope work, use of the planetarium and an introduction to the basic experimental techniques used in astronomy. Lab fee required. Prerequisite or corequisite: AST 1002.

AST2930  Selected Studies in Astronomy

Offered as Needed  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction. This course may be taken four times for credit.

BAN1501  Money and Banking DSST Exam DANTES

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with scores of 48 or higher on the DSST Examination (DANTES) in Money and Banking.

* BCA0001  Introduction to the Construction Industry

Fall  3.00 Credits - 90.00 Hours

This course encompasses the fundamentals of the construction field. Students will gain knowledge with a basic introduction to the construction industry including safety, math skills, blueprint reading, hand and power tools and basic rigging. Students will obtain CPR, First Aid and OSHA certifications and will acquire human relations skills, interpersonal relationship skills and workplace productivity skills. In addition, students will be introduced to the basic functions of a computer.

* BCA0002  Basic Construction Skills

Fall, Spring  3.10 Credits - 93.00 Hours

This course will provide a basic introduction to construction and will include basic safety, basic math, introduction to tools, basic rigging, introduction to blueprints and the identification of electrical conductors, devices and conduits.

* BCA0301  Pre-Apprenticeship Basic Construction Skills B

Spring  6.00 Credits - 180.00 Hours

This course will provide information on the National Electrical Code, blueprint reading and job site use, material identification, electrical safety on the job site, electrical theory mathematics, formulas, power tools and their use, OSHA, CPR and First Aid and the use and installation of electrical wiring, material and equipment.

* BCA0441L  Plumbing OJT

Fall, Spring, Summer  21.33 Credits - 640.00 Hours

This application-based course encompasses the actual on-the-job training performance and proficiency of all plumbing trade skills. This course may be repeated up to four times.
* BCA0442L  Plumbing OJT

Fall, Spring, Summer  22.67 Credits - 680.00 Hours

This application-based course encompasses the actual on-the-job training performance and proficiency of all plumbing trade skills. This course may be repeated up to eight times.

* BCA0451  Fundamentals of Plumbing II

Fall  3.00 Credits - 90.00 Hours

This course encompasses the fundamentals of trade math, drawings and specifications, trenching, grading and joining pipe. The student will develop the skills used in connecting sewer mains and installing roof, floor and area drains and their supports.

* BCA0452  Fundamentals of Plumbing III

Fall  3.00 Credits - 90.00 Hours

This course encompasses the fundamentals of drawings, local plumbing code, offsets and angles, venting and waste installation. Students will be introduced to the equipment necessary for installing lift stations and sump pumps.

* BCA0453  Fundamentals of Plumbing IV

Fall  3.00 Credits - 90.00 Hours

This course encompasses the fundamentals of sizing water supply and drainage systems along with fixture demand and code requirements.

* BCA0454  Advanced Plumbing I

Spring  3.00 Credits - 90.00 Hours

This advanced course encompasses a basic introduction to the construction industry along with trade-specific math skills and blueprint reading. Students will also gain knowledge in the techniques of pipe joining, pipe cutting, pipe threading and installation of various piping systems.

* BCA0455  Advanced Plumbing II

Spring  3.00 Credits - 90.00 Hours

This advanced course encompasses layout and installation of piping systems and fixtures. The student will gain knowledge in basic fixtures, valves, pneumatic and hydrostatic testing and shall be able to demonstrate setting fixtures.

* BCA0456  Advanced Plumbing III

Spring  3.00 Credits - 90.00 Hours

This course encompasses water pressure, shock arrestors, back flow preventers, filtering and softening water, sanitizing water supply, fixture location, piping for solar heating and natural gas fired heating units.

* BCA0457  Advanced Plumbing IV

Spring  3.00 Credits - 90.00 Hours

This course covers compressed air piping systems, corrosive resistant waste piping, medial gas piping and private waste disposal and water supply systems. The student will also gain knowledge in the installation of swimming pools and hot tubs.

* BCA0470  Fundamentals of Fire Sprinklers I

Fall, Spring  2.00 Credits - 60.00 Hours

This course encompasses the fundamentals of the construction field. Students will gain knowledge with a basic introduction to the construction industry, including safety, math skills, blueprint reading, hand and power tools and basic rigging. Students will obtain CPR, First Aid and OSHA certifications.

* BCA0471  Fundamentals of Fire Sprinklers II

Fall  2.00 Credits - 60.00 Hours
This course encompasses additional fundamentals of the construction field. Students will acquire human relations skills, interpersonal relationship skills, workplace productivity skills and will be introduced to the basic functions of a computer. In addition, this course encompasses the types of pipe hangers, supports and restraints found on the job and identifies various materials in threading piping systems. The student will also gain knowledge in flanged, grooved and plain-end fittings.

* BCA0472  Fundamentals of Fire Sprinklers III

** Fall **  2.00 Credits - 60.00 Hours

This course encompasses general math trade skills and types of construction and plans used for the installation of sprinkler systems. The student will also gain knowledge in basic hydraulic concepts and selection of hydraulic design methods.

* BCA0473  Fundamentals of Fire Sprinklers IV

** Fall **  2.00 Credits - 60.00 Hours

This course encompasses the fundamentals of fire pumps and the beginning basics of special extinguishing systems.

* BCA0474C  Intermediate Fire Sprinklers I

** Spring **  2.00 Credits - 60.00 Hours

This course encompasses additional fundamentals of the construction field. Students will acquire human relations skills, interpersonal relationship skills, workplace productivity skills and will be introduced to the basic functions of a computer. In addition, this course encompasses the types of pipe hangers, supports and restraints found on the job site and identifies various materials in threading piping systems. The student will also gain knowledge in flanged, grooved and plain-end fittings.

* BCA0475  Intermediate Fire Sprinklers II

Spring  2.00 Credits - 60.00 Hours

This course encompasses the installation of underground fire mains and trim outs, purification and flow tests, test forms and approving authority requirements and tests, standpipe systems and classifications and codes.

* BCA0476  Intermediate Fire Sprinklers III

Spring  2.00 Credits - 60.00 Hours

This course encompasses the chemical and physical properties of water, the different water supplies available for automatic fire sprinkler systems and the fundamentals of fire pumps. The student will also gain knowledge in the different types of pre-action and deluge systems along with troubleshooting techniques.

* BCA0477  Intermediate Fire Sprinklers IV

Spring  2.00 Credits - 60.00 Hours

This course encompasses a more advanced look at special extinguishing systems, system design and inspection and maintenance.

* BCA0478  Advanced Fire Sprinklers I

** Summer **  1.20 Credits - 36.00 Hours

This advanced course encompasses types of fire sprinkler systems, control valves, fire sprinkler symbols and hazards and required code capacities and times.

* BCA0479  Advanced Fire Sprinklers II

** Summer **  1.20 Credits - 36.00 Hours

This course encompasses the final testing and inspection of a fire protection system, spacing location, position of sprinkler heads, hydraulic calculated systems, types of fire protection systems and valves, supplemental fire detection tests and code requirements.
* BCA0494  Advanced Fire Sprinklers III  

**Summer**  
1.20 Credits - 36.00 Hours  

This course encompasses an advanced look at special extinguishing systems and the inspection and maintenance of fire sprinkler systems. The student will also gain knowledge in the responsibilities and leadership skills needed to be a foreman.

* BCA0495  Advanced Fire Sprinklers IV  

**Summer**  
1.20 Credits - 36.00 Hours  

This is an advanced course encompassing foremanship responsibility.

* BCA0496L  Fire Sprinkler OJT  

**Fall, Spring, Summer**  
21.33 Credits - 640.00 Hours  

This application-based course encompasses the actual on-the-job training performance and proficiency of all fire sprinkler trade skills. This course may be repeated up to three times.

* BCA0497L  Fire Sprinkler OJT  

**Fall, Spring, Summer**  
22.67 Credits - 680.00 Hours  

This application-based course encompasses the actual on-the-job training performance and proficiency of all fire sprinkler trade skills. This course may be repeated up to six times.

BCN1060C  Basic Home Maintenance  

**Fall, Spring, Summer**  
2.00 Credits - 2.00 Hours  

Routine home maintenance is the key to prevent small problems from turning into large, more expensive repairs. Maintenance also ensures the proper operation and optimal performance of the main mechanical systems of the home. This course is designed to help the homeowner create a personal Monthly Home Maintenance Checklist and to identify essential equipment for a toolkit. Step-by-step, in-class demonstrations will offer the student hands-on experience as to how to undertake these tasks. Topics include, but are not limited to, the proper cleaning and replacement of air-conditioner filters, how to flush the air conditioner drain line to prevent clogs, hot water heater maintenance (i.e., drain the tank to remove calcium build-up), repairing a leaky faucet or toilet and weatherizing doors and windows. Safety guidelines will be presented throughout the course and will include basic hand and power tool safety and electrical panel safety. Lab Fee required.

BCN1221  Introduction to Building Construction  

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours  

This course provides a broad overview of the built environment and the architectural, engineering and construction (A/E/C) industry as well as different career paths within the industry. It offers insight into the processes, the people and the practices involved to make a building from a concept to reality. The course introduces students to the construction process and those individuals who manage that process. Construction management involves the organization, coordination and strategic effort applied to the construction activities and the numerous resources needed to achieve the building objective. Construction management combines both the art and science of building technology with the essential principles of business, management, computer technology and leadership.

BCN1579  Tiny House Living: Less is More  

**Fall, Spring**  
3.00 Credits - 3.00 Hours  

This course addresses the Tiny House phenomenon from a lifestyle, design and construction perspective. Students will be introduced to the Tiny House Movement, financial independence, freedom and ecological responsibility. Various types of Tiny Homes (400 square feet or less) from homes on wheels to ones with concrete foundations, will be presented and the pros/cons of each discussed. Design topics include space efficiency, appropriate interior finishes, multi-purpose furnishings/appliances, sustainability (eco-
friendly) features and smart technologies. Construction budgets, building codes and zoning ordinances will be reviewed so students can transition into this up-and-coming lifestyle.

BCN2230 Construction Materials and Methods I

Fall, Spring, Summer 3.00 Credits - 4.00 Hours

This course offers useful knowledge of the materials and methods of building construction. Students are introduced to building science, materials science, legal constraints and building craft. Building techniques are presented as whole working systems from site work through roofing. This course will present the basic construction systems, each in sufficient detail, so that the student is brought to an operational level of knowledge.

BCN2231 Construction Materials and Methods II

Fall, Spring 3.00 Credits - 3.00 Hours

This course is a continuation of materials, methods and techniques with an emphasis placed on mechanical systems such as HVAC, electrical, plumbing and fire suppression systems. As buildings have become more sophisticated, students will gain an understanding of communications, electronic safety and security and utilities of modern building construction as it pertains to construction processes. Other divisions addressed include, but are not limited to, furnishings, conveying systems, earthwork, construction equipment and exterior improvements. This course will also offer an in-depth study of today’s advanced building technologies for sustainability. This course must be completed with a grade of “C” or higher. Prerequisite: BCN 2230 with a grade of “C” or higher.

BCN2251C Building Construction Documents

Fall, Spring 3.00 Credits - 3.00 Hours

This intermediate course provides a basic knowledge of how construction documents are prepared and the extraction of information from these documents. An emphasis will be placed on the planning and management of information from the construction documents as it applies to the scope of work, construction sequencing and processes, submittals, RFI, addendums and change orders. This course will familiarize students with commercial construction building systems, assemblies and the relationship between drawings from various disciplines such as civil, architectural, structural, MEP and so on. Topics include basic construction abbreviations, symbology, various scalings of drawings, MEP building systems and techniques. Students must complete the class with a grade of “C” or higher. Prerequisites: BCN 1221 and BCN 2230. Prerequisite/corequisite: BCT 2770.

BCN2272 Blueprint Reading

Fall, Summer 3.00 Credits - 3.00 Hours

In this course students will develop the knowledge and skills involved in the effective use and interpretation of the construction drawings and specifications. Students will learn how to examine a variety of different types of plans included within a standard set of drawings such as, civil, landscape/irrigation, architectural, structural, MEP, fire protection and communications to understand the scope of the project and the means and methods required to construct the project. Basic construction abbreviations, symbols and various scaling will be introduced.

BCN2599 Green Building and Energy Efficiency

Fall, Spring 3.00 Credits - 3.00 Hours

During this course, students will examine the environmental impacts of building construction and explore the fundamental concepts of energy efficient design. Topics include sustainable site planning, green materials and resources, indoor environmental quality, water reduction and waste management. This class will prepare students to take the Leadership in Energy and Environmental Design (LEED) Green Associate exam.

BCN2721 Construction Scheduling and Planning

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**Spring, Summer 3.00 Credits - 4.00 Hours**

This is an introductory course in project scheduling methods using Bar Charts, Critical Path Method (CPM), Precedence Diagram Method and Linear Scheduling. Students will develop an understanding of resources, costs, updating/expediting and controlling costs associated with construction projects. Students will work on a semester project to develop an understanding of the construction sequences and activities involved on a typical construction project. Primavera P6 software will be introduced in the class to create the various schedules. Course must be completed with a grade of "C" or higher. Prerequisites: BCN 1221 and BCN 2230 with a grade of "C" or higher. Prerequisite or corequisite: BCT 2770.

**Fall, Spring, Summer 1.00 Credit - 1.00 Hour**

This course is designed to provide students the opportunity to apply the classroom theory to practical, work-related applications to provide students a general exposure to various aspects of the construction industry. Students are expected to seek and complete the required 50 internship hours with general contractors, subcontractors, architectural and engineering firms, project owners or material suppliers in order for the work experience to be considered as qualified learning experience. Seminars may be a component of this course. Students may earn cooperative education based on the completion of the required hours, approved work experience and satisfactory completion of assignments including, but not limited to, seminars, work portfolios and internship reports. Students shall secure an internship opportunity and/or employer sponsorship prior to seeking department approval. This course may be repeated based upon the student's academic plan. Prerequisites: Dean and/or department approval of employer and job responsibilities prior to registration in this course, a minimum of 12 technical college credits (excluding prep courses) in Building Construction completed at Seminole State College which includes courses specifically aligned with the student's chosen major as identified in the student's program plan, a Seminole State cumulative GPA of at least 2.5 and an appropriate job/internship placement. Self-registration is available upon final permission granted through the Career Development Center.
opportunity to apply the classroom theory to practical, work-related applications to provide students a general exposure to various aspects of the construction industry. Students are expected to seek and complete the required 100 internship hours with general contractors, subcontractors, architectural and engineering firms, project owners or material suppliers in order for the work experience to be considered as qualified learning experience. Seminars may be a component of this course. Students may earn cooperative education based on the completion of the required hours, approved work experience and satisfactory completion of assignments including, but not limited to, seminars, work portfolios and internship reports. Students shall secure an internship opportunity and/or employer sponsorship prior to seeking departmental approval. This course may be repeated based upon the student’s academic plan. Prerequisites: Dean and/or department approval of employer and job responsibilities prior to registration in this course, a minimum of 12 technical college credits (excluding prep courses) in Building Construction completed at Seminole State College which includes courses specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State cumulative GPA of at least 2.5 and an appropriate job/internship placement. Self-registration is available upon final permission granted through the Career Development Center.

**BCN2949  Cooperative Education Internship in Building Construction**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course is designed to provide students the opportunity to apply the classroom theory to practical, work-related applications to provide students a general exposure to various aspects of the construction industry. Students are expected to seek and complete the required 150 internship hours with general contractors, subcontractors, architectural and engineering firms, project owners or material suppliers in order for the work experience to be considered as qualified learning experience. Seminars may be a component of this course. Students may earn cooperative education based on the completion of the required hours, approved work experience and satisfactory completion of assignments including, but not limited to, seminars, work portfolios and internship reports. Students shall secure an internship opportunity and/or employer sponsorship prior to seeking departmental approval. This course may be repeated based upon the student’s academic plan. Prerequisites: Dean and/or department approval of employer and job responsibilities prior to registration in this course, a minimum of 12 technical college credits (excluding prep courses) in Building Construction completed at Seminole State College which includes courses specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State cumulative GPA of at least 2.5 and an appropriate job/internship placement. Self-registration is available upon final permission granted through the Career Development Center.

**BCN2950  Travel Study in International Construction Management**

**Summer  3.00 Credits - 3.00 Hours**

The importance of construction activities in a global economy will be explored through travel and exploration of historical and contemporary buildings having architectural and structural significance. Students will be exposed to international construction management techniques, ethical issues in international construction and current efforts in sustainable design and construction. Lectures and coursework are complemented by walking tours led by experienced faculty and guest industry professionals. Students must be 18 years of age on or before departure.

**BCN2951  Service Learning Project**

**Offered as Needed  3.00 Credits - 3.00 Hours**

In collaboration with the engineering and interior design programs, students will have an opportunity to apply knowledge acquired from their coursework to real-world projects. Interdisciplinary teams will be presented with a humanitarian problem to solve that will address community needs such as the health, safety or the environment. Service learning projects will vary and may require international travel as part of the experiential learning experience.
BCN2955  Service Learning Project
Offered as Needed  6.00 Credits - 6.00 Hours

In collaboration with the engineering and interior design programs, students will have an opportunity to apply knowledge acquired from their coursework to real-world projects. Interdisciplinary teams will be presented with a humanitarian problem to solve that will address community needs such as the health, safety or environmental. Service learning projects will vary and may require international travel as part of the experiential learning experience.

BCN3205C  Mechanical Systems in Construction
Spring, Summer  3.00 Credits - 3.00 Hours

This course provides an in-depth study of the fundamental principles of building mechanical systems, including plumbing, heating/ventilation/air conditioning (HVAC) and fire protection systems. An emphasis will be placed on proper planning, construction and commissioning of mechanical systems as related to the construction industry. Students will further develop an understanding of current building codes and requirements. Students will develop knowledge and skills in analyzing construction drawings for contract scope development and project control and management. Prerequisite: BCN 2231 with a grade of "C" or higher.

BCN3565C  Electrical Systems in Construction
Fall, Spring  3.00 Credits - 3.00 Hours

This course provides an in-depth study of the fundamental principles of building electrical sources, wiring and circuitry. An emphasis will be placed on proper planning, construction and commissioning of electrical components and systems (i.e. wiring, lighting, security, etc.) as related to the construction industry. The student will further develop an understanding of current national electrical code/building code and requirements. Students will develop knowledge and skills in analyzing electrical drawings for contract scope development and project control and management. Prerequisite: BCN 2231 with a grade of "C" or higher.

BCN3225C  Soil Mechanics and Foundations
Spring  3.00 Credits - 3.00 Hours

This course provides a basic understanding of the origin, composition and structure of soils, and how soil materials influence construction operations. Types of foundations will be examined for load and bearing capacity. Students will learn methods of analysis and the interpretation of geotechnical reports. Testing of soils for construction quality control and assurance applications will be introduced and conducted as part of lab exercises. Lab fee required. Prerequisites: BCN 2230 and BCN 2231 with a grade of "C" or higher.

BCN3708  Construction Laws and Contracts
Spring, Summer  3.00 Credits - 3.00 Hours

This course provides an overview of the fundamental aspects of the legal system, laws and contract documents that affect the construction industry and the legal implications of managing a construction project. Students will learn the importance of contract language and apply concepts to determine potential risks. An emphasis will be placed on contract forms and provisions as related to liability, damages, risk management and dispute resolution. Other topics presented include insurance, warranties, environmental concerns, workplace issues and the role of ethics.

BCN3724C  Advanced Construction Planning
Fall, Spring  3.00 Credits - 3.00 Hours

This advanced course is an in-depth study of construction project sequencing and scheduling. Students will analyze construction documents for planning, the management of construction processes and to create construction schedules for both residential and commercial projects. An emphasis will be placed on construction quality assurance and cost control processes. Microsoft Project software will be presented as another means of creating the various
schedules. Lean construction principles and practices will be introduced. Prerequisite: BCN 2721 with a grade of "C" or higher.

**BCN3730**  Construction Safety, Health and the Environment  
*Fall, Spring*  3.00 Credits - 3.00 Hours  

The emphasis of this course is construction safety, requirements and procedures associated with the Occupational Safety and Health Administration (OSHA). Students will learn how to create a construction project safety plan and provide an analysis of cost, planning, inspections, prevention and the administration of safety processes on the job site. Other topics addressed include health and environmental issues, loss prevention and control and the pursuit of a drug-free workplace.

**BCN3934**  Advanced Selected Studies in Building Construction  
*Offered as Needed*  3.00 Credits - 3.00 Hours  

This course explored advanced topics specific to today's construction industry. Course material is delivered in a group setting and will often include a team project-based learning approach.

**BCN3956**  Advanced Service Learning Project  
*Offered as Needed*  3.00 Credits - 3.00 Hours  

For this advanced course and in collaboration with the engineering and interior design programs, upper-division level students will have an opportunity to apply knowledge acquired from their coursework to real-world projects and assume a leadership role in the assigned interdisciplinary team. Teams will be presented with a humanitarian problem to solve that will address community needs such as the health, safety or environment. Service learning projects will vary and may require international travel as part of the experiential learning experience.

**BCN3957**  Advanced Service Learning Project-Comprehensive  
*Offered as Needed*  6.00 Credits - 6.00 Hours  

For this advanced course and in collaboration with the engineering and interior design programs, upper-division level students will have an opportunity to apply knowledge acquired from their coursework to real-world projects and assume a leadership role in the assigned interdisciplinary team. Teams will be presented with a humanitarian problem to solve that will address community needs such as the health, safety or environment. Service learning projects will vary and may require international travel as part of the experiential learning experience.

**BCN4258**  Building Information Modeling (BIM)  
*Spring*  3.00 Credits - 3.00 Hours  

This course explores a number of related computer graphics programs and how they can be combined to enhance construction communication and presentations. Illustration and drafting software will be introduced. 3D modeling software (Revit) is included. Prerequisite: ETD 1320C.

**BCN4612C**  Advanced Construction Estimating  
*Fall, Spring*  3.00 Credits - 3.00 Hours  

This advanced course covers the analysis and determination of construction costs such as indirect and overhead costs from a general contractor and/or construction manager perspective. Advanced topics presented include pre-construction services, industry project procurement processes, project delivery systems and contracts, the preparation of bid proposals and bidding strategies. An emphasis will be placed on professional ethics. Students will be responsible for the development of a detailed cost estimate and bid proposal for a commercial building construction project. A subscription to RSMeans Cost Data Student Package RSMeans Online is required for this course. Prerequisites: BCN 2721 and BCT 2770 with a grade of "C" or higher.
### BCN4731C  OSHA Analysis and Design of Safety Systems

**Fall**  
3.00 Credits - 3.00 Hours

This is an advanced course in the management of construction safety programs, including an in-depth analysis of OSHA and the design of industrial safety management programs. Students will develop a safety program that provides sound implementation of OSHA and state provision. Course topics will include the design safety systems, inspection procedures, documentation, corrective measures, incentive programs, management and employee relations. Prerequisite: BCN 3730.

### BCN4753  Construction Financing and Accounting Principles

**Spring**  
3.00 Credits - 3.00 Hours

Students will be introduced to the basic principles and applications of construction accounting and cost control. An emphasis will be placed on managing cash flow and costs and profits specifically related to the construction industry. Students will become familiarized with accounting terminology and forms such as balance sheets, income statements, financial ration analyses, depreciation, estimated cost at completion, and earned value analysis. This course must be completed with a "C" or higher. Prerequisite: Any ACG, APA or FIN course.

### BCN4787C  Construction Capstone Project

**Spring, Summer**  
3.00 Credits - 3.00 Hours

In this capstone course, students will demonstrate knowledge and skills acquired throughout the construction program of study. The course project will simulate construction project management processes on a commercial project and will include a comprehensive thesis binder for the assigned construction project. Aspects such as project analyses cost estimating, planning and scheduling, and project control processes will be addressed as will construction safety and risk management. The role of professional ethics in the analyses and decision-making process will be emphasized. A subscription to RSMeans Cost Data Student Package RSMeans Online is required for this course. This course must be completed with a grade of "C" or higher. Prerequisites: CONST-BS program plan with all construction program prerequisites completed with a grade of "C" or higher and BCN 3708, BCN 3724C, BCN 3730, BCN 4612C and BCN 4753 with a grade of "C" or higher.

### BCN4946  Senior Construction Management Internship

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This advanced course is designed to provide students the opportunity to apply the construction management knowledge and skills learned in the classroom to practical, work-related applications in the construction industry. Students are expected to seek and complete the required 300 internship hours with general contractors, subcontractors, architectural and engineering firms, project owners or material suppliers. The internship experience shall be in one or more of the following areas in construction project management in order for the work experience to be considered as qualified learning experience: pre-construction services, bidding and estimating, scheduling, construction field supervision, field engineering and construction administration. Seminars may be a component of this course to enhance the learning experience. Students may earn cooperative education credits based on the completion of required hours, work experience and satisfactory completion of assignments including, but not limited to, seminars, work portfolios and internship report. Students shall secure an internship opportunity and/or employer sponsorship prior to seeking department approval. Prerequisites: Dean and/or department approval of employer and job responsibilities prior to registration in this course, a minimum of 12 technical college credits (excluding prep courses) in Building Construction completed at Seminole State College which includes courses specifically aligned with the student's chosen major as identified in the student's program plan, a Seminole State cumulative GPA of at least 2.5 and an appropriate job/internship placement. Self-registration is available upon final permission granted through the Career Development Center.
BCT1763  Work Place Safety and Worker’s Compensation Insurance

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This introductory course provides need-to-know information for students working in the construction environment. The course identifies safety best practices adopted to reduce or prevent workplace accidents and injuries based on current Occupational Safety and Health Administration (OSHA) standards as related to the building construction industry. Other topics introduced include current worker’s compensation laws affecting the construction industry, methods available to reduce worker’s compensation premiums, identifying the direct impact of long-term injuries, minimizing risk and identifying protective clothing and equipment for safe working conditions.

BCT2731  Project Management Simulation

Spring, Summer  3.00 Credits - 3.00 Hours

This capstone course provides a comprehensive overview of the project management process and role of the Project Manager. Through a simulated construction project, students will apply knowledge of estimating, scheduling and sequencing of construction activities and subcontractors and interpretation of construction documents and specifications. Efficient office and administrative procedures and the use of appropriate forms will be emphasized. This course must be completed with a grade of “C” or higher. Prerequisites: BCN 2251C, BCN 2230, BCN 2721 and BCT 2770.

BCT2770  Estimating Fundamentals

Fall, Spring  3.00 Credits - 4.00 Hours

An overview of estimating. Topics include the analysis and determination of costs, the classification of materials, labor and subcontracted work into the smallest manageable units and the development of a simple estimate. Lab fee required.

BCT2771C  Intermediate Construction Estimating

Spring  3.00 Credits - 4.00 Hours

This is an intermediate-level course where the student further develops skills in construction cost estimating and the bidding process. An emphasis will be placed on advanced building elements of building construction applied on more complex project types. Students will be introduced to on-screen, take-off programs and computer-based estimating software such as Timberline. Lab fee required. Prerequisite: BCT 2770 with a grade of “C” or higher.

BCT2930  Selected Studies in Building Construction Trades

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction. Lab fee required.

* BCV0001C Residential Wiring-CE

Fall  3.10 Credits - 6.00 Hours

This continuing education course is designed for individuals currently working in the profession seeking cross disciplinary training in residential wiring. This course covers residential wiring in accordance with the National Electrical Code. Topics include computation of circuit loads, wire sizes, type(s) of switches, ground fault requirements and appliance circuits. Special circuits for heating, pools and spas, service equipment and calculations and low voltage circuits will also be introduced. Lab fee required.

* BCV0002C Commercial Wiring - CE

Fall, Spring  3.10 Credits - 6.00 Hours

This continuing education course is designed for individuals currently working in the profession seeking cross disciplinary training in commercial wiring. This course complies with the National Electrical Code requirements for commercial installations. Topics included are electrical services, circuits, conduit
systems, heating and cooling systems, overcurrent protection, emergency systems and panelboard selections. Lab fee required.

* **BCV0004 Construction Building Science and Methods**

**Fall, Spring**  
3.00 Credits - 90.00 Hours

Students are introduced to building science, materials and methods for today’s facilities. Emerging technologies, materials and processes that impact the operation and maintenance of facilities will be explored. Students will gain an understanding of sustainability, sustainable building design and its relationship between health, energy efficiency and its economic benefits. Sustainable materials, practices and processes and renewable energy sources related to the built environment will be highlighted. Students will become familiar with legal constraints, the permitting process and gain a basic understanding of building codes. Standard practices and acceptable techniques will be emphasized. The course includes both online learning and on-campus experiences. Students must have access to a computer and the internet. This course must be completed with a grade of “C” or higher. Prerequisite: BCV 0011C with a grade of “C” or higher. Prerequisite or corerequisite: BCV 0040.

* **BCV0005 Workplace Employability Skills**

**Fall**  
2.50 Credits - 75.00 Hours

Beyond the technical skills acquired throughout the program, workforce or employability readiness skills are the objective of this course. Students will be introduced to the importance of soft skills such as effective communication, interpersonal relationships, teamwork, organizational/time management skills and a strong work ethic. Job seeking skills, setting career goals and developing the tools necessary for a successful job search are also emphasized. Students will prepare resumes, cover letters and learn how to prepare for job interviews.

* **BCV0011C Workplace Safety Skills**

**Fall, Spring, Summer**  
2.50 Credits - 75.00 Hours

Students entering into the construction building trade programs are introduced to common sense safety practices in order to minimize on-the-job injuries. An emphasis will be placed on jobsite safety rules, personal safety attitudes and behaviors. This course encompasses industry standards such as Occupational Safety and Health Administration (OSHA) rules and regulations, Material Safety Data Sheets (MSDS) and the proper use of safety equipment such as fire extinguishers and scaffolding. Students will become familiar with emergency response and disaster plans. This course is the core prerequisite for several PSAV certificate programs and must be completed with a grade of “C” or higher. Lab fee required.

* **BCV0040 Introduction to Blueprint Reading**

**Fall, Spring, Summer**  
2.50 Credits - 75.00 Hours

Students entering into the construction building trades are introduced to the different types of plans used in the industry and how information is conveyed through these documents. This course will familiarize students with light construction building systems and a variety of assemblies. Topics include basic construction abbreviations, symbology, various scaling of drawings and how the specifications identify materials and methods. Related building codes will be briefly discussed. Students will also gain practical math skills needed in the architectural, construction and associated subcontract or professions, such as measurements for material, calculation of work hours and labor costs. This course is the core prerequisite for several PSAV certificate programs and must be completed with a grade of “C” or higher. Lab fee required.

* **BCV0129C Introduction to Carpentry and Finishing Techniques**

**Fall**  
3.00 Credits - 90.00 Hours

Students will be introduced to basic carpentry skills to include both rough and finish carpentry. In a hands-on
lab environment, students will become familiar with various building systems such as roof, wall and ceiling framing, and will develop skills installing windows, doors and cabinetry. An emphasis will be placed on safety and the proper use of hand and power tools. Drywall installation and finishing techniques will also be introduced. Product knowledge of primers, paints and stains and proper application techniques are also covered in the course. Lab fee required. Prerequisites: BCV 0011C and BCV 0040 with a grade of "C" or higher. Prerequisite or corequisite: BCV 0004.

* BCV0441C Principles of HVACR

Spring, Summer 3.00 Credits - 90.00 Hours

This introductory course provides an overview of heating, ventilation, air conditioning and refrigeration (HVACR) systems in residential and commercial settings. Students will gain knowledge of heating and cooling principles, standard safety practices in the industry and selecting refrigerants according to their properties. Other topics presented in the course include determining the appropriate refrigerant level and repair/troubleshooting techniques. Emerging technologies in the HVACR industry such as computer monitoring control systems and air quality management will be introduced. This course must be completed with a grade of "C" or higher. Lab fee required. Prerequisites: BCV 0011C, BCV 0040 and BCV 0600C with a grade of "C" or higher.

* BCV0506C Intermediate HVACR Skills

Summer 3.00 Credits - 90.00 Hours

This course encompasses a more in-depth study of the HVACR mechanical trade. Students will gain knowledge in heat load calculations, refrigerant recovery, brazing and soldering and system charging. Other topics presented in this course include pipe cutting and fitting, VAV systems and VFD systems. A more advanced study of the physics, components and application of the refrigeration process will be introduced. Course must be completed with a grade of "C" or higher. Lab fee required. Prerequisite: BCV 0441C with a grade of "C" or higher.

* BCV0507C Advanced HVACR Skills

Fall 2.50 Credits - 75.00 Hours

This course encompasses an advanced study of the HVACR mechanical trade. Students will gain knowledge in mechanical codes and requirements, duct sizing and design and fluid dynamics. Other topics presented in this course are airflow measurement and analysis along with indoor air quality. Water quality and control and system design will be introduced. Lab fee required. Prerequisite: BCV 0506C with a grade of "C" or higher.

* BCV0511C Plumbing Service Practices

Fall, Spring, Summer 3.00 Credits - 90.00 Hours

This course encompasses classroom and lab study of basic skills used in service practices of the plumbing industry. Areas of study include the history of plumbing, safe working practices, plumbing tools and the introduction to plumbing math and plumbing drawings. Students will gain knowledge in plastic pipe, copper pipe, cast-iron pipe and carbon steel pipe, their related fittings as well as an introduction to drain, waste and vent (DWV) and water distribution systems. Prerequisite: BCV 0501C.
* BCV0513L Basic Plumbing Skills

**Spring** 3.00 Credits - 90.00 Hours

This introductory course provides an understanding of basic plumbing components and systems. In a lab setting, the course integrates hands-on experience working with various pipes, fittings, connectors and fixtures commonly used in the plumbing trade. Students will also gain knowledge in the layout and installation of a water distribution system. This course must be completed with a grade of "C" or higher. Lab fee required. Prerequisites: BCV 0011C, BCV 0040 with a grade of "C" or higher. Corequisite: BCV 0600C with a grade of "C" or higher.

* BCV0514C Intermediate Plumbing Skills

**Summer** 3.00 Credits - 90.00 Hours

This course encompasses a more in-depth study of the Plumbing trade. In a lab setting, the course integrates hands-on experience working with the lay out and installation of a drain-waste-and vent system for a project. Students will also gain knowledge with the design, layout and installation of a domestic solar hot water system. The testing and inspecting of plumbing systems will also be introduced. Course must be completed with a grade of "C" or higher. Lab fee required. Prerequisite: BCV 0513L with a grade of "C" or higher.

* BCV0515C Advanced Plumbing Skills

**Fall** 2.50 Credits - 75.00 Hours

This course encompasses a more advanced study of the Plumbing trade. Students will gain knowledge in finish plumbing skills. In a lab setting, the course integrates hands-on experience working with the installation of bathroom fixtures and hardware in addition to kitchen fixtures and hardware. Lab fee required. Prerequisite: BCV 0514L with a grade of "C" or higher.

* BCV0521C Plumbing Advanced Service Practices

**Fall, Spring, Summer** 3.00 Credits - 90.00 Hours

This course encompasses classroom and lab study of advanced skills used in service practices of the plumbing industry. Areas of study include plumbing-related science knowledge and skills, information technology tools used in the plumbing industry, roof, floor and area drains, installing and testing water supply piping and the installation of fixtures, valves and faucets. Students gain an introduction to electricity, the installation of water heaters, fuel gas systems and the servicing of fixtures, valves and faucets. Prerequisite: BCV 0511C.

* BCV0574C Plumbing Systems

**Fall, Spring, Summer** 3.00 Credits - 90.00 Hours

This course encompasses the competencies essential to the plumbing trade. Areas of study include personal money management skills, oral and written communication skills, employability skills, professional ethics, techniques for the sizing of water supply piping and potable water treatment systems. Students will gain knowledge in more extensive applied math in the plumbing trade, the installation of backflow preventers, the different types of venting used in drain, waste and vent (DWV) systems and basic building codes in the plumbing industry. Prerequisite: BCV 0521C.

* BCV0600C Basic Electrical Skills

**Spring** 3.00 Credits - 90.00 Hours

This introductory course provides an understanding of basic electrical theory and skills necessary for maintenance and repairs. An emphasis will be placed on safety practices and procedures when working with electrical systems. In a lab setting, students will gain hands-on experience working with wiring, circuitry and troubleshooting electrical systems. Other topics include the various phases of electrical generation; schematics and symbols of electrical systems; and using Ohm’s Lay to determine power. This course must be completed with a grade of "C" or higher. Lab fee required. Prerequisites: BCV 0011C and BCV 0040 with a grade of "C" or higher.
* **BCV0604C Electrician Helper**

**Fall**  
10.00 Credits - 300.00 Hours

In this introductory course, students will be introduced to the electrical industry and the career paths available. Electrical trade jobsite safety, CPR and first aid will be emphasized. Students will be exposed to state and federal regulations as well as gain a basic understanding of the National Electrical Code (NEC). Other topics presented include identification of tools used in the electrical trade, blueprint reading as related to electrical construction drawings and basic mathematics as it applies to the electrical industry. Students will gain an understanding of the basic principles of electricity and Direct-Current (DC) electrical theory. This course content will be delivered in a combination of online learning and hands-on lab environment. Lab fee required.

* **BCV0605C Intermediate Electrical Skills**

**Summer**  
3.00 Credits - 90.00 Hours

This intermediate course builds on the understanding of basic electrical theory and skills necessary for maintenance and repairs. An emphasis will be placed on safety practices and procedures when working with electrical systems. New topics introduced include: how to identify and install raceways and conductors, install GFCI devices, install electrical components of electrical systems and sizing overcurrent devices. This course must be completed with a grade of “C” or higher. Lab fee required. Prerequisite: BCV 0600C with a grade of “C” or higher.

* **BCV0606C Advanced Electrical Skills**

**Fall**  
2.50 Credits - 75.00 Hours

This advanced course builds on the understanding of basic electrical theory and skills necessary for maintenance and repairs. An emphasis will be placed on safety practices and procedures when working with electrical systems. New topics introduced include how to identify and install feeders and services, dress out electrical panels, safely, and properly, test for faults on electrical systems. Discuss the various types of faults common to electrical systems and how to mitigate them. Lab fee required. Prerequisite: BCV 0605C with a grade of “C” or higher.

* **BCV0641C Residential Electricity I**

**Fall**  
5.00 Credits - 150.00 Hours

This course will focus on Alternating-Current (AC) theory and applications. Students will gain an understanding of the physical and electrical characteristics of capacitors and inductors, identification of the properties as related to an AC signal and principles of transformers to AC circuits. Students will further develop mathematical skills. Entrepreneurship skills, types of certifications and industry credentialing requirements for the residential electrical industry will be discussed. This course content will be delivered in a combination of online learning and hands-on lab environment. Lab fee required. Prerequisite: BCV 0604C.

* **BCV0642C Residential Electricity II**

**Spring**  
10.00 Credits - 300.00 Hours

This course is a continuation of residential electricity fundamentals. Students will be introduced to residential feeder circuits and residential wiring in accordance with the National Electrical Code (NEC). Topics explored include circuit loads, wire sizes, types of switches, ground fault requirements and appliance circuits. Special circuits for heating, pools/spas, service equipment and low-voltage circuits will also be discussed. Students will also develop troubleshooting skills for residential electric circuits. Calculations of wiring costs, drawing industrial electrical-wiring plans and skills on how to test insulation and balance a load will be developed. This course content will be delivered in a combination of online learning and hands-on lab environment. Lab fee required. Prerequisite: BCV 0641C.

* **BCV0643 Residential Wiring**

**Fall, Spring**  
3.10 Credits - 93.00 Hours

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This course covers residential wiring in accordance with the National Electrical Code, including computation of circuit loads, wire sizes, types of switches, ground fault requirements and appliance circuits. Special circuits for heating, pools and spas, service equipment and calculations and low voltage circuits will also be covered. Prerequisite: BCA 0002.

* BCV0650 Commercial Wiring

Fall, Spring 3.10 Credits - 93.00 Hours

This course complies with the National Electrical Code requirements for commercial installations. It covers electrical services, circuits, conduit systems, heating and cooling systems, overcurrent protection, emergency systems and panel board selections. Prerequisites: BCA 0002, EER 0002 and BCV 0643.

* BCV0653C Commercial Electricity I

Spring 5.00 Credits - 150.00 Hours

This course introduces the student to commercial electricity and wiring. Students will be able to distinguish the differences between residential and commercial electrical circuit requirements. Areas of study include commercial wiring branch circuit and box fill and conduit fill calculations. Conduit bending will be introduced. This course content will be delivered in a combination of online learning and hands-on lab environment. Lab fee required. Prerequisite: BCV 0642C.

* BCV0654C Commercial Electricity II

Summer 10.00 Credits - 300.00 Hours

This course is a continuation of commercial electricity as it relates to commercial service calculations and system design. Topics presented include commercial feeder circuits, the installation (according to plan specifications) of conduit, duct and raceway systems and conductors in a conduit in compliance with the appropriate electrical codes. Students will be introduced to specialized electrical skills such as solid-state control devices and data cable installations. This course content will be delivered in a combination of online learning and hands-on lab environment. Lab fee required. Prerequisite: BCV 0653C.

* BCV0664 Industrial Wiring

Fall, Spring 3.10 Credits - 93.00 Hours

This course will apply electrical codes, computation for circuits and system protections pertaining to industrial buildings and installations. It will also review for the electrical journeyman’s license test. Prerequisites: BCA 0002, EER 0002, BCV 0643, BCV 0650 and EER 0212.

* BCV0680L Electrical OJT

Fall, Spring 22.67 Credits - 680.00 Hours

This application-based course encompasses actual on-the-job training performance and proficiency of all electrical trade skills. This course may be repeated up to eight times.

* BCV0942C Building Maintenance Capstone

Summer 7.50 Credits - 225.00 Hours

The certificate program culminates in this capstone course. A combination of classroom and/or online topics in project management, entrepreneurship opportunities and employability skills will complement the mastery of skills acquired throughout the program. In a lab setting, students will demonstrate his or her knowledge on a comprehensive team project. Students must have access to a computer and the internet. This course must be completed with a grade of “C” or higher. Lab fee required. Prerequisites: BCV 0004, BCV 0011C, BCV 0040, BCV 0513L, BCV 0441C, BCV 0600C, BCV 0129C and BCV 0331C with a grade of “C” or higher.

BOT2432 Applied Mycology

Spring 3.00 Credits - 3.00 Hours

This course is intended to familiarize students with the
basic biology of yeast and fungi that are of medical importance. A survey of common mycotic infections and mycotoxicosis is presented. It includes basic hands-on laboratory exercises involving the microscopic examination of samples and isolates, collecting samples for culturing yeast and fungi, preparation, inoculation and incubation of media, identification of yeast and fungal morphotypes (both microscopic and on culture media) using dichotomous or pictographic schemes, field studies and laboratory experimentations. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

### BSC1005  Concepts of Biology

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course is a study of the characteristics of living organisms. Unifying concepts such as metabolism, genetics, evolution and cellular organization will be investigated. Designed for non-science majors, this course does not fulfill the credit requirements for biology majors (see BSC 2010C). This class satisfies the General Education State Core Science Requirement for A.A. degree-seeking students. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

### BSC1005C  Concepts of Biology with Lab

**Fall, Spring, Summer**  
4.00 Credits - 5.00 Hours

This course is a study of the characteristics of living organisms with emphasis on man. Unifying concepts such as metabolism, energy utilization and reproduction will be investigated. Laboratory exercises will emphasize basic principles of biology. Designed for non-science majors, this course does not fulfill the credit requirements for biology majors. Lab fee required. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

### BSC1005H  Honors Concepts of Biology

**Offered as Needed**  
3.00 Credits - 3.00 Hours

This course is a study of the characteristics of living organisms. Unifying concepts such as metabolism, genetics, evolution and cellular organization will be investigated. Designed for non-science majors, this course does not fulfill the credit requirements for biology majors (see BSC 2010C). Honors level content. Permission from Honors Director required. This class satisfies the General Education State Core Science Requirement for A.A. degree-seeking students. Prerequisite: Acceptance into Honors program or permission from the Honors Director.

### BSC1020  Human Biology

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course provides an introduction to scientific inquiry in relationship to the human body, its systems and basic functions with emphasis on homeostatic mechanisms. The structure and function of cells, tissues and organ systems will be investigated. Designed for non-science majors. This course does not fulfill the credit requirements for Biology majors. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

### BSC1050  Biology and Environment

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course is a study of interactions between living
things and their biotic and abiotic environments with emphasis on the influence of humankind on natural systems and built environments. Designed for non-science majors, this course does not fulfill the credit requirements for biology majors. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

BSC1050H  Honors Biology and Environment

Spring 3.00 Credits - 3.00 Hours

This course is a study of plant and animal interactions in their natural environment and the influence of man on these natural systems. Active learning components may include outdoor activities and/or field trips. Designed for non-majors. Honors level content. Permission of the Honors director is required. Prerequisites: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher and permission of Honors director or acceptance into Honors program.

BSC1076  Get Ready for Anatomy and Physiology

Fall, Spring 1.00 Credit - 1.00 Hour

This course is a primer to prepare students to succeed in a biology or anatomy and physiology courses. The course focuses on developing and improving study skills and emphasizes personal accountability. Course content includes a review of basic math, biology, chemistry and cells and introduces anatomical terminology and body basics. This course cannot be used as a substitute for BSC 2010C.

BSC2004  Parasitology and Human Disease

Fall 3.00 Credits - 3.00 Hours

Students will be introduced to the most common lifestyle on earth: parasitism! This course will be a broad survey of parasites of humans, domestic and wild animals. Major topics will include ecological and evolutionary aspects of parasite-host interactions with an emphasis on life cycles, anatomy and physiology of parasites and immunological, pathological and clinical responses of hosts to parasitic infection. The treatment and control of parasites will also be discussed. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

BSC2010C  General Biology I

Fall, Spring, Summer 4.00 Credits - 6.00 Hours

This course is primarily for science majors or students with a strong biology background. It is a study of the molecular and cellular composition and function of living organisms. Emphasis will be given to structure, chemical metabolism and genetic mechanisms. Laboratory illustrates basic biological principles. Lab fee required. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisite or corequisite: MAT 1033 or MAT 1100 or higher level mathematics course. Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

BSC2011C  General Biology II

Fall, Spring, Summer 4.00 Credits - 6.00 Hours

A continuation of General Biology I, this course is designed for science majors or students requiring a full year of biology. Emphasis will be given to evolutionary relationships of living organisms. Structure, form and function of both plants and animals will be studied and ecological principles summarized. Required laboratory will correlate with lecture topics. Lab fee required.
Prerequisite: BSC 2010C.

**BSC2093C  Anatomy and Physiology I**

**Fall, Spring, Summer  4.00 Credits - 6.00 Hours**

This is the first part of a two-semester course that investigates in detail the structure and function of humans. The course is primarily designed for students of healthcare professions, biology or physical education. We will utilize a “system” approach, examining each organ system at the cellular, tissue, organ and system levels and discuss interactions with other systems. Emphasis will be placed on the homeostatic rather than the dysfunctional individual. Lab fee required. Prerequisite: BSC 2010C with a grade of "C" or higher.

**BSC2094C  Anatomy and Physiology II**

**Fall, Spring, Summer  4.00 Credits - 6.00 Hours**

This course is the second part of a two-semester course that investigates the structure and function of humans. The course is designed for students of healthcare professions, biology or physical education. We utilize a “systems” approach, examining each organ system at the cellular, tissue, organ and system levels and discuss interactions with other systems. Emphasis will be placed on homeostatic rather than dysfunctional individuals. Lab fee required. Prerequisites: BSC 2010C and BSC 2093C with a grade of "C" or higher.

**BSC2901  Directed Studies In Biology**

**Offered as Needed  1.00 Credit - 1.00 Hour**

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration.

**BSC2905  Directed Studies in Biology**

**Offered as Needed  3.00 Credits - 3.00 Hours**

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration.

**BSC2930C  Selected Studies in Biology**

**Offered as Needed  3.00 Credits - 3.00 Hours**

In this course, topics of current interest are presented in group instruction.

**BSC2934C  Selected Studies in Biology**

**Fall  4.00 Credits - 6.00 Hours**

In this course, topics of current interest are presented in group instruction. Prerequisite or corequisite: ENC 1101.

**BSC2941  Cooperative Education Internship in Biology**

**Offered as Needed  1.00 Credit - 1.00 Hour**

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student's chosen major as identified in the student's program plan, a Seminole State College cumulative GPA of at least 2.5,
appropriate job/internship placement and permission from the Career Development Center.

**BSC2942  Cooperative Education Internship in Biology**

**Offered as Needed  2.00 Credits - 2.00 Hours**

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**BSC2949  Cooperative Education Internship in Biology**

**Offered as Needed  3.00 Credits - 3.00 Hours**

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**BSC2950  Travel Study in Biology**

**Offered as Needed  3.00 Credits - 3.00 Hours**

This is a travel/study course combining preparation on campus, travel and study in the discipline of biology. Content is variable depending on the program in which the student enrolls and the specific topics to be covered. Students must be 18 years of age on or before departure. Department consent is required for registration.

**BSC3057  Introduction to Environmental Studies**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course covers a broad range of environmental issues that provide a foundation for the understanding of the interactions between human behavior, technology and the natural environment. Course content provides an introduction to issues of biodiversity, appreciation of human impact, principles of sustainability, biotechnology, resource conservation, legal and policy issues and ethics. Prerequisites: BSC 1005 or higher and CHM 1020 or higher and PHY 1053C or higher.

**BUL2240  Legal Issues for Small Businesses**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course focuses on the application of business law for the small business owner. Upon successful completion of the course, the student should be able to identify the various forms of business ownership and the legal and tax implications of each. Students will have an understanding of the laws covering issues such as personnel, contracts and the protection of intellectual property. The student will be able to understand and explain how to comply with the reporting requirements for local, state and federal entities. Prerequisite: GEB 1011.
BUL2241  Business Law I
Fall, Spring  3.00 Credits - 3.00 Hours
This course is a study of law as it relates to the sources of law, courts and court procedures, torts, crimes and contracts.

BUL2241H  Honors Business Law I
Fall, Spring  3.00 Credits - 3.00 Hours
This course is a study of law as it relates to the sources of law, courts and procedures, torts, crimes and contracts. Prerequisite: Acceptance into Honors program.

BUL2242  Business Law II
Spring  3.00 Credits - 3.00 Hours
This course is a study of law as it pertains to agency, partnerships, corporations, real and personal property, wills and estates, insurance and negotiable instruments. Prerequisite: BUL 2241.

BUL3130  Legal and Ethical Environments of Business
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course involves an analysis of the law as a dynamic, social and political institution in the business environment, including contract law, torts and ethical consideration.

BUL3130H  Honors Legal and Ethical Environment of Business
Fall, Spring  3.00 Credits - 3.00 Hours
This course involves an analysis of the law as a dynamic, social and political institution in the business environment, including contract law, torts and ethical consideration. Prerequisites: Acceptance into the Honors program and cumulative G.P.A. of 3.5 or higher.

CAP1760  Introduction to Data Analytics
Fall, Spring  3.00 Credits - 3.00 Hours
This course is designed for students who require or are interested in basic aspects of data mining and analytics using domain-specific data. Students learn the computerized techniques by which to organize, manipulate, report, present, depict and analyze domain-specific data in order to find or otherwise derive information. Prerequisite: CGS 2545C.

CAP2023  Game Programming I
Fall, Spring  3.00 Credits - 3.00 Hours
This course will provide basic knowledge of the various aspects of the game industry. Topics covered include types of game development careers, game development and design processes, marketing themes, copyright laws, game company structures, various types of programming languages used by different types of games and the impact of video games on modern society. Students will learn general programming concepts and common game development environments. Lab fee required. Prerequisite: COP 1000 with a grade of "C" or higher.

CAP2801  Simulation and Gaming Fundamentals I
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course covers fundamental design and programming principles for computer games and simulations. Topics include discrete event simulation, gaming and simulations design and general gaming/simulation programming. Prerequisite: COP 2224.

CAP2804  Simulation and Gaming Fundamentals II
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course extends the concepts covered in CAP 2801 to include advanced discrete simulation and video
game programming principles. Topics include advanced simulation models, simulation and video game programming languages and programming real world simulation systems. Prerequisite: CAP 2801.

CAP3880  Simulation Software Design

Spring  3.00 Credits - 3.00 Hours

This course is an introduction to data structures, algorithms, programming methodologies and software architectures in support of computer simulation. Topics include lists, queues, sets, trees, searching, sorting, reusable code and order of complexity. Simulation structures developed include event lists, time management and queuing models. Software models are implemented and tested. Prerequisites: COT 3103, CDA 3100 and CEN 3024.

CBH1021H  Honors Comparative Psychology & Animal Behavior

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This is an introduction to the basic principles of associative learning. The primary focus of the course is on how organisms learn about their relationships that occur in the environment. This will be achieved through studying the phenomena of classical and operant conditioning in animals and humans. Specific techniques for understanding behavior are presented. Honors level content. Permission required from the Honors Director. Prerequisite: Acceptance into the Honors program or permission from the Honors Director.

CCJ1000  Introduction to Private Security

Fall  3.00 Credits - 3.00 Hours

This course will provide a basic understanding of the security role in society. This course will present a global view of security along with the practical application of security principles. Students will be exposed to physical security, personnel security and risk assessments as well as industrial security, institutional security and homeland security. Students will also be introduced to security management planning and administration.

CCJ1010  Introduction to Criminology

Fall, Summer  3.00 Credits - 3.00 Hours

This course consists of a survey of delinquent and criminal behavior patterns, including causation. Specific problems and selected case studies are examined.

CCJ1020  Introduction to Criminal Justice

Fall, Summer  3.00 Credits - 3.00 Hours

This course consists of the history, examination and evaluation of the courts, the police and the correctional organizations of the criminal justice system in the United States today. Contemporary problems and possible solutions are also considered.

CCJ1080  Introduction to Criminal Forensics

Fall, Spring  3.00 Credits - 3.00 Hours

This is a survey course introducing the student to the multidisciplinary nature of forensics. The scope of this course will include discovery at a crime scene, location of evidence, physical evidence, analytical techniques for organic and inorganic materials, forensic toxicology, firearms, ammunition, unique tool marks and various impressions.

CCJ1629  Introduction to Homicide

Spring  3.00 Credits - 3.00 Hours

This course is designed to provide a broad and rigorous academic investigation of homicide. The student will go beyond what they have learned about murder through popular media presentations. Students will be exposed to a scientific study of different types of homicide, theories of homicide and homicide law as well as details about how homicide cases are worked on by detectives and how murder
cases are dealt with in the courts.

**CCJ2053  Criminal Justice Ethics**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course provides the basic philosophical principles necessary to analyze ethical dilemmas within the criminal justice world. This course also offers an approach that deals with real life examples of misconduct, the effects of misconduct, research on criminal justice ethics and the various policy issues in criminal justice. This course will also identify themes that run through the entire criminal justice system, for example, issues such as discretion and due process concerning practitioners in law enforcement, the courts and corrections. This course will also look at how the definition of justice is defined by criminal justice professionals who deal with these dilemmas on a daily basis.

**CCJ2452  Managing a Criminal Justice Organization**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course will develop students to be effective managers by exposing them to concepts such as budget management, crafting program enhancements and proposals, project management, developing and maintaining agency policies, complying with federal and state labor laws and meeting expectations of accreditation bodies.

**CCJ2460  Introduction to Criminal Justice Supervision**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course focuses on the fundamentals of criminal justice supervision such as motivation techniques, applying discipline appropriately, conducting effective and meaningful employee performance evaluations, operational planning and implementing staff schedules. The student will also be introduced to the concepts of effective leadership.

**CCJ2482  The Public Face of Criminal Justice**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course introduces the student to the basic skills needed for effective public speaking and an appreciation for an effective public message program. The student will learn how to handle crisis management and the media as well as how to utilize social networking resources to meet the demands of the communities they serve.

**CCJ2600  Inside the Criminal Mind**

**Fall, Summer  3.00 Credits - 3.00 Hours**

This course examines various types and topologies of deviant criminal acts and the underlying causes of behavior of the perpetrators who commit them. Specific offenders and their behaviors will be studied.

**CCJ2618  Evil Minds - Violent Predators**

**Fall  3.00 Credits - 3.00 Hours**

This course will provide a basic understanding of those individuals who engage in predator violence, including serial killers, mass murderers, serial rapists and stalkers. This course will discuss the ways law enforcement is dealing with these types of persons to detect, arrest and prosecute them. The course will also discuss ways in which male and female predators are similar and different. The course will also discuss which victims are selected and why a particular person becomes a victim.

**CCJ2647  Organized Crime**

**Spring, Summer  3.00 Credits - 3.00 Hours**

This course is an examination of organized crime, including structures, persons involved and their role, history and activities and the issues surrounding efforts to define and control it.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Term(s)</th>
<th>Credits</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>CCJ2650</td>
<td>Drugs, Alcohol and Crime</td>
<td>Fall, Spring</td>
<td>3.00</td>
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<td></td>
<td>This course examines substance abuse in the United States with an emphasis on social, historical and criminal implications.</td>
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<tr>
<td>CCJ2693</td>
<td>The Study of Sex Crimes</td>
<td>Fall, Spring</td>
<td>3.00</td>
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<td></td>
<td>This course provides a comprehensive overview of a wide range of sexual behaviors and sex crimes. This course will deal with crimes such as voyeurism and exhibitionism to rape, sex crimes against children and more. This course will study the unique and engaging case studies and first person accounts from the sex offenders. This course will study sex crimes, deviance and criminal behavior theory and analysis. The course will also deal with information on psychological profiling of sex offenders, the crimes they commit, the effects on their victims and attempted treatments.</td>
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<tr>
<td>CCJ2930</td>
<td>Selected Studies in Criminal Justice</td>
<td>Spring</td>
<td>3.00</td>
<td>3.00</td>
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<td></td>
<td>In this course, topics of current interest are presented in group instruction. This course may be taken three times for credit and depending upon the subject may have a lab fee required.</td>
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<tr>
<td>CCJ2939</td>
<td>Criminal Justice Capstone</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
<td>3.00</td>
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<td>This capstone course is the conclusion of the student’s criminal justice academic experience and is the final course completed by students in the Criminal Justice Associate in Science (A.S.) degree program. The major focus of this course is to integrate the material acquired in the previous courses and apply knowledge to solve problems or issues relating to the criminal justice system or criminal justice agencies.</td>
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<tr>
<td>CCJ2941</td>
<td>Cooperative Education Internship In Criminal Justice</td>
<td>Summer</td>
<td>1.00</td>
<td>1.00</td>
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<td></td>
<td>This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.</td>
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<tr>
<td>CCJ2942</td>
<td>Cooperative Education Internship in Criminal Justice</td>
<td>Summer</td>
<td>2.00</td>
<td>2.00</td>
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<td>This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.</td>
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</table>
CCJ2949  Cooperative Education Internship in Criminal Justice

Spring 3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

CDA3100  Introduction to Computer Architecture

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course provides an introduction to computer taxonomy, description languages, conventional computer architecture, microprogramming, instruction sets, I/O techniques, memory, survey of non-conventional architecture and software interfaces. Prerequisite: COT 3103.

CEN2724  User Interface and User Experience Design

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

User Interface and User Experience (UI/UX) Design covers concepts in human-computer interaction that focus on designing user interfaces (UI) and user experiences (UX). Topics include understanding when to use different interfaces, modeling and representing user interaction with personas and scenarios, eliciting requirements and feedback from users, methods for designing and prototyping interfaces and UI/UX evaluation. The course also introduces students to current research on human behavior as it applies to user experience design. Through the course, students will come to understand how hardware and software design influence human/computer interaction. Prerequisite: COP 2830.

CEN3024  Software Development I

Fall 3.00 Credits - 3.00 Hours

Software development concepts are introduced in the context of hands-on project implementation. SDLC, version control, design with UML, documentation, testing, 2 and 3-tier architecture. Prerequisite: COP 2805 or COP 3330.

CEN4025  Software Development II

Fall 3.00 Credits - 3.00 Hours

A continuation of Software Development I (CEN 3024) with larger and more complex projects. Enterprise-level applications are covered, including distributed and web-based systems using n-tier architecture. Prerequisite: CEN 3024.

CEN4333  Advanced Database Development

Fall 3.00 Credits - 3.00 Hours

Professional-level database access from object-oriented systems, including complex SQL queries and stored procedures. Use of object-relational frameworks. Hands-on exercises with current RDBMS software. Prerequisites: COP 3703 and (COP 2805 or COP 3330).

CEN4802  Software Integration, Configuration and Testing

Spring 3.00 Credits - 3.00 Hours

This course addresses approaches and issues associated with integration of software subsystems and components into one system and ensures that the
subsystems function together as a software system. Prerequisite: CEN 3024.

CET1178C  Network Computer Maintenance and Repair (A+)

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is an introduction to network maintenance and repair. Preventative maintenance and diagnosis of the microcomputer will be emphasized along with basic-to-advanced troubleshooting skills. Software and hardware tools will be used and evaluated in class. Preventative maintenance, upgrades, system diagnostics, configuration files, power, memory, drives, input/output (I/O), modems, communications, printing and how these topics interact in the network will be examined. Lab fee required. Prerequisite: CET 1179 or equivalent course.

CET1179  Network Concepts and Operating Systems

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is an introduction to computer networks and operating systems. Computer components are identified and their functions explained. Operating system functions include command execution, disk drive operations, file maintenance, directory maintenance, batch files and system configurations. Network topics include proper logging in, logging out, network security and network questions and solutions. Operating typical business software such as word processing, spreadsheets and database management of a network will be introduced. Lab fee required.

CET1526C  Introduction to UNIX (Linux+)

Fall  3.00 Credits - 3.00 Hours

This course introduces students to the UNIX Operating System. The course includes an overview of UNIX, simple commands, the VI Editor, file system, shell, communication, program development, shell programming and shell scripts. Lab fee required. Prerequisite: CET 1179.

CET1600C  Cisco Networking Fundamentals (Net+)

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to prepare the student to apply and understand the basics of networking. The course introduces the architecture, structure, functions, components and models of the Internet and computer networks. The principles of IP addressing and fundamentals of Ethernet concepts, media and operations are introduced to provide a foundation for the curriculum. Students will be able to build simple LANs, perform basic configurations for routers and switches and implement IP addressing schemes. This is the first part of a four-part series designed to prepare students for the Cisco Certified Networking Associate (CCNA) exam. Lab fee required.

CET1610C  Cisco Router Technology

Fall, Spring, Summer  4.00 Credits - 4.00 Hours

This course is designed to prepare the student to apply and understand the basics of routing and switching. The course describes the architecture, components and operations of routers and switches in a small network. Students learn how to configure a router and a switch for basic functionality. Students will be able to configure and troubleshoot routers and switches and resolve common issues with RIPv1, RIPv2, single-area and multi-area Open Shortest Path First (OSPF), virtual LANs and inter-V. This is the second of a four-part series designed to prepare students for the Cisco Certified Networking Associate (CCNA) exam. Lab fee required. Prerequisite: CET 1600C.

CET1630C  Network Cabling

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This hands-on network wiring and cabling course is designed to provide students with the knowledge and skills necessary to become entry-level technicians in the network cabling industry. Students will develop critical skills needed to terminate, test and troubleshoot data and video networking wiring. Lab fee required.
CET1675C  Introduction to IP Telephony  
Spring 4.00 Credits - 4.00 Hours

This course explains how companies are using IP Telephony equipment and software to efficiently upgrade existing telephone systems. In addition, the course will give the student a fundamental understanding of the architecture of voice communication and how signaling, call quality and public switched telephone networks operate in a LAN/WAN networking environment. The use of IP Telephony products will be discussed and how software allows companies to cost-effectively upgrade and eventually replace existing (legacy) telephone systems with more cost-effective and easy-to-use telephone equipment. Lab fee required. Prerequisite: CET 1600C or permission of instructor.

CET1854C  Introduction to Wireless Technologies  
Fall, Spring, Summer 4.00 Credits - 4.00 Hours

This course is designed to provide students with a complete foundation of knowledge for entering into or advancing in the wireless networking industry. It covers basic RF theory to link budget math, including topics from troubleshooting to performing a site survey. This course delivers hands-on training that will benefit the novice as well as the experienced network professional. Lab fee required. Prerequisite: CET 1600C or CCNA certification.

CET2528C  Advanced UNIX Operating System  
Offered as Needed 3.00 Credits - 3.00 Hours

Advanced features of the UNIX operating system will be covered in this course. Topics will include, but not be limited to, networking protocols, shell scripting, awk programming and system administration. Lab fee required. Prerequisite: CET 1526C.

CET2615C  Cisco Scaling Networks  
Fall, Spring, Summer 4.00 Credits - 4.00 Hours

This course is designed to prepare the student to apply and understand the advanced principles and applications of networking. The course describes the architecture, components and operations of routers and switches in a large and complex network. Students learn how to configure routers and switches for advanced functionality. Students will be able to configure and troubleshoot routers and switches and resolve common issues with Open Shortest Path First (OSPF), Enhanced Interior Gateway Routing Protocol (EIGRP), Spanning Tree Protocol (STP) and VLAN Trunking Protocol (VTP) in both IPv4 and IPv6 networks. Students will also develop the knowledge and skills needed to implement DHCP and DNS operations in a network. This is the third in a four-part series designed to prepare students for the Cisco Certified Networking Associate (CCNA) exam. Lab fee required. Prerequisites: CET 1600C and CET 1610C.

CET2620C  Cisco Connecting Networks  
Fall, Spring, Summer 4.00 Credits - 4.00 Hours

This course is designed to prepare the student to apply and understand the advanced principles and applications of networking. The course discusses the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. Students learn how to configure and troubleshoot network devices and resolve common issues with data link protocols. Students will develop the knowledge and skills needed to implement IPSec and Virtual Private Network (VPN) operations in a complex network. This is the fourth in a four-part series designed to prepare students for the Cisco Certified Networking Associate (CCNA) exam. Lab fee required. Prerequisites: CET 1600C, CET 1610C and CET 2615C.

CET2625C  Building Scalable Cisco Networks  
Spring 5.00 Credits - 6.00 Hours

The Building Scalable Cisco Networks (BSCN) course focuses on using Cisco routers connected in LANs and WANs typically found at medium-to-large network
sites. Upon completion of this training course, students will be able to select and implement the appropriate Cisco IOS(tm) services required to build a scalable, routed network. BSCN is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP), Cisco Certified Design Professional (CCDP) and Cisco Certified Internetwork certifications. Lab fee required. Prerequisite: CET 2620C or proof of CCNA certification validated by dean.

CET2626C  Building Cisco Remote Access Networks  
**Summer**  
5.00 Credits - 6.00 Hours

In the Building Cisco Remote Access Networks (BCRAN) course, students learn how to build, configure and troubleshoot a remote access network to interconnect central sites to branch offices and home offices. Students also learn how to access the central site, as well as to maximize bandwidth utilization over the remote links. BCRAN is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP), Cisco Certified Design Professional (CCDP) and Cisco Certified Internetwork certifications. Lab fee required. Prerequisite: CET 2625C.

CET2627C  Building Cisco Multilayer Switched Networks  
**Fall**  
5.00 Credits - 6.00 Hours

In the Building Cisco Multilayer Switched Networks (BCMSN) course, network administrators learn how to build campus networks using multi-layer switching technologies over high speed Ethernet. This course includes both routing and switching concepts, covering both Layer 2 and Layer 3 technologies. Students taking this course should already know how to configure routers, switches, VLANs access lists, ISL and STP. BCMSN is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP) and Cisco Certified Internetwork Expert (CCIE) certifications. Lab fee required. Prerequisite: CET 2625C.

CET2660C  Fundamentals of Network Security  
**Fall**  
4.00 Credits - 4.00 Hours

This course focuses on the overall security processes based on a security policy with an emphasis on hands-on skills in the areas of secure perimeter, secure connectivity, security management, identity services and intrusion detection. Upon completion of this course, students will be prepared for the following certification exams: Securing Cisco IOS Networks (SECUR), Cisco Secure PIX Firewall Advanced (CSPFA) and CompTIA Security+. Lab fee required. Prerequisite: CET 1610C or CCNA certification.

CET2682  Cisco Voice-Over IP  
**Offered as Needed**  
4.00 Credits - 4.00 Hours

This course lays the foundation for gaining hands-on skills and significant understanding of packet telephony by presenting the technologies that are common for both Enterprise and Service Provider students. The course is designed to capture the breadth of technical issues surrounding the design of Voice-Over-Data networks and explain a methodology that brings order to approaching problems. The purpose of this class is to discuss the technical issues of designing Voice-Over-Data networks. This course will teach the student a methodology for implementing Voice-Over-Data networks. Upon completion of this course, students will be prepared for the Cisco Voice-Over IP certification exam. Lab fee required. Prerequisite: CET 2620C or CET 1675C or CCNA certification.

CET2760C  Web Server Management  
**Fall**  
3.00 Credits - 3.00 Hours

This course prepares students to setup, configure and manage a Web server. The course includes examining Internet and Intranet solutions and how to access/connect to the internet. It also includes the fundamentals of installing and configuring a Web server. Lab fee required. Prerequisite: CET 1179 or COP 2830.
CET2930C  Selected Studies In Computer Engineering
Offered as Needed  5.00 Credits - 6.00 Hours
In this course, topics of current interest are presented in group instruction. This course may be taken four times for credit. Lab fee required.

CET2941  Cooperative Education Internship in Network Administration
Offered as Needed  1.00 Credit - 1.00 Hour
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

CET2942  Cooperative Education Internship in Network Administration
Offered as Needed  2.00 Credits - 2.00 Hours
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

CET2949  Cooperative Education Internship in Network Administration
Offered as Needed  3.00 Credits - 3.00 Hours
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

CET3505  Computer Operating Systems
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course is a study of the fundamental concepts, structures and organization of operating systems. It includes the study of processes, threads, multi-tasking, concurrency and deadlocks, memory management and file management. Prerequisites: CET 1179 or equivalent and COT 3103.

CET3679  Principles of Telephony
Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This is an introductory-level course in telephony technology. The telephony environment, tele-management, telephony connectivity and services of telephony will be covered. Prerequisite: CET 1600C or equivalent.

CET4367  Microcontroller Devices

Fall 3.00 Credits - 3.00 Hours

This course emphasizes the design and programming of microcontrollers. Students will be introduced to microcontroller architecture, use of programmable counter/timer arrays, analog interfaces, serial communications and other peripherals. Prerequisites: EET 1035C, COP 3330 and COT 3103.

CGS1060C  Introduction to Computers

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course provides an introductory study of computer and Internet concepts and online web applications. It teaches important computer and digital technology concepts, skills and issues necessary to succeed in careers and in life. Students completing this course will have a solid understanding of computer hardware, software and network fundamentals in addition to learning effective use of social media, online office web applications, collaboration, email and the Internet to aid them with college studies and workforce readiness. This course utilizes lectures and hands-on computer exercises. No prior experience with computers is assumed. Lab fee required.

CGS1073  AICE A.S. Level Computing Exam

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Cambridge AICE A-S Level Computing Exam.

CGS1074  AICE A- Level Computing Exam

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Cambridge AICE A-Level Computing Exam.

CGS1075  Introduction to Computer Science I

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Computer Science A or Computer Science AB.

CGS1076  Introduction to Computer Science II

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Computer Science AB.

CGS1077  Information Systems

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the College Level Examination Program (CLEP) examination in Information Systems and Computer Applications.

CGS1078  Computer Science IB

Offered as Needed 3.00 Credits - .00 Hours

Three credits for this course are awarded to entering students with a score of 4 on the International Baccalaureate (IB) test in Computer Science. Six credits are awarded if student score is 5 or higher on the same examination.
CGS1848C  Google Tools and Applications

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course will provide students with basic and advanced ways to use Google tools to increase efficiency and save time, starting with an introduction to the browser and search engine, setting up a Google account and accessing g mail, calendar and drive. Students will use various Google apps to check the news, plan a trip, translate into another language, manage their wallet, collect and store images, communicate and collaborate while building learning networks. Productivity applications will be introduced using Docs, Sheets and Slides.

CGS1944  Information and Technology for a Global Society IB

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with International Baccalaureate (IB) scores of 4 on the Information and Technology for a Global Society exam.

CGS1945  Information and Technology for a Global Society IB

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with International Baccalaureate (IB) scores of 5-7 on the Information and Technology for a Global Society exam.

CGS2100C  Computer Applications

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This is an introductory course in computer applications that focuses on the effective use of word processing, spreadsheet, database and presentation software programs. Students will gain a fundamental knowledge of Microsoft Office 365 and learn skills that have practical applications in real world business situations. This course utilizes lectures and hands-on computer exercises. Lab fee required.

CGS2108C  Advanced Computer Applications

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This is an advanced course in computer applications that focuses on the advanced use of word processing, spreadsheet, database and presentation software programs. Students will gain advanced knowledge of Microsoft Office 365 and have the necessary skills to solve real world business problems. This course utilizes lectures and hands-on computer exercises. Lab fee required. Prerequisite: CGS 2100C or department permission.

CGS2545C  Database Management

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is a study of database design and management. Topics include the relational model, Entity Relationship Diagrams (ERDs), database design and normalization, query languages, multi-user and distributed databases and data warehouses. Prerequisite: COP 1000 or CGS 2100C.

CHD2330  Early Literacy for Young Children

Spring  3.00 Credits - 3.00 Hours

This course describes how children acquire language and literacy and how teachers can design classrooms to promote oral and written language development. The course will stress planning for individual children, including children with special needs and English language learners as well as understanding the importance of the child’s family in language and literacy development. Up to 10 hours of field observation is required.

CHI1120  Elementary Chinese Language and Civilization I

Fall  4.00 Credits - 5.00 Hours

This course will initiate the student to the Chinese culture and the major language skills of listening, speaking, reading and writing.
CHI1121  Elementary Chinese Language and Civilization II

Spring  4.00 Credits - 5.00 Hours

A continuation of CHI 1120 to initiate the student to the Chinese culture and the major language skills of listening, speaking, reading and writing. Prerequisite: CHI 1120.

CHI1930  Chinese AP

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Chinese.

CHI1931  Chinese AP

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Chinese.

CHM1020  Contemporary Chemistry

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This is a one-semester course for the non-science major designed to meet the General Education requirement for the A.A. degree. Presumes no chemistry or mathematics background. Basic chemical principles are covered and related to larger topics that may include the chemistry of water and the atmosphere, energy sources, natural and man-made materials and environmental issues. Laboratory exercises during the lecture may be used to complement course material. Lab fee required. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students.

CHM1020C  Contemporary Chemistry

Fall, Spring, Summer  4.00 Credits - 6.00 Hours

This is a one-semester course designed to introduce the principles of chemistry to nursing and allied health students. It assumes no prior chemistry background. The course can also be used as a preparation for CHM 2045C. Topics will span general, organic and biological chemistry and cover problem-solving, atomic and molecular structure, chemical reactions, bonding, gas laws, radioactivity, an introduction to organic chemistry, carbohydrates, acids/bases and other selected topics. Lab fee required. Prerequisite: MAT 1033 or higher level mathematics course or test scores.
indicating MAT 1033 proficiency.

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**CHM2045  General Chemistry I**

**Offered as Needed  3.00 Credits - 3.00 Hours**

This course serves as the first semester of the two-semester general chemistry sequence. Topics covered include problem-solving, atomic and molecular structure, chemical formulas and nomenclature, chemical reactions, stoichiometry, thermochemistry, bonding models, gas laws, solutions and other selected topics. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisites: CHM 1032C or high school chemistry and MAC 1105 (or higher level mathematics course) with a minimum grade of "C" or higher.

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**CHM2045C  General Chemistry I**

**Fall, Spring, Summer  4.00 Credits - 7.00 Hours**

This course serves as the first semester of the two-semester general chemistry sequence. Topics covered include problem-solving, atomic and molecular structure, chemical formulas and nomenclature, chemical reactions, stoichiometry, thermochemistry, bonding models, gas laws, solutions and other selected topics. Laboratory experiments are chosen that support these topics. Lab fee required. This course satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisites: acceptance into Honors program and CHM 1032C or high school chemistry and MAC 1105 with a minimum grade of "C" or higher or higher level mathematics course or test scores indicating MAC 1105 proficiency.

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**CHM2045CH Honors General Chemistry**

**Fall, Spring  4.00 Credits - 7.00 Hours**

This course serves as the first semester of the two-semester general chemistry sequence. Topics covered include problem-solving, atomic and molecular structure, chemical formulas and nomenclature, chemical reactions, stoichiometry, thermochemistry, bonding models, gas laws, solutions and other selected topics. Laboratory experiments are chosen that support these topics. Lab fee required. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisites: CHM 1032C or high school chemistry and MAC 1105 with a minimum grade of "C" or higher or higher level mathematics course or test scores indicating MAC 1105 proficiency.

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**CHM2045L  General Chemistry I Lab**

**Offered as Needed  1.00 Credit - 1.00 Hour**

An introduction to experimental chemistry, including separation techniques, qualitative and quantitative analysis techniques, stoichiometry, titrations and spectroscopic analysis. Students will become proficient in a variety of laboratory techniques and data acquisition. Students must have already completed or be taking concurrently CHM 2095. Corequisite or prerequisite: CHM 2045 or CHM 2095.

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**CHM2046  General Chemistry II**

**Offered as Needed  3.00 Credits - 3.00 Hours**

This course serves as a continuation of CHM 2045. Topics covered include chemical bonding models, properties of solutions, thermodynamics, reaction kinetics, chemical equilibrium, electrochemistry and nuclear chemistry. The course stresses integration of chemical knowledge. Prerequisite: CHM 2045 or CHM 2045C with a minimum grade of "C" or higher.

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**CHM2046C  General Chemistry II with Qualitative Analysis**

**Fall, Spring, Summer  4.00 Credits - 7.00 Hours**

This course serves as a continuation of CHM 2045C. Topics covered include chemical bonding models, properties of solutions, thermodynamics, reaction kinetics, chemical equilibrium, electrochemistry and nuclear chemistry. The course stresses integration of chemical knowledge. The laboratory is primarily...
CHM2046CH Honors General Chemistry II with Qualitative Analysis

Fall, Spring 4.00 Credits - 7.00 Hours

This course serves as a continuation of CHM 2045C. Topics covered include chemical bonding models, properties of solutions, thermodynamics, reaction kinetics, chemical equilibrium, electrochemistry and nuclear chemistry. The course stresses integration of chemical knowledge. The laboratory is primarily qualitative analysis. Lab fee required. Prerequisite: acceptance into Honors program and CHM 2045C with a minimum grade of "C" or higher.

CHM2093 Chemistry for Teachers

Summer 3.00 Credits - 3.00 Hours

This course covers the basic principles of chemistry with applications of these principles to everyday phenomena. Lectures will include hands-on activities and demonstrations. Topics will vary to fit the specific needs of the teachers enrolled.

CHM2210C Organic Chemistry I

Fall, Spring, Summer 4.00 Credits - 6.00 Hours

This course provides a basic introduction to all organic functional groups and nomenclature followed by detailed treatment of the relationship between structure and reactivity of organic molecules. Other topics include stereochemistry and synthesis. Lab fee required. Prerequisite: CHM 2045C with a minimum grade of "C" or higher.

CHM2211C Organic Chemistry II

Fall, Spring, Summer 4.00 Credits - 6.00 Hours

This course provides a continuation of CHM 2210C. Topics covered include the chemistry and reactions of alcohols, ethers, sulfur compounds, aromatic compounds, aldehydes, ketones, carboxylic acids and amines. Various types of spectroscopy will be covered. Emphasis will be on reactivity, mechanisms and synthesis. Lab fee required. Prerequisite: CHM 2210C with a minimum grade of "C" or higher.

CHM2930 Selected Studies in Chemistry

Offered as Needed 3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

CHM2941 Cooperative Education Internship in Chemistry

Offered as Needed 1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student's chosen major as identified in the student's program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

CHM2942 Cooperative Education Internship in Chemistry

Offered as Needed 2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the
assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

CHM2949  Cooperative Education Internship in Chemistry

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

CIS2321  Systems Analysis and Design

Fall, Spring  3.00 Credits - 3.00 Hours

This course is a study of the fundamentals of systems analysis and how they are applied to the development of information systems for operations in the business environment. Major topics studied include methods of systems investigation, input/output design, system documentation, communication, implementation of new systems, control and security of systems, hardware selection and software development. Typical data processing applications are examined. Lab fee required. Prerequisite: Any 2000 level COP course with a grade of “C” or higher or department permission.

CIS2901C  Case Study in Business Programming

Fall, Spring  3.00 Credits - 3.00 Hours

This course is designed to provide an opportunity for the student to apply his/her knowledge and understanding of systems analysis and computer programming to an actual business-oriented computer application. The student designs and implements a complete system of programs using tools developed in previous courses. Lab fee required. Prerequisites: CIS 2321 and CGS 2545C with a grade of “C” or higher and COP 2833 or COP 2805 with a grade of “C” or higher.

CIS2941  Cooperative Education Internship in Data Processing

Offered as Needed  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at
Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**CIS2942**  
Cooperative Education Internship in Data Processing  
Offered as Needed  
2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**CIS2949**  
Cooperative Education Internship in Data Processing  
Offered as Needed  
3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at

**CIS3270**  
Continuous Simulation  
Spring  
3.00 Credits - 3.00 Hours

This course is an introduction to the fundamentals of modeling and simulating continuous-state, time-driven systems. Topics include mathematical equation representation of systems, formulation of state variable equations and numerical integration techniques including Taylor series, families of Runge-Kutta and Adams methods. Application domains considered include physical, biological, electrical systems and real-time simulations. Prerequisites: COT 3103, CDA 3100 and CEN 3024.

**CIS3360**  
Principles of Security  
Fall, Spring, Summer  
3.00 Credits - 3.00 Hours

This course provides an introduction and overview of security issues for organizational and institutional computing. Physical, software and computing systems security will be discussed. Students will be required to perform introductory security analyses, write code to automate some security preparedness tasks and set up a protection scheme for a simple PC computer. Prerequisite: CET 1179 or equivalent.

**CIS4361**  
Applied Security  
Fall, Spring  
3.00 Credits - 3.00 Hours

This course provides topics in issues of security vulnerabilities and protection. Instruction includes hands-on laboratories to apply techniques and tools. Also included are current issues that impact personal and corporate computing. Prerequisites: CET 3505 and CIS 3360.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>CIS4523</td>
<td>Managing IT Projects</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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<td>This course covers how to properly manage IT projects, including technology-specific issues and concerns. The focus of the course is on how IT projects are managed and the tools and techniques that are unique to these projects. Prerequisite: ISM 3113.</td>
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<td>CIS4891</td>
<td>Capstone Project</td>
<td>Fall, Spring</td>
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<td>Students will develop on an information systems project working in teams. The project will include analysis, design, development, testing and implementation. Teams will create and present a project proposal, design documentation, test plan and implementation plan to make the information system operational. Note: Students must complete this capstone course with a grade of “C” or higher as a graduation requirement for the IST-BS degree. Prerequisites for Cyber Security Specialization: CIS 4361, CNT 4504 and (ISM 4314 or CIS 4523). Prerequisites for Programming Specialization: CEN 4025, CEN 4333 and (ISM 4314 or CIS 4523).</td>
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<tr>
<td>CIS4891H</td>
<td>Honors Capstone Project</td>
<td>Fall, Spring</td>
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<td>Students will develop an information systems project working in teams. The project will include analysis, design, development, testing and implementation. Teams will create and present a project proposal, design documentation, test plan and implementation plan to make the information system operational. Note: Students must complete this capstone course with a grade of “C” or higher as a graduation requirement for the IST-BS degree. Prerequisites: Senior in good academic standing and IST-BS program plan and acceptance into the Honors program and the following courses: Prerequisites for Cyber Security Specialization: CIS 4361, CNT 4504 and (ISM 4314 or CIS 4523). Prerequisites for Programming Specialization: CEN 4025, CEN 4333 and (ISM 4314 or CIS 4523).</td>
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<td>CJC1160</td>
<td>Community Based Corrections</td>
<td>Summer</td>
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<td>This course will explore the history, development and implementation of community-based corrections, specifically probation, parole and community control.</td>
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<tr>
<td>CJC1162</td>
<td>Introduction to Probation, Parole and Community Corrections</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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<td>This course provides an in-depth study of the world of probation and parole. Students will investigate the conviction, adjudication and punishment of adults and juveniles who have been convicted of a criminal offense. This course will examine parole boards, the courts and others who may authorize the early release of offenders, subject to certain conditions. This course will analyze why some adult and juvenile offenders are permitted by the courts to remain free in their communities and the requirements of community supervision. The role and selection of probation and parole officers will also be covered.</td>
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<tr>
<td>CJC2000</td>
<td>Introduction to Corrections</td>
<td>Fall, Spring</td>
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<td>This course is a study of corrections for students of criminal justice to enable them to understand the development and conduct of its complexity and scope historically, traditionally, operationally and legally.</td>
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<tr>
<td>*CJD0781</td>
<td>Crossover-Corrections to Law Enforcement</td>
<td>Fall, Spring, Summer</td>
<td>1.60</td>
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<td>This course is part of a 286-hour program which includes the following disciplines: Crossover to Law Enforcement, Legal 3, Traffic, Patrol, Investigations and Vehicle Operations. Law Enforcement Crossover meets the Florida Department of Law Enforcement and the Criminal Justice Standards and Training Commission requirements (Chapter 943). Applicants</td>
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</table>
must have successfully completed a Florida Corrections Basic Academy Program. Upon successful completion of the Corrections Basic Academy and Crossover training, the student becomes eligible to sit for the Florida State Examination for certification. Lab fee required.

* CJD0939A Criminal Justice Equivalency of Training - Law Enforcement

Fall, Spring, Summer 1.73 Credits - 52.00 Hours

This course is designed for out-of-state police officers who wish to become Florida certified or for those whose Florida certification has expired. Prior approval from the Florida Department of Law Enforcement is required. Entrance into this course must be approved by the Training Center Director. This course will also prepare the student to sit for the State Law Enforcement Certification Exam. Lab fee required.

* CJD0939B Criminal Justice Equivalency of Training - Corrections

Fall, Spring, Summer 1.40 Credits - 42.00 Hours

This course is designed for out-of-state corrections officers who wish to become Florida certified or for those whose Florida certification has expired. Prior approval from the Florida Department of Law Enforcement is required. Entrance into this course must be approved by the Training Center Director. This course will also prepare the student to sit for the State Corrections Certification Exam. Lab fee required.

CJE1000 Introduction to Law Enforcement

Fall, Summer 3.00 Credits - 3.00 Hours

This course is designed to develop an understanding of the law enforcement profession. It examines the various approaches of modern law enforcement as well as a historical overview of law enforcement. It provides a description of policing and examines law enforcement as a balance of social, historical, political, legal, individual and organizational forces.

CJE1204 Contemporary Topics in Gang Investigation

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course examines the unique and contemporary gang-related investigation topics, problems and issues that deserve greater exploration and analysis as the body of knowledge related to gang investigation evolves. The student will be introduced to the contemporary issues surrounding the course topics, historical perspectives, foundational philosophies and strategies and programs within the context of the course topics.

CJE1640 Introduction to CSI

Fall 3.00 Credits - 3.00 Hours

This course strives to depict the role of the forensic scientist in the criminal justice system. This course is designed for the non-scientific student. The course is a classroom introduction to the world of forensic science that includes Internet application, ability and limitations of the modern crime laboratory. Forensic science begins at the crime scene. If an investigator cannot recognize, collect and package evidence properly, no amount of equipment or expertise in the laboratory will salvage the situation.

CJE1686 Cybercrime

Fall 3.00 Credits - 3.00 Hours

This course is designed to evaluate computer crime in non-technological language while presenting all basic modern procedures needed to investigate and prosecute it. This course also covers both forensic and legal issues, addresses the First and Fourth Amendments, the U. S. Patriot Act, international collaborations, identity theft, SmartPhones, GPS navigation, Cloud computing, cyberbullying and cyberterrorism.

CJE2160 Cultural Diversity in Public Safety
Fall, Spring 3.00 Credits - 3.00 Hours

This course examines current research and theories of racial and ethnic discrimination within America’s criminal justice system. This course will include the analysis of patterns of criminal behavior and victimization, police practices, course processing and sentencing, the death penalty and correctional programs. This course will incorporate discussion of all major race groups found in the United States.

CJE2400  Community Policing

Spring 3.00 Credits - 3.00 Hours

This course provides an examination of the growth of community policing by reviewing and researching traditional policy, community relations and community policing. It includes a view of social, behavioral and operational issues that are fundamental to effective policy and community relations.

CJE2540  Police Organization and Administration

Summer 3.00 Credits - 3.00 Hours

This course provides an overview of police administration and management. It examines various approaches to police organization and supervision. This course emphasizes the difference between management and leadership. Stress is placed on organization and individual values in order to accomplish common goals.

CJE2566  Domestic Violence, Date Rape and Stalking

Summer 3.00 Credits - 3.00 Hours

In this course, the student will develop a mature understanding of violence and abuse in intimate, dating and casual relationships. This understanding will be developed through an interdisciplinary perspective providing a contemporary view of the criminal justice experience with the diverse forms of violence and populations. This course will include dating violence, stalking, domestic violence and teen dating violence.

CJE2600  Criminal Investigation

Spring, Summer 3.00 Credits - 3.00 Hours

The fundamental principles, concepts and theory of investigation, interviews, interrogations, surveillance and sources of information, case preparations, problems in criminal investigation and investigative techniques of specific crimes are explored in this course.

CJJ2002  Juvenile Delinquency

Summer 3.00 Credits - 3.00 Hours

This course is designed to provide students with an understanding of the problem of juvenile delinquency. Topics include the history of juvenile delinquency and defining and measuring of juvenile delinquency in American society, theories of delinquency, the law enforcement role, juvenile court process, juvenile recidivism and the social and cultural influences involved in defining delinquency.

* CJK0001  Introduction to Law Enforcement

Fall, Spring .33 Credits - 10.00 Hours

This course provides an overview of the law enforcement training program and the requirements for students to become sworn officers, gives students instruction on basic criminal justice values and ethics, defines sexual harassment and ways to avoid compromising interactions with other officers and the public and emphasizes the command structure within a criminal justice agency. Students will also receive a basic understanding of the structure and components of the criminal justice system.

* CJK0006  Introduction and Law

Fall, Spring, Summer 2.23 Credits - 67.00 Hours

This course will introduce the student to the academy,
graduation requirements and recruit expectations during their academy attendance. This course will enable students to understand the components of the criminal justice system and the proper use of the chain of command in an organization, to learn Constitutional Law and Florida Statutes and to understand the Police Code of Ethics.

* CJK0010  Human Issues

Fall, Spring, Summer  1.66 Credits - 50.00 Hours

This course will enhance awareness and understanding of human diversity issues and provide skills to enable new officers to interact effectively with people of diverse populations.

* CJK0011  Human Issues

Spring, Summer  1.33 Credits - 40.00 Hours

Crisis intervention is a major aspect of a law enforcement officer’s job. This course will enable the student to know the different types of crisis situations that they could encounter when responding to a call.

* CJK0012  Legal

Fall, Spring  2.06 Credits - 62.00 Hours

To act properly and effectively as law enforcement officers without infringing on individual rights, students must have an understanding of federal, state and local laws. Students will become familiar with case law and how it interprets and further explains enacted laws. This course will provide a solid legal foundation from which students may function as law enforcement officers.

* CJK0013  Interactions in a Diverse Community

Fall, Spring  1.33 Credits - 40.00 Hours

Miscommunication may create problems and potential safety issues. Miscommunication happens for different reasons, including unclear expressions, communication barriers or failure to understand the needs of the listener. This course explains the common communication traits of individuals based upon their cultures, experiences, physical and psychological conditions and how specific situations can challenge an officer’s effort to perform his or her duties. Officers who possess strong interpersonal skills can respond appropriately while circumventing potential emotional triggers during a crisis situation.

* CJK0014  Interviewing and Report Writing

Fall, Spring  1.86 Credits - 56.00 Hours

This course will enable the student to effectively develop interviewing techniques, note-taking skills and report-writing principles and mechanics. These are critical tasks that law enforcement officers must perform every day. The terms “incident report” and “report” will be used interchangeably throughout this course.

* CJK0015  Communications

Fall, Spring, Summer  2.56 Credits - 77.00 Hours

This course will identify issues affecting the officer’s ability to protect and enforce the law when dealing with criminal street gangs and extremist groups. This course will identify issues affecting the officer’s ability to protect and enforce the law when dealing with the elderly population, introduce the correct and efficient way to take field notes so that the information is complete, organized and legible, introduce how to thoroughly document the facts regarding a situation or incident in a logical order with correct grammar, spelling and accuracy of facts in a final written report. It will identify the interviewer’s responsibilities, the interview process, factors and techniques affecting the success of an interview, types of witnesses, signs of deception and the nature of admissions and confessions, introduce the basic concepts of statement-taking and provide skills to enable students to effectively obtain a statement, enable the student to make the most efficient and effective use of FCIC capabilities and to perform law enforcement communications in an effective and professional manner. The student will know how many law
enforcement lives are taken each year in the line of duty, comprehend ways to increase chances of survival, know fatal errors that have killed law enforcement officers, recognize the stress associated with working in situations that could be life-threatening and describe ways to deal with or reduce the stress. It will introduce the student to basic rules of officer safety when responding to a crisis situation and the recognition and assistance of citizens in crisis and enable the student recruit to apply the problem-solving model SECURE in a law enforcement response.

* **CJK0017  Communications**

Spring, Summer 2.53 Credits - 76.00 Hours

Law enforcement officers communicate daily with other officers, supervisors, victims, witnesses, suspects and their friends and relatives. This course covers telecommunications, communications and interpersonal skills, human interaction issues, interviewing ideology and report-writing principles and mechanics.

* **CJK0020  Vehicle Operations**

Fall, Spring, Summer 1.60 Credits - 48.00 Hours

This course will better prepare prospective officers to apply all applicable vehicle operations knowledge and techniques. Lab fee required.

* **CJK0023  Introduction to Law Enforcement**

Offered as Needed .13 Credits - 4.00 Hours

This course of instruction serves to familiarize the student with the criminal justice system and its functions, including the areas of law enforcement, corrections and the state and federal court systems.

* **CJK0024  Legal Concepts**

Offered as Needed .67 Credits - 20.00 Hours

This course of instruction serves to provide the student with a foundational understanding of America’s legal system and the various types of laws, with an emphasis on Florida criminal law.

* **CJK0025  Patrol and Professional Communications**

Offered as Needed .40 Credits - 12.00 Hours

This course of instruction serves to provide the student with the necessary skills to operate radio equipment, conduct interviews and prepare basic written reports.

* **CJK0026  Interactions in a Diverse Community**

Offered as Needed .40 Credits - 12.00 Hours

This course of instruction serves to provide the student with the necessary skills to communicate effectively and professionally when interacting with people from varying backgrounds under a variety of circumstances.

* **CJK0027  Calls for Service and Arrest Procedures**

Offered as Needed .80 Credits - 24.00 Hours

This course of instruction serves to provide the student with the necessary skills to respond to calls for service, make arrests and transport prisoners. Students will learn the skills necessary to perform building searches and search, inventory and impound vehicles.

* **CJK0028  Traffic Stops and Crash Investigations**

Offered as Needed .93 Credits - 28.00 Hours

This course of instruction serves to provide the student with the necessary skills to identify and take appropriate enforcement action for traffic violations, to safely respond to and assist at the scene of traffic crashes.

* **CJK0029  Crime Scene and Courtroom Procedures**
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Offered</th>
<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>CJK0031</td>
<td>First Aid for Criminal Justice Officers</td>
<td>Fall, Spring, Summer</td>
<td>1.33</td>
<td>40.00</td>
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<tr>
<td>CJK0040</td>
<td>Firearms</td>
<td>Fall, Spring, Summer</td>
<td>2.66</td>
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<td>CJK0050</td>
<td>Criminal Justice Defensive Tactics</td>
<td>Fall, Spring, Summer</td>
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<td>CJK0051</td>
<td>Criminal Justice Defensive Tactics</td>
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<td>CJK0060</td>
<td>Patrol</td>
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<tr>
<td>CJK0062</td>
<td>Patrol II</td>
<td>Fall, Summer</td>
<td>1.33</td>
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<td>CJK0064</td>
<td>Fundamentals of Patrol</td>
<td>Fall, Spring, Summer</td>
<td>1.16</td>
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<tr>
<td>CJK0065</td>
<td>Calls for Service and Special Risk Groups</td>
<td>Fall, Spring, Summer</td>
<td>1.20</td>
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This course of instruction serves to provide the student with the necessary skills to respond to and protect a crime scene and to deliver effective court testimony.

This course will better prepare prospective officers to apply all applicable First Responder knowledge and techniques to emergency situations. Lab fee required.

This course is designed to give the student basic skills and knowledge needed to operate a firearm safely. Lab fee required.

This course will better prepare prospective officers to control subjects and defend themselves using appropriate defensive tactics in accordance with the Recommended Response in Resistance Matrix. Lab fee required.

This course provides physical skills training to basic recruits covering the use of force in controlling subjects and for self-defense. Although there is some classroom instruction, most of this course is physical training. Lab fee required.

This course will enable the student to perform basic tasks and procedures associated with responding to commonly encountered patrol situations, including observing activity, interacting with citizens, handling traffic and escort assignments, responding to a call for service or alarm, searching grounds and/or buildings, approaching and interacting with a suspect, making an arrest, transporting and processing a prisoner as well as completing the appropriate documentation and/or reports of these activities. Lab fee required.

This course introduces the student to crowd control, criminal gangs and extremist groups, hazard identification, building searches and identifying weapons of mass destruction. Lab fee required.

Law enforcement officers will spend the majority of their time patrolling an assigned area. This course provides an overview of the law enforcement techniques and tactics that officers use while on patrol. The course focuses on the use of communications equipment, Community Oriented Policing, officer safety and survival skills, basic instruction on responding to calls, making arrests as well as helpful resources.

Law enforcement officers will spend the majority of their time patrolling an assigned area. While patrolling, officers will respond to a variety of calls for service and will vary between non-criminal and criminal incidents. Non-criminal calls for service may range from a request for information to performing a security check of a structure. Criminal calls for service...
are any incidents involving an alleged violation of criminal law. This course provides an overview of the more common calls for service that an officer may encounter.

* **CJK0070**  Investigations  
  Fall, Spring, Summer  1.76 Credits - 53.00 Hours  
  This course will introduce the student to the process of performing an investigation. Lab fee required.

* **CJK0075**  Investigating Offenses  
  Fall, Spring, Summer  1.46 Credits - 44.00 Hours  
  This course introduces the student to the process of investigating specific offenses. Lab fee required.

* **CJK0077**  Criminal Investigations  
  Fall, Spring, Summer  1.66 Credits - 50.00 Hours  
  Of all the tasks assigned to law enforcement, none is more important than conducting an impartial investigation to bring a suspect to justice. This is the main reason officers have earned the public’s trust over years of service. The quality of an investigation will undergo scrutiny beginning with the supervisor’s review of the initial report and ending with the appeal process. Officers must conduct each investigation with attention to accuracy, detail and professionalism. Officers will establish a reputation in court and in public based upon the quality of their work. This course will identify the key elements of crimes most frequently encountered during a shift to help the officer avoid some common mistakes made in the field.

* **CJK0078**  Crime Scene to Courtroom  
  Fall, Spring, Summer  1.16 Credits - 35.00 Hours  
  Upon arriving at an incident or crime scene, an officer will take a sequences of steps to protect all parties, gather information, identify, separate and interview subjects and complete the initial investigation successfully. The single most significant part of the initial stage of a criminal investigation is the processing of the crime scene, identifying types of evidence that might be present at a scene based on an evaluation of the incident or crime and knowing when and how to get help in searching the scene. The first priority is to secure, protect and preserve the scene to avoid contaminating the evidence. The second priority must be to search for, identify, document, collect and maintain the physical evidence or the prosecution of the suspect may be in jeopardy.

* **CJK0084**  DUI Traffic Stops  
  Fall, Spring, Summer  .80 Credits - 24.00 Hours  
  Law enforcement officers make numerous traffic stops daily. All too often, drivers are impaired by the use of alcohol or drugs, making them a hazard to themselves and other motorists. This course will train officers to detect impaired driving, administer field sobriety tests, make arrests when appropriate and record the evidence of a DUI offense.

* **CJK0087**  Traffic Stops  
  Fall, Spring, Summer  1.00 Credit - 30.00 Hours  
  Law enforcement officers make numerous traffic stops daily. This course prepares basic recruits for traffic stops.

* **CJK0088**  Traffic Crash Investigations  
  Fall, Spring, Summer  1.06 Credits - 32.00 Hours  
  Law enforcement officers conduct traffic crash investigations by following a step-by-step approach that encompasses the initial response to the scene, scene assessment and protection, the identification and analysis of information gathered from witnesses, the thorough investigation of the crash, the evaluation of physical evidence collected, returning the crash scene to normal, taking appropriate enforcement action and documenting the crash.
* CJK0092 Critical Incidents

Fall, Spring, Summer 1.46 Credits - 44.00 Hours

Law enforcement officers must be prepared to address many situations in the course of patrolling their assigned areas. This course provides an overview of law enforcement techniques and tactics employed in confronting large scale or critical incidents.

* CJK0095 Criminal Justice Special Topics - Physical Training

Fall, Spring, Summer .66 Credits - 20.00 Hours

This course introduces the student to the concept of fitness for living. Each student shall have the opportunity to evaluate one’s self and engage in a planned program for fitness.

* CJK0095C Criminal Justice Special Topics - Physical Training for Corrections or CPO

Fall, Spring, Summer .66 Credits - 20.00 Hours

This course introduces the student to the concept of fitness for living. Each student shall have the opportunity to evaluate one’s self and engage in a planned program for fitness. Lab fee required.

* CJK0096 Criminal Justice Physical Fitness

Spring, Summer 2.00 Credits - 60.00 Hours

This course introduces the student to the concept of fitness for living. Each student shall have the opportunity to evaluate one’s self and engage in a planned program for fitness.

* CJK0100 Criminal Justice Interpersonal Skills

Fall, Spring 2.06 Credits - 62.00 Hours

The student will learn community relations within a corrections environment, techniques and courtesy with emphasis given to assisting the inmate with rules and regulations. Intervention techniques for various situations including suicide, violence and other crises are studied. Human diversity, stress recognition and reduction are included. Lab fee required.

* CJK0101 Interpersonal Skills II

Fall, Spring 1.66 Credits - 50.00 Hours

This course will provide the student with knowledge about human adjustment to imprisonment. The criminal types and careers are studied. Special population subgroup needs and programs are explored and inmate supervision techniques are examined. Lab fee required.

* CJK0102 Correctional Operations

Spring, Summer 2.13 Credits - 64.00 Hours

In this course students learn the operation of a correctional facility. Safety and health care for inmates, inmate control procedures, property and classifications procedures are learned along with bonding and release regulations. Inmate disciplinary functions are taught according to state rules and regulations. Accountability and bookkeeping procedures, patrol techniques and hazards to the officer are also covered. Lab fee required.

* CJK0132 Private Security Officer

Fall, Spring, Summer 1.33 Credits - 40.00 Hours

This course prepares students to meet the certification requirements for an unarmed Private Security Officer (Class “D” license).

* CJK0133 Basic Law Enforcement - Auxiliary Training

Fall 2.10 Credits - 63.00 Hours

This course is designed to prepare students to assist law enforcement agencies as auxiliary police officers functioning under the direct supervision and direction
of sworn law enforcement officers.

* CJK0134  Armed Private Security Officer

Fall .93 Credits - 28.00 Hours

This course prepares students for the Armed Private Security Officer advanced certified training for the Class "G" license and for specialized security such as those employed by nuclear generating plants and hospitals. Prerequisite: CJK 0132.

* CJK0200  Overview of Corrections

Fall, Spring, Summer .46 Credits - 14.00 Hours

This course will instruct the student on the legal, ethical and professional requirements of a Correctional Officer. Instruction will include certification requirements, inmates’ rights, use of force and applicable state and Federal statutes.

* CJK0204  Law Enforcement Cross-Over to Correctional Introduction

Fall, Spring 1.96 Credits - 59.00 Hours

This course introduces the CMS law enforcement officer to competencies needed to qualify as a traditional corrections officer. This course covers the criminal justice communications and interpersonal skills necessary for a CMS law enforcement officer. This includes interactions with youth offenders and the mentally or physically handicapped along with crisis intervention techniques and suicide prevention training. It also includes the history and philosophy of corrections, prisoner and correction officer rights and responsibilities, ethical and professional behavior, classification of offenses, legal terms and courtroom procedures and the use of force, search and seizure concepts.

* CJK0205  Law Enforcement Cross-Over to Correctional Responding to Incidents & Emergencies

Fall, Spring, Summer .40 Credits - 12.00 Hours

This course will instruct the student in recognizing actual and potentially hazardous situations encountered in a correctional setting. Students will be instructed in the proper response procedures.

* CJK0211  Cross-Over Corrections to Law Enforcement Introduction

Fall, Spring, Summer 3.13 Credits - 94.00 Hours

This course includes the basic knowledge and skills for the certified corrections officer(s) to cross over to become law enforcement officer(s) in law, interpersonal communications, radio communications, note-taking, report-writing, interviewing, ethics, professionalism, court structure, working with communities, diverse and special populations and information about the criminal justice system in Florida and the Criminal Justice Standards and Training Commission.

* CJK0212  Cross-Over Corrections to Law Enforcement CMS High Liability

Fall, Spring, Summer .26 Credits - 8.00 Hours

This course is designed for the certified corrections officer(s) to cross over to law enforcement. This course focuses on high liability areas containing the following law enforcement course material: CJK 0031 prepares prospective officers to apply basic first aid knowledge and techniques to emergencies. CJK 0040 includes firearms safety. Lab fee required.

* CJK0213  Cross-Over Corrections to Law Enforcement CMS Tactical Applications

Fall, Spring, Summer 1.33 Credits - 40.00 Hours

This course includes the basic knowledge and skills for certified corrections officers to cross over to become law enforcement officers in tactical applications. Module 11 includes information about the Florida court system structure and how courts relate to law enforcement, rules of the court and pre-trial, trial and
post-trial.

* CJK0221  Correctional Cross-Over to Law Enforcement Introduction and Legal Spring  1.56 Credits - 47.00 Hours

This course includes the basic knowledge and skills for certified corrections officer(s) in law, criminal justice values and ethics, sexual harassment, constitutional law, classification of offenses, search and seizure, standards of legal justification, laws of arrest, laws of interrogation, criminal intent, level of criminal involvement, drafting probable cause affidavits, use of force, legal considerations in juvenile law and information about the criminal justice system in Florida and the Criminal Justice Standards and Training Commission.

* CJK0222  Correctional Cross-Over to Law Enforcement Communication Spring  1.86 Credits - 56.00 Hours

Law enforcement officers communicate daily with other law enforcement personnel, victims, witnesses, suspects, friends and relatives. This course will cover gathering information, correctly identifying their audience, conducting a basic interview, root causes of miscommunication, the organization of information chronologically, the organization of information categorically, information documentation, taking a statement, report classifying, using grammar correctly in writing reports and completing the arrest/probable cause affidavit.

* CJK0223  Correctional Cross-Over to Law Enforcement Human Issues Spring  1.06 Credits - 32.00 Hours

Law enforcement officers respond to many calls involving suicidal, disabled, elderly, juveniles and those who are abusing legal/illegal substances. This course will enable the student to respond to the crisis call of the suicidal person, assess the risk of suicide and provide the most appropriate intervention to calm the situation. The student will learn to recognize the signs and symptoms specific to the disability and provide the proper intervention. The student will also assess the juvenile behavioral characteristics and provide the most appropriate intervention. The student will recognize the call involving substance abuse and with officer safety in mind, identify the substance and paraphernalia on scene and provide the most appropriate intervention.

* CJK0240  Law Enforcement Auxiliary Introduction Offered as Needed .90 Credits - 27.00 Hours

This is an introductory course in police auxiliary training and will give the student a general understanding of the various aspects of the duties of the law enforcement officer.

* CJK0241  Law Enforcement Auxiliary Patrol and Traffic Offered as Needed .63 Credits - 19.00 Hours

This course addresses the skills and techniques that are needed by auxiliary officers to do patrol tactics and respond to various types of calls. This course also introduces methods of approach to various high-risk situations and hazards and techniques involving traffic-related incidents.

* CJK0242  Law Enforcement Auxiliary Investigations Offered as Needed .56 Credits - 17.00 Hours

This course introduces the student to the methods and techniques of crime scene and criminal investigations.

* CJK0270  Criminal Justice Legal I Spring, Summer  1.53 Credits - 46.00 Hours

This course is an introduction overview of the criminal justice system. The student learns the history of corrections, the foundation and basic components of
the legal system as well as court and trial procedures. Professional behavior, ethics and the primary responsibilities of the corrections officer are studied along with an overview of inmates' legal rights and classification of offenses. Lab fee required.

* CJK0280  Criminal Justice Physical Fitness Training  
Spring  1.33 Credits - 40.00 Hours

This course introduces the student to the concept of fitness for living. Each student shall have the opportunity to evaluate one’s self and engage in a planned program for fitness.

* CJK0280C  Criminal Justice Officer Physical Fitness Training  
Fall, Summer  1.33 Credits - 40.00 Hours

This course introduces the student to the concept of fitness for living. Each student shall have the opportunity to evaluate one’s self and engage in a planned program for fitness. Lab fee required.

* CJK0285  Criminal Justice Legal II  
Fall, Spring  .73 Credits - 22.00 Hours

Constitutional law and its application to corrections officers’ needs, evidence procedures, search and seizure and an in-depth coverage of specific offenses are the focus of this course. Lab fee required.

* CJK0286  Criminal Justice Communications  
Fall, Spring  1.40 Credits - 42.00 Hours

In this course the student is introduced to the report-writing process from the interview, taking statements and note-taking to the final correctional report produced. Inter-personal communication skills are covered along with radio and telephone equipment and procedures. Lab fee required.

* CJK0290  Correctional Cross-Over to Law Enforcement Introduction and Legal Overview  
Fall, Spring, Summer  1.60 Credits - 48.00 Hours

This course is part of the Correctional Office Cross-Over Training to Florida CMS Law Enforcement Basic Recruit Training Program, Criminal Justice Standards and Training Commission (CJSTC) Program 1191 and provides a legal foundation for the law enforcement profession.

* CJK0291  Correctional Cross-Over to Law Enforcement Human Interaction and Communication  
Fall, Spring, Summer  1.86 Credits - 56.00 Hours

This course is part of the Correctional Officer Cross-Over Training to Florida CMS Law Enforcement Basic Recruit Training Program, Criminal Justice Standards and Training Commission (CJSTC) Program 1191 and provides basic information regarding human interaction, interviewing skills, telecommunications equipment and procedures and report-writing.

* CJK0292  Correctional Cross-Over to Law Enforcement Response to Human Issues  
Fall, Spring, Summer  .80 Credits - 24.00 Hours

This course is part of the Correctional Officer Cross-Over Training to Florida CMS Law Enforcement Basic Recruit Training Program, Criminal Justice Standards and Training Commission (CJSTC) Program 1191 and provides a foundation for responding and interviewing in a variety of situations involving persons with disabilities, substance abuse and other crises.

* CJK0293  Overview of Law Enforcement  
Fall, Spring, Summer  2.13 Credits - 64.00 Hours

This course provides an overview of the law enforcement training program and the requirements for students to become law enforcement officers,
gives students instruction in criminal justice values and ethics, provides students with an understanding of the criminal justice system and instructs students in the relevant aspects of criminal and constitutional law.

* CJK0294  Correctional Cross-Over to Law Enforcement Patrol II

**Fall, Spring, Summer**  **.66 Credits - 20.00 Hours**

This course is part of the Correctional Officer Cross-Over Training to Florida CMS Law Enforcement Basic Recruit Training Program, Criminal Justice Standards and Training Commission (CJSTC) Program 1191 and provides basic patrol training for the law enforcement profession.

* CJK0295  Correctional Cross-Over to Law Enforcement Officer Wellness

**Fall, Spring, Summer**  **1.16 Credits - 35.00 Hours**

This course is part of the Correctional Officer Cross-Over Training to Florida CMS Law Enforcement Basic Recruit Training Program (CJSTC) Program 1191. The academy and instructor are charged with developing wellness and nutritional materials for this course. The wellness nutritional component can be in outline format and should be structured to improve the overall health of the recruits. The plan should cover the basic elements of nutrition, weight control, stress management and other applicable topics. Training centers may also choose to include a physical fitness component. However, instructors are not required to conduct the two physical fitness tests required by CJSTC rules in a full basic recruit training program or submit form CJSTC-67A.

* CJK0296  Reporting Procedures

**Fall, Spring, Summer**  **1.07 Credits - 32.00 Hours**

This course covers note-taking, interviewing and report-writing principles and mechanics. These are critical tasks that law enforcement officers must perform every day. During any investigation, the most important thing an officer can find is the truth. Lawful and effective interviews can lead an officer directly to the truth. Therefore, it is crucial to justice that officers develop effective interviewing techniques and note-taking skills. In addition, officers must develop effective report-writing skills. A poorly written report that contains inadequate or inaccurate information can discredit the best of investigations and demean the writer’s competence and professionalism.

* CJK0297  Interactions in Crisis Situations

**Fall, Spring, Summer**  **.33 Credits - 10.00 Hours**

This course offers students instruction in how to respond to crisis situations in a law enforcement context. Topics include medical, psychological and emotional situations and the correct responses.

* CJK0300  Introduction to Corrections

**Fall, Spring, Summer**  **1.06 Credits - 32.00 Hours**

This course provides students with an overview of the correctional officer training program and the requirements for becoming a certified officer. It also provides instruction on basic criminal justice values, ethics and a foundational knowledge of the law and the ability to apply that law to specific incidents.

* CJK0305  Communications

**Fall, Spring, Summer**  **1.33 Credits - 40.00 Hours**

This course provides students with practical communication skills for managing and supervising inmates, giving directions, answering questions and interacting with others in a professional and safe manner. The course includes interpersonal communication, telecommunications, interviewing, note-taking and report-writing.

* CJK0310  Officer Safety

**Fall, Spring, Summer**  **.53 Credits - 16.00 Hours**

This course provides students with an overview of
officer safety and security concerns, identification, manipulation and deception, contraband and searches.

* CJK0315  Facility and Equipment

Fall, Spring, Summer  .26 Credits - 8.00 Hours

This course provides students with an overview and basic knowledge of standard equipment and materials used to keep correctional facilities clean, safe and secure. Students will also learn to identify common problems found when managing equipment.

* CJK0320  Intake and Release

Fall, Spring, Summer  .60 Credits - 18.00 Hours

This course provides students with an overview of the various intake, classification and release processes used by county and state facilities.

* CJK0325  Supervising in a Correctional Facility

Fall, Spring, Summer  1.33 Credits - 40.00 Hours

This course provides students with an overview of the role of the correctional officer in the care, custody and control of inmates. Students will also learn the importance of developing supervisory and observational skills, practicing officer safety and following policies and procedures to ensure the safe operation of a correctional facility.

* CJK0330  Supervising Special Populations

Fall, Spring, Summer  .66 Credits - 20.00 Hours

This course provides students with an awareness of special populations and the appropriate responses when interacting with and supervising a variety of individuals that have been grouped together.

* CJK0335  Responding to Incidents and Emergencies

Fall, Spring, Summer  .53 Credits - 16.00 Hours

This course provides students with an awareness and ability to apply knowledge, training and reasonable judgment to ensure the safety and security of all persons at the facility during an emergency.

* CJK0340  Officer Wellness and Physical Abilities

Fall, Spring, Summer  1.00 Credit - 30.00 Hours

This course is designed to prepare students to perform the physical duties as a correctional officer through the implementation of a physical fitness training plan and a nutritional component.

* CJK0354  Law Enforcement Cross-Over to Correctional Officer Wellness

Fall, Spring, Summer  .40 Credits - 12.00 Hours

This course prepares the student for participation in lifestyle activities which will promote health and wellness.

* CJK0392  Cross-Over Handgun Transition Course

Fall, Spring, Summer  .80 Credits - 24.00 Hours

This course provides training and transitions a student from the use of a semi-automatic handgun to a revolver or vice versa. Students must demonstrate proficiency for both handgun daytime and handgun nighttime using the course of fire specified in this course.

* CJK0393  Cross-Over Program Updates

Fall, Spring, Summer  .26 Credits - 8.00 Hours

This course is designed for instructors to deliver expanded or updated instruction on curriculum topics contained in the cross-over program. The eight hours do not have to be taught in one block but may be distributed as needed throughout the program with the approval of the training center director. For
example, additional time may be used to integrate updated techniques or instruction from the high liability textbook, apply relevant case law or review topics from the curriculum textbook not specifically designated for classroom instruction. Because these hours may be distributed to other courses in the cross-over program, a written end-of-course exam is not required for the cross-over program updates course.

* CJK0421  Dart-Firing Stun Gun Use  
**Fall, Spring, Summer**  .20 Credits - 6.00 Hours

This course will introduce the student to the basics of the stun gun and the dart-firing stun gun and will provide fundamental knowledge on this emerging tool in criminal justice. This is a competency-based course. Lab fee required.

* CJK0422  Dart-Firing Stun Gun  
**Fall, Spring, Summer**  .26 Credits - 8.00 Hours

This course will introduce the student to the basics of the stun gun, particularly the dart-firing stun gun and provide knowledge of its practical use. Lab fee required.

* CJK0480  Emergency Preparedness  
**Spring, Summer**  .86 Credits - 26.00 Hours

This course will cover facility tensions, such as riots, by teaching students prevention procedures and techniques. It will also explore the handling of unusual disturbances, firefighting principles and emergency procedures for natural or man-made disasters. Lab fee required.

* CJK0930  Directed Studies in Criminal Justice  
**Offered as Needed**  .33 Credits - 10.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the department chair or director is required prior to registration.

CJL1130  Criminal Procedure  
**Fall, Spring**  3.00 Credits - 3.00 Hours

This course provides an understanding about balancing the power of government and the freedoms and privacy of citizens to allow the government enough power to serve and protect its citizens without unnecessarily invading individual rights.

CJL2100  Criminal Law  
**Spring, Summer**  3.00 Credits - 3.00 Hours

This course identifies and defines principles and doctrines of law with emphasis on Florida criminal and civil statutes that provide sanctions for inappropriate behavior within our society.

CJL2131  Criminal Evidence  
**Fall, Summer**  3.00 Credits - 3.00 Hours

The purpose of this course is to point out why the evidence of the law court follows its present direction. Course content includes considering rules of evidence and rules of exclusion. Tests of admissible evidence applied by the courts, including direct and circumstantial evidence, will be covered.

CJL2500  U.S. Court Systems  
**Fall**  3.00 Credits - 3.00 Hours

This course will provide students with an understanding of the court system. Students will study the abilities courts have to regulate our lives, shape what is acceptable and what is forbidden. Students will also study how the court system works to avoid violating people’s rights and liberties. This course covers topics such as the role of courts in modern society, pressure on the courts and how that pressure
is handled, various levels of courts, professionals who work in the system, the role of the victim, rights of the defendant and a step-by-step program to show how a case works its way through the court system. Students may be required to attend a session in an actual courtroom at the discretion of the instructor.

CLA1010 Classical Studies AICE AS-Level

Offered as Needed 3.00 Credits - 0.00 Hours

Credit for this course is granted to students with passing scores of A, B, C, D or E on the Cambridge AICE British (Level AS) exam.

CLP2140 Abnormal Psychology

Spring 3.00 Credits - 3.00 Hours

This course will examine the clinical description and etiology of psychological disorders from an integrative perspective. Emphasis will be placed on theories of causation and current research on treatment modalities. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: PSY 2012. Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

CNT1401 Cybersecurity 101: Living Safely in a Digital World

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course prepares the non-technical student to understand how Cybersecurity affects them in their personal and career lives. A basic understanding of cybersecurity terminology provides the foundation to consider the best practices and behaviors related to laptop/desktop systems, mobile devices, accessing free Wifi, utilizing social media, working with personal and work-related email accounts and utilizing the cloud for storage.

CNT306 Enterprise Security

Fall, Spring 3.00 Credits - 3.00 Hours

This course covers the issues of providing computer security in an enterprise environment. Students will learn the threats to any enterprise and how to properly address these threats with an appropriate response. Prerequisite: CIS 3360.

CNT3940 Cooperative Internship in Information Systems Technology

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisite: Junior in good academic standing.

CNT4422 Securing the Cloud

Fall, Spring 3.00 Credits - 3.00 Hours

This course covers the intricacies of providing security in cloud-based computing. Students will learn how to provide a sturdy and stable framework to secure their organization’s piece of the cloud through consideration of alternate approaches, such as private vs. public clouds, SAAS vs IAAS and loss of control and trust. Prerequisite: CIS 3360.

CNT4504 Computer Networks and Distributed Processing

Spring, Summer 3.00 Credits - 3.00 Hours

In this course, students will study architectures, protocols and layers in distributed communication.
networks and develop client-server applications. Topics include the OSI and TCP/IP models, transmission fundamentals, flow and error control, switching and routing, local and wide-area networks, wireless networks and client-server models. Students will extend course topics via programming assignments, library assignments and other requirements. Prerequisite: CDA 3100.

CNT4514  Wireless Networks and Portable Devices

Fall, Summer 3.00 Credits - 3.00 Hours

Students in this course will study wireless and emerging network technologies. They will examine the effects of mobility on network issues such as architecture, security, privacy, file systems, resource discovery, resource management (including energy usage), personal online identities and other areas. Students will acquire hands-on experience with mobile and sensor platforms. Prerequisite: CIS 3360.

CNT4524  Mobile Security

Fall, Spring 3.00 Credits - 3.00 Hours

This course covers the issues of providing information security for mobile devices in our ever-changing corporate environment. As each generation of portable electronic devices and storage media becomes smaller, higher in capacity and easier to transport, it is becoming increasingly difficult to protect the data on these devices while still enabling their productive use in the workplace. Prerequisite: CIS 3360.

CNT4704  Network Design and Planning

Fall, Spring 3.00 Credits - 3.00 Hours

In this course students will examine computer network goals, models and designs for both local-area and wide-area networks with specific emphasis on internetworking principles. They will evaluate current network technologies and use these in the planning of a network. Through simulation techniques and graph and queuing theory, students will plan the capacity of a network and analyze its performance. Prerequisites: CIS 3360, CNT 4504 and CNT 4514.

CNT4704H  Honors Network Design and Planning

Fall, Spring 3.00 Credits - 3.00 Hours

In this course, students will examine computer network goals, models and designs for both local-area and wide-area networks with specific emphasis on internetworking principles. They will evaluate current network technologies and use these in the planning of a network. Through simulation techniques and graph and queuing theory, students will plan the capacity of a network and analyze its performance. Prerequisites: CIS 3360, CNT 4504, CNT 4514 and acceptance into the Honors program.

COP1000  Principles of Computer Programming

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course covers the basic concepts of computer programming. Students use a structured approach using the Java programming language to design and program logic techniques such as iteration, initialization, conditional processing, accumulation and sequencing. Also considered are programming style and program efficiency. Logic techniques and data formats are illustrated using high level programming languages. This class utilizes classroom lecture and hands-on programming exercises. A working knowledge of the Windows PC including starting programs, saving files and copying files is required. Lab fee required.

COP1332  Visual Basic Programming

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

Students will learn the Visual Basic programming language through classroom lectures and hands-on lab exercises. Topics covered include selection statements, iteration, event-driven programming, data files, databases, menus and ActiveX controls. Lab fee required. Prerequisite: COP 1000 or department permission.
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<th>Code</th>
<th>Course Title</th>
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<tr>
<td>COP1651C</td>
<td>Introduction to Wireless Programming</td>
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<tr>
<td>COP2047</td>
<td>Python Programming</td>
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<td>COP2224</td>
<td>C++ Programming</td>
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<td>COP2228</td>
<td>Advanced C++ Programming</td>
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<td>COP2360</td>
<td>C# Programming</td>
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<tr>
<td>COP2362</td>
<td>Advanced C# Programming</td>
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<tr>
<td>COP2654C</td>
<td>iPhone Programming</td>
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<td>COP2658C</td>
<td>Advanced iPhone Programming</td>
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This course focuses on developing applications for the Apple iPhone. It assumes the student has a basic understanding of Objective-C. Topics include Apple development tools, building multi-view applications, saving data using a database, drawing with a graphics library, using images and sound, determining device locations and distances and tracking motion using the accelerometer. The business of the iPhone Developer Program, distributing, marketing and selling iPhone applications will be covered. An iPhone is not required. Lab fee required. Prerequisite: COP 2654C.

This course is an introduction to creating Android mobile applications. The student is introduced to the Android development environment and development tools. Significant time is spent learning the Java programming language. Java topics include data types, variables, expressions, selection, iteration, methods, classes, objects and object-oriented concepts. Android applications are developed with basic user interface objects and layouts. A mobile device is not required. Prerequisite: COP 1000.

This course focuses on developing applications for the Android mobile application platform. It assumes the student has a basic understanding of Java gained through the prerequisite course. User interface widgets (Views) and advanced layout options will be covered. Medium-to-advanced features such as using graphics, images, audio and video in apps will be covered. In addition, apps saving data using a database, using location-based services and tracking motion using the accelerometer will be developed. The business of distributing, marketing and selling Android applications will be addressed. A mobile device is not required. Prerequisite: COP 2660.

This course provides an introduction to object-oriented programming using the Java programming language. Students will design, build, test and debug computer applications that utilize classes, objects, inheritance, polymorphism and interfaces. Lab fee required. Prerequisite: COP 1000 with a grade of "C" or higher or department permission.

In this course the student will learn the more advanced features of the Java programming language and object-oriented programming. Advanced Java applications will be created that utilize graphical user interfaces, data structures, databases, multithreading, Internet communications and multimedia. Lab fee required. Prerequisite: COP 2800 with a grade of "C" or higher or department permission.

This course uses Visual Basic to solve advanced programming problems. Topics covered include advanced Windows controls, Internet controls, ActiveX controls, ActiveX documents, Multiple Documents Interface (MDI) applications, Dynamic Link Libraries (DLLs), the Component Object Model (COM) and class modules. This class utilizes classroom lectures and hands-on programming exercises. Lab fee required. Prerequisite: COP 1332 or department permission.

Web Applications introduces students to the art of web development by using industry standard tools and scripts to construct commercial-grade web pages. The course will cover the software tools available to
create and develop web pages as well as hands-on experience configuring a variety of software used on a website. Lab fee required.

COP2830  Web Programming I

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

Web Programming I will focus on the skills required for web application development using XHTML, client-side scripting and basic server-side scripts. This course will explore the syntax, semantics and limitations of page layout, Cascading Style Sheets and basic scripting. Implementation of server-side scripting will be covered as it pertains to form processing. Examples of tools, W3 standards and cross-browser compatibility will also be examined. Upon completion of the course, the student will be able to design, program and publish a commercial-grade website. Lab fee required.

COP2831  Advanced JavaScript

Spring  3.00 Credits - 3.00 Hours

This course will teach the student how to build applications based on JavaScript technologies. Topics covered include working with Node.js, JSON, REST, NoSQL databases and popular JavaScript application frameworks. Upon completion of this course, the student should be able to build a rich internet application based on front-end technologies. Prerequisites: CIS 2321 and CGS 2545C with a grade of "C" or higher, and COP 2833 or COP 2805 with a grade of "C" or higher.

COP2833  Data Driven Websites

Fall  3.00 Credits - 3.00 Hours

Databases drive today’s e-commerce websites. This course demonstrates how to leverage the power of a relational database through the use of SQL and server-side scripting. The student will explore server-side scripts in a variety of languages to provide dynamic website content. The course will demonstrate how to connect to data from standard ODBC-compliant databases and create database-driven websites. Upon successful completion of this course, students will be able to design, develop and publish a dynamic database-driven application suitable for use in business or e-commerce. Lab fee required. Prerequisite: COP 2836 or department permission.

COP2836  Web Programming II

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course introduces the student developer to a wide variety of programming, scripting and web technologies common to current Web development. Example topics include Server Side Includes, Responsive design, CSS3, SASS, Working with APIs, XML, jQuery and SVG. Prerequisite: COP 2830 or department permission.

COP2930  Selected Topics In Computer Programming

Offered as Needed  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction. Lab fee required.

COP2931  Selected Topics in Computer Programming

Offered as Needed  1.00 Credit - 1.00 Hour

In this course, topics of current interest are presented via individual or group instruction. Generally, the student will work with a faculty member to explore a subject not covered in the standard curriculum.

COP2941  Cooperative Education Internship in Computer Programming

Offered as Needed  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may
earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

COP2942 Cooperative Education Internship in Computer Programming

Offered as Needed 2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

COP3330 Object-Oriented Programming

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course explores the concepts of object-oriented programming including abstraction, encapsulation, inheritance and polymorphism. The applications developed will focus on extracting objects from a problem domain and designing solutions based on passing messages between objects. Implementation will be done in a current object-oriented language. Prerequisite: COP 1000 or higher level computer programming course.

COP3338 Advanced Object Oriented Programming

Fall, Spring 3.00 Credits - 3.00 Hours

This course includes advanced programming topics such as multithreading, libraries, exception handling, GUI, networks, memory allocation, database connection and cross-platform development issues. Prerequisite: COP 3330.

COP3703 Database Design/Architecture

Fall, Spring 3.00 Credits - 3.00 Hours

This course is an in-depth study of database management systems. The course focuses on the relational database which is the most common model used by businesses. Key topics include an overview of database systems, database design, the relational
model, physical design, indexing, transaction management, concurrency management, recovery and tuning. In addition, some non-relational topics will be addressed such as data warehousing, decision support and data mining databases. Prerequisite: CGS 2545C.

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<tr>
<td>COP4655</td>
<td>Application Development for Mobile Devices</td>
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<td><strong>Spring</strong></td>
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<td>Students will study the most widely used mobile</td>
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<td>development environments used by businesses. A</td>
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<td>hands-on environment will be provided by</td>
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<td>implementing a common solution using multiple</td>
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<td>development environments and multiple devices.</td>
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<td>Prerequisite: COP 2805 or COP 3330.</td>
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<th>Course Code</th>
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<tr>
<td>COP4813</td>
<td>Web Applications Programming</td>
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<td>This course covers the development of distributed</td>
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<td>multi-tier, web-based applications using the Java</td>
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<td>programming language. The use of the current</td>
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<td>Java Platform and Enterprise Edition (EE)</td>
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<td>platform will be integral to this process. Key</td>
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<td>topics include Enterprise Java Beans (EJB), web</td>
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<td>services, profiles, servlets and Java Server</td>
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<td>Pages (JSP). Prerequisite: COP 2805 or COP 3330.</td>
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<tr>
<td>COT3103</td>
<td>Discrete Computational Analysis</td>
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<td><strong>Fall, Spring, Summer</strong></td>
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<tr>
<td></td>
<td>This course applies basic mathematical logic</td>
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<td>skills and foundations used in computer science</td>
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<td>and information systems technology. It is</td>
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<td>designed for students in a major of IT or IST</td>
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<td>and includes logic rules, tautologies, Boolean</td>
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<td>algebra, set theory, mathematical induction and</td>
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<td>other topics of discrete computational analysis.</td>
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<td>Prerequisite: MAC 1105 or higher level mathematics</td>
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<tr>
<td>CPO1421</td>
<td>Politics, Society, and Islam</td>
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<td><strong>Fall, Spring, Summer</strong></td>
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<td>This course examines the political dimensions of</td>
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<td>Islam within a regional and global context. The</td>
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<td>course will analyze the foundation of Islamic</td>
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<td>thought in society, the nature of the relationship</td>
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<td>between religious and political establishments,</td>
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<td>the roots of instability and conflict in the</td>
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<td>Middle East, and the problems generated by the</td>
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<td>conceptualization of the West vs. the “rest.”</td>
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<th>Course Code</th>
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<tr>
<td>CPO2002</td>
<td>Introduction to Comparative Politics</td>
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<td><strong>Spring</strong></td>
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<td>and non-democratic governments, unitary and</td>
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<td>scores on the Advanced Placement (AP) examination</td>
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<td>in Government and Politics: Comparative. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.</td>
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<td>CPO2002H</td>
<td>Honors Introduction to Comparative Politics</td>
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<td>in Government and Politics: Comparative. Prerequisites: Acceptance into Honors program and ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.</td>
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<tr>
<td>CPO2930</td>
<td>Selected Studies in Comparative Politics</td>
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<td><strong>Fall, Spring, Summer</strong></td>
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<td>in Government and Politics: Comparative. Prerequisites: Acceptance into Honors program and ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.</td>
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</table>
This course is designed for those students studying specialized topics in the area of comparative politics.

**CPO2931  Selected Studies in Comparative Politics**

**Fall, Spring, Summer**  2.00 Credits - 2.00 Hours

This course is designed for those students studying specialized topics in the area of comparative politics.

**CPO2932  Selected Studies in Comparative Politics**

**Fall, Spring, Summer**  3.00 Credits - 3.00 Hours

This course is designed for those students studying specialized topics in the area of comparative politics.

**CRW2001  Creative Writing I**

**Fall, Spring**  3.00 Credits - 3.00 Hours

This course provides students the opportunity for creative expression in the verbal arts. Although drama, fiction and poetry are studied and critiqued, students are free to concentrate in the genre of their choice and are encouraged to enter contests and to submit work for publication.

**CRW2002  Creative Writing II**

**Fall, Spring**  3.00 Credits - 3.00 Hours

This course is an expansion of CRW 2001, focusing on formal writing exercises with more frequent deadlines and critiques in a workshop atmosphere emphasizing individual instruction. This course may be taken four times for credit. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: ENC 1101 or ENC 1101H and CRW 2001.

**CRW2930  Selected Studies in Creative Writing**

**Offered as Needed**  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction.

**CTS1120  Introduction to Internetworking Security (Security+)**

**Fall, Spring, Summer**  3.00 Credits - 3.00 Hours

This course examines the principles, mechanisms and implementation of network security and data protection. The topics presented will help students gain the fundamentals of network security and explain what happens behind the scenes and from the point of view of a computer. Topics include definition and use of password crackers, operating system exploits, what is a Hacker, IP Spoofing, Session Hijacking, Denial of Service attacks (DOS), Buffer Overloads, general concepts of password security, how to create a company-wide security policy, how to perform security audits and how to recover from such attacks. Lab fee required. Prerequisite: CET 1179.

**CTS1162  Configuring Windows Vista Client (70-620 exam/MCTS)**

**Offered as Needed**  4.00 Credits - 4.00 Hours

This course is designed to provide students with the knowledge and skills necessary to perform installation, post-installation, configuration and day-to-day administration tasks in a single-domain or multiple-domain using Windows Vista. Lab fee required. Prerequisite or corequisite: CET 1179.

**CTS1163C  Configuring Windows 7 Client (70-680 exam/MCITP)**

**Fall, Spring, Summer**  4.00 Credits - 4.00 Hours

This course is designed to provide students with the knowledge and skills necessary to perform installation, post-installation, configuration and day-to-day administration tasks in a single domain or multiple domain environment using Windows 7. Prerequisite or corequisite: CET 1179.

**CTS1168C  Installing and Configuring Windows 10 (70-698 exam)**

Catalog Year 2019-20  Page 441  Generated on 08/13/2019
Fall, Spring, Summer  4.00 Credits - 4.00 Hours

This course prepares the student to install and configure Windows 10 in single server and enterprise environments. The student will learn to install and implement Windows 10, configure and support services, and manage and maintain the Windows 10 environment. Additionally, this course prepares students for the Microsoft Exam 70-698. Prerequisite: CET 1179.

CTS1300  Supporting Windows XP Professional (70-270 exam/MCSE)

Offered as Needed  4.00 Credits - 4.00 Hours

This course provides students with the knowledge and skills necessary to install and configure Microsoft Windows XP Professional on stand-alone computers and on client computers that are part of a workgroup or a network environment. Topics include pre/post installation, troubleshooting system startup, TCP/IP configuration, Internet Connection Firewall, Remote Desktop and Assistance options, along with the ability to monitor and manage files/folders/storage devices/display devices and local/network printer installations. Knowledge of Network Concepts, DOS and hardware knowledge is required. Lab fee required. Prerequisite or corequisite: CET 1179.

CTS1327C  Configuring Windows 8 (70-687 exam/MCSA)

Fall, Spring, Summer  4.00 Credits - 4.00 Hours

This course is designed to provide students with the knowledge and skills necessary to perform installation, post-installation, configuration and day-to-day administrative tasks in enterprise systems in single domain or multiple domain environments using Windows 8. Prerequisite: CET 1179.

CTS1334C  Supporting Users and Troubleshooting Applications on a MS Windows Desktop

Spring  4.00 Credits - 4.00 Hours

This course provides students with the knowledge and skills necessary to configure and troubleshoot applications and/or operating system settings regarding applications that are installed on the Microsoft Operating System stand-alone or networked client computers that may be a part of a workgroup or a network environment. Topics include application setup, e-mail and Outlook Express account configuration, Internet Explorer (IE) configuration and troubleshooting methodology, the ability to resolve issues related to usability of applications, customization of Windows settings and the ability to answer end-user questions related to application security settings. Knowledge of Network Concepts, Command Line and hardware knowledge is required. Lab fee required. Prerequisite: CTS 1162 or CTS 1163C or CTS 1327C or CTS 1300 or permission of instructor.

CTS2142  Information Technology Project Management

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course will provide a comprehensive overview of the skills, knowledge and tools needed to effectively manage projects with special emphasis on the unique challenges of the computing and information technology industries. The course will cover all nine areas of A Guide to the Project Management Body of Knowledge (PMBOK Guide) established by the Project Management Institute as the industry standard for project management instruction.

CTS2145  Fundamentals of Cloud Networking and Security

Fall, Spring, Summer  4.00 Credits - 4.00 Hours

In this course students will apply the skills required to evaluate and implement standard deployments. Students will implement, maintain and deliver cloud technologies including network, storage and virtualization technologies to create cloud solutions. Students solutions and ensure security of cloud implementations through the use of cybersecurity best practices. In addition, this course prepares students to pass the CompTIA Cloud+ exam and earn the corresponding certification. Prerequisite: CTS 1120 or...
CTS 2354C or CTS 2390C.

CTS2317  Advanced Security Certified Ethical Hacker

Spring  4.00 Credits - 4.00 Hours

This course examines in great depth the principles, mechanisms and implementation of network security and data protection. Students learn to understand the topics Cipher Block Mode, Key Distribution methodology, Public Key Infrastructure, Kerberos, X.509 Directory Security, IP/Web/Email Security, SLS (Secured Sockets Layer), PGP (Pretty Good Privacy) and Network Security Management from both an internal and external security reference. Basic networking concepts and security principles required. Lab fee required. Prerequisite: CET 1179.

CTS2343C  Windows Server 2008 Applications Infrastructure (Exam 70-643)

Offered as Needed  4.00 Credits - 4.00 Hours

This course provides students with an understanding of migrating and deploying Windows Server 2008, including installation, configuration and upgrading. Special emphasis is given to upgrading common server configurations and using the Windows Server Deployment Solution Accelerator. Students will also learn to install, configure, maintain and troubleshoot an Internet Information Services (IIS) 7.0 Web server in Windows Server 2008. Finally, students will be provided with the knowledge and skills to configure, manage, monitor and troubleshoot a Terminal Services (TS) environment. The course focuses on configuring of TS core functionality, licensing, gateway and Web access. Lab fee required. Prerequisite: CET 1179.

CTS2345C  Windows Server 2008 Active Directory (70-640 exam)

Spring  4.00 Credits - 4.00 Hours

This course provides the skills and knowledge necessary to configure, manage and maintain the Windows 2008 Active Directory structure. Both logical and physical components will be explained and demonstrated. Students will learn to create a forest/domain structure, organize and plan user/group strategies, deploy site configurations, understand Operation Masters and their role within the Active Directory structure and learn the basic backup and restore features of this directory service. Knowledge of Windows Vista/Windows XP and/or client interfaces is suggested. Lab fee required. Prerequisite: CET 1179.

CTS2346C  Windows Server 2008 Administrator (Exam-70-646)

Fall  4.00 Credits - 4.00 Hours

This course provides the skills and knowledge necessary to install and configure Windows Server 2008 and to manage and create end-user records, handle printing infrastructures, monitor remote servers, manage storage and system restore and maintenance. Knowledge of Windows Vista, XP and/or client interfaces is suggested. File/folder structure management and creation and hardware knowledge is required. Lab fee required. Prerequisites or corequisites: CTS 2345C or CTS 2390C and CTS 2347C or permission of instructor.

CTS2347C  Windows Server 2008 Network Infrastructure (Exam 70-642)

Fall  4.00 Credits - 4.00 Hours

This course provides students with the knowledge and skills to configure and troubleshoot a Windows Server 2008 network infrastructure. Students will learn to implement and configure secure network access and implement fault tolerant storage technologies. Students will gain an understanding of the network technologies most commonly used with Windows Server 2008 and IP-enabled networks. Students will also learn how to secure servers and maintain update compliance. Lab fee required. Prerequisite: CET 1179.

CTS2353C  Networking with Windows Server 2016 (Exam 70-741)
This course addresses all of the concepts, terminology and technology covered through Networking with Microsoft Windows Server 2016 and it provides students with the opportunity to get hands-on practice with virtual labs for a complete learning experience. Through this course students can prepare for the 70-741: Networking with Windows Server 2016 exam. Prerequisite: CTS 2354C.

CTS2354C  Installation, Storage, and Compute with Windows Server 2016 (Exam 70-740)

In this course, students learn the concepts and capabilities of virtual architecture with a focus on the installation, configuration and management of a VMware virtual infrastructure. This course covers fundamentals of virtual network design and implementation, fundamentals of storage area networks, virtual switching, virtual management and engineering for high availability. Prerequisite: CTS 2354C or CTS 2390C or equivalent.

CTS2358C  Identity with Windows Server 2016 (Exam 70-742)

This course focuses on the deployment, security and analysis of the VMware virtual infrastructure, including scripted installations, advanced virtual switching for security, server monitoring for health and resource management, high availability management, system backups and fault analysis. Prerequisite: CTS 2370C or equivalent.

CTS2370C  Virtual Infrastructure: Installation and Configuration

In this course, students learn the concepts and capabilities of virtual architecture with a focus on the installation, configuration and management of a VMware virtual infrastructure. This course covers fundamentals of virtual network design and implementation, fundamentals of storage area networks, virtual switching, virtual management and engineering for high availability. Prerequisite: CTS 2354C or CTS 2390C or equivalent.

CTS2371C  Virtual Infrastructure: Deployment, Security and Analysis

This course focuses on the deployment, security and analysis of the VMware virtual infrastructure, including scripted installations, advanced virtual switching for security, server monitoring for health and resource management, high availability management, system backups and fault analysis. Prerequisite: CTS 2370C or equivalent.

CTS2372C  Virtualized Server Implementation I

In this course, students learn the deployment, planning and analysis of the Citrix server, including the designing of terminal services and application planning. Prerequisite: CTS 2345C or CTS 2390C or equivalent.

CTS2390C  Installing and Configuring Windows Server 2012

This course is the first of three courses designed to build the knowledge and skills necessary to implement a core Windows Server 2012 infrastructure in an existing enterprise environment. The course covers implementing, managing, maintaining and provisioning services and infrastructure in a Windows Server 2012 environment. Prerequisite: CET 1179.
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Session</th>
<th>Credits - Hours</th>
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<tr>
<td>CTS2391C</td>
<td>Administering Windows Server 2012</td>
<td>Spring, Summer</td>
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<td>This course is the second of three courses designed to</td>
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<td>a core Windows Server 2012 infrastructure in an</td>
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<td>existing enterprise environment. The course covers</td>
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<td>implementing, managing, maintaining and</td>
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<td>provisioning services and infrastructure in a Windows</td>
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<td>Server 2012 environment. Prerequisite or corequisite:</td>
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<td>CTS 2390C</td>
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<tr>
<td>CTS2392C</td>
<td>Configuring Advanced Windows Server 2012 Services</td>
<td>Fall, Summer</td>
<td>4.00 Credits - 4.00 Hours</td>
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<td>provisioning services and infrastructure in a Windows</td>
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<td>Server 2012 environment. Prerequisite: CTS 2390C.</td>
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<tr>
<td>CTS2395C</td>
<td>Designing and Implementing an Enterprise Server</td>
<td>Spring, Summer</td>
<td>4.00 Credits - 4.00 Hours</td>
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<td>provide students with the knowledge and skills</td>
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<td>necessary to design, implement and maintain a</td>
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<td>Windows Server 2012 R2 Infrastructure in an</td>
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<td>enterprise-scaled, highly virtualized environment. The</td>
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<td>course provides guidance on developing the ability to</td>
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<td>plan, configure, manage and implement the Windows</td>
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<td>Server 2012 R2 services, such as server deployment,</td>
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<td>server virtualization and network access and</td>
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<td>infrastructure, identity and access, high availability</td>
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<td>and the server infrastructure. Prerequisite: CTS 2392C.</td>
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<td>CTS2396C</td>
<td>Implementing an Advanced Enterprise Server</td>
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<td>Infrastructure</td>
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In this course students learn how to manage advanced storage systems, protocols and architecture including Storage Area Networks (SAN), Network-Attached Storage (NAS), Fiber Channel Networks, Internet Protocol SANs (IPSAN), iSCSI and Content-Addressable Storage (CAS). Prerequisite: CTS 2354C or CTS 2390C or equivalent.

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Session</th>
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<tbody>
<tr>
<td>CTS2411C</td>
<td>Information Storage Management</td>
<td>Fall, Spring, Summer</td>
<td>4.00 Credits - 4.00 Hours</td>
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<td>In this course students learn how to manage advanced</td>
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<td>storage systems, protocols and architecture including</td>
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<td>Storage Area Networks (SAN), Network-Attached Storage</td>
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<td>(NAS), Fiber Channel Networks, Internet Protocol SANs</td>
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<td>(IPSAN), iSCSI and Content-Addressable Storage (CAS).</td>
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<td>Prerequisite: CTS 2354C or CTS 2390C or equivalent.</td>
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<tr>
<td>CTS2434C</td>
<td>Microsoft SQL Implementation</td>
<td>Offered as Needed</td>
<td>4.00 Credits - 4.00 Hours</td>
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<td>The goal of this course is to provide students with</td>
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<td>the knowledge and skills required to implement a</td>
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<td>database solution with a Microsoft SQL Server client/</td>
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<td>server database management system. Students will also</td>
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<td>gain a deeper understanding of the architecture of</td>
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<td>Microsoft SQL Server. Knowledge of the Windows 9X</td>
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<td>interface, Windows NT, DOS and hardware is required.</td>
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<td></td>
<td>Lab fee required. Prerequisite: CET 1179.</td>
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<tr>
<td>CTS2445</td>
<td>Oracle Structured Query Language (SQL)</td>
<td>Fall, Spring, Summer</td>
<td>3.00 Credits - 3.00 Hours</td>
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<td>This class covers the industry standard Structured</td>
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<td>Query Language (SQL) and additional SQL features</td>
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<td>specific to Oracle relational databases. Students learn</td>
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<td>to create and maintain database objects and to store,</td>
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retrieve and manipulate data. Classroom lecture and hands-on lab assignments reinforce the fundamental concepts. This course prepares students for the Oracle Application Developer and Database Administrator exams. Lab fee required. Prerequisite: CGS 2545C or department permission.

CTS2937C  Selected Studies in Information Technology
Offered as Needed  4.00 Credits - 4.00 Hours
In this course, topics of current interest are presented in group instruction.

DAA1100C  Contemporary/Modern Dance I
Fall  2.00 Credits - 3.00 Hours
In this course, students will learn basic exercises and combinations which promote understanding of dance theory and techniques. Improvisational exercises will also be incorporated to develop a sense of individual accomplishment and skill.

DAA1101C  Contemporary/Modern Dance II
Fall, Spring  2.00 Credits - 3.00 Hours
This course continues with exercises and combinations which promote understanding of dance theory and techniques that began in DAA 1100C, exploring them at the intermediate level. Improvisational exercises will continue to be incorporated to develop a sense of individual accomplishment and skill. Prerequisite: DAA 1100C.

DAA1200  Ballet I
Fall  2.00 Credits - 3.00 Hours
Ballet I introduces students to the basic skills and terminology of ballet. This course is designed to develop individual body awareness, strength, flexibility and an appreciation for the art of ballet.

DAA1201  Ballet II
Spring  2.00 Credits - 3.00 Hours
This course is designed to reinforce and build upon basic ballet techniques. There is an emphasis on body alignment and effective methods for gaining strength and flexibility necessary for proper ballet deportment. It includes the barre, the center floor and the basic elements of the classical ballet vocabulary. The history of ballet will also be included in this course. Prerequisite: DAA 1200.

DAA2932  Selected Studies in Dance
Fall, Spring  2.00 Credits - 3.00 Hours
In this course, topics of current interest are presented in group instruction. This course may be taken four times for credit.

DEP1401  Psychology of Adulthood and Aging Excelsior Examination
Offered as Needed  3.00 Credits - .00 Hours
Credit for this course is granted to students with passing scores on the Psychology of Adulthood and Aging Excelsior Examination.

DEP2004  Developmental Psychology
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course explores the effects of genetic, psychological, maturational and social factors at various stages during the lifespan. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Some sections of DEP 2004 have service-learning components. Please refer to class notes in schedule of classes for details. Prerequisite: PSY 2012.

DIG1105C  Social Media Tools
Fall  3.00 Credits - 3.00 Hours
DIG2000  Introduction to Digital Media

Fall, Spring, Summer    3.00 Credits - 3.00 Hours

This course explores the avenues of contemporary digital design, highlighting the importance of process, innovation and communication. Students will become familiar with design projects ranging from traditional print, sophisticated websites, interactive digital media and motion graphics. The course will focus on developing and refining the design concept and the execution strategy. Lab fee required.

DIG2030C  Digital Video Fundamentals

Spring    3.00 Credits - 3.00 Hours

This course is an introduction to the concepts, principles, tools and techniques of producing, assembling and mixing digital video and audio. Students will understand story, creativity, planning and organizational skills as a part of the production process. Lab fee required.

DIG209C  Design Fundamentals

Fall, Spring    3.00 Credits - 3.00 Hours

This course is an introduction to the concepts and principles of digital imaging and the tools and techniques of image capture, creation, manipulation and integration of still images. Students will understand composition, layout, color theory, image capture and output using industry-standard software. Lab fee required. Prerequisite: DIG 2000 or GRA 2201.

DIG2251  Audio Production I

Fall    3.00 Credits - 3.00 Hours

This course provides a broad introduction to sound design principles as applied to moving pictures and interactive systems. Creative use of sound is explored through an introduction to field recording and the use of digital audio workstations. Students use original sound recordings from other departments as well as those sampled from an extensive sound library in order to create sound pieces both with and without images. Lab fee required. Prerequisite: DIG 2000.

DIG2302C  3D Modeling and Animation I

Spring, Summer    3.00 Credits - 3.00 Hours

This course is designed to teach beginning level 3D animation for digital media. Emphasis will be placed on viewing the world in three dimensions as opposed to a single flat plane and training the eye to see shape instead of line. It will allow students to comprehend fully visual concepts such as light and shadow, foreshortening, color recognition and modeling techniques. Other topics include NURBS vs. polygons, texturing, lighting, rendering and keyframe animation. Lab fee required. Prerequisite: DIG 2000 or GRA 2151C or GRA 2201.

DIG2303  Character Development

Fall    3.00 Credits - 3.00 Hours

This course gives the student an in-depth look at character design, development, rigging and animation. Character creation will include segmented and solid model mesh of bipeds and quadrupeds. Students will examine techniques used to create facial expressions and lip sync using phonemes. Lab fee required. Prerequisite: DIG 2000 or GRA 2151 or GRA 2201.

DIG2304  Game Environments

Spring    3.00 Credits - 3.00 Hours

This course is designed to teach an intermediate level
of three-dimensional animation for digital media. Emphasis is placed on building 3D world space that tells a story. It will allow students to build upon concepts such as environments, physical motion and modeling techniques, rendering and post-production. Lab fee required. Prerequisite: DIG 2000 or GRA 2201.

DIG2341 Motion Graphics I
Summer 3.00 Credits - 3.00 Hours

This course focuses on digital post-production used for film, animation, video, digital media and the Web. This course identifies production methods, compositing and sophisticated motion control for high-quality, two-dimensional animation. Focus is placed on digital media components, video tape and screen outputs for special and specialty projects while exploring foundations for computer-aided digital production. The topic of work flow issues and the variety of design and production vehicles will be addressed. Lab fee required. Prerequisites: DIG 2000 and GRA 2201.

DIG2351 2D Animation
Spring, Summer 3.00 Credits - 3.00 Hours

This course includes 2D tools for compositing, animation, and effects that digital media professionals, web designers, and video professionals use. Fundamentals in the design of composited layers are combined with sophisticated visuals and audio effects for animations. Students are also introduced to the use of digital assets created in object-oriented and digital imaging software. Prerequisite: DIG 2000.

DIG2500C Fundamentals of Interactive Design
Fall, Spring 3.00 Credits - 3.00 Hours

This course covers the foundations of interactive media including user-interface design concept, optimization/performance issues, resources and tools. Students combine audio, video, imaging, animation and other media formats to construct an interactive product using industry-standard software. Lab fee required. Prerequisite: DIG 2000.

DIG2581 Portfolio Design
Fall, Spring 4.00 Credits - 4.00 Hours

This course prepares students for professional situations through the creation of individual demo reels, resumes, websites and portfolios by emphasizing business structure. Topics such as studio hierarchy, production bidding, media distribution and professional growth will be included to highlight many of the important aspects of business in order for students to attain and sustain a professional career. Lab fee required. Prerequisite: Students must have completed a combined total of 30 or more college credits in any DIG and GRA prefix courses.

DIG2930 Selected Studies in Digital Media
Offered as Needed 3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction.

DIG2941 Cooperative Education Internship in Digital Media
Offered as Needed 1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5,
appropriate job/internship placement and permission from the Career Development Center.

DIG2942  Cooperative Education Internship in Digital Media

Offered as Needed  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

DIG2949  Cooperative Education Internship in Digital Media

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

DSC1002  Introduction to Terrorism

Spring  3.00 Credits - 3.00 Hours

This course is an in-depth historical look at terrorism and its origins, types and history that will provide the student with the knowledge necessary to understand the background of yesterday and the evolution of terrorism today. Religions and nations are covered in the investigation of terrorism, its many different factions and their relationships. Discussions will explore the kinds of efforts being expanded around the world to find ways to deter or discover terrorism and find other ways to deal with it. Students will examine what the future of terrorism might be in the 21st Century.

DSC1070  Introduction to School Safety

Fall, Spring  3.00 Credits - 6.00 Hours

This course provides an introduction to the subject of school safety and the security of the students, staff and school assets. Topics that will be covered include vulnerability of schools to risks, access control, the role of the school resource officer, the security of data retained and maintained by the school, event security, school violence, as well as the risk factors associated with student mental health and behavioral issues.

DSC2021  Homeland Security for Policing

Fall  3.00 Credits - 3.00 Hours

This course provides a framework for understanding the police role in homeland security. This course provides a broader understanding of how the concept of homeland security developed, what it means for the police, where within the scope of a national homeland security framework the police fit and how the police must have a broad, strategic focus for the adoption of homeland security to ensure goals and objectives are compatible. This course will present a more holistic understanding of policing for homeland security, what
role the police will play in this new era and the strategic, operational and tactical considerations necessary to implement this new philosophy of policing.

* EAP0300  EAP Low Intermediate Strategies for Academic Speaking and Listening
Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed for low intermediate students (non-native speakers of English) to develop the speaking and listening skills necessary for participating in classroom discussions with an emphasis on clarification through re-wording and asking questions. Additionally, an introduction to oral presentation and critical listening skills is provided.

* EAP0320  EAP Low Intermediate Reading
Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is a low intermediate reading class for non-native speakers of English. Emphasis is placed on developing academic reading strategies with a focus on vocabulary recognition skills and identifying topic and main ideas in academic passages. Prerequisites or corequisites: EAP 0300 with grade of “C” or higher if taken as a prerequisite AND demonstrate required level of proficiency.

* EAP0380  Combined Skills - Reading, Listening and Speaking
Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is an introduction to college-level reading, speaking and listening skills for the non-native speaker of English. The class will focus on academic reading, speaking and listening strategies specific to the EAP students’ needs. Development of critical reading skills, vocabulary recognition and comprehension of academic passages are main areas of reading focus. Students develop the speaking and listening skills necessary for participation in class discussions. The course includes an introduction to oral presentation and critical listening skills. In addition, speaking, listening and note-taking skills will be developed so that students will be prepared to record lecture information, participate in class discussions and prepare and deliver oral presentations. In order to pass, students must earn a “C” or higher in coursework.

* EAP0385  EAP Low Intermediate Grammar/Writing
Fall, Spring, Summer  6.00 Credits - 6.00 Hours

This course is a low intermediate grammar and writing class for non-native speakers of English. Emphasis is placed on increased structure accuracy, development of vocabulary and application of logical thought processes in writing simple and compound sentences as well as short paragraphs. Prerequisites or corequisites: EAP 0300 with grade of “C” or higher if taken as a prerequisite AND demonstrate required level of proficiency.

* EAP0400  EAP Intermediate Strategies for Academic Speaking and Listening
Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed for intermediate students (non-native speakers of English) to continue to develop the speaking and listening skills necessary for participating in a classroom discussion. Prerequisite: EAP 0300 with a minimum grade of “C” or higher or demonstrate required level of proficiency.

* EAP0420  EAP Intermediate Reading
Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is an intermediate college reading class for non-native speakers of English. Emphasis is placed on recognizing a variety of textual clues (sentence connectors and transitions) to understand the meaning and organization of a text and unfamiliar vocabulary and on developing critical reading skills. Prerequisite: Demonstrate required level of proficiency or EAP 0320 with a grade of “C” or higher.
Corequisite: EAP 0400 unless previously taken.

* EAP0485 EAP Intermediate Grammar/Writing

Fall, Spring, Summer 6.00 Credits - 6.00 Hours

This course is an intermediate grammar/writing class for non-native speakers of English. Emphasis is placed on the continued development of college-level vocabulary, application of linear logic used in English language writing and development of ideas in simple, compound and complex sentences and academic paragraphs. Prerequisite: EAP 0385 with a grade of “C” or higher or demonstrate required level of proficiency. Corequisite: EAP 0400 unless previously taken.

EAP1500 EAP High Intermediate/Advanced Strategies for Academic Listening

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to provide further development of communication skills necessary for full participation in mainstream college classrooms including comprehension of extensive discourse with a focus on lecture note-taking in preparation for general education course work to high intermediate/advanced students (non-native speakers of English). Prerequisite: EAP 0400 with grade of “C” or higher or equivalent proficiency level.

EAP1520 EAP High Intermediate Reading

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is a high intermediate college reading class for non-native speakers of English. Emphasis is placed on developing advanced reading skills to locate the main idea and supporting details, distinguish between fact and opinion, make inferences and identify an author’s purpose, tone and point of view. Prerequisite: EAP 0420 with a grade of “C” or higher or equivalent proficiency level. Corequisite: EAP 1500 unless previously taken.

EAP1540 EAP High Intermediate Writing

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is a high intermediate writing class for non-native speakers of English. Emphasis is placed on writing well-developed academic paragraphs and structured essays using accurate language, appropriate word choice and correct mechanics. Prerequisite: EAP 0485 with a grade of “C” or higher or demonstrated equivalent proficiency level. Corequisites: EAP 1500 and EAP 1560 unless previously taken.

EAP1560 EAP High Intermediate/Advanced Grammar

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is a high intermediate/advanced grammar class designed to prepare non-native speakers of English with the linguistic skills necessary to be successful in general education classes. Emphasis is placed on developing self-editing skills and accurately using a variety of structures to express meaning. Prerequisite: EAP 0485 with a minimum grade of “C” or higher or demonstrate required level of proficiency.

EAP1620 EAP Advanced Reading

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is an advanced college reading class for non-native speakers of English. Emphasis is placed on developing and practicing critical thinking skills, evaluating argument (bias) of a passage and drawing inferences and conclusions. Prerequisite: EAP 1520 with a grade of “C” or higher or equivalent proficiency level.

EAP1640 EAP Advanced Writing

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is an advanced writing class for non-native speakers of English. Emphasis is placed on writing college-level essays using a variety of language to
develop sophisticated ideas while employing accurate structure, appropriate word choice and correct mechanics. Prerequisite: EAP 1540 with a grade of “C” or higher or equivalent proficiency level. Corequisite: EAP 1560 unless taken previously or unless exempt.

**ECO1000  Basic Economics**

**Fall, Spring**  
3.00 Credits - 3.00 Hours

The nature of economics, production, distribution and price determination will be explored. Emphasis will be placed on practical application and policy determination. Current problems will be surveyed. The course is designed for non-business majors. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**ECO2013  Principles of Economics (MACRO)**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This is an introductory course covering the nature, scope and methods of economics, economic concepts and economic institutions. Emphasis is placed upon production, consumption, determination of prices, distribution of income, fiscal policy, national income determinants, money and banking and comparative economic systems. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Social Science/History requirement for AA degree seeking students. Prerequisites: Acceptance into Honors program. Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**ECO2013H  Honors Principles of Economics (MACRO)**

**Fall**  
3.00 Credits - 3.00 Hours

This course deals primarily with economic problems. Emphasis is given to markets, production functions, economic role of government, agricultural problems, labor-management relations, imperfect competition, interest and capital, economic security, international trade and finance and economic development. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**ECO2023  Principles of Economics (MICRO)**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course deals primarily with economic problems. Emphasis is given to markets, production functions, economic role of government, agricultural problems, labor-management relations, imperfect competition, interest and capital, economic security, international trade and finance and economic development. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**ECO2023H  Honors Principles of Economics (MICRO)**

**Fall**  
3.00 Credits - 3.00 Hours

This course deals primarily with economic problems. Emphasis is given to markets, production functions, economic role of government, agricultural problems, labor-management relations, imperfect competition, interest and capital, economic security, international trade and finance and economic development. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.
trade and finance and economic development. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: Acceptance into Honors program. Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

ECO2930  Selected Studies in Economics

Offered as Needed 3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction. This course may be taken four times for credit. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

ECO3223  Money and Banking

Fall 3.00 Credits - 3.00 Hours

This course provides an understanding of the role money, credit and the banking and financial systems have in the economy and how they influence economic growth. It also covers how individuals and businesses are affected by the decisions of the banking and financial systems regarding money and credit, including student loans. Students will learn the history of the financial system and how it has changed and continues to change as technology advances and globalization expands connecting economies around the world. The course will also cover how interest rates are determined by risk and time structure and how the student loan market affects students, colleges and the economy. Understanding how money, credit, banking and financial systems work helps students successfully analyze real world situations at a personal, professional and economy wide level.

ECP4530  Health Care Economics

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course will examine the economic perspectives of health care. At the micro level, the course will examine the production, marketing, distribution, pricing and relative measures of quality of health care as it is delivered by health care agencies and programs (Medicare, Medicaid, HMOs, PPOs, etc.). Topics such as the principle-agent problem, moral hazard and information problems on the demand size will also be examined. On the supply side, managed care organizations, third-party payer systems, medical schooling and malpractice insurance will be addressed. At the macro level, topics will examine the impact of health care practices on inflation, productivity and the implications of an aging population on the national economy.

ECP4530H  Honors Health Care Economics

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course examines economic perspectives of health care. At the micro level, the course examines production, marketing, distribution, pricing and measures of healthcare quality delivered by healthcare agencies and programs (e.g. Medicare, Medicaid, HMOs and PPOs). Topics such as the principle-agent problem, moral hazard and information problems on demand size are examined. On the supply side, managed care organizations, third-party payer systems, medical schooling and malpractice insurance are addressed. At the macro level, topics include the impact of healthcare practices on inflation, productivity and implications of an aging population on the national economy. Students must be accepted into the Honors Program. Prerequisite: Acceptance into Honors program.

EDE2280  Arts and Wellness in Elementary Classrooms

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course provides the prospective teacher with knowledge, skills and the dispositions to integrate arts
and wellness into the elementary classroom curriculum.

EDF2005  Introduction to the Teaching Profession

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This is a survey course that covers the historical, sociological and philosophical foundations of education, governance and finance of education, educational policies, legal, moral and ethical issues and the professionalism of teaching. Students will be provided information on the Florida Educator Accomplished Practices and Common Core State Standards. Students are required to complete a minimum of 15 hours of field-based experience with children and youth in schools or similar settings and not via virtual modes of film or Internet. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.

EDF2007  Introduction to Substitute Teaching

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course will introduce students to key social, ethical and legal factors associated with teaching in the PK-12 school environment.

EDF2050  Measurement and Evaluation in Education

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course examines the concepts and skills related to designing and developing classroom assessment instruments, analyzing tests and using the results to guide instructional decision-making and to improve student learning. Pre-service and in-service teachers will learn to interpret and use standardized test results.

EDF2051  Learning Theory and Assessment

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course examines a variety of learning theories and assessment principles and how they apply to teaching and learning. Topics will include educational psychology, human development, intelligence, learning theories, motivation, learners with exceptionality, assessment and standardized testing. This course is designed for pre-service teachers and in-service teachers or individuals currently holding a temporary teaching certificate.

EDF2085  Introduction to Diversity for Educators

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

Designed for the prospective educator, this course provides the opportunity to explore issues of diversity, including an understanding of the influence of exceptionalities, culture, family, gender, sexual orientation, socioeconomic status, religion, language of origin, ethnicity and age upon the educational experience. Students will explore personal attitudes toward diversity and exceptionalities. Students will be provided information on the Florida Educator Accomplished Practices and Common Core State Standards. A minimum of 15 hours of field-based experience working with diverse populations of children and youth in schools or similar settings is required. The field experience will not be via virtual modes of film or Internet. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.

EDF2130  Children and Adolescent Development for Educators

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course critically examines the developmental stages and characteristics of individuals from infancy through adolescence with application to learners in educational settings. A minimum of 8 hours of field-based experience that allows you to see developmental principles in action as you observe children from infancy through adolescence is required.

EDF2170  The Adult Learner

Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course examines the unique nature of the adult learner in higher education. Emphasis will be placed upon theories of cognitive and social learning theories in adult learning. Models and processes for course design appropriate to the adult setting will be presented. Content includes selection and design of goals, objectives and outcomes, teaching and learning activities and assessment strategies to create courses that foster learning. An overview of established training principles and practices will be provided. Learning style theory will be applied in the adult setting as well as evaluation tools for determining the success of instruction to adults. To promote students' participation and interest, educators will learn to use games and competitions to motivate and engage students.

EDF2230  Foundations of Cooperative Learning

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course provides an opportunity for pre-service and veteran educators to explore the use of cooperative learning strategies. Cooperative learning is an instructional method in which students interact to accomplish a specific task or project. Students will be required to work together using a variety of learning experiences to increase their understanding of implementing basic principles of cooperative learning during direct instruction, practice and assessment.

EDF2250  Introduction to Classroom Management

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course provides pre-service and veteran educators with practical and research-based strategies to manage all students including the culturally diverse and those with special needs as well as the classroom environment. This course also discusses other topics that may impact the learning environment, including classroom arrangement, procedures and the cooperation of parents, teachers and administration.

EDF2291  Instructional Strategies

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course examines the concepts and skills related to planning, organizing and implementing instructional strategies and ongoing assessments that are responsive to the needs of all learners. Topics covered in this course include planning techniques, differentiated instruction and assessment strategies, effective teaching strategies, formal and informal assessment practices, safe and equitable classroom management strategies, motivational concepts and techniques to accommodate the needs of a diverse student population (ELL, culturally diverse and students with disabilities).

EDF2720  Children in Schools: Legal, Ethical and Safety Concerns

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course will explore the role of education in children’s lives through the analysis of legal, ethical and safety concerns. Prerequisite: ENC 1101 or a non-degree plan of TEACH.

EDF2930  Selected Studies in Education

Offered as Needed 3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction.

EDF2931  Selected Studies in Education

Offered as Needed 1.00 Credit - 1.00 Hour

In this course, topics of current interest are presented in group instruction.

EDF2935  Selected Studies in Education

Offered as Needed 1.00 Credit - 1.00 Hour

In this course, topics of current interest are presented in group instruction.
EDG2301  Instructional Strategies and Classroom Management

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course examines instructional, organizational and classroom management strategies to create safe and effective learning environments, including the needs of diverse learners. Topics include planning techniques, differentiated instruction and assessment strategies, effective teaching strategies, formal and informal assessment strategies, safe and equitable classroom management strategies, time management and techniques to accommodate the needs of a diverse student population (ELLS, culturally diverse and students with disabilities). This course is designed for pre-service and in-service teachers or individuals currently holding a temporary teaching certificate.

EDG2940  Principles of Teaching Practicum

Spring  3.00 Credits - 3.00 Hours

This course is designed for students to apply their knowledge in real world education settings. The practicum is designed for students to work with a mentor teacher to provide daily supervision and provide students with the opportunities to integrate content and pedagogical knowledge. Students shall be assigned to a classroom teacher who has volunteered to be a mentor for the Academy program. These teachers may be at elementary, middle or high school. Students with a transportation option will be able to leave campus to act as a student teacher for their mentor teacher. The student will submit a completed portfolio by the end of the course for feedback. This is a dual enrollment course. No Academy student may be left alone with students. Academy students will sign up as a DIVIDEND for the SCPS school district. Prerequisite: Students must be enrolled in the Lyman Academy of Teaching and Learning.

EDG2949  Practicum in Education

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

Designed for the prospective educator, this course provides the opportunity to observe and document the roles and responsibilities of classroom teachers. Students will apply classroom theory to practical, real-world experiences. Students will be provided information on the Florida Educator Accomplished Practices and Florida Standards. Students are required to complete a minimum of 15 hours of field-based experience with diverse populations of children and youth in schools not via virtual modes of film or internet.

EDP2002  Introduction to Educational Psychology

Summer  3.00 Credits - 3.00 Hours

This course is an introduction to the principles and theories of psychology as applied to the process of education. Topics of study include psychological perspectives of education, learning theory and critical evaluation of the psychology of education. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.

EEC1000  Child Growth and Development

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course examines child development from conception to age eight by considering the complex interaction between heredity and environmental factors. Children’s physical, social, emotional and cognitive development are discussed as well as the implications for developmentally appropriate practice. It includes the theories of Erikson, Piaget and Vygotsky. Students will be required to participate in field experience assignments in a child care setting for up to 10 hours.

EEC1002  Professional Techniques in Early Childhood Education

Offered as Needed  1.00 Credit - .00 Hours

This course serves as articulation credit for the DCF 40 clock-hour state mandated training for all childcare providers. The course covers guidance and discipline of the young child, play as learning, computers and young children, child growth and development and
rules and regulations of state requirements.

**EEC1006  Montessori Philosophy of Education**

**Spring, Summer  3.00 Credits - 3.00 Hours**

Students will be introduced to the theory of the Montessori method including evolution, relationship to Piaget, Erikson, Kohlberg, Vygotsky and others, Montessori’s definition of sensitive periods of development, the role of teacher as directress, the importance of the prepared environment and the process of normalization will be discussed so that the student will gain an appreciation of the Montessori philosophy and method of teaching.

**EEC1011  Professionalism in Early Childhood Education**

**Fall, Spring  2.00 Credits - 2.00 Hours**

This course provides students with the opportunity to learn more about the profession of early childhood education. Students will gain more understanding of the Code of Ethical Conduct and demonstrate the use of this code through their writings and reflections. While in the course, the student will develop a teaching portfolio, participate in mock interviews and be observed in a childcare or public school setting for the Florida Staff Credential. Student must have departmental approval before registering.

Prerequisites: EEC 1000 and EEC 2200 with minimum grades of “C” or higher. Corequisite: EEC 1603 or EEC 2732 with a grade of “C” or higher.

**EEC1523  Child Care Management**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course will explore administrative issues relating to leadership in early childhood education, including management styles, staff development and supervision, teacher training, staff collegiality, retention and evaluation as well as collaboration with parents and community. This course meets the director credential requirements for the foundational level.

**EEC1601  Observing and Recording Behavior**

**Fall  3.00 Credits - 3.00 Hours**

This course is designed for the early childhood professional to develop basic knowledge, skills and positive dispositions needed to work in partnership with families and other professionals in order to gather data that documents the developmental progression, individual needs and progress toward learning within the classroom. An understanding of goals, benefits of documentation and other effective assessment strategies will be discussed. Up to 10 hours of observation in a childcare or VPK center is required.

**EEC1603  Child Guidance**

**Spring, Summer  3.00 Credits - 3.00 Hours**

This course provides child guidance and group management techniques to foster the development of self-esteem, self-control and social skills in young children. Positive reinforcement and problem resolution will be emphasized when discussing child play problems. Students will be required to participate in field experience assignments in an early childhood setting.

**EEC1941  Early Childhood Practicum**

**Fall, Spring  3.00 Credits - 4.00 Hours**

This course provides students with the opportunity to observe children, to gain experience working with children and to discuss what they see and learn with someone qualified to interpret behavior and to expose students to current knowledge about child development. This is a capstone course intended for the student to take the final semester. The field experience is composed of 40 clock hours conducted in an early childhood setting. To comply with Florida State Law, Chapter 402.305 2 (a), each prospective student must be fingerprinted and undergo a FDLE Level II background screening. The cost of these procedures is the responsibility of the student. Information received is confidential and is required to determine the eligibility of the prospective student to work with children. Department Consent is required.
prior to registering for this course. Contact the Early Childhood Education Department for additional information about this requirement. Phone: 407 708-2413 or email: childdevelopment@seminolestate.edu. Prerequisites: EEC 1000, EEC 1601, EEC 2200 and EEC 2732. Corequisites: ARE 2000, EEC 2702 and MUE 2010.

EEC2200 Educational Practices in Early Childhood Education

Fall, Spring 3.00 Credits - 3.00 Hours

This course will explore developmentally appropriate practices for inclusive preschool settings. Participants will develop a framework for planning, implementation, organization and evaluation of activities in content areas such as art, math, science, music, language arts and play. The course will emphasize high-quality, developmentally appropriate practices aligned with state and national standards and guidelines. Students will be required to participate in field experience assignments in a child care setting for up to 10 hours.

EEC2202 Child Care and Education Programming

Summer 3.00 Credits - 3.00 Hours

This course is a choice of two courses required at the Florida Childcare Director’s Credential advanced level. Topics include developmentally and culturally appropriate environment and curriculum professional standards, child observation, assessment, documentation and referral, health, safety and nutrition practices and alliances and families. This course may be taken for renewal of the Florida Director’s Credential.

EEC2226 Introduction to the Principles of Math and Science for the Young Child

Fall 3.00 Credits - 3.00 Hours

This course introduces the teacher candidate to principles of math and science that are necessary for early childhood instruction. Students examine the content necessary to teach mathematical principles such as cardinality and counting, classification and sorting, balance, shapes, and numerical representations. An introduction to the process skills of science are included, enabling students to think scientifically in environmental science, life science and physical science areas. This course may be used as a renewal for Florida Staff Credential.

EEC2262 Curriculum Activities in Early Childhood Education

Fall, Summer 3.00 Credits - 3.00 Hours

Upon completion of this course, students will understand how to guide and encourage learning by ensuring that the environment is rich with materials and equipment that invite active exploration. Various curriculum approaches will be reviewed with a concentration in creating lesson plans and activities that are appropriate for children under the age of eight years of age. Students will develop a framework for planning, implementation, organization and evaluation for activities in content areas such as art, math, science, music, language arts and active play. The course will emphasize intentionality in teaching using high-quality, developmentally appropriate practices aligned with state school readiness standards. Up to 10 hours of observation in a group care setting is required.

EEC2401 Families and Community

Fall, Spring 3.00 Credits - 3.00 Hours

In this course, guided readings, culturally diverse group activities and guest speakers from a variety of community resource agencies will broaden students’ horizons regarding the diverse characteristics that make up a family. Students will explore how a child’s development and learning is influenced by the family and the community where they live. The student will design and implement family involvement activities following research-based best practices. Community field experiences are integrated into the course (up to 10 hours).
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
<th>Credits</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>EEC2521</td>
<td>Child Care and Educational Organization Leadership and Management</td>
<td>Fall</td>
<td>3.00</td>
<td>3.00</td>
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<td></td>
<td>This course is designed to provide current and future child care administrators the opportunity of satisfying one of the educational requirements for the Advanced Level Child Care and Education Administrator Credential as defined by the state of Florida. It is intended to present the needed skills and information in the following areas: organizational structure and dynamics, ethics and professionalism, leadership personnel policies and relationships and the evaluation and retention involved in staff development.</td>
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<tr>
<td>EEC2732</td>
<td>Health, Safety and Nutrition for Young Children</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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<td>This course provides a comprehensive overview of the nutrition, health and safety needs of young children. It is designed to give future and current teachers practical and easy-to-understand information that will prepare them to serve diverse young children and their families in the preschool or early elementary school setting.</td>
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<tr>
<td>EEC2527</td>
<td>Childcare Education Financial and Legal Issues</td>
<td>Spring</td>
<td>3.00</td>
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<td>This three-credit course is designed to satisfy one of the educational requirements for the Advanced Level Child Care and the Educational Administrator Credential as defined by the state of Florida. The goal of this course is to develop and enhance skills in legal and financial planning and on-going monitoring, budgeting and accounting, compensation and benefits, facilities and equipment, financial resources and marketing, technology and record-keeping, legal obligations, tax law, insurance and licensure, regulatory requirements and personnel law.</td>
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<tr>
<td>EEC2702</td>
<td>Infant Toddler Development</td>
<td>Fall, Spring</td>
<td>3.00</td>
<td>3.00</td>
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<td>This course will serve as a vehicle to deepen student knowledge of infant/toddler development by becoming familiar with play-based curriculum designed to provide caregivers with explicit ideas for creating loving, playful and stimulating experiences for young children from birth through age three. Students will be required to participate in field experience assignments in an infant toddler setting for up to 10 hours.</td>
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<tr>
<td>EEC2930</td>
<td>Selected Studies in Early Childhood Education</td>
<td>Offered as Needed</td>
<td>3.00</td>
<td>3.00</td>
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<td>This course will serve as a vehicle to either deepen student knowledge of subjects addressed in Early Childhood Education introductory courses or explore issues outside the traditional curriculum. May be repeated for credit.</td>
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<tr>
<td>EEC2949</td>
<td>Cooperative Education Internship in Early Childhood Management</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
<td>3.00</td>
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<td>This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.</td>
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</table>
* EER0001 Motor Control-CE

Fall, Spring  
3.10 Credits - 6.00 Hours

This continuing education course is for advanced electrical personnel currently working in the profession. Topics covered in the course encompass motors, motor controls, transformers, I.O. modules, electric braking frequency drives, relays, logic devices and circuit boards.

* EER0002 DC Fundamentals

Fall, Spring  
3.10 Credits - 93.00 Hours

This course examines the theories of electricity and magnetism. Students will learn and use Ohm’s Law in the calculation of various circuits. Series, parallel and series/parallel circuits will be examined. Conduction and resistance in various materials will be explained. How generators and motors operate will be examined. Prerequisite: BCA 0002.

* EER0005C Structured Cabling-CE

Fall, Spring  
3.10 Credits - 6.00 Hours

This continuing education course is designed for individuals currently working in the profession seeking advanced training. In this course, students will learn what structured cabling and CCTV systems are and how to install and troubleshoot these systems. The course integrates hands-on experience working with copper and coaxial media in a lab setting. Other topics presented in the course include industry standards and code and emerging trends in premises wiring. Lab fee required.

* EER0006 Electrician Journeyman Exam Prep

Fall, Spring  
2.00 Credits - 4.00 Hours

This course prepares the construction electrician (who has six years of documented field experience) for the journeyman electrician license exam. Topics covered include electrical theory, calculations required for branch circuits, feeders, motors, ranges, dryers and residential service sizing. In addition, box fill and conduit fill calculations will be covered. Extensive use of the 2011 NEC® 70 National Electrical Code will be covered as well. Entrance into this course must be approved by the Electrical/FEAT Coordinator.

* EER0052 Structured Cabling

Fall, Spring  
3.10 Credits - 93.00 Hours

In this course, students will learn what structured cabling and CCTV systems are and how to install and troubleshoot them. Students get hands-on experience working with copper and coaxial media. Students will learn about standards, codes and emerging trends in premises wiring. Prerequisites: BCA 0002 and EER 0002.

* EER0212 AC Theory

Fall, Spring  
3.10 Credits - 93.00 Hours

This course is an introduction to AC theory, AC circuits and single and three-phase circuits and systems. Generation of AC power, transformers and various AC motors will also be examined. Prerequisites: BCA 0002, BCV 0643 and EER 0002.

* EER0404 Pre-Apprenticeship Residential Wiring A

Fall  
6.00 Credits - 180.00 Hours

This course covers residential wiring in accordance with the National Electrical Code. Topics include blueprints, box fill, circuit locations, conductors, switches and switch control, computation of circuit loads and wire sizes for pools and spas and ground fault requirements. Prerequisites: BCA 0300 and BCA 0301.

* EER0405 Pre-Apprenticeship Residential Wiring B

Spring  
6.00 Credits - 180.00 Hours

This course covers residential wiring in accordance with the National Electrical Code, computation of
circuit loads, range calculations, wire sizes, service equipment, services and service entrance equipment. The course also includes types of switches and appliance circuits, special circuits for heating and air conditioning. Prerequisite: EER 0404.

* EER0434A Residential Wiring A - HS Dual Enrollment Pre-Apprenticeship

Offered as Needed 6.00 Credits - 180.00 Hours

This course covers residential wiring in accordance with the National Electrical Code - blueprints, box fill, circuit locations, conductors, switches, switch control and ground fault requirements. This pre-apprenticeship course is for Dual Enrollment students only.

* EER0441 Motor Control

Fall, Spring 3.10 Credits - 93.00 Hours

This course is for advanced electrical personnel. It will encompass motors, motor controls, transformers, I.O. modules, electric braking frequency drives, relays, logic devices and circuit boards. Prerequisites: BCA 0002, BCV 0643, BCV 0650, EER 0002 and EER 0212.

* EER0940L Electrical OJT

Summer 21.33 Credits - 640.00 Hours

This application-based course encompasses actual on-the-job training performance and proficiency of all electrical trade skills. This course may be repeated up to four times.

EET1015C Fundamentals of DC Circuits

Fall, Spring 3.00 Credits - 3.00 Hours

This is a fundamental course in DC electric circuits. This course prepares students for EET 1035C and subsequent courses. Classroom lectures supplemented with laboratory projects provide students with hands-on experience in the use of electronics test equipment and proper techniques for data measurements/interpretation, troubleshooting and orderly documentation of test results and conclusions. Prerequisite: MTB 1329.

EET1035C Fundamentals of AC/DC Electricity

Fall, Spring 4.00 Credits - 4.00 Hours

This is an introductory course in basic electricity intended for the engineering technology programs. It consists of the concepts, laws and definitions encountered in AC and DC electric circuits. Prerequisites: MTB 1329 and EET 1015C.

EET2930C Selected Studies in Engineering Technology

Offered as Needed 3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction. Lab fee required.

EET3085C Electricity and Electronics

Fall 3.00 Credits - 3.00 Hours

This course for electrical and non-electrical students provides a background in electrical principles, circuits, components and applications. Advanced topics include the following: direct current and voltage, resistance, ohms law, power energy and efficiency, series parallel and associated networks, oscilloscopes, capacitors, inductors, time constraints, sinusoidal AC, effective average peak values, phasers, complex numbers, series and parallel AC networks, AC theorems and maximum power transfer.

EEX2010 Introduction to Exceptional Learners (K-12)

Fall 3.00 Credits - 3.00 Hours

This course provides an overview of the characteristics and needs of exceptional learners in the K-12 classroom. Specific attention will be given to accommodating their needs in the regular classroom.
EEX2013  Inclusion and Special Needs in Early Childhood Education

Fall  3.00 Credits - 3.00 Hours

This course will focus on children with special needs in early childhood settings. Based on a developmental perspective, course content includes the various areas of exceptionality in terms of causes, characteristics and general intervention, strategies for adapting the learning environment, modifying instruction and making curriculum accessible to all children through inclusion of those with special needs. Attention will be given to state and federal legislation, the referral process, community resources and effective ways to work with families. Note: This course was formerly listed as EEX 2010 and is the required course for Early Childhood Education students. This course is not intended for students pursuing K-12.

EEX2758  Enhancing Family Involvement in Education

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course is a study of the theory, research and best practices as they relate to the family-professional partnerships in both general and exceptional student education. Prerequisite: ENC 1101 or a non-degree plan of TEACH.

EGN1007  Engineering Concepts and Methods

Fall, Spring, Summer  1.00 Credit - 2.00 Hours

This course is an introduction to computer software applications involving engineering spreadsheets (Excel) and symbolic processing (MATLAB) in order to solve a variety of engineering-related problems. Prerequisite: MAC 1105 or higher level mathematics course or MTB 1329.

EGN1111C  Engineering Graphics - Drawing

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is an introduction to the techniques of drawing for three-dimensional spatial relationships, visualization, sketching and graphical presentation. Engineering drawing, descriptive geometry and graphical solution techniques using both manual and computer methods will be emphasized. Lab fee required.

EGN2312  Engineering Analysis - Statics

Fall, Spring  3.00 Credits - 3.00 Hours

In this course, the fundamental concepts of building structures (structural mechanics) are introduced and studied. Prerequisites: MAC 2311 and PHY 2048C. Corequisite: MAC 2312.

EGN2322  Engineering Analysis Dynamics

Fall, Spring  3.00 Credits - 3.00 Hours

In this course, kinematics and kinetics of particles and rigid bodies, mass and acceleration, work and energy, impulse and momentum will be covered. Prerequisites: Minimum grade of “C” or higher in EGN 2312 and MAC 2313. Prerequisite or corequisite: MAP 2302.

EGN2440  Probability Statistics for Engineers

Fall, Spring  3.00 Credits - 3.00 Hours

This course focuses on axioms of probability, combinational and geometrical probability, probability distributions, measures of location and dispersion, sampling and sampling distributions, estimations and tests of hypotheses and engineering applications. Prerequisite: MAC 2312.

EGN2610  Engineering Economic Analysis

Fall, Spring  2.00 Credits - 2.00 Hours

This course focuses on the economic evaluation of engineering alternatives and design, time value of
money and economic impact of taxes, risk and depreciation. Prerequisite: MAC 2311 with a grade of "C" or higher.

EGS1006  Introduction to the Engineering Profession

Fall, Spring, Summer  1.00 Credit - 2.00 Hours

This course will introduce the student to the role of the engineer as a creative design professional. Emphasis will be on understanding the creative process and the factors that influence it. The student will participate in engineering orientation and make case studies of selected engineering fields.

EGS2930  Selected Studies in Engineering

Offered as Needed  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction. Lab fee required.

EGS2931  Selected Studies in Engineering

Offered as Needed  1.00 Credit - 2.00 Hours

In this course, topics of current interest are presented in group instruction. Lab fee required.

EGS2949  Cooperative Education Internship in Engineering

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

EME2004  Introduction to Project Management

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course provides practical knowledge of project management as related to instructional design projects. Project management processes examined include all aspects required for the instructional design life cycle, including project initiation, planning, execution and closeout. Evaluation of project management knowledge and processes enables students to replicate the learning to their own real world course development.

EME2040  Introduction to Technology for Educators

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course covers the application of instructional design principles for the use of technology to enhance the quality of teaching and learning in the classroom. The course includes hands-on experience with educational media, emerging technologies and hardware, software and peripheral for the personal computer as well as data-driven decision-making processes. Identification of appropriate software for classroom applications, classroom procedures for integrating technologies with emphasis on legal and ethical use and effective instructional strategies for teachers and students with regard to research, analysis and demonstration of technology will be covered. Students will be provided with an overview of the Florida Educator Accomplished Practices, Common Core State Standards and the National Educational Technology Standards.

EME2450  Introduction to Distance Education
Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course examines instruction and how it is effectively delivered online. Students will explore technologies, processes and products of distance education with emphasis on eLearning. Students will learn practical applications of instructional theories related to virtual and online participatory learning environments. Planning and project management for developing online learning materials and facilitating online classes will be covered. Designed for K-12 and higher education instructors and administrators as well as trainers and instructional designers from other professional settings. The course focuses on the interpretation and application of theory, research and standards-based effective practice to the design, development, facilitation and evaluation of distance education experiences.

EME2470  Teaching and Learning in the Connected Age

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course covers the application of instructional principles for the effective use of social media tools to enhance the quality of teaching and learning online and in the classroom. This course focuses on best practices for informal learning in relation to various social media forms and addresses how mass media has been used in learning settings to convey information and promote understanding and change. The course includes hands-on experience with social media tools, emerging trends and best practices for using social media in the educational environment. Identification of appropriate social media tools for classroom applications, classroom procedures for integrating technologies with emphasis on legal and ethical use and effective instructional strategies for teachers and students with regard to social media will be covered. Students will use a variety of social software and Web 2.0 applications.

EME2670  Introduction to Instructional Design

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course focuses on the application of instructional design principles to the development of instruction. Topics include contemporary issues and trends in instructional design, requirements for instruction, task and needs analysis, learning situations and instructional models, learner characteristics and assessing instructional outcomes. Students will plan and create online instructional materials using the instructional design process.

EME2905  Directed Studies in Educational Technology

Offered as Needed 1.00 Credit - 3.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student and instructor will design a course of study (learning contract). Approval from the dean is required prior to registration. This course may be taken three times for credit.

EML1804  Introduction to Mechatronics

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

In this course, students will learn about the discrete microprocessor control of mechatronics dynamic systems using state-space representation, digital controllers and design for mechatronic applications. Students design, build, program and test a robot.

EMS0065  CPR for EMS Students

Fall, Spring, Summer .20 Credits - 6.00 Hours

This six-hour course is designed to provide the student with training in adult, child and infant Cardiopulmonary Resuscitation (CPR). Included in this course is training in the Automated External Defibrillator (AED) and various barrier devices. A practical evaluation is required for American Heart Association (AHA) certification. This course is required for all students applying for the EMT and Paramedic programs who are not currently certified in CPR.
EMS1119  Emergency Medical Technician

Fall, Spring, Summer        7.00 Credits - 8.40 Hours

This lecture course is designed to prepare the student for a career in the Emergency Medical Services (EMS) field as an Emergency Medical Technician in accordance with the Department of Transportation National EMT curriculum. The student will understand the role of an EMT within the EMS system. The course includes information on the EMS system, legal aspects of EMS, applied anatomy and physiology, communicable diseases, medical emergencies, trauma emergencies, communications, blood-borne pathogens and employability skills. Lab fee required.

EMS1119L  EMT Laboratory

Fall, Spring, Summer        3.00 Credits - 5.60 Hours

This laboratory course is designed to prepare the student for a career in the Emergency Medical Services (EMS) field as an Emergency Medical Technician in accordance with the Department of Transportation National EMT curriculum. The student will be able to perform various EMT skills such as patient assessment, airway management, cardiac-arrest management, cervical immobilization, bandaging, extremity immobilization, stretcher handling, IV set-up and ECG monitor set-ups. Lab fee required.

EMS1335  Emergency Vehicle Operations

Fall, Spring, Summer        1.00 Credit - 1.00 Hour

This course is designed to meet Florida state (Florida Statute 401.281, 316.003 (1) F.S.) and Florida Administrative Code 64J-1.013 requirements for safe emergency vehicle operations. This 16-hour class combines both didactic and practical (driver training) aspects of instruction in preparation for emergency vehicle operations.

EMS1431  EMT Clinical

Fall, Spring, Summer        2.00 Credits - 2.60 Hours

This clinical practice course is designed to prepare the student for a career in the Emergency Medical Services (EMS) field as an Emergency Medical Technician in accordance with the Department of Transportation’s National EMT curriculum and the State of Florida’s Bureau of Emergency Medical Services. The student will perform various EMT skills in hospital and field settings. The student will attend 48 hours in an emergency department and 48 hours with a local fire department. All EMS students must submit to a National Criminal Background check. Students must not have been convicted of a crime as listed in the EMS student handbook available in the EMS department. Successful completion of EMS 1431, EMS 1119 and EMS 1119L with an overall grade of 80 percent (C) in each course will allow the student eligibility to complete the National Registry certification examination and the Florida EMT certification. EMS 1431 must be completed during the same term as EMS 1119 and EMS 1119L. Lab fee required.

EMS2603  Paramedic I

Fall, Spring        4.00 Credits - 6.10 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course stresses theory and procedures used by a comprehensive emergency medical system in advanced pre-hospital care of the emergency patient. Topics studied include roles and responsibilities, medical legal issues, well-being of the paramedic, illness and injury prevention, ethics, medical terminology review, patient assessment, airway management, venous access and medication administration, therapeutic communications, life span development, pathophysiology, management of shock and general pharmacology. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. This course may be repeated one time. Permission of EMS program manager is required. This course is offered in the Fall and Spring terms. Prerequisite: Emergency Medical Technician State certification (EMT). Prerequisite or corequisite: EMS 2666 with minimum grade of "C" if completed as a prerequisite. Corequisite: EMS 2603L.
EMS2603L  Paramedic I Laboratory

Fall, Spring  4.00 Credits - 6.10 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course stresses theory and procedures used by a comprehensive emergency medical system in advanced pre-hospital care of the emergency patient. Topics studied include illness and injury prevention, medical terminology review, patient assessment, airway management, venous access and medication administration, therapeutic communications, management of shock and general pharmacology. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. This course may be repeated one time. Permission of EMS program manager is required. This course is offered in the Fall and Spring terms. Lab fee required. Prerequisite: Emergency Medical Technician State Certification (EMT). Corequisites: EMS 2603 and EMS 2666.

EMS2604  Paramedic II

Spring, Summer  4.00 Credits - 6.10 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course stresses theory and procedures used by a comprehensive emergency medical system in advanced pre-hospital care of the emergency patient. Topics studied include the following medical emergencies: cardiology, pulmonary, neurology, endocrinology, allergies, gastroenterology, renal, toxicology, hematology, environmental conditions, communicable diseases, gynecology, obstetrics and psychiatric emergencies. The following trauma emergency treatments include burns, spinal, thoracic, abdominal, musculoskeletal, head, facial, soft tissue hemorrhage and shock. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. This course may be repeated one time. Permission of EMS program manager is required. This course is offered in the Spring and Summer terms. Lab fee required. Prerequisites: EMS 2603, EMS 2603L and EMS 2666 with grades of "C" or higher. Corequisites: EMS 2604 and EMS 2667.

EMS2605  Paramedic III

Fall, Summer  4.00 Credits - 6.10 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course stresses theory and procedures used by a comprehensive emergency medical system in advanced pre-hospital care of the emergency patient. Topics studied include the following: neonatology, pediatrics, geriatrics, abuse and assault, patients with special challenges, acute interventions for the chronic care patient, assessment based management,
ambulance operations, medical incident command, rescue awareness and operations, hazardous materials incidents and crime scene awareness. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. This course may be repeated one time. Permission of EMS program manager is required. This course is offered in the Fall and Summer terms. Lab fee required. Prerequisites: EMS 2604, EMS 2604L and EMS 2667 with grades of "C" or higher. Corequisites: EMS 2605L, EMS 2659 and EMS 2668.

EMS2605L  Paramedic III Laboratory

Fall, Summer 4.00 Credits - 6.10 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course stresses theory and procedures used by a comprehensive emergency medical system in advanced pre-hospital care of the emergency patient. Topics studied include the following: emergency treatment techniques for neonatology, pediatrics, geriatrics, abuse and assault, patients with special challenges, acute interventions for the chronic care patient, assessment-based management, ambulance operations, medical incident command, rescue awareness and operations, hazardous materials incidents and crime scene awareness. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. This course may be repeated one time. Permission of the EMS Program Manager is required to repeat the course. This course is offered in the Fall and Summer terms. This is one component (course) of a limited-access program. Prerequisites: EMS 2604, EMS 2604L and EMS 2667. Corequisites: EMS 2605, EMS 2605L and EMS 2668.

EMS2666  Paramedic I Clinical

Fall, Spring 4.00 Credits - 9.90 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course stresses theory and procedures used by a comprehensive emergency medical system in advanced pre-hospital care of the emergency patient. This course allows students to correlate didactic background with basic patient care and offers the student opportunities to demonstrate competency in the skills learned in all of the Paramedic Laboratories. Students will be assigned to specific fire departments to complete 192 hours of field ride time. Students will perform various emergency medical modalities and procedures under the direct supervision of a paramedic preceptor. This course will focus on all treatment modalities as final preparation for the state certification examination and a career as a paramedic. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. All Paramedic students must submit to a National Criminal Background check prior to beginning any clinical rotations. Students must not have been convicted of a crime as listed in the EMS student handbook available in the EMS department. This course may be repeated one time. Permission of the EMS Program Manager is required to repeat the course. This course is offered in the Fall and Summer terms. This is one component (course) of a limited-access program. Prerequisites: EMS 2604, EMS 2604L and EMS 2667. Corequisites: EMS 2605, EMS 2605L and EMS 2668.

EMS2659  Paramedic Capstone Experience

Fall, Summer 5.00 Credits - 10.20 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course allows students to correlate didactic background with basic patient care and offers the student opportunities to demonstrate competency in the skills learned in the Paramedic I Laboratory. Students are assigned to specific agencies to perform various emergency medical modalities and procedures under the direct supervision of a paramedic, nurse or physician. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. All Paramedic students must submit to a National Criminal Background check prior to beginning any clinical rotations. Students must not have been convicted of a crime as listed in the EMS student handbook available in the EMS department. This course may be repeated one time.
Permission of the EMS Program Manager is required to repeat the course. This course is offered in the Fall and Spring terms. This is one component (course) of a limited-access program. Lab fee required. Prerequisite: Must be Emergency Medical Technician State Certified as verified by the department. Corequisites: EMS 2603 and EMS 2603L.

EMS2667  Paramedic II Clinical

Spring, Summer  4.00 Credits - 10.50 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course stresses theory and procedures used by a comprehensive emergency medical system in advanced pre-hospital care of the emergency patient. This course allows students to correlate didactic background with basic patient care and offers the student opportunities to demonstrate competency in the skills learned in the Paramedic II Laboratory. Students are assigned to specific agencies to perform various emergency medical modalities and procedures under the direct supervision of a paramedic, nurse or physician. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. All Paramedic students must submit to a National Criminal Background check prior to beginning any clinical rotations. Students must not have been convicted of a crime as listed in the EMS student handbook available in the EMS department. This course may be repeated one time. Permission of the EMS Program Manager is required to repeat the course. This course is offered in the Spring and Summer terms. This is one component (course) of a limited-access program. Lab fee required. Prerequisites: EMS 2603, EMS 2603L and EMS 2666. Corequisites: EMS 2604 and EMS 2604L.

EMS2668  Paramedic III Clinical

Fall, Summer  2.00 Credits - 2.90 Hours

This course presents the objectives contained in the 2009 U.S. Department of Transportation National EMS Education Standards for Paramedic. This course stresses theory and procedures used by a comprehensive emergency medical system in advanced pre-hospital care of the emergency patient. This course allows students to correlate didactic background with basic patient care and offers the student opportunities to demonstrate competency in the skills learned in the Paramedic II and III Laboratories. Students are assigned to specific agencies to perform various emergency medical modalities and procedures under the direct supervision of a paramedic, nurse or physician. Course must be completed with a grade of "C" (80 percent grade average) or higher to continue in the Paramedic program. All Paramedic students must submit to a National Criminal Background check prior to beginning any clinical rotations. Students must not have been convicted of a crime as listed in the EMS student handbook available in the EMS department. This course may be repeated one time. Permission of the EMS Program Manager is required to repeat the course. This course is offered in the Summer and Fall terms. This is one component (course) of a limited-access program. Lab fee required. Prerequisites: EMS 2604, EMS 2604L and EMS 2667 with grades of "C" or higher. Corequisites: EMS 2605, EMS 2605L and EMS 2659.

EMS2931  Selected Studies In Emergency Medical Services

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course allows the student to obtain experience in a variety of settings in Emergency Medical Services with an emphasis on strong affective skills. Students may obtain experience by participating in one or more of the following experiences: mock disaster drill, simulations, volunteering at a hospital or nursing home, completing an internship with an EMS provider or any agreed upon project by the EMS Program Manager. This course may be completed twice with a grade of "C" or higher to meet the requirements of the Associate Degree in Emergency Medical Services.

EMS4111  Advanced Practiced Paramedicine

Summer  3.00 Credits - 3.00 Hours

This course provides the Community Paramedic with
the opportunity to demonstrate cognitive, psychomotor and affective skills in a variety of clinical environments. Prerequisites: EMS 4112, EMS 4113C and EMS 4114C with a grade of “C” or higher.

EMS4112  Introduction to Community Paramedic
Fall  3.00 Credits - 3.00 Hours
This course provides the history and theoretical foundations of community paramedicine in North America. This course will examine the U.S. Healthcare system, communications, legal and ethical responsibilities.

EMS4113  Mobile Integrated Health Care
Spring  6.00 Credits - 6.00 Hours
This course develops cognitive and affective skills and knowledge of the community paramedic. Topics include community assessment, wellness and prevention, including outreach and community resources. Patient assessment, primary care of chronic disease as well as mental health assessments will be examined.

* ENC0015C Developmental Writing I
Fall, Spring, Summer  4.00 Credits - 4.00 Hours
This is a skills course in written standard American English usage. The focus of this course is to build writing skills and command of written English, including grammar, usage and mechanics. Credit is not applicable toward A.A. or A.S. degrees. Prerequisite: Placement test score mandates placement.

* ENC0017 Developmental Reading/Writing Combined
Fall, Spring, Summer  4.00 Credits - 4.00 Hours
This four-credit-hour course emphasizes basic rhetorical principles needed for college-level reading and writing, particularly the development of critical reading skills, analytical skills and essay development. The major focus is on preparing students to be successful in college-level English and all courses requiring reading and writing skills. Due to the accelerated pace of this course, students are expected to spend extra time studying, doing homework and/or completing exercises in the Academic Success Center.

* ENC0022 Developmental Writing
Fall, Spring, Summer  4.00 Credits - 4.00 Hours
The focus of this course is to build writing skills, support written arguments and demonstrate command of standard written English, including grammar, usage and mechanics. Credit is not applicable toward A.A. or A.S. degrees. This course may be repeated. Prerequisite: Sufficient score on placement test or ENC 0015C with a grade of “C” or higher or equivalent.

* ENC0025C Developmental Writing II
Fall, Spring, Summer  4.00 Credits - 4.00 Hours
The focus of this course is to build writing skills, support written arguments and demonstrate command of standard written English. Credit is not applicable toward A.A. or A.S. degrees. Prerequisite: ENC 0015C with a grade of “C” or higher.

* ENC0055 Developmental Writing Module
Fall, Spring, Summer  1.00 Credit - 1.00 Hour
This course allows students to complete modularized assignments to work on specific writing deficiencies. Students selecting this option complete a writing skills assessment and, based on the assessment, complete modularized assignments to work on specific writing deficiencies. Prerequisite: Sufficient score on placement test or ENC 0015C with a grade of “C” or higher or equivalent.
ENC1101  English I

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This is a course in the process of expository writing. Students will read essays and compose papers that are unified, organized, logically developed and supported, clearly stated and well-focused. Research techniques are introduced and incorporated into at least one composition. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Students must pass the core assignments with a grade of “C” or higher. This class satisfies the General Education State Core Communications requirement for A.A. degree seeking students. Prerequisite: Test scores that indicate ENC 1101 eligibility or completion of appropriate college developmental courses for ENC 1101 eligibility with grades of “C” or higher or completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

ENC1101H  Honors English I

Fall  3.00 Credits - 3.00 Hours

This is a course in the process of expository writing. Students will read essays and compose papers that are unified, organized, logically developed and supported, clearly stated and well-focused. Research techniques are introduced and incorporated into at least one composition. Some assignments may be coordinated with other Honors courses. Students must pass the core assignments with a grade of “C” or higher. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Honors level content. Permission required from Honors coordinator. Prerequisites: ENC 1101 with a grade of “C” or higher and be an Honors program student.

ENC1102  English II

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

In this course, students develop the ability to read literary texts critically, to think logically and creatively and to write and research effectively. Students must pass the core assignments with a grade of “C” or higher. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101 with a grade of “C” or higher.

ENC1102H  Honors English II

Spring  3.00 Credits - 3.00 Hours

This is a course designed to develop the student’s ability to read literary and interdisciplinary texts critically, to think logically and creatively and to write and research effectively. Some assignments may be coordinated with other Honors courses. Students must pass the department’s core assignments for ENC 1102H with a grade of “C” or higher. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Honors level content. Permission required from Honors coordinator. Prerequisites: ENC 1101 with a grade of “C” or higher and be an Honors program student.

ENC1210  Technical Writing

Fall, Spring  3.00 Credits - 3.00 Hours

This course is a study of and practice in various forms of technical writing such as complete formal reports, letters of application, resumes, articles or technical essays and oral presentations. Emphasis is on the grasp of scientific and technical ideas and effective verbal presentation of these ideas. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

ENC1101L  English I Laboratory

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This laboratory course is designed to support students’ English composition skills.

ENC2160H  Honors Nature Writing

Spring  3.00 Credits - 3.00 Hours

In this course, students will explore different
approaches to writing about the natural world and discuss issues raised by such writing. Prerequisites: ENC 1101 or ENC 1101H with a grade of “C” or higher and acceptance into the Honors program.

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**ENC2444  Dramaturgical Studies**

**Fall, Spring**  
3.00 Credits - 3.00 Hours

In this course, students will prepare essays for the programs of shows Seminole State College produces that discuss the historical nature of the show or explain the artistic choices made in the production; work on the development of outreach sources/teachable units for local schools to use in support of attending a show and eventually support the use of such resources; read new drama and analyze the how “produce-able” a show would be for Seminole State College’s resources and write an analysis report of their findings. Prerequisite: ENC 1101.

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**ENC2444H  Honors Dramaturgical Studies**

**Fall, Spring**  
3.00 Credits - 3.00 Hours

In this course, students will prepare essays for the programs of shows Seminole State College produces that discuss the historical nature of the show or explain the artistic choices made in the production; work on the development of outreach sources/teachable units for local schools to use in support of attending a show and eventually support the use of such resources; read new drama and analyze the how “produce-able” a show would be for Seminole State College’s resources and write an analysis report of their findings. Prerequisites: Acceptance into Honors program and ENC 1101 or ENC 1101H.

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**ENC2931  Selected Studies in English**

**Spring**  
1.00 Credit - 1.00 Hour

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean is required prior to registration. This course must be completed with a grade of “C” or higher. This course partially satisfies the writing requirement of S.B.E. 6A-10.030 and may be used to partially satisfy the General Education Communications requirement.

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**ENC3213  Technical and Business Writing**

**Offered as Needed**  
3.00 Credits - 3.00 Hours

This course prepares students to write professionally in support of management objectives. Students will analyze real-world scenarios to determine how and why a document serves its purpose in the workplace, discover the role of document design and learn how to respond effectively to the needs of clients and colleagues. The assignments, geared to both general and specialist audiences, provide practice in such essential career skills as problem-solving, time management and oral presentations. Proofreading skills are stressed.

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**ENG2100  The Art of Film**

**Fall, Spring**  
3.00 Credits - 3.00 Hours

This course is designed to help students become more active, critical viewers of films and to be able to communicate that understanding in writing. Like written forms of literature, movies are texts that can be analyzed and interpreted. Students will view a number of films from different time periods, genres and artistic approaches. Lectures will concentrate on the narrative and stylistic elements used by film makers. This course partially satisfies the writing requirement of S.B.E. 6A-10.030 and the Humanities Area B General Education requirement. Prerequisite: ENC 1101 with a grade of “C” or higher.

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**ENG2103  World Cinema**

**Fall, Spring**  
3.00 Credits - 3.00 Hours

This is a survey course designed to introduce students to the cinematic arts of a particular national cinema and to encourage them to think globally. Emphasis will be given to internationally recognized filmmakers of
foreign cinemas and their recent new directors. Students will watch and analyze numerous films. They will study the aesthetics of film language as well as the social and cultural conditions that produce the cinema. The course will encourage student understanding of the intellectual, spiritual and moral issues that unite people despite differences in time, place, language and culture. Specific film content may vary from term to term. This course partially satisfies the writing requirement of S.B.E. 6A-10.030 and the Humanities Area B General Education requirement. Prerequisite: ENC 1101 with a grade of "C" or higher.

**ENL2930**  Selected Studies in English

*Offered as Needed*  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction.

**ENL2012**  British Literature I

*Fall*  3.00 Credits - 3.00 Hours

This course is a survey of the development of British literature from Anglo-Saxon times through the eighteenth century with attention to the historical background, the continuity of essential traditions and the characteristic temper of successive periods. Major emphasis is on the Old English, Middle English and Renaissance periods. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1102 with a grade of "C" or higher or permission of instructor or dean.

**ENL2022**  British Literature II

*Spring*  3.00 Credits - 3.00 Hours

British Literature II emphasizes the relevance of Romanticism, Victorianism and the first half of the twentieth century to contemporary thought. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1102 with a grade of "C" or higher or permission of instructor or dean.

**ENL2950**  Travel Study in British Literature

*Offered as Needed*  3.00 Credits - 3.00 Hours

This is a travel/study course combining preparation on campus, foreign travel and study abroad in the discipline of British literature. Variable content depending on the program in which the student enrolls and the specific topics to be covered. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Students must be 18 years of age on or before departure. Permission of instructor or dean is required. Prerequisite or corequisite: ENC 1101.

**ENT2172**  Opportunity Analysis and Franchising

*Fall, Spring, Summer*  3.00 Credits - 3.00 Hours

This course covers the analysis and evaluation of entrepreneurial opportunities and franchising. Upon successful completion of the course, the student will be able to assess the current economic, social and political climate for small businesses. In addition, the student will be able to explain how demographic, technological and social changes create opportunities for small business ventures. The student will be able to discuss the advantages and disadvantages of franchises and be able to evaluate franchise opportunities. Prerequisite: GEB 1011.

**ENT2931**  Selected Studies in Entrepreneurship

*Fall, Spring, Summer*  1.00 Credit - 1.00 Hour

In this course, topics of current interest are presented in group instruction.

**ENT3183**  Commercializing New Technologies

*Fall, Spring, Summer*  3.00 Credits - 3.00 Hours

This course is focused on understanding business practices that are involved with intellectual properties or patentable technologies. These unique businesses frequently present characteristics and growth challenges significantly different from mainstream non-technical businesses. A practical understanding of
these distinctions is critical to technology commercialization. Prerequisite: BUL 3130.

ENT4113 Entrepreneurship: New Business Development

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is intended for students interested in starting or growing a small business. Students will analyze atypical business scenarios and apply critical thinking and generally accepted business development principles to identify appropriate growth strategies. Prerequisites: FIN 3403, MAN 3025 and MAR 3023.

EPI0001 Classroom Management Module 1A

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This module prepares participants to set up a classroom, establish policies and procedures, create lesson plans integrated with Sunshine State Standards, develop and administer various forms of assessment, establish and maintain best practices in parental and professional relationships and hone the craft of effective instruction. It will also focus on the ethical and legal obligations of the teaching profession. Participants will also build a developmental assessment and professional portfolio demonstrating mastery of competencies. Prerequisite: Students must be admitted into EDPREP program plan.

EPI0002 Instructional Strategies Module 1B

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This module prepares participants to set up a classroom, establish policies and procedures, create lesson plans integrated with the Sunshine State Standards, develop and administer various forms of assessment, establish and maintain best practices in parental and professional relationships and develop assessment and professional portfolios demonstrating mastery of competencies. Prerequisite: Students must be admitted into EDPREP program plan.

EPI0003 Instructional Strategies: Technology Module 1C

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This module introduces teachers to the technologies available for classroom instruction and activities. Technologies covered include production, multimedia, communication and reference materials. The module will also address the legal and ethical issues associated with these technologies. This module is also a continuation of the course description in Modules 1A and 1B. Lab fee required. Prerequisite: Students must be admitted into EDPREP program plan.

EPI0004 Instructional Strategies: The Teaching and Learning Process Module 1D

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This module is designed to help teachers understand the teaching-learning process. This module is a continuation of the course description in Modules 1A, 1B and 1C. Prerequisite: Students must be admitted into EDPREP program plan.

EPI0005 Methods of Teaching English to Speakers of Other Languages (ESOL)

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course provides educators with the necessary skills to determine appropriate instructional methods and strategies for teaching English language learners. Educators will use their knowledge of current first and second languages acquisition to plan and deliver appropriate, effective instruction.

EPI0006 Testing and Evaluation of ESOL

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course prepares participants to appropriately evaluate instructional outcomes while recognizing the effects of the English language learner’s language proficiency and culture. Educators will be able to select and use formal/informal methods of assessment.
for the English language learner in order to make informed decisions about instruction.

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**EPI0008  Applied Linguistics**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course provides educators with the skills needed to acquire a deeper understanding of the structure of English from a modern day linguistic perspective. The course enables the educator to analyze the structure of English to contrast with the language(s) of the target population in a given class. Participants learn how to adapt classroom instructional practices to meet the linguistic needs of their English language learners. Analysis of the phonological, morphophonological, and syntactic features of English as a basis for linguistic application to problems of English language acquisition by non-native speakers.

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**EPI0009  Foundations of Language and Cognition**

**Fall  3.00 Credits - 3.00 Hours**

This course teaches language structure, function and phonemic awareness, fluency, vocabulary and comprehension. The instruction is grounded in scientifically-based research. This course satisfies the requirements for Competency 1 of the State of Florida Reading Endorsement. Prerequisite: Students must be admitted into EDPREP or READENDORS program plan.

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**EPI0010  Foundations of Research Based Practices in Reading**

**Fall, Spring, Summer  4.00 Credits - 4.00 Hours**

This module provides substantive knowledge of language structure and function and cognition of phonemic awareness, phonics, fluency, vocabulary and comprehension. It provides knowledge of the integration of the reading components. Instruction in this module is grounded in scientifically-based reading research as a mechanism to inform instructional practice. Prerequisite: Students must be admitted into EDPREP or READENDORS program plan.

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**EPI0011  Foundations of Assessment**

**Fall  3.00 Credits - 3.00 Hours**

This course teaches the role of assessments in guiding reading instruction and instructional decision-making for reading progress of struggling readers. Prerequisite: Students must be admitted into EDPREP or READENDORS program plan.

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**EPI0012  Foundations of Differentiation**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course provides a study of the varying strategies that are successful with students from differing instructional profiles, including students with disabilities and students from diverse populations. This professional development course meets the requirements for Competency 4, Foundations in Differentiation, of the Reading Endorsement Add-On Certification Program. This course must be taken simultaneously with Application of Differentiated Instruction (EPI 0013). Prerequisite: Students must be admitted into EDPREP or READENDORS program plan.

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**EPI0013  Application of Differentiated Instruction**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course provides a study of the application of strategies for students from differing instructional profiles, including students with disabilities and students from diverse populations. This professional development course meets the requirements for Competency 5, Application of Differentiated Instruction, of the Reading Endorsement Add-on Certification Program. This course must be taken simultaneously with Foundations of Differentiation (EPI 0013). Prerequisite: Students must be admitted into EDPREP or READENDORS program plan. Corerequisite: EPI 0012.

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**EPI0014  Demonstration of Accomplishment**
Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course applies skills and information regarding reading development to reading instruction. The course discusses strategies and assessments that provide evidence for increased student reading proficiency in struggling students, including students with disabilities and students from diverse populations. This professional development course meets the requirements for Competency 6, Demonstration of Accomplishment, of the Reading Endorsement Add-on Certification Program. Prerequisite: Students must be admitted into EDPREP or READENDORS program plan.

EPI0020 The Teaching Profession: Professional Foundations

Fall, Spring, Summer 2.00 Credits - 2.00 Hours

This module provides the foundation for becoming a productive member of the teaching profession. The participant will gain an understanding of the organization and administration of the public school, the laws governing teachers, the code of ethics and the purpose of schools. This module develops a professional perspective and creates a sense of grounding in the profession of teaching. Prerequisite: Students must be admitted into EDPREP program plan.

EPI0021 ESOL Curriculum and Material Development

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course enables educators to select appropriate instructional materials to support the unique needs of English language learners. Educators will be able to determine which materials are effective for the English language learner based on his or her communicative skills.

EPI0030 Diversity in the Classroom: Module 4A

Fall, Spring, Summer 2.00 Credits - 2.00 Hours

This module provides the participant with an understanding of the variety of backgrounds and cultures that may be found in a typical classroom. Field experiences give a broader view of the social aspects of diversity and cause the participant to reevaluate personal beliefs and prejudices that may adversely affect the learning process. This module also introduces the participants to the issues, challenges and the opportunities of teaching students who reflect the diversity of the American population in terms of race, ethnicity, religion, culture, sexual orientation and gender. Topics emphasized include foundations of prejudice, elements of culture and the value of diversity. Prerequisite: Students must be admitted into EDPREP program plan.

EPI0031 Cross-Cultural Communication and Understanding

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to increase awareness and sensitivity to diverse cultures by highlighting similarities and differences as they relate to language and communication. Participants will learn how to adapt classroom instructional practices to meet the needs of students with varying cultural backgrounds.

EPI0930 Selected Topics for Professional Development

Fall, Spring, Summer 1.00 Credit - 1.00 Hour

In this course, topics of current interest are presented in group instruction.

EPI0931 Selected Topics for Professional Development

Fall, Spring, Summer .50 Credits - .50 Hours

In this course, topics of current interest are presented in group instruction.

EPI0950 Teaching Methods Practicum
### Course Descriptions Listing

**Catalog Year 2019-20**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Offered</th>
<th>Credits</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall, Spring, Summer</strong></td>
<td>5.00 Credits - 5.00 Hours</td>
<td><strong>This course provides the participant with methods of instruction, integrating theoretical knowledge with classroom experience, demonstrating effective teaching practices, reflective decision-making and competency in Educator Accomplished Practices.</strong></td>
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<tr>
<td><strong>ESC1000</strong></td>
<td>Introduction to Earth Science</td>
<td><strong>Fall, Spring, Summer</strong></td>
<td>3.00 Credits - 3.00 Hours</td>
<td>This course will introduce students to the Earth as a complex and dynamic system. Focus will be on the solid Earth, the oceans, the atmosphere and interactions among these subsystems. Students will learn of the Earth’s origin and place within the solar system. This class satisfies the General Education State Core Science requirement for A.A. degree-seeking students.</td>
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<tr>
<td><strong>ETC3270</strong></td>
<td>Building Systems</td>
<td><strong>Fall, Spring, Summer</strong></td>
<td>3.00 Credits - 4.00 Hours</td>
<td>Students will learn advanced concepts for building systems associated with residential and commercial-type structures. Particular emphasis will be given to the H.V.A.C., mechanical, plumbing and electrical systems. Different types of systems in each discipline will be discussed. The student will be exposed to design processes and system selections for each building system used.</td>
</tr>
<tr>
<td><strong>ETC4414C</strong></td>
<td>Applied Structural Design I</td>
<td><strong>Fall, Spring</strong></td>
<td>3.00 Credits - 3.00 Hours</td>
<td>This course is an introduction to structural analysis. Designs of concrete, timber and steel members will be covered as well as current code and specification requirements. Prerequisite: ETG 3533C.</td>
</tr>
<tr>
<td><strong>ETD1320C</strong></td>
<td>Computer-Aided Design I</td>
<td><strong>Fall, Spring, Summer</strong></td>
<td>3.00 Credits - 3.00 Hours</td>
<td>The purpose of this course is to help drafting students develop the knowledge, skills and attitudes required to work at an entry-level job in such positions as CAD technician trainee, CAD system operator or CAD technician. This course is designed for students who have already received in-depth training in one or more application areas. Lab fee required. Prerequisite: IND 1404C or EGS 2931 or Prerequisite/Corequisite: EGN 1111C. Note: Interior Design students must have IND 1404C. Engineering Technology students must have EGS 2931. All other students, including Architectural Engineering Technology students, must have EGN 1111C.</td>
</tr>
<tr>
<td><strong>ETD1340C</strong></td>
<td>Computer-Aided Design II</td>
<td><strong>Fall, Spring, Summer</strong></td>
<td>3.00 Credits - 3.00 Hours</td>
<td>In this course, students will learn advanced two- and three-dimensional drafting techniques. Menu and program modification will be emphasized along with improved speed and accuracy. Lab fee required. Prerequisite: ETD 1320C or IND 2460C.</td>
</tr>
<tr>
<td><strong>ETD1600C</strong></td>
<td>Electrical Design Drafting</td>
<td><strong>Fall, Spring, Summer</strong></td>
<td>4.00 Credits - 4.00 Hours</td>
<td>Project cost estimates for infrastructure, common buildings, individual specialty buildings and/or houses will be identified and evaluated. Prerequisites: ETD 1320C and SUR 2101C.</td>
</tr>
</tbody>
</table>
This course is the study of the drawing and design techniques related to the production of electrical buildings (CAD and Revit software to be implemented). Emphasis will be given to the development of correct drafting/design skills associated with the electrical system drawings required for a building project (schematic drawings, floor plans, elevations, building sections, details, sections, legends, notes and special purpose drawings required for a complete set of electrical contract documents). Students will be able to produce a variety of electrical drawings which detail the electrical components while working under the direction of an engineer, architect or specialty electrical contractor or supplier. This is a continuation of Engineering Graphics - Drawing. Lab fee required. Prerequisite: ETD 1340C.

ETD2364C  Introduction to SolidWorks

Fall, Spring  3.00 Credits - 3.00 Hours

This course is an introduction to the new designing techniques and capabilities of solid modeling using the SolidWorks software. Topics include the integration and application of parametric solid modeling drawing within SolidWorks. Lab fee required.

ETD2372C  Design Analysis and Rapid Prototyping

Spring  3.00 Credits - 3.00 Hours

In this capstone course, students will explore simulation, design analysis of rapid prototyping and learn the relationships of physical prototyping between the design and manufacturing industries. Students will apply their creativity, design abilities and 3D printing skills through a series of project-based assignments. The course culminates in the fabrication of a professional digital, 3D product and physical prototype. When available, field trips to local facilities will expose students to current industry practices applying these latest techniques and technologies. Lab fee required. Prerequisite: ETD 2364C.

ETD2390  Computer-Aided Design III (Revit)

Fall, Summer  3.00 Credits - 3.00 Hours

This course is a three-dimensional CAD course which introduces the student to Autodesk Revit Software. The student learns to work with architectural computer models rather than the basic geometric drawing approach. The Revit platform for building information modeling is a complete design and documentation solution which supports all phases of design, drawing production and schedule development for a given project. This software allows the student to work in various views of the parametric building model at the same time. Prerequisite: ETD 1320C or IND 2460C.

ETD2391  Computer-Aided Design IV (Advanced Revit)

Spring  3.00 Credits - 3.00 Hours

This course is a three-dimensional CAD course which introduces the student to advanced concepts in Autodesk Revit Software. The student continues to learn how to draw and design in a three-dimensional architectural computer model format. Advanced concepts in three-dimensional modeling are introduced and implemented in class projects. This software allows the student to work in various views of the parametric building model at the same time. Each view may be opened separately and any changes that are made in one drawing are immediately updated in all other views. The Revit platform for building information modeling also allows the student to identify and produce a material list (automatically) for every item required for a particular design as the design develops and changes. This becomes an invaluable tool for the estimating and scheduling functions required by the contractor. Prerequisite: ETD 2390 or IND 2462.

ETD2545C  Site and Survey Drafting

Fall, Spring  3.00 Credits - 3.00 Hours

This course covers the study and practice in the preparation of the reverses, contour and profile plans from field notes with emphasis on land development drafting, road layout, drainage, sanitary and water
facility planning. Lab fee required. Prerequisite: ETD 1320C.

ETD2546C  Land Development Drafting

Offered as Needed  3.00 Credits - 3.00 Hours

This course is a continuation of Site and Survey Drafting with emphasis on the final preparation of land development drafting as applied to subdivision planning. Lab fee required. Prerequisite: ETD 2545C.

ETD2563C  Fire Sprinkler Drafting and Design I

Spring  3.00 Credits - 3.00 Hours

This course is an introduction to the technique of preparing fire protection drawings. Emphasis is placed on reading and interpreting different types of drawings such as submittal drawings, shop drawings and as-built drawings. Opportunities are provided to use symbols and notes in the production of fire sprinkler design drawings. Lab fee required. Prerequisite: EGS 1111C.

ETD2731C  Mechanical, Electrical, Plumbing Design and Drafting

Spring  4.00 Credits - 4.00 Hours

This course is a study of the drawing and design techniques related to the production of mechanical (HVAC), electrical and plumbing drawings. CAD and Revit software may be implemented in the production of these drawings. Lab fee required. Prerequisite: ETD 2390.

ETD2734C  Plumbing Design Drafting

Fall, Spring, Summer  3.00 Credits - 4.00 Hours

This course is a study of the drawing and design techniques related to the production of plumbing and fire sprinkler drawings for commercial buildings (CAD and Revit software to be implemented). Emphasis will be given to the development of correct drafting/design skills associated with the plumbing and fire sprinkler system drawings required for building a project (schematic drawings, floor plans, elevations, building sections, details, sections, layout, assembly, legends, notes and special purpose drawings required for a complete set of plumbing or fire sprinkler contract documents). Students will be able to produce a variety of plumbing and fire sprinkler drawings which detail the piping components while working under the direction of an engineer, architect or specialty contractor or supplier. This is a continuation of Engineering Graphics - Drawing. Lab fee required. Prerequisite: ETD 1340C.

ETD2905  Directed Studies in Design

Fall, Spring, Summer  1.00 Credit - 3.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration.

ETD2930  Selected Studies in Engineering Technologies

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction. This is a project-based class. Project is selected by the student and approved by the instructor. Lab fee required. Prerequisites: EGS 1111C and ETD 1600C.

ETD2941  Cooperative Education Internship in Design and Engineering

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the
completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ETD2942  Cooperative Education Internship in Design and Engineering

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ETD2949  Cooperative Education Internship in Design and Engineering

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ETD3555  Applied Site and Survey Mapping

Summer  3.00 Credits - 3.00 Hours

This course presents site plan development, including contour revisions, grading, drainage, utilities and street and road layout. Pipe drawings, both flat and pictorial, utility and working drawings and extensive civil, three-dimensional applications will be included. Students will learn to plan, prepare and interpret engineering drawings. The student will learn the use of drafting equipment and computers to design and draft mechanical, architectural, civil, electrical, structural building systems and related areas. Prerequisites: ETD 1320C and SUR 2101C.

ETD3930  Selected Studies in Engineering Technology

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in individual or group instructional format. This is a project-based class. The project is selected by the student and approved by the instructor. The instructor works one-on-one with the student to complete the work as required.

ETG2502  Statics

Fall, Spring  3.00 Credits - 3.00 Hours

This course will prepare the student for the field of Engineering Technology and/or related sciences. The
course will focus on specialized practical knowledge related to the mathematical, scientific or technical aspects of mathematics, science and engineering. Fundamental principles of statics, co-planar and non-co-planar force systems including concurrent and non-concurrent forces will be covered. Additional focus will be placed on both friction and non-friction systems. Stress and strain evaluations on columns, beams, trusses and foundation systems will also be addressed. Prerequisites: MTB 1329 and PHY 1020 or higher level physics course.

ETG3533C  Applied Engineering Strengths of Materials

Fall, Spring  3.00 Credits - 3.00 Hours

This course will continue to prepare the student for the field of engineering technology and/or a related science. The course will focus on specialized, practical knowledge related to more advanced mathematical, scientific or technical aspects of mathematics, science and engineering. Relationships between external forces and action of members of a structure will be covered. Topics include stress, shear, moment, deflections, column and beam connections and Mohr’s Circle. Prerequisite: ETG 2502 or EGN 2312.

ETG4950  Senior Design Capstone

Fall, Spring  3.00 Credits - 3.00 Hours

In this course, the student will use everything previously learned in the program to plan a related engineering problem or project. The student will be responsible for planning the basic design, material selection, structural analysis and related calculations, etc. Project must be approved by faculty advisor. The student will produce a formal oral presentation. This course must be completed with a grade of “C” or higher. Prerequisite or corequisite: ETC 4414C (Specializations: Civil, Site and Surveying; Production and Design), or ETI 3442 (Specializations: Engineering & Project Mgmt; Sustainable Engineering) or ETS 3608 (Specialization: Mechatronics and Robotics).

ETI1110  Introduction to Quality

Fall  3.00 Credits - 3.00 Hours

This course defines the role of quality in an industrial environment. Topics include the use of quality management techniques and quality philosophies, process development, techniques used for evaluation, approaches used on continuous operations, methods used to control quality and the international organization for standardization (ISO) series of standards. The responsibility of quality assurance during the engineering, manufacturing and marketing of a product is also covered.

ETI1410  Interdisciplinary Engineering I

Offered as Needed  3.00 Credits - .00 Hours

Three credits are awarded to entering students with an appropriate score on the International Baccalaureate (IB) examination in Design Engineering.

ETI1411  Interdisciplinary Engineering II

Offered as Needed  3.00 Credits - .00 Hours

Three credits for this course are awarded to entering students with a score of 5 or higher on the International Baccalaureate (IB) test in Design Engineering.

ETI1420C  Materials and Processes for Engineering Technology

Spring  3.00 Credits - 3.00 Hours

This course is an introduction to material characteristics and behavior. The student shall study the interrelationships of structure, property, performance and material selection. Use of engineering materials such as metals, ceramics, polymers, electronic materials and composites in engineering applications will be covered. The student shall be introduced to the concept of sustainable materials. Lab fee required.
ETI1482C  Design and Technology AICE A-Level

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with passing scores of A, B, C, D or E on the Cambridge (British A-Level) examination in Design and Technology.

ETI1701  Safety for Engineering Technologists

Fall  3.00 Credits - 3.00 Hours

This course covers the knowledge and skills needed to create and maintain a safe and productive work environment as defined by OSHA regulations that are applicable to engineering technology companies. Handling and disposal of hazardous materials will also be emphasized.

ETI1843C  Motors and Controls

Fall  3.00 Credits - 3.00 Hours

This course explores the theory and application of AC and DC motors. It covers how different types of motors operate and how electronic motor control systems are designed and can be used to improve efficiency in a wide ranges of applications. Lab fee required. Prerequisites: MTB 1329 and EET 1015C.

ETI1944  Design and Technology AICE A-Level

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with passing scores of A, B, C, D or E on the Cambridge (British A-Level) examination in Design and Technology.

ETI2930  Selected Studies in Fire Sprinkler Systems

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

In this course, topics of current interest are presented in group instruction. Lab fee required.

ETI2943  Practicum in Technical Industry

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This is a planned work-based experience that provides students with an opportunity to fine-tune skill sets learned in course work and enhance workplace skills through supervised practical experiences related to their career objectives. The number of credit hours awarded will be determined by faculty as described in current articulation agreements. May be repeated for credit up to a maximum of 24 hours, but grade forgiveness cannot be applied.

ETI2949  Cooperative Education Internship in Fire Sprinkler

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ETI2950C  Engineering Technology Capstone

Fall  3.00 Credits - 3.00 Hours

This capstone course is designed for the student to demonstrate knowledge and skills applicable to the degree core competencies and outcomes. The course
is designed as a project-based experience. The student’s project requirements will be designed in concert with the area of curriculum emphasis. Lab fee required.

ETI3440  Project Management National Standards

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course provides a review of the project management standards, including American National Standards Institute (ANSI) and the Project Management Body of Knowledge (PMBOK) standards (and its ten project management knowledge areas and five project processes) and other applicable standards. The course will also introduce the concept of Earned Value Management (EVM). All federal projects in excess of $50M must be managed using certified EVM management systems.

ETI3442  Project Planning

Fall, Spring  3.00 Credits - 3.00 Hours

This course provides an overview of the theory and practice of managing projects within various organizational structures. The fundamental building blocks of project management are addressed with special emphasis on the triple constraint and developing project plans. Students will learn to develop appropriate project scope, schedule, budget and integrated baselines essential for proper project analysis and management. These topics are taken one at a time through a series of applied problems and then exercised through case studies. Prerequisite: ETI 3440 or department permission.

ETI3630  Leading Project Teams

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

Managing the human elements of project management is as challenging as mastering the technical aspects. Innovative approaches are employed to successfully motivate, communicate, negotiate and resolve conflicts among the team members and stakeholders. In this course, students develop an understanding of the individual, the group and the project team. Proven techniques to make conflict a constructive rather than a destructive experience are discovered. Students develop effective communication, negotiation and conflict resolution skills to successfully lead both domestic and global projects.

ETI3671  Technical Economic Analysis

Fall, Spring  3.00 Credits - 3.00 Hours

This course provides the student with the skills to formulate, develop and apply analytical techniques to reach cost-effective solutions to business, government and/or engineering-related problems. The course will focus on time-based analysis of selection, replacement, lease-to-buy options, multiple alternatives, uncertainty and sensitivity analysis. A problem-solving approach will be implemented to develop the concepts identified. Topics include engineering, decision-making, cash flow equivalence, present worth analysis, annual cash flow analysis, rate of return analysis, incremental analysis, depreciation, income tax assessment, replacement analysis, inflation and deflation, estimating in future event, selecting a minimum attractive rate of return and the successful evaluation and rationing of capital among competing projects.

ETI4115  Project Quality and Risk Management

Fall, Spring  3.00 Credits - 3.00 Hours

Quality management ensures that project deliverables meet pre-determined criteria. Methods for quality management are studied, including quality planning, assurance and control. Risk management is the systematic process of identifying, analyzing, evaluating and controlling project risks. Both qualitative and quantitative risk analyses are conducted and strategies for proactive risk aversion and reactive risk response are developed. Prerequisite: ETI 3440 or ETI 3442.

ETI4448  Applied Project Management
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Session</th>
<th>Credits - Hours</th>
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</thead>
<tbody>
<tr>
<td>ETI4480</td>
<td>Applied Robotics</td>
<td>Spring</td>
<td>3.00 - 3.00</td>
</tr>
<tr>
<td>ETI4632</td>
<td>Advanced Stakeholder Analysis for Projects</td>
<td>Fall, Spring</td>
<td>3.00 - 3.00</td>
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<tr>
<td>ETI4675</td>
<td>Advanced Project Financial Management</td>
<td>Fall, Spring</td>
<td>3.00 - 3.00</td>
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<tr>
<td>ETM1010C</td>
<td>Mechanical Measurement and Instrumentation</td>
<td>Spring</td>
<td>3.00 - 3.00</td>
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<tr>
<td>ETM2315C</td>
<td>Hydraulic and Pneumatic Systems</td>
<td>Fall</td>
<td>4.00 - 4.00</td>
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<tr>
<td>ETM3312</td>
<td>Applied Fluid Mechanics</td>
<td>Spring</td>
<td>3.00 - 3.00</td>
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In this comprehensive course, students will build statements of work and work breakdown structures, make activity and resourcing decisions, set timelines and utilize scheduling and resource allocation methods. Risk management methods will also be used in working as groups to create and manage project plans. The student will apply the PMBOK standards to real-world projects through a series of case studies. Prerequisites: ETI 3442 and ETI 4115.

Advanced project management requires an in-depth knowledge of finance and engineering economics. This course is divided into three parts. Part I is the study of financial concepts and introduces record-keeping, financial statements and the accounting equation. Part II, financial analysis and time value of money, focuses on the traditional applications of time value of money and project analysis and justification. Part III is the study of Earned Value Analysis (EVA) of projects and development of financial project reports. Prerequisite: ETI 3442.

This course emphasizes advanced topics in robot programming, interfacing and designing for industrial and laboratory applications. Topics include a study of the history of robots, typical configurations, mechanisms, sensors, actuators and advanced control schemes with sensors and actuators for industrial applications. Prerequisites: ETG 2502 or EGN 2312, COT 3103, ETS 3608.

Successful project managers learn to develop and apply cooperative and engagement techniques within project teams. Students will develop and apply the processes, tools and techniques that lead project team members and stakeholders and promote effective communications in a multidimensional environment. Students will apply the methods of leadership that are most appropriate for achieving project success. By learning and practicing proven communication, team-building, conflict resolution and negotiation skills, students will help maximize the productivity and results of a project team. Prerequisite: ETI 3630.

This course provides the basic principles of electro-mechanical, hydraulic and pneumatic systems. It includes a practical approach to technical problems involving hydraulics and pneumatics, fluid mechanics, hydrostatic forces and pump operation, including the electrical circuitry needed to operate and control hydraulic/pneumatic systems. Lab fee required. Prerequisite: MTB 1329.
This course deals with fluid properties, fluid statics, buoyancy and stability, flow of fluids in pipes and open channels, flow measurement and forces due to fluids in motion. Prerequisite: ETG 2502 or EGN 2312.

ETM3331C  Applied Thermodynamics & Fluid Mechanics

Fall, Spring          3.00 Credits - 3.00 Hours

This course provides an introduction to applied thermodynamics and fluid mechanics. Thermodynamic topics include pressure, temperature, heat and heat transfer, properties of substances, First & Second Law of Thermodynamics and analysis of power. Fluid dynamic topics include fluid statics and the basic laws of fluid flow, conservation of mass, momentum and energy, applications of the basic laws to pipe flow, hydraulic and pneumatic processes. Prerequisite: ETG 2502 or EGN 2312.

ETM4755  Applied Air Conditioning

Fall, Spring          3.00 Credits - 3.00 Hours

This course covers the analysis of body comfort, psychometrics, heating and cooling load, specification of air conditioning systems, air distribution systems and system piping requirements. Prerequisite: ETC 3270.

ETP2050  Energy Analysis

Fall          3.00 Credits - 3.00 Hours

This course covers the essential principles of sustainable forms of energy. Specific topics include the units of measure, analytical comparisons of energy types, calculating consumption and production values and exploring essential underlying formulas. Case studies will emphasize useful applications of existing sustainable energy sources.

ETP2410  Solar Photovoltaic (PV) Systems

Fall, Spring          3.00 Credits - 3.00 Hours

This course will introduce the student to the principles and fundamental photovoltaic technology. Solar radiation, site survey and planning, solar components and configuration, batteries, PV panel construction, inverters and system sizing are some of the topics covered in depth in this course. This course will help the student develop knowledge of the complete photovoltaic system and the different configurations used in industry.

ETP2420  Solar Thermal Systems

Spring          3.00 Credits - 3.00 Hours

This course covers the background, history, essential theory and principles of Solar Thermal Technology. Specific topics include solar fundamentals, solar water heating systems and components, system installation, check-out and start-up procedures, troubleshooting, pool heating and code and safety issues.

ETP2502  Alternative Energy Sources

Spring          3.00 Credits - 3.00 Hours

As the demand for energy grows worldwide, there has been an increased emphasis on utilization of non-conventional power sources. This course addresses and explores technological advances in alternative forms of energy. Characteristics of both conventional and emerging technologies such as nuclear, hydro-electric, solar, wind, geo-thermal, ocean energy, hydrogen and battery-electric will be explored. Students will be exposed to the obstacles of alternative energy development and technological challenges of their implementation such as cost, infrastructure and availability bases on geography. Pollution and global climate change will be discussed. Identification of major outdoor air pollutants, the scope of outdoor air pollution and the assessment of potential solutions will be emphasized.

ETP2910C  Projects in Sustainability
**Fall, Spring, Summer** 3.00 Credits - 3.00 Hours

This is a hands-on, project-based course that covers the essential principles for designing, constructing and operating a residential power generating system. Topics include a review of AC/DC circuits, safety and laboratory practices, technical recording and reporting and demonstrating proficiency in the principles of renewable power generation systems. Student projects will emphasize their understanding of the complete life cycle of regionally-relevant renewable designs and installations. Prerequisites: ETP 2502 and AER 1602, EET 1035C or ETP 2410.

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**ETS3608**  Robotics

**Spring** 3.00 Credits - 3.00 Hours

This course emphasizes programming, interfacing and designing robotic work cells for industrial applications. A study of robot configurations and programming techniques will be investigated for applications found in assembly, inspection and material handling. Prerequisites: COT 3103 and EGN 2312 or ETG 2502.

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**EUH1002**  European History - Cambridge

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Cambridge examination in History - Modern European History, 1789-1939.

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**EUH1009**  Survey of European History

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in European History.

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**EUH1066**  Rise and Fall of the Soviet Union DSST Exam DANTES

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**EUH2000**  Western Civilization to 1600

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course traces the rise of Western civilization from 1000 B.C.E. to the Renaissance, c. 1600. It emphasizes Greek civilization including drama, mythology, philosophy and the origins of Greek democracy and then examines the late Roman Republic and early Roman Empire followed by the rise of Christianity, Islam, the Byzantine Empire, the “Flowering of Medieval Culture” and the Christian Synthesis of the late Middle Ages. The European Renaissance and the Reformation including social, political and philosophical issues will be discussed. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.

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**EUH2000H**  Honors Western Civilization to 1600

Fall 3.00 Credits - 3.00 Hours

This course traces the rise of Western civilization from 1000 B.C.E. to the Renaissance, c. 1600. It emphasizes Greek civilization including drama, mythology, philosophy and the origins of Greek democracy and then examines the late Roman Republic and early Roman Empire followed by the rise of Christianity, Islam, the Byzantine Empire, the “Flowering of Medieval Culture” and the Christian Synthesis of the late Middle Ages. The European Renaissance and the Reformation including social, political and philosophical issues will be discussed. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.

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**EUH2001**  Western Civilization 1600 to Present

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Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course covers the period from c. 1600 to the present. Topics include the scientific revolution, the rise of absolute monarchy in Europe, the 18th-century Enlightenment and the French Revolution. The impact of Napoleon is addressed as is the Industrial Revolution and the advent of socialism, including Marxism. Cultural ideas from Romanticism to social Darwinism are analyzed. European imperialism, World War I and the rise of fascism lead to a discussion of World War II. The impact of western civilization on Asia, Africa and the Middle East are also considered. The Cold War and the modern period conclude the course. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.

EUH2001H Honors Western Civilization 1600 to Present

Spring 3.00 Credits - 3.00 Hours

This course covers the period from c. 1600 to the present. Topics include the scientific revolution, the rise of absolute monarchy in Europe, the 18th-century Enlightenment and the French Revolution. The impact of Napoleon is addressed as is the Industrial Revolution and the advent of socialism, including Marxism. Cultural ideas from Romanticism to social Darwinism are analyzed. European imperialism, World War I and the rise of fascism lead to a discussion of World War II. The impact of western civilization on Asia, Africa and the Middle East are also considered. The Cold War and the modern period conclude the course. Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Acceptance into Honors program. Prerequisite or corequisite: ENC 1101.

EUH2905 Directed Studies in History

Offered as Needed 3.00 Credits - 3.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration.

EUH2950 Travel/Study in European History

Offered as Needed 3.00 Credits - 3.00 Hours

This is a travel/study course combining preparation on campus, foreign travel and study abroad in the discipline of European History. Variable content depending on the program in which the student enrolls and the specific topics to be covered. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Students must be 18 years of age on or before departure and permission of instructor or dean is required.

EUH3952 The European Experience: History, Politics and Culture

Spring 3.00 Credits - 3.00 Hours

This course has been designed as an introduction to European history, politics and culture. Through lectures, discussions, excursions and field assignments, this course offers insight into the culture students have chosen to live in for an extended period of time. Beyond the understanding of ‘facts and figures’, the course is intended to create an academic context for participants’ growing understanding of Europe and its “personality.” Students will be challenged to use this new knowledge on Austria and utilize the acquired tools for a final project in cross-cultural understanding and communication. Critical analysis will be done regarding the development of regions through political and cultural change.

EVR1001 Introduction to Environmental Science

Fall, Spring 3.00 Credits - 3.00 Hours

This is a three-credit-hour General Education course with no prerequisites. Students will study the impact of human systems on the physical and biological environment as well as discuss possible solutions to today’s environmental problems. Topics include
ecology, natural resources, energy, pollution, population growth, urbanization and sustainability. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students.

**EVR1001H**  
Honors Introduction to Environmental Science  
Offered as Needed  
3.00 Credits - 3.00 Hours

This is a three-credit hour General Education course. Students will study the impact of human systems on the physical and biological environment as well as discuss possible solutions to today’s environmental problems. Topics include ecology, natural resources, energy, pollution, population growth, urbanization and sustainability. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisite: Acceptance into the Honors Program or permission from the Honors Director.

**EVR2950**  
Travel Studies in Environmental Science  
Offered as Needed  
3.00 Credits - 3.00 Hours

This course combines on campus lectures and preparation with travel to, and study of, unique ecosystems and the impact humans have upon them. Course content is focused on the region visited. Student must be 18 years of age on or before departure. Departmental permission is required for enrollment.

* **FFP0027**  
Fire Standards Part 1  
Fall, Spring, Summer  
4.43 Credits - 133.00 Hours

This program prepares the student for a career as a state certified professional firefighter. This program consists of three parts (Fire Standards Part 1, Part 2 and Part 3) and includes both Firefighter I and Firefighter II (Professional Firefighter) curriculum. The entire sequence of three courses must be completed successfully in order to be eligible to take the state exam for certification as a career firefighter. Prerequisite or corequisite: FFP 0027.

* **FFP0028**  
Fire Standards Part 2  
Fall, Spring, Summer  
4.43 Credits - 133.00 Hours

This program prepares the student for a career as a state certified professional firefighter. This program consists of three parts (Fire Standards Part 1, Part 2 and Part 3) and includes both Firefighter I and Firefighter II (Professional Firefighter) curriculum. The entire sequence of three courses must be completed successfully in order to be eligible to take the state exam for certification as a career firefighter. Prerequisite or corequisite: FFP 0028.

* **FFP0029**  
Fire Standards Part 3  
Fall, Spring, Summer  
4.40 Credits - 132.00 Hours

This program prepares the student for a career as a state certified professional firefighter. This program consists of three parts (Fire Standards Part 1, Part 2 and Part 3) and includes both Firefighter I and Firefighter II (Professional Firefighter) curriculum. The entire sequence of three courses must be completed successfully in order to be eligible to take the state exam for certification as a career firefighter. Prerequisite or corequisite: FFP 0028.

**FFP0360**  
Fire Apparatus Operations (Apparatus Operator)  
Fall, Spring, Summer  
1.33 Credits - 40.00 Hours

This course covers the laws, rules and driving techniques for emergency vehicles. There will be a practical portion of the course that includes fire ground evolutions using pre-connected lines, tandem pumping, drafting, relays and master streams. Students must bring gloves and proper attire for water pumping exercises. After successful completion of FFP 0360 and FFP 0361, the student will be eligible to take the state pump operator certification exam through the Florida State Fire College. This course must be completed with a grade of 70% “C” or higher.

**FFP0361**  
Fire Protection Hydraulics and Water
Distribution Systems

Fall, Spring, Summer  1.33 Credits - 40.00 Hours

This course provides a foundation of theoretical knowledge in order to understand the principles of the use of water in fire protection and to apply hydraulic principles to analyze and solve water supply problems. In addition, the curriculum covers pump theory, pump rating and pressure and vacuum gauges. Students will have to successfully complete FFP 0360 and FFP 0361 to be eligible to complete the state pump operator certification exam through the Florida State Fire College. This course must be completed with a grade of 70% “C” or higher.

FFP1301  Fire Protection Hydraulics and Water Supply

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course provides a foundation of theoretical knowledge in order to understand the principles of the use of water in fire protection and to apply hydraulic principles to analyze and solve water supply problems. In addition, the curriculum covers pump theory, pump rating and pressure and vacuum gauges. Students will have to successfully complete FFP 1302 Apparatus Operations to be eligible to complete the State Pump Operator certification exam through the Florida State Fire College. This course must be completed with a grade of 70% “C” or higher to receive credit.

FFP1302  Apparatus Operations

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course covers the laws, rules and driving techniques for emergency vehicles. There will be a practical portion of the course that includes fire ground evolutions using pre-connected lines, tandem pumping, drafting, relays and master streams. Students must bring gloves and proper attire for water pumping exercises. After successful completion of this course and FFP 1301, the student will be eligible to take the State Pump Operator certification exam through the Florida State Fire College. This course must be completed with a grade of 70 percent “C” to receive credit. Lab fee required. Prerequisite: FFP 1301 with a grade of “C” or higher.

FFP1505  Fire Prevention Practices

Fall, Spring  3.00 Credits - 3.00 Hours

This course examines the structure and function of fire prevention organizations, conducting inspections, procedures and techniques of fire prevention, recognition and elimination of fire hazards, fire risk analysis as applied to municipal and industrial occupancies, public relations programs, including coordination with other agencies, public education and inspections practices. This course is required for the U.S. Fire Administration Higher Education (FESHE) degree. This course is required for the Florida Fire Safety Inspector and Fire Officer II certifications.

FFP1510  Fire Protection Code and Standards

Spring  3.00 Credits - 3.00 Hours

This course covers a thorough study of codes applicable to fire protection and prevention, their application in various types of building construction and design with emphasis on fire protection features. This course is required for the Fire Safety Inspector certification.

FFP1540  Private Fire Protection Systems I

Fall, Spring  3.00 Credits - 3.00 Hours

This course provides a study of fire protection alarm and extinguishing systems, including design characteristics, operational theory and functional limitations and capabilities. There will be comparative analysis of the various systems, including the standard governing systems. This course is required for the U.S. Fire Administration Higher Education (FESHE) degree. This course is required for the Fire Safety Inspector I, Fire Investigator I and Fire Officer II certifications.
FFP1612 Fire Behavior and Combustion

Fall, Summer  3.00 Credits - 3.00 Hours

This course explores the theories and fundamentals of how and why fires start, spread and how they are controlled. This course is required for the U.S. Fire Administration Higher Education (FESHE) degree.

FFP1702 Principles of Emergency Services

Spring  3.00 Credits - 3.00 Hours

This course provides an overview of fire protection, career opportunities in fire protection and related fields, philosophy and history of fire protection/service, fire loss analysis, organization and function of public and private fire protection services, fire departments as part of local government, laws and regulations affecting the fire service, fire service nomenclature, specific fire protection functions, basic fire chemistry and physics, introduction to fire protection systems, introduction to fire strategy and tactics. This course is required for the U.S. Fire Administration Higher Education (FESHE) degree.

FFP1740 Fire Service Course Delivery

Fall, Summer  3.00 Credits - 3.00 Hours

This course studies the planning, development, implementation and evaluation of fire service training programs. Training objectives, facilities, equipment, multimedia, schedules and record systems are discussed within the program. Emphasis is on the development of adult learning principles, teaching effectiveness and the skills and abilities required of instructors in the fire service. This course is required for the Florida Fire Officer I and Fire Service Instructor I certifications.

FFP1793 Fire and Life Safety Educator I

Fall, Spring  3.00 Credits - 3.00 Hours

This course is designed to provide the public educator with the knowledge and skills needed to perform as a fire and life safety educator as addressed in the National Fire Protection Act (NFPA) 1035. Topics include fire behavior, community assessment, injury prevention and juvenile fire setting. The student will also develop presentation skills and learn how to design public education programs. This course is an elective for both the Fire and Life Safety Educator and the Fire Safety Inspector II certification through the Florida State Fire College. This course must be completed with a grade of 70 percent “C” or higher to receive credit.

FFP1801 Managing Emergencies

Spring  3.00 Credits - 3.00 Hours

This course will examine effective management techniques required for coordination between state, local and private sector entities during large-scale disasters. This course introduces the concepts of the Incident Command System (ICS), the National Incident Management System (NIMS) and the National Responses Framework (NRF). This course will show how ICS, NIMS and the NRF provides a template for responsible agencies to work together to prevent or respond to threats and incidents regardless of cause, size or complexity. The student will have the opportunity to complete NIMS-compliant self-study courses via FEMA and the Emergency Management Institute.

FFP1810 Fire Service Strategy and Tactics I

Fall, Spring  3.00 Credits - 3.00 Hours

This course presents the basic concepts of fire attack. It seeks to develop the thinking skills needed by a fire officer in evaluating fire ground situations and planning the necessary steps to insure efficient control of fire under an emergency situation. This course is recommended for the U.S. Fire Administration Higher Education (FESHE) degree. This course is required for the Florida Fire Officer I certification.

FFP2109 Occupational Safety and Health for the Fire Service
This course introduces the basic concepts of occupational health and safety as they relate to emergency service organizations. Topics include risk evaluation and control procedures for fire stations, training sites, emergency vehicles and emergency situations involving fire, EMS, hazardous materials and technical rescue. Upon completion of this course, students should be able to establish and manage a safety program in an emergency service organization. This course is required for the U.S. Fire Administration Higher Education (FESHE) degree.

This course is designed to show the arson investigator the different forms of matter and energy, common substances and how they relate to fires. The curriculum will discuss chemical formulas of flammable and combustible substances and their bonding and separations. Other course material includes the different chemical reactions related to fire and oxidation. Particular emphasis will be placed on the specific substances used by arsonists to ignite and accelerate burnings. This course is recommended for the U.S. Fire Administration Higher Education (FESHE) degree. This course is required for the Fire Investigator I and Fire Safety Inspector II certifications.

This course presents the fundamental concepts of building construction as they relate to how buildings burn. Students will learn how the ravages of fire affect wood, steel, concrete and composite construction. Emphasis is on avoiding human injury in each type of construction. This course is required for the U.S. Fire Administration Higher Education (FESHE) degree. This course is required for the Fire Safety Inspector I, Fire Officer I and Fire Investigator I certifications.

This course covers the interpretation and application of Fire Protection Code requirements to construction plans, blueprints and the basic surveying mapping techniques of fire protection engineering. This course is required for the Fire Safety Inspector certification. Prerequisite: FFP 1505 or FFP 2120.

This course provides a study of fire protection alarm and extinguishing systems, including design characteristics, operational theory and functional limitations and capabilities. There will be a comparative analysis of the various systems, including the standards governing systems. This course is required for the Fire Safety Inspector II certification. Prerequisite: FFP 1540.

This course is designed to enhance the fire investigator’s ability to detect and determine the origin and cause of a fire. Specific topics include fire behavior review, investigator ethics, building construction, ignition sources, reading fire patterns and scene re-construction. Special topics include electrical fire investigation, woodland fires, vehicle fires, mobile home fires, RV, boat and ship fires. This course is recommended for the U.S. Fire Administration Higher Education (FESHE) degree. This course is required for the Fire Investigator I and Fire Safety Inspector II certifications.

This course prepares the student to serve effectively...
as an organizational spokesperson according to the current practices in the profession of public relations and includes numerous examples from the fire service. Particular emphasis will focus on case studies in crisis communications and the role of the Public Information Officer in Incident Command. This course is an elective for the Fire Safety Inspector II certification.

FFP2720 Company Officer

Fall, Spring 3.00 Credits - 3.00 Hours

This course prepares the student for the responsibilities of an officer at the fire company level. This course will assist fire officers in solving the varied problems and situations required to manage effectively in today's fire service. Students will learn about the day-to-day routine of operations of a fire company, management theory, communication, motivation, station and vehicle maintenance, shift staffing and grievance procedures. This course is required for the Florida Fire Officer I certification.

FFP2741 Fire Service Course Design

Spring 3.00 Credits - 3.00 Hours

This course studies the planning, development, implementation and evaluation of fire service training programs. Emphasis is on course and program design. The focus will be on the development of training objectives, multimedia presentations and evaluation of learning which will be discussed within the program. This course is required for the Florida Instructor II and Fire Officer II certifications. Prerequisite: FFP 1740.

FFP2770 Legal and Ethical Issues for the Fire Service

Summer 3.00 Credits - 3.00 Hours

This course deals with the entire spectrum of issues facing fire service leaders. The course will address labor relations, human rights and diversity, conflict of interest and frameworks for ethical decision-making. This course is recommended for the U.S. Fire Administration Higher Education (FESHE) degree.

FFP2811 Fire Service Strategy Tactics II

Spring 3.00 Credits - 3.00 Hours

This course covers multiple company operations, logistics, strategy, the use of mutual aid forces and conflagration control. This course is intended for fire officers who may be in command of fires and other emergencies requiring close coordination and maximum use of large amounts of personnel and equipment. Typical tactical situations and scenarios are discussed and practiced. Risk management, planning and critical thinking skills are stressed. This course is required for the Florida Fire Officer II certification. Prerequisite: FFP 1810.

FFP2949 Cooperative Education Internship in Fire Science

Offered as Needed 3.00 Credits - 3.00 Hours

This course is designed to provide students the
opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty member is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center. Prerequisite: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**FFP2950 Fire Science Capstone**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This capstone course is the conclusion of the student’s fire science technology academic experience. It is the final course completed by students in the Fire Science Technology Associate in Science degree program. The major focus of this course is to integrate the material acquired in the previous courses and apply knowledge to solve problems or issues relating to the fire service or public safety agencies. Departmental consent is required for this final course in the program. Prerequisite: FIRE-AS program plan.

**FIN2001 Business Finance**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course focuses on the application of financial practices for the entrepreneurial venture. The student will be able to analyze and evaluate the various sources of funding available for small businesses, become conversant in financial terminology, understand, prepare and analyze financial statements and prepare a loan proposal. The student will be able to describe and explain the importance of working capital and cash management. The student will be able to identify financing needs, establish credit policies and prepare forecasts of estimated cash flows, start-up costs, revenues and expenditures for the first two years of the entrepreneurial venture. Prerequisites: GEB 1011 and ACG 2021 or APA 1111C.

**FIN2100 Personal Finance**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course identifies individual strategies for personal, long-term financial health. Students learn how to plan to achieve financial goals, budget effectively, manage credit and save, invest and build wealth and protect assets. Home ownership, retirement planning (401K’s, mutual funds, stock and bond investments), tax and estate planning and insurance alternatives are fundamental features of this course.

**FIN3403 Principles of Business Finance**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

With the balance sheet as a reference point, this course provides an introduction and overview of the acquisition, financing and management of business assets. Prerequisites: ACG 2021, ACG 2071, ECO 2013, ECO 2023 and OST 2852C.

**FIN4470 Entrepreneurial Finance**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course augments the financing skills specifically needed by the successful entrepreneur. The course focuses on specific tools and knowledge needed to build and maintain a solid financial foundation for a profitable business. It will provide students with essential skills and knowledge needed to develop effective small business finance strategies, priorities and practices. Prerequisite: FIN 3403.
**FIR0319**  Apparatus Operations and Fire Service Hydraulics (Pump Ops)

**Fall, Spring**  2.67 Credits - 80.00 Hours

This course is designed to prepare firefighters for operating fire department pumping apparatus. Lessons include theoretical knowledge of hydraulic principles, pump-theory, mathematical calculations, water supply requirements, legal aspects of emergency vehicle operation, fire-ground pumping evolutions, drafting, relays, hand-line and master stream operations. This course satisfies the 80 hours of basic certification training for Apparatus and Pump Operators seeking certification by the Florida Bureau of Fire Standards and Training.

**FOL2930**  Selected Studies in Foreign Language

**Offered as Needed**  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

**FRE1120**  Elementary French I

**Fall**  4.00 Credits - 5.00 Hours

This is a beginning course focusing on the fundamentals of French grammar and vocabulary. Students will develop language skills by listening, speaking, reading and writing in French. In addition, the course emphasizes multi-cultural understanding of French and Francophone cultures. Lab fee required.

**FRE1121**  Elementary French II

**Fall, Spring**  4.00 Credits - 5.00 Hours

This course is a continuation of Elementary French I. It consists of a more advanced level of French grammar and vocabulary. Students will continue to develop language skills by listening, speaking, reading and writing in French. In addition, the course emphasizes multi-cultural understanding of French and Francophone cultures. Lab fee required. Prerequisite: FRE 1120.

**FRE2200**  Intermediate French I

**Offered as Needed**  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with the appropriate score on the Advanced Placement (AP), College-Level Examination Program (CLEP) or the International Baccalaureate (IB) examination in this language.

**FRE2201**  Intermediate French II

**Offered as Needed**  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with the appropriate score on the Advanced Placement (AP), College-Level Examination Program (CLEP) or the International Baccalaureate (IB) examination in this language.

**FSS2130**  Supply and Procurement

**Spring**  3.00 Credits - 3.00 Hours

This course covers planning and management activities involved in sourcing, procurement, logistics, sustainability, commodities markets and social responsibility related to food products and services.

**FSS2203C**  Introduction to Culinary Fundamentals

**Fall**  3.00 Credits - 3.00 Hours

Basic principles and practice of food and beverage preparation, service and menu development are covered in this course. Students will complete the National Restaurant Association Food Safety Certification for Managers.

**GEA1000**  World Regional Geography

**Fall, Spring**  3.00 Credits - 3.00 Hours

This course is an introductory study of the human and natural resources of the major regions of the world. From each region, one or more countries are selected.
for study in depth. Political, cultural, economic and strategic comparisons are made. The current role of the United States in the areas studied receives particular attention. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

GEB1011   Introduction to Business

Fall, Spring, Summer   3.00 Credits - 3.00 Hours

This course is designed to provide an overview of the business environment. The business disciplines discussed include management, international business, marketing, finance, economics, accounting and business law. This course provides useful information for business majors and any others involved in owning or operating businesses. This course is also recommended for students expecting to take ACG 2021 Principles of Financial Accounting.

GEB1011H   Honors Introduction to Business

Fall, Spring   3.00 Credits - 3.00 Hours

This course is designed to provide an overview of the business environment. The business disciplines discussed include management, international business, marketing, finance, economics, accounting and business law. This course provides useful information for business majors and any others involved in owning or operating businesses. This course is also recommended for students expecting to take ACG 2021 Principles of Financial Accounting. Prerequisite: Acceptance into Honors program.

GEB2112   Entrepreneurship

Fall, Spring, Summer   3.00 Credits - 3.00 Hours

This course provides business and non-business majors with the skills necessary to succeed as an entrepreneur. The fundamentals of starting and operating a business, developing a business plan, obtaining financing, marketing a product or service and developing an effective accounting system will be covered.

GEB2350   Global Business

Fall   3.00 Credits - 3.00 Hours

This course explores the dynamic environment of international business, a multi-disciplinary subject that draws from international economics (balance of trade, balance of payments), politics, institutions, culture and technology as well as insight into the mechanics of international trade and investment, the international financial system and business management in the global marketplace. Prerequisite: GEB 1011.

GEB2930   Selected Studies in Business

Fall, Spring   3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

GEB2931   Selected Studies in Business

Fall, Spring   1.00 Credit - 1.00 Hour

In this course topics of current interest are presented in group instruction.

GEB2955   Travel Study in Business

Spring   3.00 Credits - 3.00 Hours

This is a travel/study course combining preparation on campus, travel and study in the discipline of business. Content is variable depending on the program in which the student enrolls and the specific topics to be covered. Students must be 18 years of age on or before departure. Permission of the instructor is required.
GEB3213  Writing for Business

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course analyzes the principles of communication in the workplace. The course introduces students to common formats such as the memo, letter and report. In addition, it helps students improve writing skills to gain greater mastery of grammar, mechanics and style. Students learn techniques for writing informational, persuasive, sales, employment, positive and negative communications. Other topics include using the appropriate strategies for internal and external communication situations, audience analysis and communication through technology. This includes e-mail, online meetings, social media and presentations.

GEB3376  The Entrepreneurial and Intrapreneural Manager

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course provides students with the skills necessary to succeed as an entrepreneur or to implement change within an organization as an intrapreneur. The fundamentals of starting and operating a business, developing a business plan, obtaining financing, marketing a product or service and developing an effective accounting system will be covered. Students will study cases of business and develop an in-depth business plan. Prerequisites: ACG 2021, ACG 2071, GEB 3213 and OST 2852.

GEB3930  Selected Studies in Business and Information Management

Fall  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

GEB3933  Select Studies in Business and Information Management

Spring  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

GEB3949  Cooperative Education Internship in Business

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

GEB3949H  Honors Cooperative Education Internship in Business

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 3.5,
appropriate job/internship placement, acceptance into the Honors Program and permission from the Career Development Center and Honors Program.

GEB3955  Travel Study in Business

Spring  3.00 Credits - 3.00 Hours

This is a travel/study course combining preparation on campus, travel and study in the discipline of business. Content is variable depending on the program in which the student enrolls and the specific topics to be covered. Students must be 18 years of age on or before departure. Permission of the instructor is required.

GEO1200  Introduction to Physical Geography

Fall, Spring  3.00 Credits - 3.00 Hours

This course is a systematic study of the physical elements of the Earth, including their interrelationships and importance to man and his activities. Basic explanations of physical features of the Earth, their form and origin, principles of weather, world climactic patterns, world vegetation patterns and the study of soil properties and classification into the great soil groups of the world are covered. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

GEO2930  Selected Studies In Geography

Offered as Needed  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction. This course may be taken four times for credit. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.

GEO2949  Cooperative Education Internship in Geography

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement, permission from the Career Development Center and ENC 1101 with a grade of “C” or higher. Corequisite: ENC 1101.

GER1120  Elementary German I

Offered as Needed  4.00 Credits - 5.00 Hours

This is a beginning course consisting of the fundamentals of German grammar and speech taught by developing skills in hearing and understanding, speaking, reading and writing. Through a multimedia approach, students will develop proficiency and confidence in the language. In addition, the course provides a basis for understanding the culture of German speaking areas.
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Offered/Dates</th>
<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>GER1121</td>
<td>Elementary German II</td>
<td>Offered as Needed</td>
<td>4.00</td>
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<td>This course covers the understanding and speaking of the language of everyday life and the fundamentals of German grammar. Further drill on pronunciation, diction, conversation and the reading of modern short stories. A continuation of GER 1120. Prerequisite: GER 1120.</td>
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<td>GER2100</td>
<td>Advanced German 1</td>
<td>Summer</td>
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<td>This course focuses on the further development of communication skills in German. It is designed to further the four language skills: listening, speaking, reading, and writing. At the end of the course students will be able to engage in fluent conversations on most topics, understand complicated texts, and write lengthy texts on a variety of topics. Students will also be able to use their newly acquired knowledge in real-life situations through excursions.</td>
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<td>GER2101</td>
<td>Advanced German 2</td>
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<td>GER2200</td>
<td>Intermediate German I</td>
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<td>GER2201</td>
<td>Intermediate German II</td>
<td>Offered as Needed</td>
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<td>GER2220</td>
<td>Intermediate German I</td>
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<td>GER2221</td>
<td>Intermediate German 2</td>
<td>Fall, Spring, Summer</td>
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GER4950  Selected Topics in German

Summer  3.00 Credits - 3.00 Hours

This independent study allows students to draw from the extraordinary resources (Stephen Zweig Centre Salzburg, Literaturarchiv Salzburg, Universitätsbibliothek Salzburg, Rauriser Literaturtage, Literaturhaus Salzburg, Georg-Trakl-Haus) available to students in Salzburg/Austria. Topics may be proposed by students under the direction of a German language faculty member. Students will continue to develop writing, reading, listening and speaking skills in German utilizing a variety of sources. This independent study combines individual meetings, reading, written assignments, discussion, local excursions and independent research. It is intended as an exercise in combining the study of German literature, language and culture with individual research on a specific topic.

GIS1000  Cartographic Design Basics

Fall, Spring  3.00 Credits - 3.00 Hours

This course will introduce students to the key elements of map design and how they are used to create maps that are clear and substantial. Topics include the identification of the different types of maps, the importance of using appropriate map design techniques, graphic hierarchy and design form. ArcGIS software and a series of labs will be used to design and create map products. Prerequisite: GIS 1040.

GIS1040  Fundamentals of Geographic Information Systems

Fall  3.00 Credits - 3.00 Hours

This course will introduce the student to the use of geographic information systems (GIS) in spatial data exploration, map layout creation and data editing and analysis. This course is a fundamental-level course that assumes no prior knowledge of GIS. Topics covered will include the applications of GIS in various fields, the structure of the ArcGIS platform, the use of different tools to explore and modify spatial data and the analysis of spatial data to answer real world questions.

GIS3015C  Introduction to GIS with Lab

Fall, Spring  3.00 Credits - 3.00 Hours

This course covers the analysis of map properties and use of maps as sources of information, including the essentials of location, scale, projections, direction, elevation and general map elements. An introduction to map-making in geographic information systems is presented.

GLY1000  Introduction to Geology

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This beginning course is designed to give the student a basic understanding of Earth. Emphasis is on Earth materials, geologic hazards, the water cycle and plate tectonics. This course satisfies a natural science requirement and provides background knowledge for further courses in Earth sciences.

GLY1030  Geology and the Environment

Offered as Needed  3.00 Credits - 3.00 Hours

This course will introduce the student to the Earth as an environmental system. Focus will be on energy resources, soils, geologic hazards, the water cycle, principles of climate and climate change and environmental contamination.

GLY1101  Fossils and the History of Life

Fall  3.00 Credits - 3.00 Hours

This course provides an introduction to the fossil record of life on Earth. Focus will be on modes of preservation, identification of fossil material, evolution and the fossil record of invertebrate and vertebrate animals. A field trip may be required.

GLY2010C  Physical Geology with Laboratory

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<th>Course Code</th>
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<td>GLY2100C</td>
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<td>GRA2101</td>
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<td>GRA2112</td>
<td>Digital Publishing II</td>
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<tr>
<td>GRA2124</td>
<td>Layout and Design</td>
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<tr>
<td>GRA2144C</td>
<td>Web Design</td>
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GRA2151C  Digital Illustration  
**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours  
This course is designed for beginning Adobe Illustrator users. Fundamental concepts and features are introduced and applied to a variety of graphics applications. The world of vector graphics and professional illustrations is entered, explored and applied to a variety of graphic endeavors. Lab fee required.

GRA2152C  Digital Illustration II  
**Fall, Spring**  
3.00 Credits - 3.00 Hours  
This course is designed for experienced Adobe Illustrator users. Advanced concepts, features and techniques are further enhanced and applied to graphic applications. The world of vector graphics, the Web Internet and professional illustrations are further explored. Lab fee required. Prerequisite: GRA 2151C.

GRA2157C  Fundamentals of Animation  
**Summer**  
3.00 Credits - 3.00 Hours  
This is an advanced course in computer graphics in the design profession. Students will use the computer to create original artwork and illustrations that will be used in professional publications. Advanced concepts, features and professional illustration are further explored. Lab fee required. Prerequisite: DIG 2000.

GRA2201  Digital Imaging I  
**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours  
This course is an introduction to Photoshop software which provides an extensive variety of electronic tools for manipulating photographs and creating illustrations. The course is designed for the graphics individual who wishes to integrate photography with page layouts. Students will learn the basics of scanning, retouching, color correcting, proofing and output to printer devices. Lab fee required.

GRA2206  Typography  
**Fall**  
3.00 Credits - 3.00 Hours  
This course teaches typography as a primary tool of all graphic designers. The emphasis of the course is in the elements and anatomy of type and its expressive, technical and visual aspects. This course also teaches typeface, size, leading, line length, headlines, grids, hierarchy and the overall character in developing creative elements. Readability in type is examined in the development of publications - ads, books, brochures, identity systems and posters. Prerequisite: DIG 2109.

GRA2207C  Digital Imaging II  
**Fall**  
3.00 Credits - 3.00 Hours  
This is a course for experienced Photoshop software graphic design users who wish to expand their skills in the application of this electronic tool for manipulating photographs and illustrations. The course introduces new features, tips and techniques for using these electronic tools. The goal is to apply more controls and improve production capabilities. Lab fee required. Prerequisite: GRA 2201.

GRA2206  Typography  
**Fall**  
3.00 Credits - 3.00 Hours  
This course teaches typography as a primary tool of all graphic designers. The emphasis of the course is in the elements and anatomy of type and its expressive, technical and visual aspects. This course also teaches typeface, size, leading, line length, headlines, grids, hierarchy and the overall character in developing creative elements. Readability in type is examined in the development of publications - ads, books, brochures, identity systems and posters. Prerequisite: DIG 2109.

GRA2757C  Responsive Design  
**Spring**  
3.00 Credits - 3.00 Hours  
This course introduces students to web design for mobile devices. Topics include planning an effective mobile website, industry standard Mobile Markup Language, CSS, mobile commerce, social media, testing and publishing. Upon successful completion of this course, students will be able to plan, develop, test and publish web content designed for mobile devices. Lab fee required. Prerequisite: DIG 2500C.

GRA2930  Selected Studies in Computer Graphics  
**Offered as Needed**  
3.00 Credits - 3.00 Hours  
In this course topics of current interest are presented in group instruction.
GRA2931  Selected Studies in Computer Graphics
Offered as Needed 1.00 Credit - 1.00 Hour
In this course topics of current interest are presented in group instruction.

GRA2941  Cooperative Education Internship in Computer Graphics
Offered as Needed 1.00 Credit - 1.00 Hour
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student's chosen major as identified in the student's program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

GRA2942  Cooperative Education Internship in Computer Graphics
Offered as Needed 2.00 Credits - 2.00 Hours
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student's chosen major as identified in the student's program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

GRA2949  Cooperative Education Internship in Computer Graphics
Offered as Needed 3.00 Credits - 3.00 Hours
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student's chosen major as identified in the student's program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

GRA2950  Graphic Arts Study Abroad
Summer 3.00 Credits - 3.00 Hours
A global, multi-cultural experience has become an increasingly vital part of a student’s education. This study abroad course provides students with opportunities to explore significant international, historical and contemporary sites. Students are exposed to the cultural influences of the arts, graphic arts and architecture. Lectures and course work are complimented by walking tours led by experienced faculty and guest professionals. Students must be 18 years of age on or before departure.
* HCP0020C Patient Care Assistant

Fall, Spring 2.50 Credits - 75.00 Hours

This course is for students who are currently Certified Nursing Assistants in the state of Florida or who have successfully completed HCP 0121C and HCP 0332C and want to obtain the additional skills necessary to work in a healthcare facility other than a nursing home. Lab fee required. Students must complete HSC 0003 and HCP 0121C with a grade of “C” or higher to continue in this course. Prerequisites: TABE test - no minimum scores required and HCP 0121C and HCP 0332C with a grade of “C” or higher or current Florida Certified Nursing Assistant certification.

* HCP0121C Nursing Assistant

Fall, Spring 2.50 Credits - 75.00 Hours

This course is designed to provide classroom, nursing laboratory and clinical experiences for selected tasks related to personal hygiene, comfort and safety measures for residents in long-term care facilities. Resident care is performed under direct supervision of a registered instructor. Lab fee required. Prerequisite: TABE scores or TABE exemption-no minimum scores required.

* HCP0330 Home Health Aide

Spring, Summer 2.50 Credits - 75.00 Hours

The course content includes instruction in those supportive services that are required to provide and maintain bodily and emotional comfort and to assist the patient toward independent living in a safe environment as stated in the Rules of the Department of Health - Minimum Standards for Home Health Agencies. Prerequisite or corequisite: HSC 0003.

* HCP0332C Advanced Home Health Aide

Fall, Spring 1.66 Credits - 50.00 Hours

This course prepares Certified Nursing Assistants for employment in the home healthcare field. Current Florida Certified Nursing Assistants and students who successfully complete the Nursing Assistant program are eligible to enroll in HCP 0332C. The course will prepare students to deliver care to clients wishing to maintain their independence by remaining in their homes. The role of the Home Health Aide and legal and ethical considerations are discussed. Personal care, maintaining activities of daily living, food preparation and household management are included in the course. Lab fee required. Students must complete HSC 0003 and HCP 0121C with a grade of “C” or higher to continue in this course. Prerequisites: HSC 0003 and HCP 0121C with a grade of “C” or higher. Corequisite: HCP 0020C.

* HEV0800 Early Childhood Professional Certificate (ECPC)

Fall, Spring 2.66 Credits - 80.00 Hours

In this course students will cover developmentally appropriate practices when working with children ages birth through age eight, acquire competence in the areas of creating a successful developmentally appropriate curriculum and lesson plans, develop the ability to motivate children, recognizing cultural differences when planning activities including children with special needs. Professionalism and advocacy will be imbedded within the program to better inform students of the role the early childhood provider plays within the childcare community. Department permission required.

HFT1000 Introduction to Hospitality Management

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course introduces the elements of the hospitality industry.

HFT1410 Front Office Management

Spring 3.00 Credits - 3.00 Hours

This course guides students through all the necessary skills to direct activities and solve the complex problems in order to properly manage the front office.
of a hotel. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests. Prerequisite: HFT 1000.

**HFT2008 Guest Services and Professionalism in Hospitality**

*Fall, Spring, Summer* | 3.00 Credits - 3.00 Hours

This course analyzes the important topics of customer service and consumer trends influencing hospitality services, developing and maintaining a service culture, managing service encounters, the importance of market research, building and maintaining customer relationships, providing customer service through the servicescape and the impact of technology on customer service. Students will also evaluate the characteristics of professionalism and distinguish their responsibilities as professionals.

**HFT2210 Hospitality Management and Leadership**

*Fall, Spring, Summer* | 3.00 Credits - 3.00 Hours

This course focuses on the different roles of employees from beginning leaders, newly-promoted supervisors or anyone planning a career in the hospitality field. The content considers the viewpoint of all levels associated to create an informed picture of management and supervision in the hospitality industry. Prerequisite: HFT 1000.

**HFT2220 Hospitality Human Resource Management & Legal Aspects**

*Fall, Spring, Summer* | 3.00 Credits - 3.00 Hours

This course defines the roles of the human resource department in the hospitality industry. It examines human resources functions, including job descriptions and specifications, recruitment and hiring, orientation and training programs, compensation and benefits, labor relations and managing human resources in a global environment. Prerequisite: HFT 1000.

**HFT2261 Advanced Restaurant Management**

*Spring* | 3.00 Credits - 3.00 Hours

This course reviews menu engineering, analysis, evaluation and scheduling of the economic, technical, aesthetic and merchandising factors involved in the systematic planning, programming and design cycle for restaurants. Actual restaurant projects will serve as the basis for discussion and student project work. Prerequisites: HFT 1000 and HFT 2265.

**HFT2264 Catering and Banquet Organization**

*Fall* | 3.00 Credits - 3.00 Hours

Throughout this course, students will examine special events and catering operations, menu planning and pricing, food procurement, safety and sanitation, human resource management, sales and relationships with other departments and outside vendors. Emphasis throughout the course will be placed on logistical operations and different market segments.

**HFT2265 Principles of Restaurant Management**

*Spring* | 3.00 Credits - 3.00 Hours

This course covers the basic principles of restaurant management with topics that include menu development, dining service styles and procedures, beverage service styles and procedures, service equipment and supplies, facility layout, décor, cleaning and maintenance, casual/theme restaurants, banquets and catered events. Prerequisite: HFT 1000.

**HFT2441 Information Technology in Hotel Management**

*Spring* | 3.00 Credits - 3.00 Hours

This course covers current computer applications in the hospitality industry, including information technology specific to hotel accounting, finance, marketing and management.
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<th>Course Code</th>
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<tr>
<td>HFT2450</td>
<td>Hospitality Cost Controls and Budgeting</td>
<td>Fall</td>
<td>3.00 - 3.00</td>
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<td>This course covers the operational study of the</td>
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<td>decision-making process involved in the budgeting</td>
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<td>of the hospitality industry. Emphasis is placed</td>
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<td>on budgeting, pricing decisions, cost-volume-profit</td>
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<td>analysis and capital budgeting.</td>
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<td>HFT2461</td>
<td>Revenue Management</td>
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<td>This course is designed to provide students with</td>
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<td>an introduction to strategies used in hospitality</td>
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<td>revenue management. The following topics will be</td>
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<td>introduced: capacity management, duration</td>
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<td>control, demand and revenue forecasting,</td>
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<td>discounting, overbooking practices, displacement</td>
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<td>analysis, rate management and sales mix analysis.</td>
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<td>Prerequisite: HFT 2450.</td>
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<tr>
<td>HFT2500</td>
<td>Hospitality Sales and Marketing</td>
<td>Fall, Spring,</td>
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<td>In this course, students develop an actual</td>
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<td>marketing campaign for business within the</td>
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<td>hospitality industry. Emphasis is placed on</td>
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<td>(a) analysis of market, competition and product,</td>
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<td>(b) planning a financial budget and (c)</td>
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<td>developing short-term and long-range strategies</td>
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<td>to achieve desired profit through effective</td>
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<td>advertising, sales and public relations plans.</td>
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<td>HFT2650</td>
<td>Franchising and Multi-Unit Management</td>
<td>Spring</td>
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<td>Throughout this course, students will develop an</td>
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<td>understanding of the history of restaurant</td>
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<td>franchising in the United States. Students will</td>
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<td>also examine legal contracts, financing and</td>
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<td>brand management.</td>
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<td>HFT2750</td>
<td>Event and Meeting Management</td>
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<tr>
<td>HFT2941</td>
<td>Cooperative Education Internship in Hospitality</td>
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<tr>
<td>HFT2942</td>
<td>Cooperative Education Internship in Hospitality</td>
<td>Fall, Spring,</td>
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<td>Prerequisites: A minimum of 12 college credits</td>
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(excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**HFT2949  Cooperative Education Internship in Hospitality**

**Fall, Spring, Summer 3.00 Credits - 3.00 Hours**

This course is work-based experience that provides students with supervised career exploration activities and/or practical experiences. Seminars may be a component of this course and regular contact with the assigned advisor is required. Students may earn cooperative education credits based on completion of the required work experience and satisfactory completion of assignments including, but not limited to seminars and a project. This course may be repeated at the discretion of the Career Development Center. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**HIM1000  Introduction to Health Information Management**

**Fall, Spring, Summer 3.00 Credits - 3.00 Hours**

Students will learn the history, purpose and content as well as professional ethics and legal principles of the medical record and health information. Topics pertaining to the Health Information Management Department, including the functions, workflow and quality considerations, will be discussed. Students will compare the paper medical record to the electronic health record. Furthermore, course content includes an introduction to Department of Health and Human Services (DHHS), Centers for Medicare and Medicaid Services (CMS), Health Insurance Portability and Accountability Act (HIPAA), Joint Commission, The Office of the National Coordinator for Health Information and professional organizations affiliated with health information, medical coding and medical documentation integrity. Prerequisites: ENC 1101 or ENC 1102, CGS 2100C and HSC 1531 with grades of "C" or higher.

**HIM1442  Pharmacology and Lab Medicine**

**Fall, Spring 3.00 Credits - 3.00 Hours**

This course is a study of the principles and language of pharmacology and laboratory medicine, including drugs and drug classes, diagnostic tests, indications, techniques, expression of values and significance of findings. Prerequisite: HSC 1531.

**HIM1451  Human Pathophysiology and Pharmacology**

**Fall, Spring, Summer 4.00 Credits - 4.00 Hours**

This course provides an overview of all body system diseases and conditions, including etiology, signs and symptoms, diagnostic treatment modalities, prognosis and prevention. This course will provide the student the opportunity to explore basic concepts regarding the most common therapeutic medications prescribed to treat the most common human disease conditions. The five rights of drug administration and causes of medication errors will also be identified in order to enhance medical record review. Prerequisites: HSC 1531 and HIM 1453 or BSC 1020 or BSC 1084 or BSC 2093C and BSC 2094C with grades of "C" or higher.

**HIM1453  Anatomy and Physiology**

**Fall, Spring, Summer 3.00 Credits - 3.00 Hours**

This course is a presentation of the essential anatomy and physiology of the human body. All body organ systems are discussed in a format of lecture, diagrams and audio-visual material. The course will introduce some aspects of chemistry and microbiology as it relates to healthcare, although emphasis is not placed in these areas. A knowledge of the anatomy and
physiology of the human body as a basis for later study of disease processes is an essential part of the curriculum for students in the health profession.

HIM2012  Legal Aspects of Health Information

Fall, Spring  3.00 Credits - 3.00 Hours

This course will introduce students to the structure of the American legal system and the principles of health law, including healthcare case studies. The course surveys the federal and state court structure and legal proceedings pertaining to healthcare. Students will gain a thorough understanding of the role that medical record information has in legal proceedings, healthcare legislation and regulations. Emphasis will be placed on medical record confidentiality, access, release and disclosure and laws pertaining to retention and patient rights. Knowledge of the legal issues surrounding computerized medical records will be explored. Medical professional ethics and HIPAA privacy and security issues will be reinforced. Students must complete this course with a grade of "C" or higher. Prerequisites: HIM 2272, HIM 2510, CGS 2108C and CGS 2545C with grades of "C" or higher.

HIM221C  Computer Applications and Technologies in Healthcare

Spring, Summer  3.00 Credits - 3.00 Hours

This course provides an overview of healthcare information systems with a concentration on computerized health information management (HIM) functions. Through hands-on learning, students will be introduced to common software applications utilized to perform HIM processes. Emerging technology issues in healthcare will be explored. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: HIM 2722C and HIM 2012 with a grade of "C" or higher.

HIM2214  Health Data Analysis Research and Management

Summer  3.00 Credits - 3.00 Hours

This course will provide students with knowledge and understanding of the collection, computation, compilation and presentation of internal and external reporting of statistical healthcare information in the following four categories: administrative, quality, utilization and financial. Topics include the use and application of statistics in healthcare, commonly used healthcare utilization statistical computations, vital statistics, uniform reporting requirements, health information indices, databases and disease registries, Institutional Review Board processes and knowledge-based research methods. Students must complete this course with a grade of "C" or higher. Prerequisites: HIM 2272, HIM 2510, CGS 2108C and CGS 2545C with grades of "C" or higher.
medical coding skills acquired through academic instruction to select diagnoses and procedures based on the Uniform Hospital Discharge Data Set (UHDDS) guidelines. This course is designed to increase the quality and accuracy of coding selection by applying official coding guidelines and policies. Regulatory changes and updates affecting coding and reimbursement will be discussed, including concepts related to hospital MS-DRGs, case mix and APCs. Students will gain hands-on experience in the use of encoders and groupers to code medical charts. This course will also explore the physician query process. Students must complete this course with a grade of "C" or higher. Prerequisite: HIM 2721C with a grade of "C" or higher. Prerequisite or corequisite: HIM 2211C.

**HIM2510  Health Care Performance Improvement Practices**

**Fall**  
3.00 Credits - 3.00 Hours

This course develops an understanding of the quality management initiatives in healthcare, including utilization review, case management, risk management, medical staff credentialing and peer review. The study of quality management in healthcare will be based upon the roles and influences of accrediting bodies, regulatory agencies, legislation, society and payers. Students must complete this course with a grade of "C" or higher. Prerequisites: CGS 2108C, HIM 1000 and INP 2002 with grades of "C" or higher. Prerequisites and/or corequisites: HIM 2012 and HIM 2722C.

**HIM2512  Management of Health Information Operations**

**Summer**  
3.00 Credits - 3.00 Hours

This course is an introduction to the management of health information operations. Subjects of focus will be principles of human resources, planning and budgeting, orientation, training and staffing of personnel, organizing work processes, including ergonomics considerations and evaluating and improving work performance. Students must complete this course with a grade of "C" or higher. Prerequisites: HIM 2211C, HIM 2272, HIM 2510 and HIM 2940 with grades of "C" or higher.

**HIM2721C  Outpatient Coding and Electronic Physician Office**

**Spring, Summer**  
3.00 Credits - 3.00 Hours

This course is designed to provide a detailed approach to accurately using the physician's current procedural terminology (CPT) for proper coding in an outpatient setting. Students will continue to apply the skills acquired in HIM 2722 ICD-10-CM. Emphasis is placed on practical simulation of computer-assisted activities which are common to the daily routine of the electronic medical office. The practice management system and electronic health record is used as a typical example of computer programs that are available for efficient practice operations. Strong emphasis will be placed on regulatory compliance and auditing. Students who have completed HIM 2253C and HIM 2273 do not need to take this course. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisite: HIM 2722C with a grade of "C" or higher.

**HIM2722C  Basic Disease Coding**

**Fall, Spring**  
3.00 Credits - 3.00 Hours

This course provides a thorough demonstration of the international classification of diseases ICD-10-CM. Students will understand general equivalency mapping for ICD-10 and the use of other vocabulary and classification systems such as SNOMED, DSM IV, ICD-O, RXNORM, and LOINC. Students will gain an in-depth understanding of the organization, structure, conventions and guidelines of ICD-10-CM in order to accurately code and sequence diagnoses. Students will learn the purpose and uses of diagnosis coding. The importance of the standards of ethical coding, coding compliance and maintaining patient privacy will be stressed. Students must complete this course with a grade of "C" or higher. Prerequisites: HINFO-AS or HINFO-CC program plan, HIM 1000 and HIM 1451 with grades of "C" or higher and prerequisite/corequisite HIM 2012.
HIM2724  Basic Procedure Coding

Fall  3.00 Credits - 3.00 Hours

This course provides an introduction to the International Classification of ICD-10-PCS. Students will learn the key attributes of ICD-10-PCS, including the organization, structure, conventions, tables and will interpret healthcare data and apply coding guidelines for ICD-10-PCS code assignment. Students will differentiate between ICD-9-CM procedure codes and ICD-10-PCS codes and understand the use of code mapping between different classification systems for retrieval of historical data. The benefits of ICD-10 for health information exchange standards and interoperability will also be explored. Prerequisites: HIM 1000, HIM 1433 and HSC 1149 or HIM 1442 with grades of “C” or higher and HINFO-AS or HINFO-CC program plan. Corequisite: HIM 2722C.

HIM2933  Selected Studies in Health Information

Offered as Needed  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

HIM2940  Practicum Experience I

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course allows the student to use software and other tools and resources to support clinical classification, coding and grouping following regulations and guidelines, validate coding accuracy based on documentation in the health record, apply guidelines applicable to reimbursement methodologies, compile data and review accuracy. The student will be able to demonstrate their employability skills and identify professional standards appropriate to healthcare workers. Students must complete this course with a grade of ”C” or higher. Prerequisites: HIM 2012 and HIM 2722C with a grade of ”C” or higher. Prerequisite or corequisite: HIM 2721C.

HIM2943  Practicum Experience II

Summer  3.00 Credits - 3.00 Hours

This is a capstone course for the Health Information Management A.S. program where students will complete a supervised professional practice experience in a Health Information Management (HIM) department of a hospital and alternative healthcare setting. The student will review HIM workflow and perform advanced HIM functions in order to bridge the academics of HIM to current HIM workforce needs and responsibilities. Emphasis will be placed on records retrieval and retention, assembly, qualitative and quantitative record analysis, inpatient and outpatient coding, abstracting, statistical compiling and reporting of healthcare data, release of information and use of specific HIM software applications. Students must meet all general education requirements for the degree prior to being eligible to enroll in this course. Students must complete this course with a grade of ”C” or higher. Prerequisites: HIM 2211C, HIM 2510, HIM 2272, HIM 2940 and INP 2002 with grades of ”C” or higher. Prerequisites or corequisites: HIM 2292, HIM 2512 and HIM 2214.

HIS1944  Islamic History IB

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with a score of 4 on the International Baccalaureate (IB) Islamic History exam.

HIS1945  Islamic History IB

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with a score of 5-7 on the International Baccalaureate (IB) Islamic History exam.

HIS2930  Selected Studies in History

Offered as Needed  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.
HLP1081  Wellness Appraisal and Improvement
Fall, Spring  3.00 Credits - 3.00 Hours

This course will introduce students to the need for and benefits of regular physical activity by exploring healthful life style alternatives, attitudes and different types of exercise. Students will develop and participate in a personal program of fitness and weight management including exercise for cardiorespiratory endurance, muscular strength, flexibility and relaxation.

HLP2905  Directed Studies in Wellness
Offered as Needed  3.00 Credits - 3.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student and instructor will design a course of study (learning contract). Approval from the dean is required prior to registration. This course may be taken three times for credit.

HLP2949  Cooperative Education Internship in Physical Education and Recreation
Offered as Needed  1.00 Credit - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

HPS2100H  Honors - History Meets Science
Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course will use an interdisciplinary approach to create an introduction to both science and European history during the medieval and Renaissance periods. Students will examine major historical events, actors, ideas and cultural trends. They should also strengthen their skills in writing, reading and critical analysis. Each historical theme for study will correspond to a concept in science so that students will be able to approach architecture, military engineering and other elements of period life with modern scientific knowledge. Permission required from Honors director. Prerequisites: Acceptance into Honors program and ENC 1101 or ENC 1101H.

HSA2100  Healthcare Delivery Systems
Spring  3.00 Credits - 3.00 Hours

This course introduces the organization, financing and delivery of health care services, accreditation, licensure and regulatory agencies.

HSA2255  Medical Office Software
Summer  4.00 Credits - 4.00 Hours

This course presents the use of an integrated medical practice management and electronic health record system (PM/EHR) in a medical office setting. Students first learn the conceptual framework for medical billing and for the use of electronic health records in medical documentation and patient management. By working through exercises of increasing difficulty that simulate the use of a PM/EHR, students develop transferable skills needed to manage the required software tasks across the total patient encounter.

HSA2322  Healthcare Insurance and Payment Systems
Fall  3.00 Credits - 3.00 Hours

In this course the student will become familiar with
common medical billing practices, the health insurance industry, legal and regulatory issues and differences in reimbursement methodologies. The student will learn principles of medical billing related to proper claim form preparation, submission and payment processing and the follow-up process. Prerequisites: HSC 1531 and HIM 1453.

HSA3113  Healthcare Trends and Issues

Fall, Spring  3.00 Credits - 3.00 Hours

This course provides the student with the knowledge of key issues and trends of the U.S. healthcare system. This course promotes the analysis of key healthcare issues with an emphasis on healthcare policies and initiatives that shape healthcare delivery. An analysis of the current structure of profit versus non-profit healthcare organizations, financing healthcare and the impact of financial stakeholders will be emphasized. Ethical issues that develop when government, the private sector and consumers vie to influence healthcare are presented as a component of evidence-based policy revisions. Students are introduced to the different types of research, its focus, methods and the nature of their subsequent findings.

HSA3191  Health Information Systems

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course provides an overview of technology and information systems employed in the healthcare industry today. Topics include the Internet and health, growing use of information technology in health, electronic medical records, protecting privacy, technical considerations, health applications of the Internet and telemedicine, public policy issues, organizational issues and technical issues and challenges.

HSA3383  Continuous Quality Monitoring and Accreditation

Spring, Summer  3.00 Credits - 3.00 Hours

This course provides a foundational exploration of the concepts of healthcare accreditation and continuous quality monitoring. The concept of quality assurance is explored from a perspective of selected accreditation, regulatory, licensing and certification programs. The interface of accreditation and reimbursement is explored. Health information systems are used in the analysis of health care accreditation, government mandates and regulatory activities as they impact consumer outcomes. Legal implications of quality monitoring are analyzed. Social, political, professional and organizational influences upon health services delivery are explored from a perspective of demand, special populations, financing and service delivery.

HSA4170  Healthcare Financial Management

Fall, Spring  3.00 Credits - 3.00 Hours

This course is for non-financial managers who need basic knowledge of financial management and healthcare finance and also serves as an introductory course for those who will be more directly involved in the financial aspects of healthcare. The course includes an overall explanation of financial accounting terminology, how it works, review of financial reports and the managerial component that is necessary for everyday management in healthcare settings. The course uses actual examples from hospitals, long-term care facilities and home health agencies, as well as case studies to prepare students to read, analyze, understand and use financial statements and budgets.

HSA4184  Leadership in Healthcare Organizations

Fall, Spring  3.00 Credits - 3.00 Hours

This course introduces students to an overview of the basics of leadership and management with an emphasis on the roles, functions and skills necessary in the changing healthcare environment. Organizational patterns of various types of healthcare institutions, such as hospitals, long-term care facilities, outpatient services and community agencies are analyzed. Introduction to various administrative functions, including departmental functions, policy information, internal control systems, planning procedures, fiscal and personnel management, public relations and various information needs of administration will also
be covered.

**HSA4553**  Legal and Ethical Aspects in Healthcare

**Fall, Spring, Summer**  3.00 Credits - 3.00 Hours

This course provides an overview of the legal and ethical aspects faced by healthcare consumers, practitioners, administrators and healthcare facilities. Students will be introduced to the structure of the American legal system and the principles of health law. Ethical theories and philosophies and their application to various components of the healthcare delivery system will be introduced. Medical professional ethics, HIPAA privacy and security issues will be reinforced.

**HSA4553H**  Honors Legal and Ethical Issues in Healthcare

**Fall, Spring, Summer**  3.00 Credits - 3.00 Hours

This course provides an overview of the legal and ethical aspects faced by healthcare consumers, practitioners, administrators and healthcare facilities. Students will be introduced to the structure of the American legal system and the principles of health law. Ethical theories and philosophies and their application to various components of the healthcare delivery system will be introduced. Medical professional ethics, HIPAA privacy and security issues will be reinforced. Student must be accepted into the Honors Program. Prerequisite: Acceptance into Honors program.

* **HSC0003**  Basic Healthcare Worker

**Fall, Spring, Summer**  3.00 Credits - 90.00 Hours

This introductory course provides an overview of the health professions and the healthcare delivery system. Other topics include disease prevention and wellness promotion, guidelines for legal, ethical and moral practice and communication skills. Students will be introduced to the use of computers in healthcare, including diagnostic and monitoring capabilities. Lab fee required.

**HSC1000**  Introduction to Health Care

**Fall, Spring, Summer**  3.00 Credits - 3.00 Hours

This introductory course provides an overview of the health professions and the healthcare delivery system. Other topics include disease prevention and wellness promotion, guidelines for legal, ethical and moral practice and communication skills. Students will be introduced to the use of computers in healthcare, including diagnostic and monitoring capabilities. The emphasis of this course is to establish a firm foundation of professional characteristics, behaviors, values, skills and knowledge for students to build upon in their healthcare careers. Prerequisite: TABE reading and language with minimum scores of 582 and 572 or test scores that indicate ENC 1101 eligibility or appropriate college developmental courses for ENC 1101 eligibility with a grade of "C" or higher or EAP coursework for ENC 1101 eligibility with grades of "C" or higher or ENC 1101 with a grade of "C" or higher.

**HSC1100**  Personal and Community Health

**Fall, Spring, Summer**  3.00 Credits - 3.00 Hours

This course is designed to help college students understand the vital concepts about health and effective living. Topics include studying some of the scientific principles, identifying related health problems and issues in our changing society and environment and providing a background for intelligent decisions throughout one’s lifetime concerning health.

**HSC1531**  Medical Terminology

**Fall, Spring, Summer**  3.00 Credits - 3.00 Hours

This is an introductory course to the language of medicine utilized by healthcare professionals. Basic word structure and formation, medical terms, abbreviations, definitions and spelling are included. Major disease processes and pathological conditions of specific body systems will be discussed. Prerequisite: TABE reading and language with minimum scores of 582 and 572 or test scores that indicate ENC 1101 eligibility or appropriate college developmental
courses for ENC 1101 eligibility with a grade of “C” or higher or EAP coursework for ENC 1101 eligibility with grades of “C” or higher or ENC 1101 with a grade of “C” or higher.

HSC2400  First Aid and CPR

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide the knowledge and skills needed to meet emergency first aid situations. There will be comprehensive training in recognition, evaluation and handling victims of illness or accidents. Students, after successful completion, will receive an American Heart Association Basic Life Support (BLS) card. Lab fee required.

HSC2561  Dementia Care

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

The student will gain knowledge about theories of care when dealing with different dementias, activities for meaningful dementia care, medication administration, behavior management, communication and methods of involving the family in the care of the patient. Prerequisite: HSC 2724.

HSC2941  Cooperative Education Internship in Health Sciences

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

HSC2942  Cooperative Education Internship in Health Sciences

2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

HSC2949  Cooperative Education Internship in Health Sciences

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as
identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

HSC2950  Travel Study in Healthcare
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This is a travel/study course combining preparation on campus, travel and study in the discipline of health sciences. Content is variable depending on the program in which the student enrolls and the specific topics to be covered. Students must be 18 years of age on or before departure. Permission of the instructor is required.

HSC3502  Major Diseases in the U.S. Population
Fall  3.00 Credits - 3.00 Hours
This course provides an overview of medical and psychosocial aspects of chronic diseases, including issues of disability management.

HSC3661  Communications for Healthcare Professionals
Fall, Spring, Summer  2.00 Credits - 2.00 Hours
This course is designed to enhance student understanding of the specific health benefits that come from positive communication between medical professionals and patients, clients, staff or other lay audiences. Students will be exposed to a variety of communication strategies relevant to the health professions. Topics will include written and oral communication techniques for health and business-related situations. Corequisite: LIS 2004.

HSC3931  Selected Studies in Health Science
Fall, Spring, Summer  1.00 Credit - 1.00 Hour
This course is designed to allow students to explore current issues and topics in health science through online instruction.

HSC3932  Selected Studies in Health Science
Fall, Spring, Summer  2.00 Credits - 2.00 Hours
This course is designed to allow students to explore current issues and topics in health science through online instruction.

HSC3933  Selected Studies in Health Science
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course is designed to allow students to explore current issues and topics in health science through online instruction.

HSC3940  Cooperative Education in Health Sciences
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course is designed to provide students with the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

HSC3951H  Honors Selected Studies in Health Science
HSC3952H Honors Selected Studies in Health Science
Fall, Spring, Summer 2.00 Credits - 2.00 Hours
This course is designed to allow students to explore current issues and topics in health science through online instruction. Student must be accepted into the Honors Program. Prerequisite: Acceptance into Honors program.

HSC3953H Honors Selected Studies in Health Science
Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course is designed to allow students to explore current issues and topics in health science through online instruction. Student must be accepted into the Honors Program. Prerequisite: Acceptance into Honors program.

HSC4032 Theory and Practice of Teaching Health Science
Fall 3.00 Credits - 3.00 Hours
This is an introductory course for health educators that encompasses learning theories and instructional methods. Focus is placed on commonly used and innovative theories with emphasis on determining applicability to the simulation environment. The course will include basics of instructional development, curriculum design and principles of formative and summative evaluation. Teaching methods that promote learning and provide motivation for continued learning will be explored.

HSC4231 Client Education in Healthcare
Fall, Summer 3.00 Credits - 3.00 Hours
This course focuses on the delivery of client-specific health education. An emphasis will be placed on assessing and delivering educational programs that include health, wellness, disease, disease prevention and quality of life. Students will learn to evaluate training methods, curriculum, objectives and educational experiences that will best serve diverse patient populations.

HSC4240 Trends and Theoretical Foundations in Healthcare Simulation
Spring 3.00 Credits - 3.00 Hours
This course will review the historical trends of healthcare simulation and focus on current trends and best practices. Classroom discussions will include the development of simulation education in healthcare. A focus will be on how simulation is used in a variety of settings and by different professions. Prerequisite: HSC 4032 with a grade of “C” or higher.

HSC4244 Managing a Simulation Program or Center
Summer 3.00 Credits - 3.00 Hours
The purpose of this course is to provide the opportunity for students to gain knowledge and skill in planning, designing and maintaining a simulation center. Content will include organizing, set-up, maintenance, trouble-shooting, technology and personnel needs for a simulation program/center. Prerequisites: HSC 4032, HSC 4240 and HSC 4245 with a grade of “C” or higher.

HSC4245 Instructional Technologies in Healthcare Simulation
Spring 3.00 Credits - 3.00 Hours
This is an overview course of the technology used to implement healthcare simulation education programs.
Modalities include, but are not limited to, computer and web-based simulators, environmental fidelity, psychological fidelity, manikin-based simulators, virtual reality, virtual environments, standardized patients and haptic simulators. Discussion will focus on how technology is used to support the educational process. Prerequisite: HSC 4032 with a grade of “C” or higher.

HSC4246C  Simulation Operations

Fall 3.00 Credits - 3.00 Hours

This course is designed to introduce the student to the operations that pertain to a simulation program or center. Students will be exposed to a variety of simulation modalities including, but not limited to, computer and web-based simulators, environmental fidelity, psychological fidelity, manikin-based simulators, virtual reality, virtual environments, standardized patients and haptic simulators. Prerequisites: HSC 4032, HSC 4240, HSC 4244 and HSC 4245 with a grade of “C” or higher.

HSC4404  Medical Disaster Management

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course introduces students to various facets of natural and technological disasters while integrating public health research designs and practices. Discussions will utilize recent and historical case studies as a basis for developing the critical thinking and leadership skills needed by healthcare professionals in crisis situations. International, domestic and regional settings will be addressed as well as the social, economic and political aspects of disaster planning, preparedness and mitigation. Students also gain an understanding of basic public health concepts and methodologies.

HSC4555  Pathophysiology

Spring 3.00 Credits - 3.00 Hours

This course provides the student with an overview of the topic of pathophysiology for health-related degrees. Etiology, pathophysiology, diagnosis, prevention and treatment of the major human diseases are presented. Both infectious and non-infectious diseases of the human body system are included.

HSC4694  Individual, Group and Worksite Health Promotion Programs

Spring 3.00 Credits - 3.00 Hours

This course is designed for healthcare, public health and wellness professionals who desire to educate and support clients to achieve positive health goals through lifestyle changes and behavior modification. Topics will include the promotion of healthy lifestyle choices in nutrition, mindfulness and physical health. Coaching skills with a focus on the practical application of brief intervention and motivational interviewing skills is emphasized. Students will gain the knowledge and skills to develop, manage and sustain health and wellness programs while maintaining a supportive environment for behavior change.

HSC4720  Behavior Modification in Health Coaching

Spring 3.00 Credits - 3.00 Hours

This course is designed for students who desire to become health coaches. Health coaches help individuals adopt achievable strategies that lead to behavior change, lifelong healthy eating and improved exercise habits. Topics include coaching for smoking cessation, stress management, weight loss and preventative care practices.
HSC4730  Health Sciences Research  
Fall, Spring, Summer  3.00 Credits - 3.00 Hours  
This course incorporates basic research methods, processes and models in analyzing research studies and incorporating current quality standards and evidence-based protocols into healthcare. Students are introduced to the formal study of research methods, including literature search, hypothesis generation and testing, sampling theory, research design, data analysis and report-writing. Application of these methods will be utilized to research health-related and health administration-related topics.

HSC4730H  Honors Health Sciences Research  
Fall, Spring, Summer  3.00 Credits - 3.00 Hours  
This course incorporates basic research methods, processes and models in analyzing research studies and incorporating current quality standards and evidence-based protocols into healthcare. Students are introduced to the formal study of research methods, including literature search, hypothesis generation and testing, sampling theory, research design, data analysis and report-writing. Application of these methods will be utilized to research health-related and health administration-related topics. Student must be accepted into the Honors Program. Prerequisite: Acceptance into Honors program.

HSC4922  Capstone Project in Health Sciences  
Fall, Spring, Summer  3.00 Credits - 3.00 Hours  
This course is a culminating experience for Health Science majors involving a substantive project that demonstrates a synthesis of learning accumulated in the major, including broadly comprehensive knowledge of the discipline and its methodologies. With faculty approval, students will complete a capstone project that aligns with their career goals. Examples include, but are not limited to, a business plan, clinical research proposal or an educational module/presentation. The course objectives reflect the student learning outcomes for this degree. Corequisites: ECP 4530, HSA 3191, HSC 4730, HSC 3661 and HSA 4553.

HSC4922H  Honors Capstone Project in Health Sciences  
Fall, Spring, Summer  3.00 Credits - 3.00 Hours  
This course is a culminating experience for Health Sciences majors involving a substantive project that demonstrates a synthesis of learning accumulated in the major, including broadly comprehensive knowledge of the discipline and its methodologies. With faculty approval, students will complete a capstone project that aligns with their career goals. Examples include, but are not limited to, a business plan, clinical research proposal or an educational module/presentation. The course objectives reflect the student learning outcomes for this degree. Student must be accepted into the Honors Program. Prerequisite: Acceptance into Honors Program.

HSC4954H  Honors Travel Study in Health Sciences  
Fall, Spring, Summer  3.00 Credits - 3.00 Hours  
This course is designed to promote cultural competence and an appreciation for diversity through visiting other countries and interacting with their citizens and healthcare professionals. Students will examine the healthcare delivery systems and financing of healthcare, the role and challenges of the healthcare professional and degree of collaboration within the healthcare team. Student must be accepted into the Honors Program. Prerequisite: Acceptance into Honors program.

HSC4955  Travel Study in Health Science  
Spring  3.00 Credits - 3.00 Hours  
This course is designed to promote cultural competence and an appreciation for diversity through visiting other countries and interacting with their citizens and healthcare professionals. Students will examine the healthcare delivery systems and financing of healthcare, the role and challenges of the healthcare professional, and degree of collaboration.
within the healthcare team. Students must be 18 years of age before departure.

HUM1235 Introduction to Humanities

Offered as Needed 3.00 Credits - 3.00 Hours

Credit for this course is awarded to entering students with appropriate scores on the College Level Examination Program (CLEP) examination in Humanities.

HUM2020 Experiencing the Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This humanities course is designed to introduce students to the critical study of human culture and its varied expressions across time. Students will employ interdisciplinary methods of analysis through engagement with diverse cultural artifacts in order to develop a foundational understanding of the human experience and its connection to culture. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Humanities requirement for A.A. degree-seeking students. Prerequisite: ENC 1101.

HUM2020H Honors Experiencing the Humanities

Offered as Needed 3.00 Credits - 3.00 Hours

This humanities course is designed to introduce students to the critical study of human culture and its varied expressions across time. Students will employ interdisciplinary methods of analysis through engagement with diverse cultural artifacts in order to develop a foundational understanding of the human experience and its connection to culture. This course partially satisfies the writing requirements of S.B.E. 6A-10.030. This class satisfies the General Education State Core Humanities for A.A. degree seeking students. Prerequisites: Acceptance into Honors Program and ENC 1101.

HUM2022 Liberal Arts Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

The design of this course creates a diverse learning community for students in the Liberal Studies program. The course is a multi-cultural and interdisciplinary study of fine arts, performing arts, literature, history and philosophy with special focus on race, gender and class. The course satisfies three credits of General Education requirements in Humanities and partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2022H Honors Liberal Arts Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

The design of this course creates a diverse learning community for students in the Liberal Studies program. The course is a multi-cultural and interdisciplinary study of the arts, performing arts, literature, history and philosophy with special focus on race, gender and class. Honors level material. The course satisfies three credits of General Education requirements in Humanities and partially satisfies the writing requirement of S.B. E. 6A-10.030. Prerequisites: Acceptance into Honors Program and ENC 1101.

HUM2220 Ancient/Classical Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

A course designed to promote the understanding and appreciation of humankind’s cultural heritage in the prehistoric, Egyptian, Mesopotamian, Judaic, Greek and Roman periods. Representative works in art, music, literature and philosophy will be studied. Global culturalism will be incorporated into the course content. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.
HUM2223  Medieval Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to promote the understanding and appreciation of humankind's cultural heritage in the Early Christian and Medieval periods. Representative works in art, music, literature and philosophy will be studied. Global culturalism will be incorporated into the course content. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2232  Renaissance/Baroque Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to promote the understanding and appreciation of the creative process and world culture. Representative works in art, literature, music and philosophy will be studied from the Renaissance and Baroque periods. Global culturalism will be incorporated into the course content. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2234  18th and 19th Century Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to promote the understanding and appreciation of the creative process and world culture. Representative works in art, literature, music and philosophy will be studied from the Enlightenment and Romantic periods. Global culturalism will be incorporated into the course content. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2250  20th/21st Century Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to study representative works of the 20th and early 21st centuries in the performing arts, visual arts, music, literature, film and philosophy so that the student will appreciate the foundations of the 20th century and allow projections into the future. Global culturalism will be incorporated into the course content. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course will also show how technology interacts with culture in the contemporary world. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101 or ENC 1101H.

HUM2250H  Honors 20th/21st Century Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to study representative works of the 20th and early 21st centuries in the performing arts, visual arts, music, literature, film and philosophy so that the student will appreciate the foundations of the 20th century and allow projections into the future. Global culturalism will be incorporated into the course content. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course will also show how technology interacts with culture in the contemporary world. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: Acceptance into Honors Program and ENC 1101 or ENC 1101H.

HUM2263  The World of Dickens

Fall 3.00 Credits - 3.00 Hours

This course covers the humanities of the nineteenth century with particular attention to the work of Charles Dickens and associated works of the era. This course partially satisfies the writing requirement of S.B.E. 6A10.030. Prerequisite: ENC 1101 or department permission.

HUM2322  Women, Gender and Culture
Fall, Spring 3.00 Credits - 3.00 Hours

This course is designed to introduce the student to the contributions of women in the humanities. It will examine their contributions to literature, art and music from the Classical period to the present day. Students will learn how gender has influenced production of the arts throughout these periods. Examining notions of masculinity and femininity will be a key component of the course and their various representations in art, literature and music will be a major subject of study. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2410H Honors Asian Humanities

Spring 3.00 Credits - 3.00 Hours

Honors Asian Humanities is designed to introduce the student to the cultures of India, Tibet and Southeast Asia. The basic myths underlying culture will be studied as well as their manifestation in the arts. The course will explore the development of Indian thought with special emphasis on early Buddhism and the development of Mahayana Buddhist schools. Representative works in literature, mythology, philosophy and the visual arts will be studied. Archeological rites in Cambodia, Burma and Thailand will be studied as examples of myth in architecture. Honors level content. Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: Acceptance into Honors program and ENC 1101 with a minimum grade of "C" or higher.

HUM2322H Honors Women, Gender and Culture

Offered as Needed 3.00 Credits - 3.00 Hours

This course is designed to introduce the student to the contributions of women in the humanities. It will examine their contributions to literature, art and music from the Classical period to the present day. Students will learn how gender has influenced production of the arts throughout these periods. Examining notions of masculinity and femininity will be a key component of the course and their various representations in art, literature and music will be a major subject of study. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2410 Asian Humanities

Fall 3.00 Credits - 3.00 Hours

This course is designed to introduce the student to the Indian and Southeast Asian cultures. Emphasis will be placed on the basic myths underlying culture, their manifestation in the arts and their diffusion throughout South and Southeast Asia. Representative works in literature, mythology, philosophy and the visual arts will be studied. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2454 African American Humanities

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to explore African American cultures and artistic manifestations and to promote increased awareness, understanding, degrees of tolerance and aesthetic appreciation of African American heritage. Pre-European African influences to modern cultural values of African American societies will be examined. Contemplative objects representing both visual and performing arts will be studied in their historical context. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2454H Honors African American Humanities

Offered as Needed 3.00 Credits - 3.00 Hours

This course is designed to explore African American cultures and artistic manifestations and to promote increased awareness, understanding, degrees of tolerance and aesthetic appreciation of African American heritage. Pre-European African influences to
modern cultural values of African American societies will be examined. Contemplative objects representing both visual and performing arts will be studied in their historical context. Honors level content. Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: Acceptance into Honors program and ENC 1101 with a minimum grade of "C" or higher.

HUM2461 Latin American Humanities
Fall, Spring 3.00 Credits - 3.00 Hours

This course is designed to introduce the student to Latin American cultures and to promote the understanding and appreciation of its cultural heritage. Ancient to modern cultures will be surveyed. Emphasis will be placed on cultural roots and myth as well as artists' commitment to social and political struggle. Representative works in the visual arts, literature and music will be studied. No knowledge of Spanish or Portuguese is required. The student will be introduced to Internet resources as they pertain to appropriate thematic materials. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2461H Honors Latin American Humanities
Fall 3.00 Credits - 3.00 Hours

This course is designed to introduce the student to Latin American cultures and to promote the understanding and appreciation of Latin American heritage. Ancient to modern cultures will be surveyed. Emphasis will be placed on cultural roots and myth as well as artists' commitment to social and political struggle. Representative works in the visual arts, literature and music will be studied. No knowledge of Spanish or Portuguese is required. Honors level content. Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: Acceptance into Honors program and ENC 1101 with a minimum grade of "C" or higher.

Course Descriptions Listing

HUM2525 Introduction to Blues and Jazz
Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to introduce the student to primary forms and genres of blues and jazz music in both their historical and cultural context. Blues and jazz will be explored methodically as a distinctly American contribution to world music. The course will feature lecture and performance presentations by some of Florida's better known musicians and commentators. Literary and visual images of blues and jazz idioms will be incorporated into the course content. Assigned readings with active listening are an intricate part of the course. The student will be introduced to Internet resources on the subject of blues and jazz themes. Students will be required to compose a journal with reactionary criticisms of blues and jazz guests and must complete a project that presents biographical and musical materials about a selected blues or jazz musician. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Note: This course fulfills the Area B Humanities requirement. Prerequisite: ENC 1101.

HUM2740 Travel/Study in Humanities
Offered as Needed 3.00 Credits - 3.00 Hours

This is a travel/study course combining preparation on campus, foreign travel and study abroad in the discipline of Humanities. Students must be 18 years of age before departure. Permission of instructor or dean is required. Variable content depending on the program in which the student enrolls and the specific topics to be covered. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

HUM2823 LGBT Studies in the Humanities
Fall, Spring 3.00 Credits - 3.00 Hours

This course is designed to introduce students to the cultural contributions of members of the LGBTQ community and to promote a better understanding, awareness and appreciation for this culture's unique traditions. Emphasis will be placed on the origins of
the culture and on the historical context of the production and use of artistic creation. Expressive cultural artifacts will be the primary focus of study. These include visual and performance art as well as works of literature. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.

**HUM2930  Selected Studies in Humanities**  
Offered as Needed 3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction. This course may be taken four times for credit.

**HUM2931  Selected Studies in Humanities**  
Offered as Needed 1.00 Credit - 1.00 Hour

In this course topics of current interest are presented in group instruction. This course may be taken four times for credit.

**HUM2941  Cooperative Education Internship in Humanities**  
Offered as Needed 1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**HUM2942  Cooperative Education Internship in Humanities**  
Offered as Needed 2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**HUM2949  Cooperative Education Internship in Humanities**  
Offered as Needed 3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.
HUM2999  Study Abroad

Fall, Spring, Summer  4.00 Credits - 4.00 Hours

Independent Study- Study Abroad. This course is offered as an independent study for students studying abroad.

HUN1001  Basic Nutrition

Fall, Spring  3.00 Credits - 3.00 Hours

This course is designed as an introductory course focusing on the basic principles of nutrition for non-majors. Students will gain the knowledge and skills necessary to make healthful decisions to support good nutritional status.

HUN1201  The Principles of Nutrition

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course provides instruction in the scientific principles of nutrition, including the role of specific nutrients, digestion, absorption, metabolism and sources of the nutrients and requirements of the various age groups. Emphasis is on the factors influencing the ability of individuals to maintain good nutritional status. Prerequisite: Eligibility for ENC 1101 or higher.

HUN2015  Diet Therapy for Health Care Professionals

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

A study and application of science-based nutrition concepts within healthcare focusing on medical nutrition therapy in disease management. Prerequisite: HUN 1201 with a grade of "C" or higher.

HUN2202  Human Nutrition and Diet Therapy

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course focuses on the scientific principles of normal nutrition, including specific nutrients, digestion, absorption, metabolism and nutritional requirements of different age groups. This course has a special focus on the application of nutrition principles to physical health. Emphasis is placed on the interdisciplinary team approach to disease prevention and health restoration. Prerequisite: BSC 1010C with a grade of "C" or higher or HUN 1201 with grade of "C" or higher or BSC 2093C or BSC 2094C with a grade of "C" or higher.

HUN3931  Special Topics in Health Coaching

Summer  3.00 Credits - 3.00 Hours

This unique elective course provides students an opportunity to study a specific area of nutrition that is not available in the current curriculum. Students will review the current literature and research in nutrition related to the selected topic. Topics may include a certain area of human nutrition that is not currently offered in the curriculum or emerging nutrition issues that affect the local community. Prerequisites: HUN 4296, HSC 3502, HSC 4694, PET 4093 and HSC 4231 or HSC 4720 with a grade of "C" or higher.

HUN4296  Nutrition for Health and Weight Management

Spring  3.00 Credits - 3.00 Hours

This course explores current dietary trends and examines the role geopolitical and economic forces have on our day-to-day food choices. The spectrum of popular diets and their advocates and critics will be discussed along with the current scientific research available for each. Students will reflect on the diversity of food choices, prohibitions and taboos that exist within our multicultural and multiethnic communities, with an eye toward increasing awareness and sensitivity. An emphasis will be placed on the health promotion theory and guidelines to optimize nutrition-related behaviors. Prerequisite: HUN 1201 or HUN 2202 with a grade of "C" or higher.

IDH1920  Introduction to Honors
This course orients Honors students to the College and the Honors program. The course focuses on leadership development, critical thinking skills and problem-solving. Study skills, presentation skills and research methods are also emphasized. Prerequisite: Acceptance into Honors program.

IDH2001 Honors Seminar

Fall 1.00 Credit - 1.00 Hour

The Honors Seminar course is designed to address contemporary issues, faculty areas of expertise, current intellectual trends and topics of interest to Honor students. Seminar discussions focus on topics or themes and lectures by guest speakers often augment the course. Prerequisite: Acceptance into Honors program.

IDH2300 Honors Seminar - Mathematical Modeling for the Physical Sciences I

Fall, Spring 1.00 Credit - 1.00 Hour

IDH 2300 is a one-credit seminar designed to help students to apply mathematical modeling techniques to applications in physical sciences. This includes traditional mathematical framing, the use of spreadsheets and graphing strategies, simulation building using the Glowsheet/Visual Python computer language. The goal is to support the topics taught in PHY 2048C and to help students become more proficient problem-solvers. Prerequisite: Acceptance into Honors program. Corequisite: PHY 2048C or PHY 2048CH.

IDH2301 Honors Seminar - Mathematical Modeling for the Physical Sciences II

Fall, Spring 1.00 Credit - 1.00 Hour

IDH 2301 is a one-credit seminar designed to help students to apply mathematical modeling techniques to applications in the physical sciences. This includes traditional mathematical framing, the use of spreadsheets and graphing strategies, and simulation building using the Glowsheet/Visual Python computer language. The goal is to support the topics taught in PHY 2049C and to help students become more proficient physics problem-solvers. Prerequisite: Acceptance into Honors program. Corequisite: PHY 2049C or PHY 2049CH.

IDH2903 Directed Studies in Honors

Offered as Needed 1.00 Credit - 1.00 Hour

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration. Prerequisites: Acceptance to Honors program and permission from the Honors Director.

IDH2904 Directed Studies in Honors

Offered as Needed 2.00 Credits - 2.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration. Prerequisites: Acceptance to Honors program and permission from the Honors Director.

IDH2905 Directed Studies in Honors

Offered as Needed 3.00 Credits - 3.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration. Prerequisites: Acceptance into the Honors Program AND permission from the Honors Director.
IDH2930  Selected Studies in Interdisciplinary Honors  
Offered as Needed  3.00 Credits - 3.00 Hours  
In this course topics of current interest are presented in group instruction. This course may be taken four times for credit. Prerequisite: Acceptance into Honors program.

IDH2931  Selected Studies in Interdisciplinary Honors  
Offered as Needed  1.00 Credit - 1.00 Hour  
In this course topics of current interest are presented in group instruction. This course may be taken four times for credit. Prerequisite: Acceptance into Honors program.

IDH2932  Selected Studies in Interdisciplinary Honors  
Offered as Needed  2.00 Credits - 2.00 Hours  
In this course topics of current interest are presented in group instruction. This course may be taken four times for credit. Prerequisite: Acceptance into the Honors Program or permission from the Honors Director.

IDH2940  Honors Capstone Project  
Fall, Spring, Summer  1.00 Credit - 1.00 Hour  
The student will complete, under the guidance of a faculty mentor, a project that will define and execute a research question. Guidelines will be established regarding format, standards and review of projects. Prerequisites: Acceptance to the Honors program. A minimum of 45 completed college credits, permission from the Honors director, and permission from a faculty member.

IDH2941  Honors Cooperative Education Internship  
Fall, Spring, Summer  2.00 Credits - 2.00 Hours  
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center. Acceptance into the Honors Program or permission from the Honors Director.

IDH2942  Honors Cooperative Education Internship  
Fall, Spring, Summer  2.00 Credits - 2.00 Hours  
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center. Acceptance into
the Honors Program or permission from the Honors Director.

IDH2943  Honors Portfolio

Fall, Spring, Summer  1.00 Credit - 3.00 Hours

This course is a culminating experience for students in the Grindle Honors Institute. Students will reflect on and articulate their academic and personal growth through the development of an Honors Portfolio. Through documentation of academic and co-curricular experiences, students connect their undergraduate experience to the objectives of the Grindle Honors Institute. Prerequisites: Acceptance into Honors program and permission from the Honors director. All Honors co-curricular requirements must be completed prior to enrollment in the portfolio course.

IDH2949  Honors Cooperative Education Internship

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center. Acceptance into the Honors Program or permission from the Honors Director.

IDH2950  Travel Study in Honors

Summer  3.00 Credits - 3.00 Hours

This Honors travel/study course course combines preparation on campus, travel and study. Content is variable depending on the program in which the student enrolls and the specific topics to be covered. Students must be 18 years of age on or before departure. Permission of the Honors director required. Prerequisite: Acceptance into Honors program.

IDS1185  Self in the 21st Century Society

Fall, Spring  3.00 Credits - 3.00 Hours

This course is designed to study how the conventional self created by society, dubbed the social self by sociologists, is not capable of making our 21st century world more peaceful and equitable. In this course we will explore how the social self is formed around society’s leading ideas, values and norms - all geared to privilege some groups while disadvantaging others. On the other hand, the course will examine our other self, the spiritual self, the self of our inner being and how its purpose is to transform society into a social environment where everyone can live a life of purpose and dignity. Specifically, in this course, students will explore how the spiritual self has fueled the emergence of a great global shift in consciousness, a fundamental change in our perceptions, core values, beliefs and priorities aimed to rescue and restore the natural, innate moral goodness and goodwill of our human species.

IDS1352  Critical Thinking and Technology

Fall  3.00 Credits - 3.00 Hours

In this course students have the opportunity to develop critical and analytical skills that will enable them to evaluate, consciously and deliberately, the diverse ideas, information and perspectives that characterize the contemporary world. A focus on new information technologies will stimulate the development of intellectual skills by challenging students to be creative, critical and constructive users of information. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101.
IDS2931  Selected Studies in Interdisciplinary Studies

Offered as Needed  1.00 Credit - 1.00 Hour

In this course topics of current interest are presented in group instruction.

IDS2950  Travel Study Interdisciplinary Studies

Offered as Needed  3.00 Credits - 3.00 Hours

This is a travel/study course combining preparation on campus, travel and study in interdisciplinary studies. Content is varied depending on the program in which the student enrolls and the specific topics covered. Students must be 18 years of age on or before departure and permission of instructor or dean is required.

IND1100  History of Architecture and Design I

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course traces the application of art into the development of architecture, interiors and furniture design from ancient civilizations to the end of the 19th century. The student will develop the ability to recognize and use different period styles of architecture, interior and furniture in today's setting. Terminology of both architectural styles and furniture will be stressed. This course will introduce the historic preservation registration process and respective preservation application.

IND1200  Decorating Tips and Tricks

Spring, Summer  3.00 Credits - 3.00 Hours

This introductory course is designed to teach homeowners the basics of interior décor. Topics will cover the fundamental elements and principles of design, the latest trends in decorating and how to develop your personal style. Emphasis will be placed on budgeting, color coordination, furniture and accessory arrangement and selecting appropriate finishes. This is a class for non-majors.

IND1233C  Studio I: Interior Design Fundamentals

Fall, Spring, Summer  3.00 Credits - 6.00 Hours

This introductory course is designed to acquaint the student with the fundamental theories and processes of the profession. Emphasis is placed on all aspects of the design process and creative problem-solving that supports human behavior, functionality and aesthetics for today's interior environments. Students apply theories such as the elements and principles, human factors, spatial analysis and space planning and the science of color and color scheme development in a variety of residential settings. Students must complete this course with a grade of "C" or higher to advance to the next level studio. Lab fee required.

IND1404C  Technical Design

Fall, Spring, Summer  3.00 Credits - 6.00 Hours

This course is designed specifically for interior design students. It will aid the student in developing an understanding of basic principles with applications in the preparation of drawings, use and care of instruments and equipment, lettering, sectional views, detailing, lighting, plumbing and the use of schedules. Student must complete this course with a grade of "C" or higher. Lab fee required.

IND1422  Interior Finishes and Textiles

Fall, Spring, Summer  3.00 Credits - 4.00 Hours

This course is designed to familiarize the interior design student with the materials, finishes and textiles used in both residential and commercial applications. Emphasis is places on product knowledge, fabrication and installation methods. Environmental and performance factors such as durability, flammability and care will be addressed. A variety of field trips and/or guest speakers will be scheduled to enhance class lectures for students taking the on-campus course.

IND1429  Textiles for the Interior Environment
### Fall, Spring, Summer  3.00 Credits - 4.00 Hours

In this introductory course students learn to identify, analyze and select fibers, construction methods and finish treatments for both residential and commercial interior environments. Environmental and performance factors such as durability, flammability, care and pricing will be addressed. Cost estimation, fabrication techniques and installation methods for window treatments will be introduced. As a result, students will foster professional terminology. Lab fee required.

**IND1488  Interior Finishes and Building Components**

### Fall, Spring, Summer  3.00 Credits - 4.00 Hours

This course is designed to familiarize the interior design student with the materials and interior finishes used in both residential and commercial applications. Emphasis is placed on product knowledge and characteristics, building systems and indoor environmental quality. Cost estimation, fabrication techniques and installation methods will be introduced. As a result, students will foster professional terminology. A variety of field trips and/or guest speakers will be scheduled to enhance class lectures. Lab fee required.

**IND1935  Building Codes and Accessibility**

### Fall, Spring  3.00 Credits - 3.00 Hours

This course gives the design student an in-depth understanding of the building codes, life safety codes and the Americans with Disabilities (ADA) act. Knowledge of these codes are vital to all aspects of the design process. Lectures will be combined with practical applications. Prerequisite: IND 1233C. Prerequisite or corequisite: IND 1429.

**IND2012C  Studio II: Residential Interior Environments**

### Fall, Spring, Summer  3.00 Credits - 4.00 Hours

This course presents projects in residential design. Emphasis is placed on all aspects of the design process and creative problem-solving. Floor plans will be analyzed for function and aesthetics. Color theories and schemes, the selection of appropriate interior finishes and the selection of furnishings will be applied to projects. Graphic skills and presentation techniques are developed. Students must complete this course with a grade of "C" or higher to advance to the next level studio. Lab fee required. Prerequisites: IND 1233C and IND 1404C (both completed with a grade of "C" or higher). Prerequisite or corequisite: IND 1488.

**IND2016C  Studio III: Introduction to Commercial Design**

### Fall, Summer  3.00 Credits - 4.00 Hours

This course acquaints the student with the complexities of commercial interiors. Emphasis is placed on all aspects of the design process and problem-solving for commercial spaces. The projects encompass life safety and ADA codes, space planning, human factors, non-structural building systems, lighting technologies and the selection of commercial-grade interior finishes and furnishings. Design solutions will be conveyed using computer-generated software such as CAD. Students must complete this course with a grade of "C" or higher to advance to the next level studio. Lab fee required. Prerequisites: IND 2012C and IND 2307C (completed with a grade of "C" or higher) and ETD 1320C and IND 1935. Prerequisite or corequisite: IND 1429.

**IND2130  History of Architecture and Design II**

### Fall, Spring  3.00 Credits - 3.00 Hours

This course is a survey of historic architectural interiors from the early American periods through contemporary architecture, interiors and furniture design. The influence of international schools of thought related to architecture, interiors and furniture design will be introduced. Current trends in interior furnishings and architecture will be examined. Prerequisite: IND 1100.
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>IND2150</td>
<td>Historic Preservation</td>
<td>Summer</td>
<td>3.00</td>
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<td>This course introduces historic preservation with an emphasis on restoration, rehabilitation and adaptive use of historic building interiors, including the theory and history of the preservation movement. The process and standards of historic preservation will be studied and applied to case studies. Students must possess an understanding of architectural history concepts.</td>
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<tr>
<td>IND2201</td>
<td>Design Principles for Kitchen and Bath</td>
<td>Fall</td>
<td>3.00</td>
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<td>This specialized design course for kitchens and baths utilizes the understanding of basic elements and principles to create spaces the consumer wants. One must learn to blend architectural styles, colors and themes with function and purpose. Lab fee required. Prerequisite or corequisite: EGN 1111C or IND 1404C or equivalent.</td>
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<tr>
<td>IND2221C</td>
<td>Studio IV: Advanced Commercial Design</td>
<td>Fall, Spring</td>
<td>3.00</td>
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<td>This course provides an advanced individual and collaborative team approach to commercial design. Emphasis will be placed on the design process, spatial analysis, life safety and building codes, research and the selection and specification of interior finishes and furnishings. Projects will range in size and scope and will integrate non-structural building systems, lighting technologies and an understanding of millwork construction. Indoor environmental factors such as acoustics and speech privacy will be addressed. Design solutions will be conveyed using computer-generated software such as CAD. Students must complete this course with a grade of &quot;C&quot; or higher to advance to the next level studio. Lab fee required. Prerequisite: IND 2016C completed with a grade of &quot;C&quot; or higher.</td>
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<td>IND2290</td>
<td>Autism and the Built Environment</td>
<td>Summer</td>
<td>3.00</td>
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<td>This course introduces students to Autism Spectrum Disorders and interior design configuration for individuals impacted. Coursework focuses on current research in the field of autism as well as best practices for meeting the variety of sensitivities to individuals with autism.</td>
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<tr>
<td>IND2307C</td>
<td>Visual Communication</td>
<td>Spring, Summer</td>
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<td>This course is designed to develop graphic skills and provide students with the ability to communicate spatial concepts. Emphasis is placed on visual communication tools employing a variety of media forms. Free-hand sketching, one- and two-point perspectives, material delineation, tonal investigation, compositional and presentation techniques are included. Lab fee required. Prerequisites: IND 1233 and IND 1404C.</td>
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<tr>
<td>IND2309</td>
<td>Drawing and Presentation Standards for Kitchen and Bath</td>
<td>Spring</td>
<td>3.00</td>
<td>3.00</td>
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<td>Completed project documents assist the designer with presenting a professional presentation to the client through drafting a set of plans that will help the client and trades understand the project. Drafting techniques will be utilized. Lab fee required. Prerequisite: EGN 1111C or IND 1404C or equivalent.</td>
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<tr>
<td>IND2321</td>
<td>Design and Color Theory</td>
<td>Spring, Summer</td>
<td>3.00</td>
<td>3.00</td>
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</table>
|             | This course is designed to introduce the student to the fundamental interior design and color theories and their relationship to the human experience, behavior and performance in the built environment. Theoretical studies will include both research and application to design scenarios and projects. Emphasis will be placed
on the connections between these theories and their psychological effects, cultural norms and socio-economic implications. Prerequisites: IND 1233C and IND 1100.

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester</th>
<th>Credits - Hours</th>
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<tbody>
<tr>
<td>IND2402</td>
<td>Kitchen and Bathroom Planning Standards and Safety Criteria</td>
<td>Fall</td>
<td>3.00 - 3.00</td>
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<td>Certain standards must be adhered to in order to ensure kitchen and bathroom space is functional and safe. Use of kitchen and bath guidelines from the National Kitchen and Bath Association (NKBA) provides universal design criteria that retains area comfort and attractiveness. Lab fee required. Prerequisite or corequisite: IND 1404C or equivalent.</td>
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<tr>
<td>IND2411</td>
<td>Building Materials/Construction and Estimating for Kitchen and Bath</td>
<td>Spring</td>
<td>3.00 - 4.00</td>
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<td>Knowledge of construction and systems is essential in kitchen and bath design. An understanding of foundation-to-roof construction, wiring, plumbing, heating, ventilation and air conditioning must be integrated. This first course discusses building codes, healthy houses, foundations and floor systems, wall systems, building materials and project estimating. Lab fee required. Prerequisites: IND 1404C and IND 1488 or IND 1423. Prerequisite or corequisite: IND 2420 or department permission.</td>
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<tr>
<td>IND2420</td>
<td>Mechanical Systems for Kitchen and Bath</td>
<td>Spring</td>
<td>3.00 - 4.00</td>
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<td>An important element of kitchen and bathroom design is function. The proper planning of mechanical systems (electrical, heating/ventilation/cooling, lighting and plumbing) will make the spaces safe and efficient. Lab fee required. Prerequisite: EGN 1111C or IND 1404C or equivalent. Prerequisite or corequisite: IND 2411.</td>
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<tr>
<td>IND2421</td>
<td>Equipment and Materials for Kitchen and Bath</td>
<td>Summer</td>
<td>3.00 - 4.00</td>
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<td>In this course students will demonstrate the mastery of design principles and technical skill sets acquired throughout the Kitchen and Bath Certificate program on a comprehensive project. The capstone project shall exhibit the highest levels of problem-solving, design development according to the National Kitchen and Bath Association (NKBA) standards and the knowledge of specialized kitchen and bath products, appliances, equipment and materials. An emphasis will be placed on safety and function. Prerequisites: EGN 1111C or IND 1404C and IND 2201, IND 2309, IND 2402. Prerequisites or corequisites: IND 2411 and IND 2420.</td>
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<tr>
<td>IND2461</td>
<td>Building Systems</td>
<td>Fall, Summer</td>
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<td>This course dissects critical building systems and their effect on the built environment. Structural design, mechanical, electrical and plumbing systems as well as indoor air quality and acoustics will be discussed. Lectures, field trips and guest speakers are included to stress the importance of collaboration between the related fields of interior design, construction and engineering. Prerequisites: IND 1233C, IND 1404C and (IND 1422 or IND 1488).</td>
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<tr>
<td>IND2462</td>
<td>Revit for Interior Applications</td>
<td>Fall, Spring, Summer</td>
<td>3.00 - 4.00</td>
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<td>In this introductory course students will learn the basic methodology of parametric systems using Revit software technology for interior applications. Three-dimensional projects will be created and rendered with a variety of materials, light sources, color and other graphic variations. Prerequisite: ETD 1320C or IND 2460C.</td>
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<tr>
<td>IND2463</td>
<td>Introduction to 2020 Software</td>
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Summer 3.00 Credits - 3.00 Hours

This course will introduce the kitchen and bath design student to the latest industry standard software. The student will learn basic commands and functions for use with two-dimensional drawings such as floor plans and elevations. Lab fee required. Prerequisite: ETD 1320C or IND 2460C or equivalent.

IND2484C Construction Documents

Fall, Spring 3.00 Credits - 4.00 Hours

This studio course focuses on the preparation of comprehensive, computer-generated sets of construction drawings. Emphasis will be placed on the technical aspects of residential and commercial structures, building systems and specifications. Students will further develop basic two-dimensional drafting using AutoCAD software within the course. Lab fee required. Prerequisites: ETD 1320C, IND 1935C and IND 2012.

IND2500 Professional Principles and Practices of Interior Design

Fall, Spring 3.00 Credits - 3.00 Hours

Specialized information will be presented on establishing and maintaining a successful interior design business with emphasis on resume writing, cover letters, development of an individual business and preparation of a bank loan. Students must complete this course with a grade of "C" or higher. Lab fee required. Prerequisite: Student must have completed 12 or more college credits in an interior design program or department consent required.

IND2523 Portfolio Review

Spring, Summer 1.00 Credit - 2.00 Hours

This course prepares the advanced student for entering the workforce and interviewing with prospective employers. Students will create an electronic portfolio of previously completed residential and commercial projects. Career development and job search seminars are included in the course. Emphasis is placed on professional level graphic techniques and oral communication skills. This course must be completed with a grade of "C" or higher. Lab fee required. Prerequisite or corequisite: IND 2221.

IND2622 Sustainability in the Built Environment

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course will expose students to the impact of buildings on natural resources and the environment. Weekly lessons will cover sustainable rating systems, as well as modules in water efficiency, energy conservation measures, indoor environmental quality, and materials and resources. Sustainable best practices and standards will be emphasized.

IND2930 Selected Studies in Interior Design

Offered as Needed 3.00 Credits - 3.00 Hours

This course is scheduled for students who wish to explore topics, emerging trends and/or technologies currently impacting the interior design profession. Coursework is presented in group instruction. Variable content depending upon the specialized topic in which student is enrolled.

IND2931 Selected Studies in Interior Design

Offered as Needed 1.00 Credit - 1.00 Hour

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration.

IND2932 Selected Studies in Interior Design

Offered as Needed 2.00 Credits - 2.00 Hours

In this course topics of current interest are presented in group instruction.
IND2941  Cooperative Education Internship in Interiors

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

IND2942  Cooperative Education Internship in Interiors

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

IND2946  Cooperative Education Internship in National Kitchen and Bath Design

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement, permission from the Career Development Center and Center for Architecture and Interior Design.

IND2947  Cooperative Education Internship in National Kitchen and Bath Design

Fall, Spring, Summer  4.00 Credits - 4.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement, permission from the Career Development Center and Center for Architecture and Interior Design.
Architecture and Interior Design.

IND2949  Cooperative Education Internship in Interiors
Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center and Center for Architecture and Interior Design.

IND2950  Travel Study in Architecture and Interior Design
Offered as Needed 3.00 Credits - 3.00 Hours
A global, multi-cultural experience has become an increasingly vital part of a student’s education. This study abroad course provides students with opportunities to explore significant international historical and contemporary sites. Students are exposed to the cultural influences of architecture, construction methodologies and interior design. Lectures and coursework are complemented by walking tours led by experienced faculty and guest professionals. Students must be 18 years of age on or before departure.

IND2951  Service Learning Project
Fall, Spring 3.00 Credits - 4.00 Hours
In this course students will explore emerging trends in the commercial interior design field while completing a studio-based project. Emphasis will be placed on the design process, including programming, conceptual design and design development. Adherence to life safety codes and the selection and specifications of commercial grade interior finishes, finishing and equipment will be stressed. Students must complete this course with a grade of “C” or higher to advance to the next level studio. Lab fee required.

IND3413  Integrated Practicum
Fall, Spring 3.00 Credits - 4.00 Hours
This course is designed to prepare the interior design
student to provide comprehensive hand-drafting solutions in timed applications. In-class exercises in accessible restrooms, egress, life-safety, building systems, millwork and timed space planning will be incorporated.

IND3440  Furniture Design

Fall  3.00 Credits - 3.00 Hours

This studio course focuses on the study of furniture and case goods with an emphasis on materials, structural considerations, human factors, ergonomics, function and style. Students will be guided through the process of design to create functional and unique furnishings. Field trips to local furniture/millwork fabricators will enhance the learning experience.

IND3495  Lighting Design Applications

Fall  3.00 Credits - 3.00 Hours

This advanced study of lighting applications explores both the technical aspects and behavioral factors of lighting design. Special emphasis will be placed on lighting profiles, calculations, evaluation and specification of various lighting sources and fixtures. Emphasis will be placed on emerging technologies and sustainable design solutions. Course content is a combination of lectures and projects. Guest speakers and field trips will be scheduled to enhance class lectures.

IND3643  Advanced Building Codes and Accessibility

Spring  3.00 Credits - 3.00 Hours

This advanced building codes course will further investigate the local and national building codes as well as the accessibility code. Students will learn how to navigate the online building codes and apply them to design projects and scenarios.

IND3930  Advanced Selected Studies in Interior

Design

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This advanced course is scheduled for students who wish to explore topics, emerging trends and/or technologies currently impacting the interior design profession. Coursework is presented in group instruction. Variable content depending upon the specialized topic in which student is enrolled.

IND3950  Advanced Travel Study in Architecture and Interior Design

Offered as Needed  3.00 Credits - 3.00 Hours

A global, multi-cultural experience has become increasingly vital part of the student’s education. This advanced study abroad course provides students with opportunities to explore significant international historical and contemporary sites. Students are exposed to the cultural influences of architecture, construction methodologies and interior design. Lectures and coursework are complemented by walking tours lead by experienced faculty and guest professionals. Students must be 18 years of age on or before departure.

IND3953  Advanced Service Learning Project-Comprehensive

Offered as Needed  6.00 Credits - 6.00 Hours

In collaboration with the construction and engineering programs, senior level students will have an opportunity to apply knowledge acquired from his or her coursework to real-world projects. Interdisciplinary teams will be presented with a humanitarian problem to solve that will address community needs such as the health, safety or the environment. Service learning projects will vary and may require international travel as part of the experiential learning experience.

IND3954  Advanced Service Learning Project

Offered as Needed  3.00 Credits - 3.00 Hours
In collaboration with the construction and engineering programs, students will have an opportunity to apply knowledge acquired from his or her coursework to real-world projects and assume a leadership role in the assigned interdisciplinary teams. Teams will be presented with a humanitarian problem to solve that will address community needs such as the health, safety or the environment. Service learning projects will vary and may require international travel as part of the experiential learning experience.

**IND4242C  Studio VI: Capstone Studio**

*Spring, Summer*  
3.00 Credits - 4.00 Hours

This course is an advanced capstone studio that takes the student through the steps of the design process in both an individual and team approach. Emphasis will be placed on programming, schematic design and design development through an evidence-based design approach. Lectures will coincide with field trips and design professionals will participate in the critique process. This course must be completed with a grade of “C” or higher. Lab Fee Required. Prerequisite: IND 3245C (completed with a “C” or higher).

**IND4274  Designing for a Diverse Population**

*Spring*  
3.00 Credits - 3.00 Hours

This course addresses a variety of diverse populations such as aging, special needs or autism to create an inclusive built environment. Cultural diversity will also be discussed and applied to a design project. Universal design and barrier-free design will be incorporated into class lectures and exercises. Field trips and guest speakers will be scheduled to enhance lectures.

**IND4520  Senior Portfolio for the Interior Designer**

*Spring, Summer*  
1.00 Credit - 2.00 Hours

Using the latest digital technologies and software, students will learn essential employability skills in creating a digital portfolio for prospective employers and clients. Topics such as digital photography, importing images and creating a website will be explored. This senior course must be completed with a grade of “C” or higher. Corequisite: IND 4242.

**IND4611  Applied Sustainable Design Principles**

*Fall*  
3.00 Credits - 3.00 Hours

A studio-based format and integrated design approach will apply the sustainable design principles for adaptive use in commercial built environments. Students will also develop an understanding of the various sustainable building certifications and the required documentation process to achieve certification. Lectures, field trips and guest lecturers will reiterate the importance of sustainable design and development. Design professionals will participate in the critique process.

**IND4948  Senior Interior Design Internship**

*Fall, Spring, Summer*  
2.00 Credits - 2.00 Hours

Prior to graduation, students must successfully complete an internship with an approved interior design-related firm. Students must complete a minimum of 300 hours of an on-the-job internship experience.

**INP2002  Introduction to Industrial Psychology**

*Spring*  
3.00 Credits - 3.00 Hours

This course applies psychological principles to individual and group functioning in organizational settings. Major topics include employee selection, motivation, job satisfaction, leadership and performance evaluation. This course partially satisfies the writing requirement of S.B. E. 6A-10.030. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.

**INR2002  International Relations**

*Fall*  
3.00 Credits - 3.00 Hours

This course is an introduction to major issues and
theories of world politics. Topics include state and non-state actors, the nature of power, causes of war and peace, terrorism, international organizations, finance and trade, economic development, globalization, human rights and environmental concerns. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

INR2002H  Honors International Relations

Fall  3.00 Credits - 3.00 Hours

This course is an introduction to major issues and theories of world politics. Topics include state and non-state actors, the nature of power, causes of war and peace, terrorism, international organizations, finance and trade, economic development, globalization, human rights and environmental concerns. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Acceptance into Honors program and eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

INR2930  Selected Studies in International Relations

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed for those students studying specialized topics in the area of international politics.

INR2931  Selected Studies in International Relations

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course is designed for those students studying specialized topics in the area of international politics.

INR2932  Selected Studies in International Relations

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed for those students studying specialized topics in the area of international politics.

INR2950  Travel/Study in International Relations

Offered as Needed  3.00 Credits - 3.00 Hours

A travel/study course combining preparation on campus, foreign travel and study abroad in the discipline of international relations. Variable content depending on the program in which the student enrolls and the specific topics to be covered. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Students must be 18 years of age on or before departure. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.

INR4531  Economics and Politics of the EU

Spring  3.00 Credits - 3.00 Hours

This course discusses the history, process and institutions of the European economic and political integration. The first part focuses primarily on the EU member states. It starts with the historical institutional forerunner, sketching the early history of integration. The second part examines the European Union as such. Institutions are introduced and the decision-making processes are reviewed. The third part uses the basic historical and institutional knowledge to discuss issues of European integration. The development of the European monetary union and the introduction of a single European currency will be used to analyze the financial changes involved in European economic and political integration. The fourth part represent the effort to explain European integration and its actors. Using the conflict lines of European debate, the major approaches towards integration in politics, economics and ideology are introduced. The course will conclude with an analysis of European-US trade relations, the
impact on the US economy, businesses and governmental institutions.

ISC1932  Science Seminar - Research
Fall  1.00 Credit - 1.00 Hour

The purpose of this course is to expose students to some of the different types of research being done in the Central Florida area and the way by which research is presented in a scientific context. Each student will write and present a research paper on an approved science topic. Prerequisite: Acceptance into the Science Diploma program.

ISC1933  Science Seminar - Careers
Spring  1.00 Credit - 1.00 Hour

This course will focus on careers in science. Various scientific professionals from the community will present information about their work followed by a question and answer period. Research into a variety of scientific careers will be required. Prerequisite: Acceptance into the Science Diploma Program.

ISC1937  Science Seminar - Environmental
Summer  1.00 Credit - 1.00 Hour

The purpose of this course is to expose students to the relationship between science and the environment. Students will be required to participate in field trips and/or service projects. Prerequisite: Acceptance into the Science Diploma Program.

ISC2215  Applications of Calculus I
Offered as Needed  1.00 Credit - 1.00 Hour

This course is team-taught with various science-based faculty. How concepts from Calculus are applied to various technical (science and engineering) fields will be examined. Corequisite: MAC 2311.

ISC2216  Applications of Calculus II
Fall  1.00 Credit - 1.00 Hour

This course is team-taught with various science-based faculty. How concepts from Calculus II are applied to various technical (science and engineering) fields will be examined. Corerequisite: MAC 2312.

ISC2910H  Honors Introduction to STEM Research
Fall, Spring, Summer  1.00 Credit - 1.00 Hour

The course is designed to provide students with a basic understanding of what scientific research is and the principles on which it is based. The student will discover their interests in science, technology, engineering or math and learn how to identify problems to study, develop hypotheses, research questions and specify independent and dependent variables or the importance of research ethics. The student will also be exposed to the broad range of research institutes in Central Florida. Prerequisite: Acceptance into Honors program or permission from the Honors Director.

ISC2911H  Honors STEM Research
Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course provides opportunities for students to carry out research in any area of science, technology, engineering or mathematics on problems under investigation by institutions in the Central Florida area, provided that adequate facilities can be obtained. The student must review pertinent literature, carry out an approved plan and submit a formal final communication. Prerequisite: ISC 2910H and acceptance into Honors program or permission from the Honors Director.

ISC2930  Selected Studies in the Earth Sciences
Offered as Needed  3.00 Credits - 3.00 Hours

In this course topics of current interest in interdisciplinary earth sciences are presented in group
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<th>Course Code</th>
<th>Course Title</th>
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<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ISM3011C</td>
<td>Essentials of Management Information Systems</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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<tr>
<td>ISM3013</td>
<td>Using and Managing Business Information Systems</td>
<td>Fall, Spring, Summer</td>
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<tr>
<td>ISM3011C</td>
<td>Information Systems Analysis and Design</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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This course covers the management and use of information technology (IT) in organizations with an emphasis on how management information systems impact business operations and decision-making. The impact of management information systems on business strategy and initiatives will be explored within an entrepreneurial, global context. Topics will include ethical and social issues, hardware and software, applications, networking, databases and telecommunications. Prerequisite: CGS 2100C.

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<th>Course Code</th>
<th>Course Title</th>
<th>Offered</th>
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<th>Hours</th>
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<tbody>
<tr>
<td>ISM3013</td>
<td>Using and Managing Business Information Systems</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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<tr>
<td>ISM3113</td>
<td>Information Systems Analysis and Design</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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Course topics include the structured design and development of information systems. Quality control, security and testing will be emphasized in the information systems lifecycle. Prerequisites: COP 1000 (or higher level computer programming course) and CET 1179 and COT 3103 or ISM 3011C.

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<th>Hours</th>
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<tr>
<td>ISM3113</td>
<td>Information Systems Analysis and Design</td>
<td>Fall, Spring, Summer</td>
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<tr>
<td>ISM3424</td>
<td>Business Modeling Using Simulation</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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This course involves the development of simple high-level models and then progresses to advanced modeling and analysis. Statistical design and analysis of simulations is integrated into the course. Prerequisites: ISM 4431, ISM 3011C, MAC 2233 or higher level MAC course, OST 2852C and STA 2023 or higher level Statistics course.

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<th>Hours</th>
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<tr>
<td>ISM3424H</td>
<td>Honors Business Modeling using Simulation</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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<tr>
<td>ISM4153</td>
<td>Introduction to Enterprise Processing Environments</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
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</table>

This course involves the development of high-level models to simulate businesses in that process. The class then progresses to advanced modeling and the analysis of simulations is integrated into the course. The purpose of the course is to provide students with the skills and tools required to accomplish valid business simulations useful for analysis and prediction. The Honors class will take more complex business processes and map them using software modeling simulation and explore process improvements and associated cost reductions. Modeling techniques learned from this class will be expected to be demonstrated in the final capstone class. The Honors version of this course will go beyond the standard course by addressing statistical analysis of output from terminating simulations. This output analysis will accomplish statistical comparisons of model variations called scenarios. Prerequisites: ISM 4431, ISM 3011C, MAC 2233 or higher level MAC course, OST 2852C, STA 2023 or higher level Statistics course, acceptance into the Honors program and cumulative G.P.A. of 3.5 or higher.
This course is an introduction to Enterprise Resource Planning (ERP) systems emphasizing integrated strategy for management and integration of information among organizations, suppliers and customers. Prerequisite: ISM 3011C.

**ISM4212C  Database Management Systems**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course will introduce students to the basic concepts for designing, using and implementing database systems, including relational models, security design concurrency, integrity design and design recovery issues (i.e., how to recover data, how to recover systems in the proper sequence from a business viewpoint and how to architect a system) and query interfaces. Prerequisite: ISM 3011C.

**ISM4221  Business Data Communications**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

The following topics will be covered in this course: fundamentals of data communications, communications media, servers, data center concepts, cloud computing, communications equipment, data transmission, communication protocols, network concepts, wide area and local area networks, communications services, Internet concepts and capabilities and data communications management. Prerequisite: ISM 3011C.

**ISM4300  Information Systems Operations Management**

**Fall, Summer  3.00 Credits - 3.00 Hours**

This course covers management processes and procedures for planning, implementation and operation of information systems with an emphasis on operational management. The course stresses the relationship between the strategic and operational planning of information systems. Prerequisites: CNT 4504 and ISM 3113.

**ISM4300H  Honors Information Systems Operations Management**

**Fall, Spring  3.00 Credits - 3.00 Hours**

This course covers management processes and procedures for planning, implementation and operation of information systems with an emphasis on operational management. The course stresses the relationship between the strategic and operational planning of information systems. Prerequisites: CNT 4504 and ISM 3113 and acceptance into the Honors program.

**ISM4314  Project Management**

**Fall, Spring  3.00 Credits - 3.00 Hours**

This course is a study of the project management of information systems from conception to implementation and the eventual transition to operational support. Includes resource and time management techniques, project proposal preparation and evaluation, quality control, testing and operational support planning. Prerequisites: ISM 3113 or (ISM 3011C and OST 2852C for BIM students only).

**ISM4420  Knowledge Management: Techniques and Practices**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

Knowledge Management (KM) is a discipline that promotes an integrated approach to identifying, capturing, sharing and evaluating an enterprise’s information and knowledge assets. This course reviews and discusses existing enabling technologies in KM and new, emerging KM technologies and practices. Such technologies are presented in the context of emerging Internet, data mining, e-commerce and enterprise computing applications. Prerequisite: ISM 3011C.

**ISM4431  Business Process Management Systems**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**
This course introduces the latest advances in business process technologies and management such as business process planning, business process requirements analysis, business process modeling, workflow system design and implementation. The course will emphasize both theoretical issues and hands-on experiences in business process management. Prerequisites: GEB 3213, ISM 3011C and MAC 2233 or higher level MAC course.

**ISM4881  Capstone Project**

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is a culminating experience for majors involving a substantive project that demonstrates a synthesis of learning accumulated in the major, including broadly comprehensive knowledge of the discipline and its methodologies. Senior standing required. This capstone course must be completed with a grade of "C" or higher. Prerequisites: BIM-BS program plan and FIN 3403, GEB 3213, ISM 3011C, ISM 3424, ISM 4153, ISM 4314.

**ISM4881H  Honors Capstone Project**

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is a culminating experience for majors involving a substantive project that demonstrates a synthesis of learning accumulated in the major, including broadly comprehensive knowledge of the discipline and its methodologies. Senior standing required. This capstone course must be completed with a grade of "C" or higher. Prerequisites: BIM-BS program plan and FIN 3403, GEB 3213, ISM 3011C, ISM 3424, ISM 4153, ISM 4314.

**ISS2012  Global Perspectives Pre-U Independent Research II AICE A-Level**

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is granted to students with passing scores of A, B, C, D or E on the Cambridge AICE British (Level A) exam.

**ISS2941  Cooperative Education Internship in Social Science**

Offered as Needed  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**ISS2942  Cooperative Education Internship in Social Science**

Offered as Needed  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic
program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

ITA1930  Italian Language and Culture AP
Offered as Needed  3.00 Credits - .00 Hours
Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Italian Language and Culture.

ITA1931  Italian Language and Culture AP
Offered as Needed  3.00 Credits - .00 Hours
Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Italian Language and Culture.

ITA1944  Italian IB
Offered as Needed  3.00 Credits - .00 Hours
Credit for this course is granted to students scoring a 4 on the International Baccalaureate (IB) exam in Italian.

ITA1945  Italian IB
Offered as Needed  3.00 Credits - .00 Hours
Credit for this course is granted to students scoring 5-7 on the International Baccalaureate (IB) exam in Italian.

JOU1100  Journalism I
Fall, Spring  3.00 Credits - 3.00 Hours
This course provides basic instruction in reporting techniques, news and feature writing, editorial writing, page makeup and layout and other mechanics of newspaper production. Ethics, responsibilities and laws of the press are stressed. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101. Corequisite: JOU 1420L.

JOU1200  Newspaper Editing
Fall, Spring  3.00 Credits - 3.00 Hours
This course focuses on the principles of format and layout design, copy editing, headline writing and print media style. Students will write articles, edit and design a news publication with Journalism I students. Prerequisite: JOU 1100.

JOU1343  Convergent Journalism
Fall, Spring  3.00 Credits - 3.00 Hours
This course focuses on writing and producing across media. Essentially, it teaches students how to tell stories in a more engaging way with converged media - using multiple mediums simultaneously to create a stronger story. The program also focuses on training students to report, produce and disseminate news by using new media platforms, such as tablet apps and social media. Prerequisites: RTV 1201C, RTV 1240. Corequisite: DIG 1105C.

JOU1420L  College Newspaper I Lab
Fall, Spring  1.00 Credit - 3.00 Hours
This course covers the practical application of newsgathering, writing, editing, layout, graphic and photographic skills and journalistic knowledge and judgment in the production of multiple issues of the student newspaper, which also serves as a forum of opinion and a medium of information for the College community. Corequisite: JOU 1100.
This course covers the practical application of newsgathering, writing, editing, layout, graphic and photographic skills and journalistic knowledge and judgment in the production of multiple issues of the student newspaper, which also serves as a forum of opinion and a medium of information for the College community. Prerequisite: JOU 1100.

JOU1400L College Magazine Lab

Applying the principles of good editing, typography, dynamic layout and design and thematic coherence, the magazine staff presents the prose, poetry, art and photography selected by the editorial board (Creative Writing II class) in an attractive publication for distribution throughout the College.

JOU1410L College Magazine II Lab

Applying the principles of good editing, typography, dynamic layout and design and thematic coherence, the magazine staff presents the prose, poetry, art and photography selected by the editorial board (Creative Writing II class) in an attractive publication for distribution throughout the College. Lab fee required. Prerequisite: JOU 1440L.

JOU1602 Introduction to Photojournalism

This course provides students with a comprehensive understanding of the ethical and practical demands of photojournalism. The course covers the basics of camera operation and photo enhancement software as well as image composition and selection. Students will be responsible for producing a body of work suitable for publication and will be required to complete a variety of assignments by attending various community events. Corequisites: ENC 1101 and JOU 1602L.

JOU1602L Introduction to Photojournalism Laboratory

This course is the laboratory component of JOU 1602 Introduction to Photojournalism. Lab fee required. Corequisites: ENC 1101 and JOU 1602.

JOU2103 News Reporting

This course focuses on in-depth news reporting and writing for print, web, radio and television. It teaches students the nature of news in a changing media landscape, and it equips them with reporting tools and techniques for effective storytelling while writing for specific media. While focusing on basic stories and specialized reporting, this course also introduces students to media law and ethics as they relate to the rights and responsibilities of a journalist in a democratic society. Prerequisite: JOU 1100. Corequisite: JOU 1420L.

JOU2321 Broadcast Journalism

This course focuses on writing news for radio and television, and it emphasizes how the selection criteria for radio and television news differ from those of print news. It teaches students how to prepare radio and television news copy as well as explains the guidelines for using social media as a source of content in a newsroom. Prerequisites: RTV 1201C, RTV 1240 and DIG 1105C.

JOU2330 Features and Specialized Writing

This course explores the craft of writing that makes reporting come alive to readers by exploring feature writing techniques and philosophies. Students will learn the basics of feature writing, understand the defining characteristics of various types of specialized
writing and learn how to sell freelance stories to media outlets. Prerequisite: JOU 1100. Corequisite: JOU 1420L.

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<td>JOU2422L</td>
<td>College Newspaper III Lab</td>
<td>Fall, Spring</td>
<td>1.00</td>
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<td>This course covers the practical application of newsgathering, writing, editing, layout, graphic and photographic skills and journalistic knowledge and judgment in the production of multiple issues of the student newspaper which also serves as a forum of opinion and medium of information for the College community. Prerequisite: JOU 1421L.</td>
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<tr>
<td>JOU2423L</td>
<td>College Newspaper IV Lab</td>
<td>Fall, Spring</td>
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<tr>
<td>JOU2442L</td>
<td>College Magazine III Lab</td>
<td>Fall, Spring</td>
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<td>Applying the principles of good editing, typography, dynamic layout and design and thematic coherence, the magazine staff presents the prose, poetry, art and photography selected by the editorial board (Creative Writing II class) in an attractive publication for distribution throughout the College. Lab fee required. Prerequisite: JOU 1441L.</td>
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<tr>
<td>JOU2443L</td>
<td>College Magazine IV Lab</td>
<td>Fall, Spring</td>
<td>1.00</td>
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<td>Applying the principles of good editing, typography, dynamic layout and design and thematic coherence,</td>
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the magazine staff presents the prose, poetry, art and photography selected by the editorial board (Creative Writing II class) in an attractive publication for distribution throughout the College. Lab fee required. Prerequisite: JOU 2442L.

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<td>JOU2930</td>
<td>Selected Studies in Journalism</td>
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<td>In this course topics of current interest are presented in group instruction.</td>
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<tr>
<td>JOU2941</td>
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<td>This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.</td>
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<tr>
<td>JOU2942</td>
<td>Cooperative Education Internship in Journalism</td>
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<td>2.00</td>
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earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**JOU2949   Cooperative Education Internship in Journalism**

*Offered as Needed*  
3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**JPN1930   Japanese Language and Culture AP**

*Offered as Needed*  
3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Japanese Language and Culture.

**LAD2020   Latin American History**

*Fall, Spring, Summer*  
3.00 Credits - 3.00 Hours

This course will cover the history of Latin America from 1492 to the present, emphasizing the multi-racial origins of Latin American countries, the development of political institutions, the relationship between Latin America and the U.S.A. and the response of modern Latin America to the challenges of democracy and economic development. This course partially satisfies the writing requirement of S.B.E. 6A-10.030.  
Prerequisite or corequisite: ENC 1101 or ENC 1101H.

**LAT1230   Latin IB**

*Offered as Needed*  
3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the International Baccalaureate (IB) examination in Latin.

**LAT1231   Latin IB**

*Offered as Needed*  
3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the International Baccalaureate (IB) examination in Latin.

**LDR3332   Management and Leadership Development**

*Fall, Spring, Summer*  
3.00 Credits - 3.00 Hours

This course introduces the business student to the prominent theories and philosophies affecting management and leadership. Through an
interdisciplinary lens, students learn the differences between management and leadership and acquire the skills necessary to develop leadership and management styles. The curriculum provides a strong foundation for adding value to an organization by applying management and leadership theory within a practical setting. Prerequisite: GEB 3213.

* LEO0309C Instructor Techniques

Offered as Needed 2.13 Credits - 64.00 Hours

This is an advanced/specialized training course for law enforcement or corrections officers. The Instructor Techniques Course was organized and developed to enhance the criminal justice officer’s knowledge, skills, and ability to provide efficient and effective training to fellow criminal justice personnel in skill or subject areas dictated by local need. Students should have successfully completed the basic recruit training course or have been exempted and possess sufficient experience and background in the area of public or community relations to have mastered the standard core of knowledge. Officers who successfully complete the Florida General Instructor course may apply this course toward satisfying their mandatory retraining requirement per Florida statutes. Enrollment is limited. Contact your training officer to reserve a seat or call Seminole State College at 407.708.2187. For a complete schedule of advanced training classes log onto: www.seminolestate.edu/criminaljustice (under Advanced Training.)

* LEO0323C Speed Measurement

Offered as Needed 1.33 Credits - 40.00 Hours

This is an advanced/specialized training course for law enforcement or corrections officers. This course is designed for the law enforcement officer whose duties include speed enforcement to improve the officer’s effectiveness in speed enforcement through proper and efficient use of police traffic radar and laser speed measurement devices. Students should have successfully completed the basic training course or have been exempted and possess sufficient experience and background to meet the standard core of knowledge. Officers who successfully complete this course may be eligible for salary incentive payments or may apply this course toward satisfying their mandatory retraining requirements per Florida Statutes. You are required to bring your Department Radar Unit to class.

* LEO0327 Narcotics and Dangerous Drugs

Offered as Needed 1.33 Credits - 40.00 Hours

This is an advanced/specialized training course for law enforcement or corrections officers. This course is part of the Criminal Justice Standards and Training Commission’s approved Advanced Training Program. It is one in a series of non-sequential general or specialized career skills training programs. Courses in the Advanced Training Program are designed to enhance an officer’s knowledge, skills, and abilities for the job he or she performs. This 40-hour course is designed to introduce the concepts involved in the identification and investigation of narcotics and other controlled substances. It is geared towards Investigators. Students should have successfully completed the basic training course or have been exempted and possess sufficient experience and background to meet the standard core of knowledge. Students successfully completing this course may be eligible for salary incentive or meeting mandatory retraining requirements. Note: this course was updated in 2005. If this course was taken for salary incentive prior to April 2005, officers will not receive additional salary incentive. The course (number 016) remained the same even though the materials were updated.

* LEO0338 Breath Test Operator

Offered as Needed .53 Credits - 16.00 Hours

The student will learn the role of a breath test operator as it relates to obtaining and analyzing breath samples
during the breath test and obtain and maintain a Breath Test Operator permit.

* LEO0339  Breath Test Operator Renewal

Offered as Needed  .13 Credits - 4.00 Hours

The student will review the role of a breath test operator as it relates to obtaining and analyzing breath samples during the breath test and how to obtain and maintain a Breath Test Operator permit.

* LEO0349  School Resource Officer Training

Offered as Needed  1.33 Credits - 40.00 Hours

School Resource Officer Training

* LEO0359  Advanced Report Writing

1.33 Credits - 40.00 Hours

This is an advanced/specialized training course for law enforcement or corrections officers. This course is part of the Criminal Justice Standards and Training Commission’s approved Advanced Training Program. It is one in a series of nonsequential general or specialized career skills training programs. Courses in the Advanced Training Programs are designed to enhance an officer’s knowledge, skills, and abilities for the job he or she performs. This course is one of FDLE’s advanced courses and is designed for the patrol officer, rookie officers, field service officers, patrol first-line supervisors, and anyone else experiencing report writing difficulties. This course will consist of classroom writing of police narratives as well as focusing on FDLE standards of effective police reporting, grammar skills, and narrative writing. Each student will be required to bring a dictionary, numerous writing pens, and paper to complete their narratives. Students should have successfully completed the Basic LE Training Course or have been exempted and possess sufficient experience and background to meet the standard core of knowledge. Students successfully completing this course may be eligible for salary incentive or meeting mandatory retraining requirements.

* LEO0426  Parking Enforcement Specialist

Offered as Needed  .53 Credits - 16.00 Hours

The Parking Enforcement Specialist Course is approved by the Criminal Justice Standards and Training Commission and the Florida Department of Law Enforcement as prescribed by s. 316.640, Florida Statutes. This course is for non-sworn persons who are employed by police and sheriff’s departments to provide for the development of knowledge and skills required to fulfill the responsibilities and duties of a Parking Enforcement Specialist. Even though successful completion of this course is required to perform the duties of Parking Enforcement Specialist, the Commission does not certify these individuals. This training may be presented at local agencies or at a certified training school. This 40-hour course consists of five major topic areas: legal, traffic, interpersonal, vehicle operations and communications.

* LEO0430  Breath Test Operator Agency Inspector

Offered as Needed  .80 Credits - 24.00 Hours

This is an advanced/specialized training course for law enforcement or correction officers. During this 24-hour course, the student will learn to identify the instruments and equipment used in conducting an agency inspection. The student will be taught how to follow the procedures listed on FDLE/ATP Form 16 Agency Inspection Procedures and to correctly perform the agency inspection. The student will be able to prepare the instrument, alcohol reference solution(s) and reference sample device(s) (simulators), inspect the instrument and distribute the agency inspection reports to designated agencies. Upon completion of this lesson, the student will be able to review the completed FDLE/ATP Form 13 Breath Test Log, check it for completeness, have omissions corrected and state the requirements for maintaining this document. This is a specialized training course which can be used to satisfy mandatory retraining only. It is not applicable for salary incentive.

* LEO0438  CMS First Aid Instructor Course
Offered as Needed 1.33 Credits - 40.00 Hours

CMS First Aid Instructor Course

* LEO0456  CMS Field Training Officer

Offered as Needed 1.33 Credits - 40.00 Hours

This is an advanced/specialized training course for law enforcement or corrections officers. This course is part of the Criminal Justice Standards and Training Commission’s approved Advanced Training Program. It is one of a series of non-sequential career skills training programs. Courses in the Advanced Training Program are designed to enhance an officer’s knowledge, skills and abilities for the job he or she performs. The FTO course is designed to introduce the criminal justice officer to all aspects of field training and evaluation programs modeled after the San Jose, California Police Department program established in the 1970s and widely emulated in many Florida criminal justice agencies. Five hours of elective topics have been provided in this course to allow for variations of interest and need. This variable five-hour elective topic block may be used to expand one or more of the existing core topic areas, to add one or more of the suggested commission-approved elective topic areas or to add alternative elective topic areas. The alternative elective topic areas selected should reflect local needs. Students should have successfully completed the basic recruit training course or have been exempted and possess sufficient experience and background to meet the standard core of knowledge. In addition, students should hold a position for which task performance may be enhanced with the completion of this course. Officers successfully completing the Field Training Officer course may be eligible for salary incentive payments or may apply this course toward satisfying their mandatory retraining requirements per Florida Statutes.

* LEO0463  CMS Defensive Tactics Instructor

Offered as Needed 2.67 Credits - 80.00 Hours

This is an advanced/specialized training course for law enforcement or corrections officers. The 80-hour Law Enforcement Defensive Tactics Instructor course was organized and developed to enhance the knowledge, skills and abilities of an individual to provide efficient and effective basic recruit driving training to criminal justice personnel. It was based on the premise that the primary objective of the law enforcement basic recruit driver training instructor is to alert students to the responsibilities of safe and efficient vehicle operation both in stressful conditions and during patrol activities. This course is part of the Criminal Justice Standards and Training Commission’s approved Specialized Training Program and is designed to accommodate a maximum of 15 students per class. The size limitation is to ensure that each student has the appropriate amount of time to complete the mini-teaching exercise and practical driving exercises. Students are required to successfully complete all of the following courses prior to attending this course: 1) Instructor Techniques Course or have been exempted based on Rule IIB-20, Florida Administrative Code and 2) General Facilitator’s Training Transition Course.

* LEO0462  CMS Vehicle Operations Instructor

Offered as Needed 1.33 Credits - 40.00 Hours

This is an advanced/specialized training course for law enforcement or corrections officers. The Law Enforcement Vehicle Operation Instructor course was organized and developed to enhance the knowledge, skills and abilities of an individual to provide efficient and effective basic recruit driving training to criminal justice personnel. It was based on the premise that the primary objective of the law enforcement basic recruit driver training instructor is to alert students to the responsibilities of safe and efficient vehicle operation both in stressful conditions and during patrol activities. This course is part of the Criminal Justice Standards and Training Commission's approved Specialized Training Program and is designed to accommodate a maximum of 15 students per class. The size limitation is to ensure that each student has the appropriate amount of time to complete the mini-teaching exercise and practical driving exercises. Students are required to successfully complete all of the following courses prior to attending this course: 1) Instructor Techniques Course or have been exempted based on Rule IIB-20, Florida Administrative Code and 2) General Facilitator’s Training Transition Course.

* LEO0478  Instructor Refresher Course
Offered as Needed  .27 Credits - 8.00 Hours

This course is part of the Criminal Justice Standards and Training Commission’s approved Specialized Training Program. It is one of a series of non-sequential general career skills training courses. Courses in the Specialized Training Program are designed to enhance an officer’s knowledge, skills and abilities for the job he or she performs. The Instructor Techniques Refresher course was organized and developed to provide refresher training for instructors who have allowed their certification to expire or have not taken the Commission’s Instructor course within the previous four years. The course provides a refresher of the instructor’s knowledge, skills, and ability to provide efficient and effective training to fellow criminal justice personnel in those skill or subject areas dictated by local need.

* LEO0480  Advanced Law Enforcement Vehicle Operations Course

Offered as Needed  .53 Credits - 16.00 Hours

This is an advanced/specialized training course for law enforcement or corrections officers. Courses in the Advanced Training Program are designed to enhance an officer’s knowledge, skills and abilities for the job he or she performs. In this 16-hour course, the student will understand the advantages of the Precision Immobilization Technique, preferred and non-preferred locations to conduct a P.I.T., steps to executing a proper P.I.T. and circumstances under which a P.I.T. may and may not be utilized. The student will understand the Seminole County Sheriff’s Office policy governing the use of the P.I.T.

* LEO0481  Speed Measurement Instructor

Fall, Spring, Summer  1.33 Credits - 40.00 Hours

This specialized instructor course provides the required training an officer must have to apply for an Instructor Certification in Speed Measurement. Students must possess a General Instructor Certification or be eligible for and apply for the General Instructor Certification at the same time as the Speed Measurement Instructor Certification. Students must be currently certified speed measurement operators with three (3) years’ experience.

* LEO0482  Spanish for Criminal Justice Professionals

Offered as Needed  1.33 Credits - 40.00 Hours

This course will provide non-Spanish speaking criminal justice professionals with the basic Spanish language skills needed to communicate criminal justice commands. This course is part of the Florida Criminal Justice Standards and Training Commission’s Advanced Training program.

* LEO0808  Criminal Justice Selected Topics 8 hours

Offered as Needed  .27 Credits - 8.00 Hours

In this course topics of current interest are presented in group instruction for current law enforcement or corrections officers.

LIS2004  Research Strategies for College Students

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

Gain the knowledge, skills and abilities to succeed in college-level research by identifying, evaluating and using diverse information sources from the internet and library databases. This course follows the research process that includes developing topics and thesis statements, creating search strategies and critically evaluating and ethically citing sources. These research and critical thinking skills are crucial for success not only in college but also in the workplace.

LIT2000  Introduction to Literature

Fall, Spring  3.00 Credits - 3.00 Hours

This course is designed to further student understanding of the concepts and applications of analytical and theoretical approaches to literature. Students will employ critical thinking in their interrogation of the texts. This class satisfies the
General Education State Core Humanities requirement for A.A. degree seeking students. Prerequisite: ENC 1102.

LIT2090  Contemporary Literature

Summer  3.00 Credits - 3.00 Hours

This course will explore trends and influences in literature from World War II to the present. Contemporary literature will be examined as a reflection of the philosophy of modern life and as a reflection of the student’s world. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101 with a grade of “C” or higher or permission of instructor.

LIT2090H  Honors Contemporary Literature

Fall  3.00 Credits - 3.00 Hours

This course will explore trends and influences in literature from World War II to the present. Contemporary literature will be examined as a reflection of the philosophy of modern life and as a reflection of the student’s world. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: ENC 1101 with a grade of “C” or higher and permission of the Honors Director.

LIT2120  World Literature II

Fall  3.00 Credits - 3.00 Hours

This course is designed to create an awareness of the ideas, techniques and historical relationships in world literature from the Enlightenment to the present. The Enlightenment, Romanticism, the 19th Century (Realism and Naturalism) and Modernism will be studied. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101 with a grade of “C” or higher or permission of instructor.

LIT2120H  Honors World Literature II

Fall  3.00 Credits - 3.00 Hours

This course is designed to create an awareness of the ideas, techniques and historical relationships in world literature from the Enlightenment to the present. The Enlightenment, Romanticism, the 19th Century (Realism and Naturalism) and Modernism will be studied. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: ENC 1101 with a grade of “C” or higher and permission of the Honors Director.

LIT2930  Selected Studies in Literature

Offered as Needed  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction. Students with qualifying scores on the CLEP Analyzing and Interpreting Literature exam may receive credit for this course.

LIT2950  Travel Study in Literature

Spring, Summer  3.00 Credits - 3.00 Hours

This is a travel/study course combining preparation on campus, foreign travel and study abroad in the discipline of literature. Variable content depending on the program in which the student enrolls and the specific topics to be covered. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Students must be 18 years of age on or before departure. Permission of instructor or dean is required.

LNW1321  Latin: Vergil

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with an appropriate score on the Advanced Placement (AP) examination in Latin: Vergil.

LNW1700  Latin Literature Advanced Placement (AP)
Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with an appropriate score on the Advanced Placement (AP) examination in Latin Literature.

MAC 1105  College Algebra

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is a study of the fundamental topics in advanced algebra with emphasis on applications, the understanding of the function concept and manipulative skills. Major topics include operations on algebraic expressions and complex numbers, solving polynomial equations and inequalities, absolute value equations and inequalities and rational equations and inequalities, applications, functions, exponents and logarithms, graphs of polynomial, exponential and logarithmic functions and systems of equations and inequalities. The use of graphing calculators will be incorporated throughout the course. This class satisfies the General Education State Core Mathematics requirement for A.A. degree seeking students. Prerequisite: MAT 1033 with a grade of "C" or higher or sufficient score on placement test.

MAC 1114  Trigonometry

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is a calculus preparatory course in trigonometry with emphasis upon functions. The topics include angular measure, right triangle and unit circle trigonometry, trigonometric (circular) and inverse trigonometric functions and their graphs, trigonometric identities, conditional trigonometric equations, solution of right and oblique triangles, vectors, complex numbers in trigonometric form, applications, polar coordinates and graphs and parametric equations and graphs. The use of graphing calculators will be incorporated throughout the course. Prerequisite: MAC 1105 or MAC 1140 with a grade of "C" or higher or sufficient score on placement test.

MAC 1118  Applications of Trigonometry

Spring 1.00 Credit - 1.00 Hour

This course is team-taught with biology, chemistry and physics faculty. How concepts from trigonometry are applied to the fields of biology, chemistry and physics will be examined. Prerequisite or corequisite: MAC 1114 or higher level mathematics course.

MAC 1140  Precalculus Algebra

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This is a course in precalculus algebra intended for the student who is planning to take trigonometry and the calculus sequence. Major topics include rational and other algebraic functions and their graphs, piecewise-defined functions, a review of exponential and logarithmic functions, conic sections, matrices and determinants, sequences and series, Mathematical Induction, the Binomial Theorem and applications. The use of graphing calculators will be incorporated throughout the course. This course may be taken concurrently with MAC 1114, Trigonometry. Prerequisite: MAC 1105 or MAC 1114 with a grade of "C" or higher or sufficient score on placement test.

MAC 1147  Precalculus Algebra/Trigonometry

Fall, Spring, Summer 5.00 Credits - 5.00 Hours

This is a course in precalculus algebra and trigonometry intended for the student who is planning to take the calculus sequence. This course condenses into a five-credit hour format all topics of Precalculus Algebra (MAC 1140) and Trigonometry (MAC 1114). Algebra topics include the following: polynomial, rational and other algebraic functions and their graphs, piecewise-defined functions, a review of
exponential and logarithmic functions, conic sections, matrices and determinants, sequences and series, Mathematical Induction, the Binomial Theorem and applications. Trigonometry topics include angular measure, right triangle and unit circle trigonometry, trigonometric (circular) and inverse trigonometric functions and their graphs, trigonometric identities, conditional trigonometric equations, solution of right and oblique triangles, vectors, complex numbers in trigonometric form, applications, polar coordinates and graphs and parametric equations and graphs. The use of graphing calculators will be incorporated throughout the course. Successful completion of a high school course containing trigonometric topics and/or concepts is recommended. Prerequisite: MAC 1105 with a grade of "B" or higher or sufficient score on placement test.

MAC1148 Applications of Precalculus

Fall 1.00 Credit - 1.00 Hour

This course is team-taught with biology, chemistry and physics faculty. How concepts from precalculus are applied to the fields of biology, chemistry and physics will be examined. Prerequisite or corequisite: MAC 1140 or higher level mathematics course.

MAC1931 Selected Studies in Mathematics

Offered as Needed 1.00 Credit - 1.00 Hour

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean is required prior to registration. This course must be completed with a grade of "C" or higher.

MAC2233 Concepts of Calculus

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is a study of Differential and Integral Calculus of algebraic, exponential and logarithmic functions with applications to business analysis. It is designed to provide the student of business and social sciences a course in applied calculus. This course is not intended for the student who is required to complete the calculus series. Prerequisite: MAC 1105 or MAC 1114 or MAC 1140 or MAC 1147 or MAC 2311 with a grade of "C" or higher or sufficient score on placement test.

MAC2311 Analytic Geometry and Calculus I

Fall, Spring, Summer 5.00 Credits - 5.00 Hours

This is a first course in analytic geometry and the theory and application of calculus. Selected topics include a review of functions, limits and continuity, the derivative, differentiation of algebraic and transcendental functions and their inverses, the Mean Value and Intermediate Value Theorems, extrema and graph sketching, area and the definite integral, antidifferentiation and the Fundamental Theorem of Calculus and integration of transcendental functions and their inverses. A graphing calculator will be used throughout the course. Students should ask the instructor which calculator will be used. This class satisfies the General Education State Core Mathematics requirement for A.A. degree seeking students. Prerequisites: MAC 1114 and MAC 1140 or MAC 1147 with a grade of "C" or higher or sufficient score on placement test.

MAC2311H Honors Analytical Geometry and Calculus I

Fall, Spring, Summer 5.00 Credits - 5.00 Hours

This is a first course in analytic geometry and the theory and application of calculus. Selected topics include a review of functions, limits and continuity, the derivative, differentiation of algebraic and transcendental functions and their inverses, the Mean Value and Intermediate Value Theorems, extrema and graph sketching, area and the definite integral, antidifferentiation and the Fundamental Theorem of Calculus and integration of transcendental functions and their inverses. The graphing calculator will be used throughout the course. This class satisfies the General Education State Core Mathematics requirement for A.A. degree seeking students. Prerequisites:
Acceptance into Honors program and MAC 1114 and MAC 1140 or MAC 1147 with a grade of “C” or higher or sufficient score on placement test.

<table>
<thead>
<tr>
<th>MAC2312</th>
<th>Analytic Geometry and Calculus II</th>
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<tr>
<td>Fall, Spring, Summer</td>
<td>5.00 Credits - 5.00 Hours</td>
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</table>

This course is a continuation of MAC 2311. Selected topics include conics, translation and rotation of axes, techniques of integration, arc length and other applications of the definite integral, polar coordinates, indeterminate forms and improper integrals, infinite sequences and series and Taylor's Formula. A graphing calculator will be used throughout the course. Students should ask the instructor which calculator will be used. Prerequisite: MAC 2311 with a grade of “C” or higher.

<table>
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<tr>
<th>MAC2313</th>
<th>Analytic Geometry and Calculus III</th>
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<tr>
<td>Fall, Spring, Summer</td>
<td>4.00 Credits - 4.00 Hours</td>
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</table>

This course is a continuation of MAC 2312. Selected topics include parametric equations, vectors in the plane and 3-space, directional derivatives and curvature, quadric surfaces, cylindrical and spherical coordinates, differential calculus of functions of two and three variables and multiple integration. A graphing calculator and a computer algebra system will be used throughout the course. Students should ask the instructor which calculator will be used. Prerequisite: MAC 2312 with a grade of “C” or higher.

<table>
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<tr>
<th>MAE2801</th>
<th>Elementary School Mathematics</th>
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<tbody>
<tr>
<td>Fall, Spring</td>
<td>4.00 Credits - 4.00 Hours</td>
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This course is a thorough treatment of mathematics appropriate for the elementary school teacher. It includes the study of the six basic sets of numbers, mathematical concepts such as operations and sets, learning sequences, algorithms, problem-solving techniques, error patterns, number systems and geometry. The topics will be taught from the viewpoint of a child through modeling. Prerequisite: MAC 1105 or MGF 1106 or MGF 1107 with a grade of “C” or higher.

<table>
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<tr>
<th>MAN2021</th>
<th>Introduction to Management</th>
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<tr>
<td>Fall, Spring, Summer</td>
<td>3.00 Credits - 3.00 Hours</td>
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</table>

This course emphasizes the study of the four fundamental functions of management: planning, leading, organizing and controlling and their application to business decision-making. Connections will be made between the planning process and the controlling function to evaluate organizational performance. The course also studies theoretical principles of management, communication concepts, human resource management, organizational structures as well as motivational theory. Principles will be applied to entrepreneurial, corporate and international organizations.

<table>
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<tr>
<th>MAN2043</th>
<th>Quality Management</th>
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<tr>
<td>Fall, Spring, Summer</td>
<td>3.00 Credits - 3.00 Hours</td>
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</table>

Overview of the history and current practices related to the quality movement. Students will study contributions of quality experts such as Deming, Juran and Crosby and will be introduced to the concepts of team management, group processes and problem-solving skills. Various measurement tools for process improvement and control will be examined.

<table>
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<tr>
<th>MAN2060</th>
<th>Sustainable Business</th>
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<td>Fall, Spring, Summer</td>
<td>3.00 Credits - 3.00 Hours</td>
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</table>

This course will focus on management of sustainability in enterprises using a problem-based learning approach. A foundation of knowledge in sustainable business practices in a variety of industry settings will be developed.

<table>
<thead>
<tr>
<th>MAN2300</th>
<th>Human Resources Management</th>
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<tbody>
<tr>
<td>Fall, Spring</td>
<td>3.00 Credits - 3.00 Hours</td>
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</tbody>
</table>

The purpose of this course is to explore the theories
and practices relating to the management of human resources (HR). The role of the human resources department will be discussed regarding its role in the corporate organization as well as meeting personnel corporate goals and objectives. The course will also explore HR's relationship with functional departments, departmental supervisors, as well as middle and executive management. The principles of job analysis, job description, job skills, recruitment and selection techniques, motivation and performance evaluation will be explored in depth.

**MAN2500  Operations Management**

**Fall**  
3.00 Credits - 3.00 Hours

This course introduces students to operations management techniques including their application to functional areas of the business enterprise. Topics include the design and management of production operations including productivity, strategy, capacity planning, location, layout, resource management, just-in-time systems, materials requirement planning and project management. Upon completion, students should be able to demonstrate the ability to make decisions and resolve problems in an operations management environment and demonstrate an understanding of the role of operations management in the supply chain.

**MAN2604  Global Management**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course involves a comparative study of global management practices. This course also addresses the questions of how and when to be sensitive to cultural issues and to develop the skills needed to effectively manage in diverse global environments.

**MAN2930  Selected Studies in Business Management**

**Fall, Spring**  
3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

**MAN2941  Cooperative Education Internship in Business**

**Fall, Spring, Summer**  
1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**MAN2942  Cooperative Education Internship in Business**

**Fall, Spring, Summer**  
2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.
MAN2949  Cooperative Education Internship in Business

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

MAN3025  Management of Organizations

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course covers the introduction to the theory and practice of managing formal organizations, including planning, organization theory, human behavior and control.

MAN3320  Management of Strategic Human Resources

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course covers a complete and comprehensive review of human resource management concepts.

MAN3504  Operations Management and Logistics

Fall, Spring  3.00 Credits - 3.00 Hours

This course covers the introduction of the theory and practice of operations research and logistics.

MAN3781  Sustainable Business Strategies

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is intended to provide an overview of concepts, tools and techniques necessary to build and operate a sustainable organization. Topics covered include the role of leadership in sustainability, organizational design issues, capital investment, costing and risk management systems, incentives and rewards, measurement of social, environmental and economic impacts, green marketing concepts and internal and external reporting.

MAN3781  Sustainable Business Strategies

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is intended to provide an overview of concepts, tools and techniques necessary to build and operate a sustainable organization. Topics covered include the role of leadership in sustainability, organizational design issues, capital investment, costing and risk management systems, incentives and rewards, measurement of social, environmental and economic impacts, green marketing concepts and internal and external reporting.

MAN4330  Compensation Management

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course teaches students about the strategic use of compensation and benefits systems for the purposes of attracting, retaining and motivating a competitive workforce. The course also covers job analysis, job description and job evaluation on the basis of compensable factors as well as designing an equitable pay structure. In addition, students analyze the influence of unions and government in determining the compensation of the labor force, including compensation of both hourly workers and managerial employees.

MAN4335  Employee Benefit Planning

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is an in-depth study of wage and nonwage related benefits made available to employees by the firm and various related social and governmental programs. Topics include retired health care benefits, life insurance, disability insurance and employer-sponsored health insurance programs.

MAN4352  Effective Employee Training
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester offered</th>
<th>Credits - Hours</th>
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<tbody>
<tr>
<td>MAN4402</td>
<td>Employment Law and Regulations</td>
<td>Fall, Spring, Summer</td>
<td>3.00 Credits - 3.00 Hours</td>
</tr>
<tr>
<td>MAN4597</td>
<td>Global Supply Chain Management</td>
<td>Fall, Spring, Summer</td>
<td>3.00 Credits - 3.00 Hours</td>
</tr>
<tr>
<td>MAN4600</td>
<td>International Business and Management</td>
<td>Fall, Spring</td>
<td>3.00 Credits - 3.00 Hours</td>
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</tbody>
</table>

This course focuses on professional development activities as performed by human resources specialists or organizational specialists. Theory, issues, practice and problems are discussed. Topics include talent and performance of management to ensure that the knowledge and skills, abilities and performance of the workforce meet current and future organizational and individual needs.

MAN4402  Employment Law and Regulations

This course analyzes the federal and state regulation of the employment relationship, including wage and hour laws, EEO and affirmative action programs. Students will address human resource issues such as employee benefits, insurance, workers compensation, safety, health, employees’ personal rights and collective bargaining legislation.

MAN4597  Global Supply Chain Management

This course presents an overview of the management of sourcing, operations and distribution processes along a supply chain in domestic and international markets. Students will learn how firms gain a competitive advantage through supply chain activities. Topics include supply chain network design, purchasing, forecasting, inventory management, globalization and outsourcing, logistics and information technology.

MAN4600  International Business and Management

This course covers issues involved in the multinational management of business firms with an emphasis on comparative management.

MAP2302  Elementary Differential Equations

This is a first course in ordinary differential equations with applications, including boundary value problems, methods of solution of first order differential equations and the solution of higher order linear equations by methods which may include undetermined coefficients, operators, variation of parameters, Laplace transforms and series solutions. A graphing calculator and a computer algebra system will be used throughout the course. Students should ask the instructor which calculator will be used. Prerequisite: MAC 2312.

MAR1720  Social Media Research and Strategy

This course emphasizes researching current social media techniques and their application to the business marketing environment. Current social media advertising platforms will be examined and reviewed. Techniques and insights for extracting business value out of social media will be examined. Review of data analytics including ROI will be applied to social media tools. Prerequisite: DIG 1105C for MARSOC-AS students only.

MAR2011  Marketing

This is an introductory course in marketing, emphasizing the four elements of the Marketing Mix: Product, Price, Place and Promotion. The course focuses on the marketing concept, role of strategic planning and development of marketing strategies. In addition, the concepts of market segmentation, demographics and selection of a target market will be studied. Importance of market research, consumer and industrial buying habits and the differences between consumer and industrial goods are also explored. Concepts behind product development and product acceptance are reviewed in the context of pricing and promotional techniques throughout the product life cycle. Importance of branding is evaluated. The
concept of an integrated marketing campaign is explored within the context of the promotional mix - advertising, direct selling, sales promotion and public relations. Online marketing is explored utilizing the Internet.

**MAR2141 Global Marketing**

**Spring**  
3.00 Credits - 3.00 Hours

This is an advanced course emphasizing the application of fundamental marketing principles to a global marketplace. The global marketplace consists of over two hundred countries and an even greater number of languages and cultures worldwide. The course focuses on the role of strategic planning and the development of marketing strategies for this international marketplace. Strategies for opening up new markets will be explored - pure exporting, use of local distributors, global manufacturing and wholly owned subsidiaries. Basic concepts of demographics, market segmentation and selection of target markets will be applied to this complex worldwide stage. The course will explore the differences in international consumer and industrial buying habits as well as the impact of language, culture and religion on local promotional campaigns. The complexity of product development, product naming and pricing will be explored on a country-by-country basis. This course will also explore the complexities of developing worldwide distribution systems as they are affected by differing local laws, taxation and regulations.

**MAR2723 Social Media Implementation**

**Fall, Spring**  
3.00 Credits - 3.00 Hours

This course emphasizes the development and implementation of a marketing strategy with emphasis on social media applications. Content will be developed for specific social media platforms. Topics covered will include development of an e-Marketing plan, market segmentation and targeting strategies, customer relationship management techniques, and the differentiation of owned and paid media. Prerequisite: MAR 1720.

**MAR2760 Entrepreneurial Marketing and Professional Selling**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This course will provide essential insight for successfully marketing an entrepreneurial venture using innovative marketing strategies. This course is designed to provide entrepreneurs with practical applications in interactive technologies and web-based services. Students will gain experience in the use of marketing via the Internet and social media. The student will be introduced to the role that direct selling and direct marketing play in the entrepreneurial environment. Students will develop a marketing project to assist in launching and implementing the new marketing venture. Prerequisite: GEB 1011.

**MAR3023 Principles of Marketing**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This is an advanced course covering the essential knowledge required to ensure the success of a business as it launches and maintains product presence in the market place. We will also discuss the impact of marketing on businesses revenue, the relationship of marketing to other organizational functions and the development of marketing strategies for both the domestic and international marketplace. The course also focuses on the role that the Internet and direct marketing have on corporate marketing strategies. Prerequisites and/or corequisites: GEB 3213 (and prerequisite STA 2023 or higher level Statistics course for BIM-BS students).

**MAR3023H Honors Principles of Marketing**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

This is an advanced course covering the essential knowledge required to ensure the success of a business as it launches and maintains product presence in the market place. We will also discuss the impact of marketing on businesses revenue, the relationship of marketing to other organizational functions and the development of marketing strategies for both the domestic and international marketplace.
The course also focuses on the role that the Internet and direct marketing have on corporate marketing strategies. Students must pass the core assignments with a grade of “C” or higher. Honors students will design and implement a web-based marketing presence with the use of a recognized web tool and architected using social media techniques. They will be required to write a marketing plan associated with their product and link it to the web site. Prerequisites and/or corequisites: Acceptance into the Honors program and cumulative G.P.A. of 3.5 or higher, GEB 3213 (and prerequisite STA 2023 or higher level Statistics course for BIM-BS students).

MAR3143  Global Marketing: Understanding Cultural Paradoxes

Spring  3.00 Credits - 3.00 Hours

This course offers a mix of theory and practical applications as it covers globalization, global branding strategies, classification models of culture and the consequences of culture for all aspects of marketing communications. Topics include global public relations, culture and the media, culture and the internet and consumer behavior. It demonstrates the centrality of value paradoxes to cross cultural marketing and helps students see how their understanding of cultural relationships in one country/region can be extended to other countries/regions.

MAR3415  Professional Selling and Negotiation

Fall, Spring  3.00 Credits - 3.00 Hours

This advanced course covers the methodologies employed in a successful selling process. Course will include applications of selling techniques, understanding buying behavior and the employment of negotiating skills in the selling cycle. The essential sales theories and principles are developed and practiced through student involvement in sales presentations. Prerequisites: ECO 2013 (and ECO 2023 for BIM students only).

MAR3721  Digital Media Marketing

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course involves the application of contemporary digital media technologies to marketing strategy development and decision-making. Prerequisite: MAR 3023.

MAR4233  Social Media Marketing

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course introduces students to social media and e-marketing functions and strategies that are essential to consumer involvement, community engagement and customer relationship management. Prerequisite: MAR 3023 or MAR 3023H.

MAR4503  Consumer Behavior

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

A study of essentials underlying consumer decisions and relating such understanding to issues in product development/positioning, pricing, advertising, segmentation and other marketing variables. Prerequisite: MAR 3023 or MAR 3023H.

MAR4674  Marketing Analytics

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

A study of the metrics and systems needed to receive a return on every sales and marketing investment made. The course focuses on tools and approaches to gauge the impact of marketing expenditures. Prerequisite: MAR 3023 or MAR 3023H.

MAR4860  Customer Relationship Management

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

Customer Relationship Management (CRM) is becoming an important strategic tool in consumer goods, firms, financial, health and tourist services,
business-to-business firms and in all of eMarketing. Prerequisite: MAR 3023 or MAR 3023H.

**MAS2103  Linear Algebra**

**Summer**  3.00 Credits - 3.00 Hours

This is a survey course of introductory linear algebra. Fundamental concepts of linear algebra and matrix theory are introduced. Topics in the course include vectors, matrices, determinants, linear transformations, system of linear equations, eigenvalues, eigenvectors and their applications. Prerequisite: MAC 2311 with a grade of "C" or higher.

* **MAT0018C  Developmental Mathematics I**

**Fall, Spring, Summer**  4.00 Credits - 4.00 Hours

This course includes whole numbers, integers, fractions, decimals, decimals and percents, geometry and pre-algebra. Credit is not applicable toward A.A. or A.S. degrees. Prerequisite: Sufficient score on placement test.

* **MAT0022  Developmental Mathematics Combined**

**Fall, Spring, Summer**  4.00 Credits - 4.00 Hours

This course includes a combination of competencies from Developmental Mathematics I and II. Credit is not applicable toward A.A. or A.S. degrees. Prerequisite: sufficient score on placement test.

* **MAT0028C  Developmental Mathematics II**

**Fall, Spring, Summer**  4.00 Credits - 4.00 Hours

This course includes exponents and polynomials, factoring, radicals, rationals, linear equations and graphing. Credit is not applicable toward A.A. or A.S. degrees. Prerequisite: MAT 0018C with a grade of "C" or higher or sufficient score on placement test.

* **MAT0055  Developmental Mathematics Module**

**Fall, Spring, Summer**  1.00 Credit - 1.00 Hour

The course uses an adaptive learning program in which students complete an initial assessment. Based on this assessment, students complete modularized assignments designed to strengthen specific deficiencies by working on the topics and objectives they need to master the material and achieve college readiness. Course credit is not applicable toward the A.A. or A.S. degrees. This course prepares students for MAT 1033 Intermediate Algebra and MAT 1100 Mathematical Understanding and Applications. Prerequisite: Sufficient score on placement test or grade of “S” in MAT 0057 with department consent.

* **MAT0057  Pre-College Mathematics**

**Fall, Spring, Summer**  3.00 Credits - 3.00 Hours

This course provides specialized instruction in developmental mathematics concepts to prepare students for Intermediate Algebra (MAT 1033). Topic modules include operations with whole numbers and integers, simplifying algebraic expressions, computations with fractions, mixed numbers, decimals, ratio, proportion and percent, plane geometric figures and applications, solving linear equations and inequalities, graphing linear equations, operations with exponents and polynomial expressions, introduction to rational expressions and radicals. Successful completion of this course requires mastery of the material in each module and a passing score on the department final exam. This course may be repeated for up to nine credits. Course credit is not applicable toward the A.A. or A.S. degrees. This course prepares students for MAT 1033 Intermediate Algebra and MAT 1100 Mathematical Understanding and Applications. Prerequisite: Sufficient score on placement test or MAT 0018C or MAT 0028C with grades of "C" or higher or equivalent.

**MAT1033  Intermediate Algebra**

**Fall, Spring, Summer**  4.00 Credits - 4.00 Hours

This is an intermediate course in formal algebra for students without a strong background in algebra. Topics include sets, the real number system and
number properties, absolute value, products and factoring, algebraic fractions, linear and quadratic equations and inequalities with applications, systems of equations, radicals, rational exponents, graphs and relations and functions (four elective credits). Prerequisite: MAT 0022C or MAT 0028C or MAT 0057 or equivalent with a grade of "C" or higher or MAT 0055 with a passing grade or sufficient score on placement test.

MAT1100 Mathematical Understanding and Applications

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to be a foundation for students preparing to take MGF 1106, MGF 1107 or STA 2023. A strong emphasis will be placed on the application of linear equations and inequalities, systems of linear equations and quadratic equations. Topics also include real numbers and their properties, products and factoring, graphs and functions, counting methods, descriptive statistics as well as an introduction to probability and financial mathematics. Students who already have credit for MAT 1033 Intermediate Algebra do not need to take this course. Prerequisite: MAT 0022C or MAT 0028C or MAT 0057 or equivalent with a grade of "C" or higher or MAT 0055 with a passing grade or sufficient score on placement test.

MCB2010C Microbiology

Fall, Spring, Summer 4.00 Credits - 7.00 Hours

This fundamental course in Microbiology is designed to fulfill the needs of nursing students as well as other allied health majors. The course stresses the structure, nutrition, growth, control, metabolism and introductory genetics of bacteria. An introduction to fungi, parasites and viruses is included. Laboratory experience in techniques and primary isolation will be provided. Lab fee required. Prerequisite: BSC 2010C with a grade of "C" or higher or permission of dean.

MCB2903 Directed Studies in Microbiology

Offered as Needed 3.00 Credits - 3.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of study (learning contract) to the faculty member who is to direct the work. Approval from the dean is required prior to registration.

MCB2905 Directed Studies in Microbiology

Offered as Needed 4.00 Credits - 4.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of study (learning contract) to the faculty member who is to direct the work. Approval from the dean is required prior to registration.

MCB2931 Selected Studies in Microbiology

Offered as Needed 1.00 Credit - 1.00 Hour

In this course topics of current interest are presented in group instruction.

MCB2934C Selected Studies in Microbiology

Offered as Needed 4.00 Credits - 7.00 Hours

In this course topics of current interest are presented in group instruction. This course may be taken two times for credit. Prerequisite: MCB 2010C with a grade of "C" or higher.

* MEA0520 Phlebotomist

Fall, Spring 2.50 Credits - 75.00 Hours

This course provides knowledge and skills necessary to perform phlebotomy. Laboratory activities are an integral part of the program. After completion of the 165-hour Phlebotomy program, students may wish to receive national certification through the National Career Association. Certification is not required to
secure employment as a phlebotomist and is voluntary. Students must show proof of Hepatitis B series or declination form to the instructor the first week of class. Prerequisite or corequisite: HSC 0003.

MET1010  Introduction to Meteorology

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This beginning course is designed to acquaint students with the elementary characteristics of the atmosphere. Students with an interest in aviation would especially benefit from many units taught in the course. Units include a study of atmospheric structure, heat budget, winds, air pollution, local and regional weather forecasting and more. Weather products are downloaded from the Internet and used throughout the course. Optional field trips included.

MET1010C  Introduction to Meteorology with Lab

Spring  4.00 Credits - 5.00 Hours

This beginning course is designed to acquaint students with the elementary characteristics of the atmosphere. Students with an interest in aviation would especially benefit from many units taught in the course. Units include a study of atmospheric structure, heat budget, winds, air pollution, local and regional weather forecasting and more. Weather products are downloaded from the Internet and used throughout the course. Laboratory work will focus on the extracting of information from online weather resources and the use of other weather-related tools. Optional field trips included. Lab fee required.

MET1104  Introduction to Climate Studies

Offered as Needed  3.00 Credits - 3.00 Hours

This course explores the scientific principles that govern the Earth’s climate, climate change and variability and its implications for society. It will also examine the relationship between climate and human activities. Topics include global warming, sea-level changes, past climates, types of climate, climate policy and more.

MGF106  College Mathematics

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

The following topics will be covered in this course: sets and Venn diagrams, logic, inductive and deductive reasoning, counting principles, permutations and combinations, probability, descriptive statistics and geometry. This class satisfies the General Education State Core Mathematics requirement for A.A. degree seeking students. Prerequisite: MAC 1105 or MAT 1033 or MAT 1100 or equivalent with a grade of "C" or higher or sufficient score on placement test.

MGF1107  Liberal Arts Mathematics

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course provides an opportunity for students to see mathematics used in ways not seen in traditional mathematics courses. Topics are selected from the following: financial mathematics, numbers and number systems, elementary number theory and graph theory. Additional topics may be included at the discretion of the instructor. History of mathematics, critical thinking skills, problem-solving techniques and the appropriate use of technology will be used throughout the course. This class satisfies the General Education State Core Mathematics requirement for A.A. degree seeking students. Prerequisite: MAC 1105 or MAT 1033 or MAT 1100 or equivalent with a grade of "C" or higher or sufficient score on placement test.

MKA2021  Principles of Selling

Fall, Spring  3.00 Credits - 3.00 Hours

This course is a study and analysis of the role of sales in today’s economy. Emphasis is on sales techniques and applications of sales principles. Sales management and operation are also studied in the course.

MKA2511  Advertising and Sales Promotion

Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course explores all phases of advertising, including all electronic and print media and direct marketing as well as sales promotion. Emphasis is placed on creation of the message, selection of media and the planning, coordination and evaluation of the Integrated Marketing Communications (IMC) campaign. This includes common communication look and feel and outlines how campaigns are measured to achieve company return on investment goals.

MMC1000  Survey of Mass Media

Offered as Needed  3.00 Credits - 3.00 Hours

This is an introductory course dealing with the history and role in society of the mass media. Emphasis is on press, magazines, television and radio and on the functions of advertising and public relations. Career opportunities in the various media are covered.

MNA1032  Principles of Project Management

Offered as Needed  3.00 Credits - 3.00 Hours

This course provides an overview of the theory and practice of managing any project in any organization. The fundamental building blocks of project management are addressed, including project planning, organizing, team building and effective control mechanisms. Students will be introduced to entrepreneurship and its role in corporate projects. Students gain a solid understanding and foundation to successfully manage each phase of the project life cycle, work within organizational and cost constraints, set goals lined directly to stakeholder needs and utilize proven management tools to complete the project on time and within budget. Students apply the essential concepts, processes and techniques that are used in the management of large scale governmental or commercial programs. The key management aspects and proven techniques that differentiate project management from other types of management are fully addressed.

MNA1033  Organizational Behavior for Project Teams

Offered as Needed  3.00 Credits - 3.00 Hours

Managing the human elements of project management is as challenging as mastering the technical aspects. Innovative approaches are employed to successfully motivate, communicate, negotiate and resolve conflicts among the team members and stakeholders. In this course, students develop an understanding of the individual, the group and the project team. Proven techniques to make conflict a constructive rather than a destructive experience are discovered. Students develop effective communication, negotiation and conflict resolution skills to successfully lead both domestic and global projects.

MNA1034  Making Project Decisions

Offered as Needed  3.00 Credits - 3.00 Hours

Making business and entrepreneurial decisions requires leadership and an in-depth knowledge of finance and engineering economics. This comprehensive course is divided into three parts. Part I is the study of financial concepts and introduces record keeping, financial statements and the accounting equation. Part II is the financial analysis and time value of money and focuses on the traditional approaches of interest calculations, applications of time value of money and project analysis and justification. Part III is financial decision-making and looks at the decision-making tools that complement time value of money analysis like breakeven, ROI, IRR and NVP of cash flows. Prerequisite: MNA 1032.

MNA1035  Introduction to Project Planning

Offered as Needed  3.00 Credits - 3.00 Hours

The focus of this course is to use the tools and techniques of project planning, scheduling and allocating resources. Students design work breakdown structures, identify work packages, allocate resources and develop project schedules using standard networking techniques. Students are introduced to techniques for estimating, forecasting, budget monitoring, controlling and reporting project costs. Students apply modern project management concepts
and tools to real world projects through the use of carefully selected case studies and project simulations. Students will use project management software for creating schedules. Prerequisite: MNA 1032.

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<th>Course Code</th>
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<tr>
<td>MNA1036</td>
<td>Project Quality and Risk</td>
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<td>Risk management is the systematic process of identifying, analyzing, evaluating and controlling project risks. An in-depth introduction to the analysis of risk management methodologies from both the strategic and tactical aspects will be addressed. Students will be introduced to both qualitative and quantitative risk analyses, including strategies for proactive risk aversion and reactive risk response. Students learn how a comprehensive risk management approach can enable a project team to proactively manage issues that adversely impact the successful control and completion of a project. Prerequisite: MNA 1032.</td>
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<tr>
<td>MNA2216</td>
<td>Inventory Management</td>
<td>Summer</td>
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<td>This course presents an analysis of inventory control problems and methods. Topics include demand forecasting, independent demand inventory systems, inventory models and aggregate planning. Inventory management will be presented within the context of sustainable, efficient and effective supply chain management.</td>
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<tr>
<td>MNA2320</td>
<td>Human Resources Recruitment and Staffing</td>
<td>Fall, Spring</td>
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<td>This course examines how the functions of recruitment, selection, staffing and training fit into a human resources department. Students will practice analyzing positions, recruiting qualified applicants, interviewing candidates for employment and, once hired, orienting and training them.</td>
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<tr>
<td>MNA2325</td>
<td>Human Resources Compensation and Benefits Administration</td>
<td>Fall, Spring</td>
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<td>This course discusses various compensation and benefit plans, legal issues and the administration of compensation and benefit plans. Emphasis is on providing a basic understanding of the business concepts utilized in the compensation and benefits area.</td>
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<tr>
<td>MSL1001C</td>
<td>Foundations of Officbership</td>
<td>Fall, Spring</td>
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<td>This course examines the unique duties and responsibilities of officers, the organization and role of the Army, reviews skills pertaining to fitness and communication and analyzes Army values and expected ethical behavior. Two-hour lab per week required.</td>
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<td>MSL1002C</td>
<td>Basic Leadership</td>
<td>Fall, Spring</td>
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<td>This course presents fundamental leadership concepts and doctrine, practices basic skills that underlie effective problem-solving and examines the officer experience. Two-hour lab per week required.</td>
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<tr>
<td>MSL2101C</td>
<td>Individual Leadership Studies</td>
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<td>Course Code</td>
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<tr>
<td>MSL2102C</td>
<td>Leadership and Teamwork</td>
<td>Fall, Spring</td>
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<td>This course develops knowledge of self, self-</td>
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<td>confidence and individual leadership skills,</td>
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<td>develops problem-solving and critical thinking</td>
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<td>skills and applies communication, feedback and</td>
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<td>conflict resolution skills. Two-hour lab per</td>
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<td>week required.</td>
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<td>MTB1329</td>
<td>Applied Mathematical Concepts for Engineering</td>
<td>Fall, Spring,</td>
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<td>Technology</td>
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<td>This course involves the practical uses of</td>
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<td>applied mathematics in the areas of engineering</td>
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<td>technology, design and construction. Trigonometric</td>
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<td>functions are covered as well as law of sines,</td>
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<td>law of cosines and basic vector mechanics.</td>
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<td>MUE2010</td>
<td>Music and Movement</td>
<td>Spring, Summer</td>
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<td>This course presents developmentally appropriate</td>
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<td>music and movement experiences for young</td>
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<td>children. Students will be involved in singing,</td>
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<td>creating, listening to and learning about</td>
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<td>making music and encouraging children to move</td>
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<td>to music. Students will develop an understanding</td>
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<td>of the importance music plays in the early</td>
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<td>childhood curriculum and how to incorporate it</td>
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<td>into the daily routine to accomplish a variety</td>
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<td>of curriculum goals.</td>
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<td>MUH2026</td>
<td>Introduction to Blues and Jazz</td>
<td>Fall, Spring,</td>
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<td>This course is designed to introduce the student</td>
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<td>to primary forms and genres of blues and jazz</td>
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<td>music in both their historical and cultural</td>
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<td>context. Blues and jazz will be explored</td>
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<td>methodically as a distinctly American</td>
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<td>contribution to world music. The course will</td>
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<td>feature lecture and performance presentations</td>
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<td>by some of Florida's better known</td>
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<td>musicians and commentators. Literary and visual</td>
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<td>images of blues and jazz idioms will be</td>
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<td>incorporated into the course content. Assigned</td>
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<td>readings with active listening are an integral</td>
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<td>part of the course. The student will be</td>
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<td>introduced to Internet resources on the subject</td>
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<td>of blues and jazz themes. Students will be</td>
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<td>criticisms of blues and jazz guests and</td>
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<td>selected blues or jazz musician. This course</td>
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<td>MUH2022</td>
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<td>MUH3930</td>
<td>Selected Topics in Music History: Baroque to</td>
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<td>Romantic Period</td>
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<td>Salzburg’s musical landscape, rich in music</td>
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influence, provides the backdrop for this independent study. Students will develop their ability to engage critically with diverse ideas about the relationship between music and its cultural context. Students are encouraged to draw on the extraordinary music resources available in Salzburg (Mozart Archives, International Foundation Mozarteum, Landestheater, Marionetteentheater, Library of the Mozarteum, Film Museum, etc.) The student’s special interest will shape his/her research and assignments, presentations, discussion, concert visits and independent research. It is intended as an exercise in combining the study of music history and theory with personal observations and experience.

MUL2010  Music Appreciation

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

Open to all students, this course is designed for the musical layman and is a survey course devoted to music in world civilization. Included is a study of the music relating to the background of the life and other arts of the times. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Humanities requirement for A.A. degree seeking students.

Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

MUL2010H  Honors Music Appreciation

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed for the musical layman and is a survey course devoted to music in world civilization. Included is a study of the music relating to the background of the life and other arts of the times. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Humanities requirement for A.A. degree-seeking students. Honors level content.

Permission from Honors Director required.

Prerequisite: Acceptance into Honors program or permission from the Honors Director.

MUL2014  Introduction to Music History and Literature

Fall  3.00 Credits - 3.00 Hours

This course is an introduction to music literature, history and culture for music majors. Topics to be addressed include an overview of musical repertories and cultures from the western art music tradition, American jazz and a selected case study of non-western music from a variety of musical traditions and historical periods, including from the western middle ages and north India. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

MUL3930  The Mozart Project

Summer  3.00 Credits - 3.00 Hours

This independent study is designed to allow music students to draw on the extraordinary resources available in Salzburg on the subject of Mozart (Mozart Archives, International Foundation Mozarteum, Landestheater, Marionetteentheater, Library of the Mozarteum, Film Museum, etc.) The student’s special interests and her/his area of performance should be reflected in the two assigned papers. The first paper is about a more general topic, whereas the second paper is more focused and related to the work the student chooses to perform at the end of the semester. Her/his performance is introduced by a public lecture s/he prepares.

MUN1180M  Symphonic Band

Fall, Spring, Summer  1.00 Credit - 3.00 Hours

This course is open to anyone in the community interested in performing all styles of concert band
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<th>Course Code</th>
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<td>MUN1310M</td>
<td>Seminole Singers</td>
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<td>Wind Ensemble</td>
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<td>MUN2420</td>
<td>Woodwind Ensemble</td>
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study and performance of music for small woodwind ensembles. This course may be repeated for credit multiple times.

MUN2430  Brass Ensemble

Fall  1.00 Credit - 3.00 Hours

This course is open to all students and includes the study and performance of music for small brass ensembles. No audition is required. This course may be repeated for credit multiple times.

MUN2440  Percussion Ensemble

Fall, Spring  1.00 Credit - 3.00 Hours

This course is open to all students and covers the study and performance of music for small ensembles. This course may be repeated for credit multiple times.

MUN2480  Guitar Ensemble

Fall, Spring  1.00 Credit - 3.00 Hours

This course is open to all students and includes the study and performance of music for guitar ensembles. This course may be repeated for credit multiple times.

MUN2950  Travel/Study in Music

Offered as Needed  3.00 Credits - 3.00 Hours

This music travel study course combines preparation on campus, travel and study. Content is variable depending on the program in which the student enrolls and the specific topics to be covered. Students must be 18 years of age on or before departure.

MUS1010  Recital Attendance

Fall, Spring  .00 Credits - 1.00 Hour

This course is designed to help students prepare for recitals, juries and overall musicianship. Students will attend seminars and workshops on selected topics in music. Additionally, students will perform in, and attend, Music at Seminole State events. At least one recital performance is required. Corequisite: Any 1000 or 2000 level MVB, MVK, MVP or MVS Applied Music course.

MUS2941  Cooperative Education Internship in Music

Offered as Needed  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

MUS2949  Cooperative Education Internship in Music

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s)
specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**MUT1001  Introduction to Music**

**Fall, Spring, Summer  3.00 Credits - 3.00 Hours**

This course is open to all students and includes the introduction to reading and performance of music, including principles of notation, scales, triads, rhythms and interpretive markings. The course will also provide an introduction to the basics of the keyboard. For students with little or no previous musical training or for music majors as deemed necessary through the Music Theory Diagnostic Assessment.

**MUT1121  Music Theory and Musicianship I**

**Offered as Needed  3.00 Credits - 5.00 Hours**

This course includes studies in music theory, both written and aural skills, including musical analysis, model composition, sight singing, ear training and improvisation. By department consent only.

**MUT1122  Music Theory and Musicianship II**

**Offered as Needed  3.00 Credits - 5.00 Hours**

This course is a continuation of MUT 1121 (Music Theory and Musicianship I). Studies in music theory, both written and aural skills, including musical analysis, model composition, sight singing, ear training and improvisation. By department consent only. Prerequisites: MUT 1121 or MUT 1111 and MUT 1241.

**MUT2126  Music Theory and Musicianship III**

**Offered as Needed  3.00 Credits - 5.00 Hours**

This course is a continuation of MUT 1122 (Music Theory and Musicianship II). Studies in music theory, both written and aural skills, including musical analysis, model composition, sight singing, ear training and improvisation. Prerequisites: MUT 1122 or MUT 1112 and MUT 1242.

**MUT2127  Music Theory and Musicianship IV**

**Offered as Needed  3.00 Credits - 5.00 Hours**

This course is a continuation of MUT 2126 (Music Theory and Musicianship III). Studies in music theory, both written and aural skills, including musical analysis, musical composition, sight singing, ear training and improvisation. Prerequisites: MUT 2126 or MUT 2116 and MUT 2246.

**MVK1111M  Class Piano I**

**Fall  1.00 Credit - 2.00 Hours**

This course is a study of piano for music majors. This course is taught in a classroom/piano laboratory environment. By department consent only.

**MVK1111N  Class Piano I**

**Summer  1.00 Credit - 2.00 Hours**

Open to all students, this course is a study of piano for non-music majors. This course is taught in a classroom/piano laboratory environment.

**MVK1112M  Class Piano II**

**Spring  1.00 Credit - 2.00 Hours**

This course is a continuation of Class Piano I for music majors. By department consent only. Prerequisite: MVK 1111M with a minimum grade of "C" or higher or permission of instructor.

**MVK1112N  Class Piano II**

**Spring  1.00 Credit - 2.00 Hours**

Open to all students, this course is a continuation of Class Piano I for non-music majors. Preparation for
Piano Proficiency Examination. Prerequisite: MVK 1111N with a minimum grade of “C” or higher or permission of instructor.

**MVK2121M  Class Piano III**

**Fall** 1.00 Credit - 2.00 Hours

This course is a continuation of Class Piano II for music majors. Preparation for Piano Proficiency Examination. Prerequisite: MVK 1112M or MVK 1112N with a grade of “C” or higher.

**MVK2122M  Class Piano IV**

**Spring** 1.00 Credit - 2.00 Hours

This course is a continuation of Class Piano III for music majors. Preparation for Piano Proficiency Examination. Prerequisite: MVK 2121M with a minimum grade of “C” or higher or permission of instructor.

**MVS1116M  Guitar Class I**

**Fall** 1.00 Credit - 2.00 Hours

This course is open to all students and to all beginning students who wish to learn the fundamentals of guitar technique. The course will include material ranging from folk music to popular music.

**MVS1116N  Guitar Class II**

**Spring** 1.00 Credit - 2.00 Hours

This course is open to all students and is a continuation of MVS 1116M. Prerequisite: MVS 1116M.

**MVV1111  Voice Class I**

**Fall, Spring** 1.00 Credit - 2.00 Hours

This course is open to all students and is the study of vocal techniques and vocal literature for music majors and non-music majors.

**MVV1110  Voice Class II**

**Fall, Spring** 1.00 Credit - 2.00 Hours

This course is open to all students and is a continuation of MVV 1110. Prerequisite: MVV 1110.

**NSP2941  Cooperative Education Internship in Nursing**

**Fall, Spring, Summer** 1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**NSP2942  Cooperative Education Internship in Nursing**

**Fall, Spring, Summer** 2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at
Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**NUR1003L  Nursing Skills**

**Fall**  
2.00 Credits - 6.00 Hours

The nursing skills laboratory course introduces basic nursing skills utilized and delegated by the nurse to implement the nursing process. This course complements the foundations of nursing course and provides students an opportunity to integrate evidence-based practice into the clinical skills laboratory. This course introduces the student learning outcomes of caring, clinical competence and decision-making, communication, commitment to professionalism and collaboration and management of care. Demonstrations of basic nursing skills, therapeutic use of medication, client responses to drug therapy and the nurse’s role in medication administration in a safe and supportive environment will be emphasized. Students must complete this course with a grade of “C” or higher. Lab fee required. Prerequisite: Admission to RN-AS Program. Corequisites: NUR 1022C and 1060C.

**NUR1020C  Fundamentals of Nursing**

**Fall, Spring**  
7.00 Credits - 15.00 Hours

This course introduces the five core educational competencies of the curriculum upon which all subsequent nursing courses are built: (a) caring interventions, (b) clinical competence and decision-making, (c) communication, (d) commitment to professionalism and (e) collaboration and management of care. The student will be introduced to the legal, ethical and professional standards of the nursing profession and the role of the associate degree nurse in health promotion, maintenance and restoration. Basic biopsychosocial needs of clients are identified and the student will begin to utilize the nursing process to identify and intervene when these needs are unmet. Clinical competence in selected fundamental nursing skills will be developed in the simulated nursing laboratory. There will be clinical experiences in local long-term care and acute care facilities for students to begin to apply concepts and competencies learned in the classroom and nursing laboratory. Lab fee required. Prerequisites: Admission to the ADN program, including required General Education and support courses all with grades of “C” or higher. Prerequisite or corerequisite: NUR 1141C with a grade of “C” or higher.

**NUR1022C  Foundations of Nursing**

**Fall, Spring, Summer**  
5.00 Credits - 11.00 Hours

This course introduces the Student Learning Outcomes (SCs) of the Nursing curriculum upon which all subsequent nursing courses are built. The student is introduced to the Student Learning Outcomes (SCs): caring, communication, collaboration and management of care, commitment to professionalism and clinical competence and decision-making as they apply to the role of the nurse. The student will be introduced to the legal, ethical and professional standards of the nursing profession and the role of the associate degree nurse in health promotion, maintenance and restoration. Basic biopsychosocial needs of clients are identified and the student will begin to utilize the nursing process to identify and intervene when these needs are unmet. The student will explore basic concepts regarding the therapeutic use of medications, patient response to drug therapy and the nurse’s role in medication administration as part of the health care team. Clinical competence in selected basic nursing skills will be developed in the nursing laboratory. Clinical experiences include long-term care and acute care facilities where students begin to apply concepts and competencies learned in the classroom and nursing laboratory. Students must complete this course with a grade of “C” or higher. Lab fee required. Prerequisite: Admission to RN-AS Program. Corequisites: NUR 1022C and 1060C.

**NUR1060C  Health Assessment**

**Fall, Spring, Summer**  
3.00 Credits - 4.50 Hours

This course introduces the student to important
concepts related to assessment and maintenance of health in individuals. Content will cover basic assessment of patients across the lifespan, including patients with diverse backgrounds as well as geriatric populations. Students will perform assessments incorporating aspects of history-taking, risk potential, psychosocial development, physical examination techniques and deviations from normal assessment findings. This course will emphasize the core educational competencies of the curriculum: caring, clinical competence and decision-making, communication, commitment to professionalism and collaboration and management of care. A strong laboratory focus is provided to enable the student/learner to demonstrate competence in nursing assessment skills. Students must complete this course with a grade of "C" or higher. Prerequisite: Admission to RN-AS Program. Corequisites: NUR 1003L and NUR 1022C.

NUR1141C  Fundamentals of Pharmacology for Nursing Care

Fall, Spring   2.00 Credits - 3.00 Hours

This course is designed to complement the basic nursing care curriculum presented in NUR 1020C Fundamentals of Nursing and includes the five core educational competencies of the curriculum: (a) caring interventions, (b) clinical competence and decision-making, (c) communication, (d) commitment to professionalism and (e) collaboration and management of care. This course will provide the beginning nursing student the opportunity to explore basic concepts regarding the therapeutic use of medications and the patient response to drug therapy. The student will be introduced to the nurse’s role in medication administration as part of the healthcare team. Selected patient simulation scenarios designed specifically for the novice nursing student will challenge the participants to utilize critical thinking skills as they apply the nursing process to clinical case studies involving common medication and simple skills. Individual and group practice activities focusing on computation skills will assist the students achieve mastery of Level One Medication Administration Safety Competencies. Lab fee required. Prerequisite: Admission to the ADN program. Prerequisite or corequisite: NUR 1020C with a grade of "C" or higher.

NUR2241C  Advanced Concepts in Medical Surgical Nursing

Fall, Spring   6.00 Credits - 12.00 Hours

This course prepares the student/learner to apply safe and effective care for clients with advanced medical and surgical problems. This course is designed to build on material from the previous medical surgical courses. Through the use of the nursing process, this course will build on the five Student Learning Outcomes of the curriculum: caring interventions, clinical competence and decision-making, communication, commitment to professionalism and collaboration and management of care. The student will prioritize the biopsychosocial needs of clients to promote optimal health and wellness. Lab simulation
of selected clinical nursing skills will be used to facilitate meeting the needs of clients with advanced medical and surgical problems. During clinical, students will interact with culturally diverse clients. Clinical experiences in acute care settings and observational experiences in specialty settings may be scheduled to enhance the learning experience. Students must complete this course with a grade of "C" or higher. Lab fee required. Prerequisite: NUR 1210C with a grade of "C" or higher.

NUR2244C  Complex Concepts in Medical Surgical Nursing

Fall, Spring, Summer  4.00 Credits - 8.00 Hours

This course is designed to build on the five Student Learning Outcomes of the curriculum: (a) caring interventions, (b) clinical competence and decision-making, (c) communication, (d) commitment to professionalism and (e) collaboration and management of care. The nursing process will be a guide for the student to utilize decision-making skills to meet the biopsychosocial needs of clients with complex medical and surgical problems and multi-system dysfunction. Lab simulation of selected clinical nursing skills will be used to facilitate meeting the needs of clients with complex medical and surgical problems and multi-system dysfunction. During clinical experiences, students will interact with culturally diverse clients. Clinical experiences in acute care settings and observational experiences in specialty settings may be scheduled to enhance the learning experiences. Content will include concepts of critical care, emergency care, disaster response and application of leadership and patient care management. Lab fee required. Prerequisite: NUR 2241C with a grade of "C" or higher.

NUR2251C  Complex Concepts in Medical Surgical Nursing

Spring, Summer  6.00 Credits - 12.00 Hours

This course is designed to build on the five core educational competencies of the curriculum: (a) caring interventions, (b) clinical competence and decision-making, (c) communication, (d) commitment to professionalism and (e) collaboration and management of care. The nursing process will be a guide for the student to utilize decision-making skills to meet the biopsychosocial needs of clients with complex medical and surgical problems and multi-system dysfunction. Lab simulation of selected clinical nursing skills will be used to facilitate meeting the needs of clients with complex medical and surgical problems and multi-system dysfunction. During clinical experiences, students will interact with culturally diverse clients. Clinical experiences in acute care settings and observational experiences in specialty settings may be scheduled to enhance the learning experiences. Content will include concepts of critical care, emergency care, disaster response and application of leadership and patient care management. Lab fee required. Prerequisite: NUR 2241C with a grade of "C" or higher.
NUR2310C  Concepts in Pediatric Nursing

Fall, Summer 4.00 Credits - 7.00 Hours

This course addresses the unique developmental, biological and psychosocial health and illness needs of the pediatric population. Emphasis is placed on exploring strategies that assist children and their caretakers to prevent and/or minimize the effects of illness and disability and promote, maintain and restore health. Concepts that will be emphasized throughout the curriculum reflect the core educational competencies of the curriculum: (a) caring interventions, (b) clinical competence and decision-making, (c) communication, (d) commitment to professionalism and (e) collaboration and management of care. The clinical component provides guided clinical experiences that allow students to demonstrate caring and clinical competence in the application of the nursing process in selected pediatric healthcare environments. Students interact with culturally diverse clients and families with an emphasis on the integration of critical thinking, effective interpersonal communication, professionalism and legal and ethical standards. The clinical simulation laboratory experience reinforces the concepts acquired during the theoretical portion of the class and allows for student collaboration and decision-making in a supported environment. Lab fee required. Prerequisite: NUR 1210C with a grade of "C" or higher.

NUR2423C  Concepts in Maternal and Newborn Nursing

Spring, Summer 4.00 Credits - 7.00 Hours

Concepts in Maternal and Newborn Nursing prepares the student to meet the biopsychosocial needs of the normal childbearing family utilizing the knowledge and skills obtained through the theory and clinical components of the course and through selected simulation exercises. Common alterations in the childbearing process will be discussed which will enable the student to recognize complications and implement appropriate interventions of a beginning level practitioner. The educational and anticipatory guidance needs of the childbearing family will be integrated throughout the theory and clinical components in the course to enable the family to maintain or restore a state of health and well-being. Core educational competencies emphasized throughout the course will be those of: (a) caring interventions, (b) clinical competence and decision-making, (c) communication, (d) commitment to professionalism and (e) collaboration and management of care. During clinical experiences, students will interact and care for culturally diverse clients and families. Lab fee required. Prerequisite: NUR 1210C with a grade of "C" or higher.

NUR2440C  Concepts of Maternal/Child Nursing

Fall, Spring, Summer 6.00 Credits - 11.00 Hours

This course addresses the unique concepts in maternal-child nursing. This course will help prepare the student to meet the developmental, biological and psychosocial health and illness needs of the childbearing family. The educational and anticipatory guidance needs of the child-bearing family will be integrated throughout the theory and clinical components in the course to enable the family to maintain or restore an optimal state of health and well-being. The clinical component provides guided clinical experiences that allow students to demonstrate caring and clinical competencies in the application of the nursing process in selected obstetric and pediatric health care environments. Students interact with culturally diverse clients and families with emphasis on the integration of critical thinking, effective interpersonal communication, professionalism and legal and ethical standards. The clinical simulation laboratory experience reinforces the concepts acquired during the theoretical portion of the class and allows for student collaboration and decision-making in a supported environment. Concepts that will be emphasized throughout the curriculum reflect the Student Learning Outcomes: caring, clinical competence and decision-making, communication, commitment to professionalism and collaboration and management of care. Students must complete this course with a grade of "C" or higher. Prerequisites: DEP 2004 and NUR 1210C with a grade of "C" or higher.
NUR2520C  Concepts in Mental Health Nursing

Fall, Spring  3.00 Credits - 6.00 Hours

This course focuses on the theory base necessary for understanding mental health and illness. Students utilize the nursing process in the care of patients experiencing interference in meeting basic needs due to neurobiological and psychosocial problems. This course continues to build on the five core educational competencies of the curriculum: (a) caring interventions, (b) clinical competence and decision-making, (c) communication, (d) commitment to professionalism and (e) collaboration and management of care. Emphasis is placed on developing therapeutic communication skills, self-awareness and effective nurse-patient relationships. Students collaborate with the healthcare team in a mental health clinical setting and begin to develop the core competencies necessary to achieve desired client outcomes. Psychopharmacology across the lifespan and concepts of medication management are integrated in each unit. Community experiences, selected video, role play and simulation activities are incorporated in this course. There are clinical experiences in acute care inpatient mental health facilities and selected community settings. Students must complete this course with a grade of “C” or higher. Lab fee required. Prerequisites: NUR 1022C and NUR 1060C and NUR 1003C with a grade of “C” or higher. Corequisite: NUR 1210C.

NUR2931  Selected Studies in Nursing

Fall, Summer  1.00 Credit - 1.00 Hour

This course is for individuals who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean or associate vice-president is required prior to registration.

NUR2932  Selected Studies in Nursing

Fall  2.00 Credits - 2.00 Hours

This course is scheduled for individuals who wish to explore topics not covered in the curriculum. The student must present a design of the study (learning contract) to the faculty member who is to direct the work. Approval from the dean or associate vice-president is required prior to registration.

NUR2933  Selected Studies in Nursing

Offered as Needed  3.00 Credits - 3.00 Hours

This course is for individuals who wish to explore or need remediation in curriculum topics. The student and faculty member will design a study contract based on the mutually agreed upon outcomes.

NUR2934  Selected Studies in Nursing

Fall, Spring, Summer  4.00 Credits - 4.00 Hours

In this course topics of current interest are presented in group instruction.

NUR2935  Selected Studies in Nursing

Fall, Spring, Summer  5.00 Credits - 5.00 Hours

In this course topics of current interest are presented in group instruction. The course may be taken three times for credit.

NUR2943C  Practicum and Client Care Management

Fall, Summer  3.00 Credits - 8.20 Hours

This culminating course in the Associate Degree Nursing Program provides students the opportunity to (a) synthesize previous knowledge and skills and (b) develop new knowledge and skills for the management of client care in a dynamically changing healthcare system. Students participate in live and online seminars to develop and enhance the five Student Learning Outcomes of the nursing program: (a) caring interventions, (b) clinical competence and decision-making, (c) communication, (d) commitment to professionalism and (e) collaboration and management of care as they learn to make the
transition from student to graduate nurse. In addition, selected leadership and management principles including (a) prioritizing competently, (b) delegating successfully and (c) managing conflict will be explored. These outcomes are applied in the clinical environment through a guided preceptorship that is directed by the nursing faculty. Students must complete this course with a grade of “C” or higher. Lab fee required. Prerequisite: NUR 2251C or NUR 2244C with a grade of “C” or higher.

NUR2949  Cooperative Education Internship in Nursing

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

NUR3125  Pathophysiology

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course focuses on the basic concepts and processes of pathophysiology for common disease conditions. The content will build on earlier course work such as anatomy, physiology, microbiology, chemistry and nutrition. The mechanisms of underlying clinical manifestations, prevention and treatments will be discussed. Prerequisite or corequisite: NUR 3825.

NUR3145  Pharmacology

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course focuses on the effects of pharmacotherapy used in the treatment of selected illnesses and the promotion, maintenance and restoration of wellness in diverse populations across the lifespan. Emphasis is placed on the concepts of pharmacodynamics and pharmacokinetics. Course outcomes include a detailed understanding of the nurse’s role in safe drug administration, assessment of patient response to drug therapy, patient education and evidence-based treatment guidelines. Legal and ethical principles of medication administration are reviewed. Prerequisite or corequisite: NUR 3825.

NUR3169  Evidence & Research in Nursing Practice

Fall, Spring 3.00 Credits - 3.00 Hours

This course focuses on the processes required to integrate evidence and research into nursing practice. The primary emphasis is on skills to evaluate scientific evidence for nurse-sensitive quality markers so that students can utilize published healthcare research to influence practice. Prerequisite: STA 2023 or STA 2014. Prerequisite: NUR 3825.

NUR3634C  Community and Public Health Nursing

Fall, Spring 4.00 Credits - 6.00 Hours

This course is designed to provide students with the opportunity to assist culturally diverse populations and aggregates in the community to achieve an optimum level of wellness. Concepts of community health nursing focus on the community as a client and nursing interventions utilized across the lifespan. Special emphasis is placed on advanced theoretical concepts related to health promotion, risk reduction, disease prevention, and development processes. All clinical hours will be completed via virtual simulation. Prerequisite or corequisite: NUR 3825.

NUR3667  Diversity & Global Trends in Nursing
### NUR3678 Nursing Care of Vulnerable Populations
#### Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course is designed to pull together material from different cultures and at-risk groups of individuals considered to be vulnerable populations. Key concepts will be discussed that will provide a basic structure for caring for the vulnerable, the relevance of nursing theories to vulnerable populations, nursing research showing the kinds of phenomena nurses study and many ideas about learning to work with and advocate for vulnerable individuals. Prerequisite or corequisite: NUR 3825.

### NUR3825 Professional Role Transition
#### Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course will explore the role expectation of the baccalaureate nurse by integrating the professional standards, ethical principles and management roles as it relates to critical thinking as part of the global perspectives of the healthcare delivery system.

### NUR3870 Informatics in Healthcare
#### Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course will be presented in a hands-on, interactive and self-reflecting manner that will allow students to explore informatics nursing careers and the effective use of patient care technologies while gaining a basic understanding of the multidisciplinary combination of nursing science, computer science, information science and cognitive science. Additionally, this course will provide an introductory overview of relevant clinical information systems (CIS), basic informatics concepts, decision-making support tools and an examination of health information technologies that promote safety, improve quality, foster consumer-centered care and efficiency. Prerequisite or corequisite: NUR 3825.

### NUR3930 Selected Studies in Nursing
#### Fall, Spring, Summer 3.00 Credits - 3.00 Hours
In this course topics of current interest are presented in group instruction.

### NUR4257 Critical Care Nursing
#### Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This theoretical course focuses on synthesizing nursing knowledge and skills in caring for adult clients and their families impacted by critical illness. The emphasis is on both pathophysiology and clinical management. Prerequisite: NUR 3125. Prerequisite or corequisite: NUR 3825.

### NUR4286 Gerontological Nursing
#### Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course examines the process of aging. Physical, psychological, sociocultural and spiritual aspects of aging are examined within the context of the family and society. Advanced theoretical concepts of aging will be examined using the nursing process. The course will also present the unique healthcare needs of the older adult and introduce students to how nursing approaches manage those needs. Ethical and legal issues related to the nursing care of older adults are explored. Prerequisite or corequisite: NUR 3825.

### NUR4829 Leadership and Management in Nursing
The purpose of this course is to examine leadership and management concepts used to address complex micro-system issues within selected healthcare organizations. Emphasis is on the application of advanced communication skills in collaboration with interprofessional teams. Focus is on the interrelationship of selected roles within the context of specific theoretical frameworks and models of care. Prerequisite: NUR 3825 Prerequisite or corequisite: NUR 3169.

NUR4837 Healthcare Policy and Economics in Nursing

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course examines the foundations of healthcare policy that impact nursing practice and client care. Students will participate in a critical analysis of current legislative issues, economic constraints and political controversies that influence emerging trends in nursing practice and healthcare systems. Course content will include an appraisal of the implications of policy and economics on issues of access, equity, affordability, health disparities and social justice in healthcare. Students will gain knowledge that prepares them to assume leadership roles in health policy development. Prerequisite or corequisite: NUR 3825.

NUR4931 Selected Studies in Nursing

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

NUR4945C Nursing Capstone

Fall, Spring, Summer 2.00 Credits - 5.00 Hours

This course builds on previous learning and provides the student with experiential learning in select practice settings. The student will integrate nursing research knowledge, leadership and management and nursing theories to design, implement or lead a project that will improve patient outcomes and facilitate the transition to professional practice. The student must have a current Florida RN license to enroll in this course. The course requires that students complete a capstone experience with a clinical preceptor along with specific web-based assignments and activities in the last semester of the RN-to-BSN program. The capstone project will be based on an agreement between the student, faculty member and the clinical preceptor. Prerequisites: NUR 3125, NUR 3169, NUR 3825, NUR 4829 and NUR 4837. Corequisites: NUR 3634C, NUR 3667. All core required and elective courses must be completed or enrolled in prior to enrollment in the Capstone.

NUR4950 Travel Study in Nursing

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed to promote cultural competence and an appreciation for diversity through visiting other countries and interacting with their citizens and health care professionals. Students will examine the health care delivery systems and financing of health care, the role and challenges of the nurse and degree of collaboration within the health care team. Students will also explore the methods and pathways for nursing education.

OCB1010C Marine Science IB

Offered as Needed 3.00 Credits - .00 Hours

Credit for this course is granted to students scoring 5-7 on the International Baccalaureate (IB) exam in Marine Science.

OCE1001 Introduction to Oceanography

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This beginning course is designed to acquaint the student with the elementary physical, chemical, biological and geological characteristics of the world ocean system. Emphasis is on Florida and its unique relationship with the ocean environment.
OCE1001C  Introduction to Oceanography with Lab
Offered as Needed  4.00 Credits - 5.00 Hours
This beginning course is designed to acquaint the student with the oceans, Earth's most dominant feature and their importance to all planetary systems. Focus will be on their physical, chemical, biological and geological characteristics. Emphasis is on Florida and its unique relationship with the ocean environment. Field trips may be included.

OCE1001CH  Honors Introduction to Oceanography with Lab
Spring  4.00 Credits - 5.00 Hours
This honors level introductory course is designed to acquaint students with the oceans, Earth's most dominant feature and their importance to all planetary systems. Focus will be on their physical, chemical, biological and geological characteristics. Emphasis is on Florida and its unique relationship with the ocean environment. Field trips may be included. Honors level content. Permission required from Honors director. Prerequisite: Acceptance into Honors program.

OST1100C  Keyboarding and Document Processing
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
Students in this course will master the keyboard by touch. Business letters, reports, envelopes, labels and memos are taught using Microsoft Word. This course is for students with little or no keyboarding experience.

OST1108C  Advanced Keyboarding & Document Processing
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course is a continuation of OST 1100C. This course is an individualized approach to increasing speed and accuracy using keyboarding skills for personal and professional use. Emphasis is placed upon developing correct keyboarding techniques. Exercises are interfaced with Microsoft Word to prepare the student for work in an office as well as for personal use. Business and personal letters, tables, resumes and reports are covered. Prerequisite: OST 1100C or department approval.

OST1141  Keyboarding
Fall, Spring, Summer  1.00 Credit - 1.00 Hour
This course is designed for students who need keyboarding/typewriting skills for personal use. Students will learn to operate the computer keyboard by touch.

OST1355C  Records Management and Legal Implications
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course is a study of the principles of effective management for paper-based, electronic and image records systems. Emphasis is placed on the systematic control of the life cycle of all records. Students will learn the basic legal background requirements for the release, retention and storing of records and laws regulating the management of such records. Principles of cost, efficiency and performance are covered as related to the management of all records. Students will also learn how to manage files on their electronic storage device. Career opportunities in records management are included.

OST2335C  Business Communication
Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course develops effective oral and written business communication skills to create successful human relations. Communication skills are taught in the four language areas: listening, reading, writing and speaking. Studies include grammar, proofreading, editing and business communication composition.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Schedule</th>
<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>OST2501</td>
<td>Administrative Office Management</td>
<td>Fall, Spring</td>
<td>3.00</td>
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<td>This course is a study of the current management</td>
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<td>principles, concepts, organizational trends,</td>
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<td>technology and human relations as related to the</td>
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<td>responsibilities of the administrative office</td>
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<td>manager. Simulations, case studies and projects</td>
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<td>are used to develop decision-making and supervisory</td>
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<td>skills necessary for office organization and</td>
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<td>administration.</td>
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<td>OST2713C</td>
<td>Microsoft Word I</td>
<td>Fall, Spring,</td>
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<td>Basic keyboarding skills are required in this</td>
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<td>course. Students will learn to process, edit</td>
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<td>and format text and paragraphs, use headers,</td>
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<td>footers, sections, styles, templates and writing</td>
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<td>tools and print and manage files. In addition,</td>
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<td>students will learn to use advanced formatting</td>
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<td>features, graphics, mail merge and tables.</td>
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<tr>
<td>OST2717C</td>
<td>Microsoft Word II</td>
<td>Fall, Spring</td>
<td>3.00</td>
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<td>This course is a continuation of OST 2713C</td>
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<td>Microsoft Word I. Students will learn to create,</td>
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<td>edit and format text and paragraphs, use</td>
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<td>footers, headers, sections, styles, templates,</td>
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<td>writing tools and print and manage files. In</td>
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<td>addition, students will learn to use advanced</td>
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<td>formatting to merge documents, create and format</td>
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<td>tables, work with graphics, format macros and</td>
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<td>work with shared documents. Prerequisite: OST</td>
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</table>

**Course Descriptions Listing**

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import and export data with other software programs. Emphasis is placed on the management of electronic files. Lab fee required.

OST2852C  Microsoft Excel

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

The purpose of this course is to provide students hands-on training using Excel for business, professional and personal use. The student will gain an in-depth understanding of a spreadsheet program. The student will create, edit and format spreadsheets and graphs, work with formulas and functions, sort, filter and subtotal data lists and create and edit macros.

OST2930  Selected Studies in Office Administration

Offered as Needed  3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction.

OST2941  Cooperative Education Internship in Office Systems

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

OST2942  Cooperative Education Internship in Office Systems

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

OST2949  Cooperative Education Internship in Office Systems

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Course Description</th>
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<tbody>
<tr>
<td>PAX2000</td>
<td>Introduction to Peace Studies</td>
<td>This course will explore the dynamics from a variety of frames. The course will provide a cursory overview of various issues such as conflict, violence, war, non-violence and peace. The course is intended to engage students in the theory and application addressing conflict, violence, war and terrorism. Students will examine approaches to peace, alternatives to war and to peace-building through peace studies and non-violence movements. The course will adopt the frame that we must review actions of the past in order to prevent recurrences. The student will draw upon the ideology of individuals identified as great peacemakers. While exploring great peacemakers, a focus on personal non-violence, ethical approaches to war, conflict transformation or peace and movements for social change will be conducted. Students will investigate local and international conflict, social movements and non-violent approaches to peace. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.</td>
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<tr>
<td>PEL1211</td>
<td>Softball I</td>
<td>This course provides specialized instruction with emphasis on fundamental skills, techniques, offensive and defensive strategy and understanding softball as a competitive sport.</td>
</tr>
<tr>
<td>PEL1216</td>
<td>Baseball I</td>
<td>This course provides specialized instruction with emphasis on fundamental skills, techniques, methods and understanding of baseball as a competitive sport.</td>
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<tr>
<td>PEL1621</td>
<td>Basketball I</td>
<td>This course provides specialized instruction with emphasis given to fundamental skills, techniques, methods and understanding of basketball as a competitive sport.</td>
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<tr>
<td>PEL2212</td>
<td>Softball II</td>
<td>This course provides specialized instruction in advanced skills, techniques and strategies used in competitive softball.</td>
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<tr>
<td>PEL2217</td>
<td>Baseball II</td>
<td>This course is a continuation of PEL 1216 with added emphasis on techniques, methods and understanding of play.</td>
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<tr>
<td>PEL2624</td>
<td>Basketball II</td>
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<tr>
<td>Course Code</td>
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<tr>
<td>Fall</td>
<td>1.00 Credit - 2.00 Hours</td>
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This course provides specialized instruction in advanced skills, techniques and strategies used in competitive basketball.

**PEL2905  Directed Studies in Physical Education**

Offered as Needed 1.00 Credit - 3.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of study (learning contract) to the faculty member who is to direct the work. Approval from the dean is required prior to registration. This course may be taken up to four times for credit.

**PEM1114  Spin Bike Fitness**

Fall, Spring 1.00 Credit - 2.00 Hours

Students will participate in indoor cycling group workouts.

**PEM1121  Yoga**

Fall, Spring 1.00 Credit - 2.00 Hours

This course provides a study of basic yoga movements and positions which contribute to flexibility, strength and relaxation.

**PEM1131  Weight Training**

Fall, Spring 1.00 Credit - 2.00 Hours

This course is designed to introduce students to the basic fundamental and scientific principles of weight training and improve overall fitness levels and skills. Students will learn to lift weights independently while improving at their own pace in order to reach their fitness goals.

**PEM1141  Aerobics**

Fall, Spring 1.00 Credit - 2.00 Hours

This course provides a study of the use of aerobic dance movements and calisthenics to improve fitness.

**PEM1144  Cardiovascular Training**

Fall, Spring 1.00 Credit - 2.00 Hours

This course is designed to introduce students to the basic fundamental and scientific principles of cardiovascular training and improve overall fitness levels and skills.

**PEM1177  Pilates**

Fall, Spring 1.00 Credit - 2.00 Hours

This course provides a study of the use of pilates to improve fitness.

**PEM1181  Walk-Jog-Run**

Fall, Spring 1.00 Credit - 2.00 Hours

This course provides instruction in physical fitness that offers conditioning of the muscles of the cardiovascular system through walking, jogging and running.

**PEM1405  Self Defense**

Fall, Spring 1.00 Credit - 2.00 Hours

This course teaches the basic principles and application of self-defense. Topics include avoidance of conflict, disabling opponents, defending against multiple attackers and post-conflict procedures. Techniques explored include a variety of blocks, kicks, punches and grab releases.

**PEM2101  Conditioning**

Fall, Spring 1.00 Credit - 2.00 Hours
This course includes conditioning activities such as weight training, calisthenics and circuit training. May be taken four times for credit.

**PEO1003  Sports Officiating**

*Fall, Spring*  
1.00 Credit - 2.00 Hours

This course provides an overview of sports officiating. Principles, practices, responsibilities, techniques, methods and employment in sports officiating will be presented. Students will be required to observe sports officiating.

**PET2081  Wellness, Children and Schools**

*Fall, Spring, Summer*  
1.00 Credit - 1.00 Hour

This course offers an exploration and promotion by educators of wellness for children and schools including methods for integrating wellness knowledge in educational settings. Prerequisite: ENC 1101 or a non-degree plan of TEACH.

**PET3551  Introduction to Exercise Science and Personal Training**

*Fall*  
3.00 Credits - 4.00 Hours

This course focuses on the issues in exercise and fitness that each major age group encounters in society today. Students learn the unique challenges that senior adults, middle-aged and younger adults and children and adolescents are confronted with, as well as the sociological, psychological and economic factors that can impact favorable outcomes. Motivational strategies, techniques and plans for designing age-appropriate exercise and fitness programs will be discussed and practiced and current research in models of exercise and fitness programs in community and corporate-based settings will be studied and evaluated for effectiveness. This course will provide an anatomical foundation for the understanding and analysis of human movement.

**PET4093  Advanced Personal Training**

*Spring*  
3.00 Credits - 4.00 Hours

This course will develop advanced strategies for independent fitness goals designed for lifetime health. Topics will include athletic performance development through a combination of skill, strength and balance training and understanding strategies for analyzing and improving athletic performance. This course will have an emphasis on sport-specific conditioning. Prerequisite: PET 3551 with a grade of “C” or higher.

**PGY2127L  Photography Lab I**

*Fall*  
1.00 Credit - 2.00 Hours

This course is an open lab designed for experienced students who have basic photography and darkroom skills. A final portfolio is required for completion of the course. Lab fee required. Prerequisites: PGY 2404C with a minimum grade of "C" or higher and permission of dean.

**PGY2401C  Photography I**

*Fall, Spring, Summer*  
3.00 Credits - 5.00 Hours

Open to all students, this course is an introduction to the fundamentals of photography and includes camera operation, pictorial composition, exposure, developing and printing as a means of personal photographic expression. A manual 35 mm, single-lens reflex camera is required, as is the purchase of expendable materials. This course is for art majors and non-art majors. Lab fee required.

**PGY2404C  Photography II**

*Spring*  
3.00 Credits - 5.00 Hours

Open to all students, this course focuses on the application and refinement of skills acquired in Photography I with special emphasis on the mastery of particular problems. A manual 35 mm, single-lens reflex camera is required, as is the purchase of expendable materials. This course is for art majors and
PGY2405C  Advanced Photography

Fall, Spring  3.00 Credits - 5.00 Hours

This is an advanced course of photographic study utilizing individualized projects and critiques that stress both technical and aesthetic aspects of the photographic image as a medium of creative expression. A manual 35 mm, single-lens reflex camera is required, as is the purchase of expendable materials. Digital photography is included. Additional lab hours and a lab fee is required. Prerequisites: PGY 2404C with a minimum grade of "C" or higher and permission of dean.

PGY2801C  Digital Photography

Fall, Spring  3.00 Credits - 5.00 Hours

This course is an introduction to the exciting world of digital imaging. Students will be provided with a start-to-finish understanding of successful image-making by offering hands-on projects, demonstrations and discussions aimed at boosting creative expression and productivity in a challenging, yet fun, environment. Students will learn how to use their digital camera as an effective tool for visual communication as well as how to work efficiently in Photoshop, how to combine images and add text and finally, how to optimize their creations for final output. Students will produce at least three portfolio pieces. Lab fee required.

PHI1011  Philosophy IB

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the International Baccalaureate (IB) examination in Philosophy.

PHI1630  Contemporary Ethical Problems

Fall, Spring  3.00 Credits - 3.00 Hours

Discussions of the moral problems of contemporary society such as abortion, the sexual revolution, war, violence, aging, civil disobedience, modern medical practices and other issues take place in this course. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.

PHI2010  Introduction to Philosophy I

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course covers the study of fundamental philosophical problems and concepts. Speculation about limits of human understanding, value judgments, foundations of morality and speculation about the existence of God in order to present students with the tools for constructing their own philosophy. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Humanities requirement for A.A. degree seeking students. Prerequisite or corequisite: ENC 1101.

PHI2010H  Honors Intro to Philosophy I

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

The course covers the study of fundamental philosophical problems and concepts. Speculation about limits of human understanding, value
judgments, foundations of morality and speculation about the existence of God will be covered in order to present students with the tools for constructing their own philosophy. Honors level content. Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Humanities requirement for A.A. degree seeking students. Prerequisite: Acceptance into Honors program. Corequisite: ENC 1101.

PHI2011 Introduction to Philosophy II

Offered as Needed 3.00 Credits - 3.00 Hours

This course provides a greater depth of study of the fundamental philosophical problems and concepts, speculation about the existence of God, the relevancy of morals today and the limits of human understanding. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: PHI 2010.

PHT1000C Introduction to Physical Therapy

Fall 2.00 Credits - 3.00 Hours

This course introduces the new Physical Therapist Assistant (PTA) student to the physical therapy profession, its professional organizations and the ever-changing world of healthcare. Special emphasis is placed on becoming a healthcare professional and understanding all behaviors and responsibilities which by law, ethical standards and professional standards of conduct are appropriate for a physical therapist assistant. Additional focus is placed upon understanding the role of the PTA in the healthcare system with regard to the role of team members, legal/ethical issues, medical terminology, documentation, stress management, patient safety and privacy, practice parameters and communication skills. The course format is lecture and discussion, with the inclusion of lab activities. Learning in the course is evaluated via assignments, projects, quizzes and examinations. Lab fee required. Students must complete this course with a grade of "C" or higher. Corequisites: BSC 2093C, PHT 1120, PHT 1200 and PHT 1200L.

PHT1120 Functional Kinesiology

Fall 3.00 Credits - 3.00 Hours

This course is a comprehensive examination of the structure and function of the musculoskeletal system. The concepts of active and passive insufficiency are introduced and their application to human movement made relevant. Special emphasis is placed upon the observation and analysis of human movement. The course format is mainly lecture and discussion. Learning in this course is evaluated via quizzes and cumulative examinations. Students must complete this course with a grade of "C" or higher. Corequisites: PHT 1000, PHT 1120L, PHT 1200 and PHT 1200L.

PHT1120L Functional Kinesiology Lab

Fall 2.00 Credits - 6.00 Hours

This course is a lab companion to PHT 1120 and provides laboratory practice for those skills requiring hands-on experience. Emphasis is placed upon palpation, goniometric measurements, manual muscle testing and the analysis of human movement. The course format is mainly demonstration and practice of psychomotor skills in the lab environment with the use of patient simulators. Learning in this course is evaluated via competency-based skill checks and/or practical exams. Lab fee required. Students must complete this course with a grade of "C" or higher. Corequisites: PHT 1000, PHT 1120, PHT 1200 and PHT 1200L.

PHT1200 Basic Patient Care

Fall 2.00 Credits - 2.00 Hours

This course emphasizes the essential patient care skills necessary for clinical practice. Students will learn the basics of assessment of medical status through vital signs, performance of safe patient mobility, infection control, prevention of pressure injury, body mechanics, wheelchair fitting and mobility, gait training and associated assistive devices, as well as use of modalities such as compression, thermal and cryotherapy. The course format is mainly lecture and discussion. Learning in this course is evaluated via
quizzes and cumulative examinations. Students must complete this course with a grade of "C" or higher. Corequisites: PHT 1000, PHT 1200L and PHT 1120.

**PHT1200L  Basic Patient Care Laboratory**

**Fall  2.00 Credits - 6.00 Hours**

This course is the lab companion to PHT 1200 and provides laboratory practice for those skills requiring hands-on experience. Students will perform assessment of medical status through vital signs, performance of safe patient mobility, infection control, prevention of pressure injury, wheelchair fitting and mobility, gait training with the appropriate associated assistive devices, as well as use of modalities such as compression, thermal and cryotherapy. The course format is mainly demonstration and practice of psychomotor skills in the lab environment with the use of patient simulators. Learning in this course is evaluated via competency-based skill checks and oral/practical exams. Lab fee required. Students must complete this course with a grade of "C" or higher. Corequisites: PHT 1000, PHT 1120, PHT 1120L and PHT 1200.

**PHT1213  Physical Therapy Principles and Procedures**

**Spring  3.00 Credits - 3.00 Hours**

This course emphasizes various physical therapy modalities used to treat pain, edema, weakness, wounds and spasm. Modalities presented include ultrasound, electrical stimulation, soft tissue mobilization, compression wrapping, laser, traction and hydrotherapy. The course format is mainly lecture and discussion. Learning in this course is evaluated via assignments, quizzes and cumulative examinations. Students must complete this course with a grade of "C" or higher. Prerequisites: BSC 2094C, PHT 1000, PHT 1120, PHT 1120L, PHT 1200, PHT 1200L. Corequisites: PHT 1213L, PHT 2224 and PHT 2224L.

**PHT1800L  Physical Therapy Clinical Practice I**

**Summer  4.00 Credits - 16.00 Hours**

This course is the lab companion to PHT 1213 and provides laboratory practice for those skills requiring hands-on experience. Emphasis is placed on safe use of modality equipment as well as monitoring and documenting patient simulator responses to the treatments conducted. The course format is mainly demonstration and practice of psychomotor skills in the lab environment with the use of patient simulators. Learning in this course is evaluated via competency-based skill checks and oral/practical exams. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: PHT 1000, PHT 1120, PHT 1120L, PHT 1200 and PHT 1200L. Corequisites: PHT 1213, PHT 2224 and PHT 2224L.

**PHT1930C  Pre-Clinical Practice I Integration**

**Summer  4.00 Credits - 10.00 Hours**

This course integrates all prior PHT course content with an introduction to a broad spectrum of commonly seen medical and surgical conditions and their rehabilitation needs. Common data collection, patient/caregiver education and interventions are addressed. Also emphasized are precautions, contraindications and possible complications of various interventions. The course format is lecture, discussion and practice of psychomotor skills in the lab environment with the use of patient simulators. Learning in this course is evaluated via quizzes, cumulative examinations and competency-based oral/practical exams. Lab fee
required. Students must complete this course with a grade of “C” or higher. Prerequisites: PHT 1213, PHT 1213L, PHT 2224, PHT 2224L with a grade of “C” or higher. Corequisite: MAC 1105 or higher level MAC or MAP General Education course.

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<tr>
<td>PHT2162</td>
<td>Neurological Disabilities and Treatments</td>
<td>4.00</td>
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<td>This course is a comprehensive examination of common adult and pediatric neurological disorders. Emphasis is placed upon the etiology, pathology, clinical presentation, medical testing, management, prognosis and rehabilitation of various disorders. The course format is mainly lecture and discussion. Learning in this course is evaluated via quizzes and cumulative examinations. Students must complete this course with a grade of “C” or higher. Prerequisites: PHT 2310, PHT 2810L, PHT 2228 and PHT 2228L with a grade of “C” or higher. Corequisites: PHT 2162L, PHT 2820L and PHT 2931.</td>
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<tr>
<td>PHT2162L</td>
<td>Neurological Disabilities and Treatments Lab</td>
<td>2.00</td>
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<td>This course is the lab companion to PHT 2162 and provides laboratory practice for those skills requiring hands-on experience. Emphasis is placed upon students completing the appropriate data collection, neurorehabilitative techniques and patient/caregiver education required for the treatment of disorders discussed in the lecture portion of the course. Students will develop treatment plans based upon the physical therapist’s plan of care/goals, medical reports and the patient response. The course format is mainly demonstration and practice of psychomotor skills in the lab environment with the use of patient simulators. Learning in this course is evaluated via competency-based skill checks and oral/practical exams. Lab fee required. Students must complete this course with a grade of “C” or higher. Prerequisites: PHT 2310, PHT 2810L, PHT 2228 and PHT 2228L. Corequisites: PHT 2162, PHT 2931 and PHT 2820L.</td>
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<td>PHT2224</td>
<td>Therapeutic Exercise I</td>
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<td>This course emphasizes the basics of therapeutic exercise including passive, active-assistive, active, stretching and resistive exercises. It explores the variety of ways these exercises may be performed (manual vs. mechanical) and considerations leading to modification (stage of tissue state and recovery, subjective and objective findings). The course format is mainly lecture and discussion. Learning in this course is evaluated via quizzes and cumulative examinations. Students must complete this course with a grade of “C” or higher. Prerequisites: PHT 1000, PHT 1120, PHT 1120L, PHT 1200 and PHT 1200L. Corequisites: PHT 1213, PHT 1213L and PHT 2224L.</td>
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<td>PHT2224L</td>
<td>Therapeutic Exercise I Lab</td>
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<td>This course is the lab companion to PHT 2224 and provides laboratory practice for those skills requiring hands-on experience. Emphasis is placed upon passive, active-assistive, active, stretching and resistive exercises. The course format is mainly demonstration and practice of psychomotor skills in the lab environment with the use of patient simulators. Learning in this course is evaluated via competency-based skill checks and oral/practical exams. Lab fee required. Students must complete this course with a grade of “C” or higher. Prerequisites: PHT 1000, PHT 1120, PHT 1120L, PHT 1200 and PHT 1200L. Corequisites: PHT 1213, PHT 1213L and PHT 2224.</td>
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<tr>
<td>PHT2228</td>
<td>Therapeutic Exercise II</td>
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<td>This course builds on exercise concepts introduced in PHT 2224 and PHT 2224L and integrates knowledge of orthopedic and other system disorders presented in PHT 2310. The conservative and post-surgical rehabilitation, including appropriate data collection, interventions and patient/caregiver education for the specific disorders is emphasized in this course. The course format is mainly lecture and discussion.</td>
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Learning in this course is evaluated via quizzes and cumulative examinations. Students must complete this course with a grade of “C” or higher. Prerequisites: PHT 1800L and PHT 1930C with a grade of “C” or higher. Corequisites: PHT 2228L, PHT 2810L, PHT 2310 and any Humanities General Education course.

PHT2228L  Therapeutic Exercise II Laboratory

Fall  2.00 Credits - 6.00 Hours

This course is the lab companion to PHT 2228 and provides laboratory practice for those skills requiring hands-on experience. Emphasis is placed upon students completing the appropriate data collection, interventions and patient/caregiver education required for the treatment of disorders discussed in the lecture portion of this course. Students will develop treatment plans based upon the physical therapist’s plan of care/goals, medical reports and the patient response. The course format is mainly demonstration and practice of psychomotor skills in the lab environment with the use of patient simulators. Learning in this course is evaluated via competency-based skill checks and oral/practical exams. Lab fee required. Students must complete this course with a grade of “C” or higher. Prerequisite: PHT 1800L with a grade of “C” or higher. Corequisites: PHT 2228, PHT 2228L and PHT 2310.

PHT2310  Orthopedic Disabilities and Treatment

Fall  3.00 Credits - 3.00 Hours

This course emphasizes the etiology, pathology, clinical presentation, prognosis and general medical management of a variety of musculoskeletal, cardiopulmonary, integumentary, metabolic and other system disorders most commonly seen in physical therapy practice. Medical management, including lab values, imaging, pharmacology and their significance and consideration in treatment is emphasized. The course format is mainly lecture and discussion. Learning in this course is evaluated via quizzes and cumulative examinations. Students must complete this course with a grade of “C” or higher. Prerequisite: PHT 1800L with a grade of “C” or higher. Corequisites: PHT 2228, PHT 2228L and PHT 2810L.

PHT2810L  Physical Therapy Clinical Practice II

Fall  4.00 Credits - 16.00 Hours

This course is the second of three full-time clinical experiences designed to further develop students’ clinical skills. Students will treat patients under the guidance and supervision of a licensed physical therapist or physical therapist assistant. Learning in this course is primarily evaluated with the Clinical Performance Instrument. Lab fee required. Students must complete this course with a grade of “C” or higher. Prerequisite: PHT 1800L with a grade of “C” or higher. Corequisites: PHT 2228, PHT 2228L and PHT 2310.

PHT2820L  Physical Therapy Clinical Practice III

Spring  4.00 Credits - 16.00 Hours

This course is the last of three full-time clinical experiences designed to prepare students for entry-level clinical practice. Students will treat patients under the guidance and supervision of a licensed physical therapist or physical therapist assistant. Learning in this course is primarily evaluated with the Clinical Performance Instrument. Lab fee required. Students must complete this course with a grade of “C” or higher. Prerequisites: PHT 2228, PHT 2228L, PHT 2310 and PHT 2810L with grades of “C” or higher. Corequisites: PHT 2162 and PHT 2162L.

PHT2901  Directed Studies in Physical Therapy

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is scheduled for the individual student who wishes to explore additional topics within the discipline.

PHT2902  Directed Studies in Physical Therapy

Fall, Spring, Summer  2.00 Credits - 2.00 Hours

This course is scheduled for the individual student who wishes to explore additional topics within the discipline.
PHT2903 Directed Studies in Physical Therapy
Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course is scheduled for the individual student who wishes to explore additional topics within the discipline.

PHT2904 Directed Studies in Physical Therapy
Fall, Spring, Summer 4.00 Credits - 4.00 Hours
This course is scheduled for the individual student who wishes to explore additional topics within the discipline.

PHT2931 Trends in Physical Therapy
Spring 2.00 Credits - 2.00 Hours
This course guides the physical therapist assistant student in the transition from student to licensed PTA. The course emphasizes Florida laws and administrative code regarding physical therapy. Students will also learn test-taking strategies for the national PTA licensing examination. The course also involves self-examination of behaviors, strengths, weaknesses and practice constraints in clinical settings within the scope of legal, ethical, professional and practice parameters that have been set for the profession of physical therapy. The course format is mainly lecture and discussion. Learning in this course is evaluated via online discussions, presentations, quizzes and cumulative examinations. Lab fee required. Students must complete this course with a grade of “C” or higher. Prerequisites: PHT 2228, PHT 2228L, PHT 2310, PHT 2810L with a grade of “C” or higher. Corequisites: PHT 2162L, PHT 2820L and any Psychology or Sociology General Education course.

PHY1020 Conceptual Physics
Fall, Spring, Summer 3.00 Credits - 3.00 Hours
This course is for non-science majors. Fundamental concepts of physics with application of everyday experiences are covered. Topics include kinematics, mechanics, electricity and magnetism and special topics. This course is designed to give the student a working knowledge of the physical factors in our environment. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students.

PHY1020L Conceptual Physics Laboratory
Offered as Needed 1.00 Credit - 3.00 Hours
This course is a laboratory complement of PHY 1020. Experiments will be selected to illustrate and reinforce the physics concepts introduced in the Conceptual Physics class. Lab fee required. Corequisite: PHY 1020.

PHY1053 General Physics I
Offered as Needed 3.00 Credits - 3.00 Hours
This course contains a descriptive and quantitative study of kinematics, mechanics, energy and application of mechanics. This course meets the requirements for professional and technical students needing an algebra-based physics course. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisite: MTB 1329 with a grade of “C” or higher or pre/corequisite of MAC 1114 or higher level mathematics course with a grade of “C” or higher.

PHY1053C General Physics I
Fall, Spring, Summer 4.00 Credits - 6.00 Hours
This course contains a descriptive and quantitative study of kinematics, mechanics, energy and applications of mechanics. This course meets the requirements for professional and technical students needing an algebra-based physics course. Lab fee required. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisite: MTB 1329 with a grade of “C” or higher or pre/corequisite of MAC 1114 or higher level mathematics course with a grade of “C” or higher.
PHY1053L  General Physics Laboratory

Fall  1.00 Credit - 3.00 Hours

This course is the same laboratory as contained in PHY 1053C. Topics covered include mechanics, harmonic motion and sound. This course is intended for students who are currently taking an advanced placement physics lecture course and will take this course as dual enrollment. Prerequisite: MAT 1033 or higher level mathematics course.

PHY1054C  General Physics II

Fall, Spring, Summer  4.00 Credits - 6.00 Hours

This course contains the descriptive and quantitative study of electricity, magnetism and applications of electromagnetism. This course meets the requirements for professional and technical students needing an algebra-based physics course. Lab fee required. Prerequisites: PHY 1053C with a grade of "C" or higher and MAT 1033 or higher level mathematics course.

PHY2014  Physics for Teachers

Summer  3.00 Credits - 3.00 Hours

This course is for teachers of grades 6-12 science. It is a hands-on, lecture-laboratory course introducing a variety of physics concepts. Those concepts will vary to fit the needs of the teachers enrolled.

PHY1054L  General Physics Laboratory

Spring  1.00 Credit - 3.00 Hours

This course is the same laboratory as contained in PHY 1054C. Topics covered include electricity, magnetism, optics and heat. This course is intended for students who are currently taking an advanced placement physics lecture course and will take this course as dual enrollment. Prerequisite: MAT 1033 or higher level mathematics course.

PHY2048C  Physics with Calculus I

Fall, Spring  4.00 Credits - 7.00 Hours

This physics course is designed for science, engineering and mathematics majors. Topics studied are kinematics, mechanics and applications of mechanics. Lab fee required. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisite: MAC 2311 or higher level mathematics course with a grade of "C" or higher or sufficient score on placement test.

PHY2048CH  Honors Physics with Calculus I

Fall, Spring  4.00 Credits - 7.00 Hours

This honors physics course is designed for science, engineering and mathematics majors. Topics studied are kinematics, mechanics and applications of mechanics. Lab is included. Lab fee required. This class satisfies the General Education State Core Science requirement for A.A. degree seeking students. Prerequisite: Acceptance into Honors program. Corequisites: IDH 2300 and MAC 2311.

PHY2048L  Physics with Calculus Laboratory

Fall  1.00 Credit - 3.00 Hours

This course is the same laboratory as contained in PHY 2048C. Topics covered include mechanics, harmonic motion and sound. This course is intended for students who are currently taking an advanced placement physics with calculus lecture course and will take this course as dual enrollment. Prerequisite or corequisite: MAC 2311 or higher level mathematics course.

PHY2049C  Physics with Calculus II

Fall, Spring  4.00 Credits - 7.00 Hours

This physics course is designed for science, engineering and mathematics majors. Topics studied include electricity, magnetism and topics of electromagnetism. Lab fee required. Prerequisite: PHY 2048C with a grade of "C" or higher.
PHY2049CH Honors Physics with Calculus II

Fall, Spring  
4.00 Credits - 7.00 Hours

This honors physics course is designed for science, engineering and mathematics majors. Topics studied include electricity, magnetism and topics of electromagnetism. Lab fee required. Prerequisites: PHY 2048C or PHY 2048CH with a grade of “C” or higher and acceptance into the Honors Program or permission from the Honors Director. Corerequisite: IDH 2301.

PHY2049L Physics with Calculus Laboratory

Spring  
1.00 Credit - 3.00 Hours

This course is the same laboratory as contained in PHY 2049C. Topics covered include electricity, magnetism, optics and heat. This course is intended for students who are currently taking an advanced placement physics with calculus lecture course and will take this course as dual enrollment. Prerequisite or corequisite: MAC 2311 or higher level mathematics course.

PHY2941 Cooperative Education Internship in Physics

Offered as Needed  
1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

PLA1003 Fundamental Law

Fall, Spring, Summer  
3.00 Credits - 3.00 Hours

This course will provide an understanding of the rationale of the laws that affect the student every day. This is a survey course in which the student will study a variety of substantive areas of the law and legal principles, utilizing critical thinking and examining challenging issues.

PLA1104 Legal Research and Writing I

Spring  
4.00 Credits - 4.00 Hours

The student who successfully completes this course should have a knowledge of law sources and experience with their use. The student will learn the basics of legal research and perform research in the principle sources of law, including cases, statutes, constitutions, court rules and administrative regulations. The student will also accomplish research in secondary authorities, execute proper legal citations and participate in the high technology of legal
research. Lab fee required. Prerequisites: ENC 1101, PLA 1003 and BUL 2241 or PLA 2273 with a grade of "C" or higher.

PLA2114  Legal Research and Writing II

Fall 3.00 Credits - 3.00 Hours

This course provides students with the methods, techniques and procedures for the research and preparation of legal memoranda, trial and appellate briefs and other forms of legal documents. The student who successfully completes this course should have the ability to render argument in forceful, lucid prose and to understand the values of adversarial and objective writing. The student will understand the basics of the American legal system, appreciate that judicial decision-making is not always to be emulated and distinguish between legal traditions which are both valued links and hindrances to writing. Lab fee required. Prerequisite: PLA 1104.

PLA2203  Civil Litigation I

Spring 3.00 Credits - 3.00 Hours

This course is a study of the principles of litigation and the rules of procedure for federal and Florida courts, including pleadings and practice. The student who successfully completes this course will understand the organization and structure of the civil litigation system and appreciate the different judicial forums. The student will develop an understanding of the litigation process, its goals, the rules of procedure and the constitutional provisions which influence the litigation process. Lab fee required. Prerequisites: PLA 1003 and ENC 1101 with grade of "C" or higher.

PLA2222  Civil Discovery

Spring 3.00 Credits - 3.00 Hours

This course explores the rules and methods of discovery ranging from depositions to the evolving area of electronic discovery. The student who successfully completes this course will have the ability to obtain discovery that is relevant to the subject matter of a pending case. The course will provide the student with the ability to use the rules and methods of discovery to conduct the investigative stage of a case prior to trial. Techniques will be developed for obtaining discovery through written interrogatories, requests for production of documents or things, requests for admission, physical and mental examinations and depositions. Prerequisite: PLA 2303.

PLA2223  Civil Litigation Procedures II

Spring 3.00 Credits - 3.00 Hours

This course is a continuation of the study of the principles of litigation and the rules of procedure for federal and Florida courts, including pleadings, practice and discovery. The student who successfully completes this course will have hands-on experience in the gathering and preparation of evidentiary materials, drafting of legal documents and courtroom presentation and procedures. Students are divided into litigation teams and prepare for and participate in mock trial events. Lab fee required. Prerequisite: PLA 2203.

PLA2227  Trial Practice

Fall, Spring 3.00 Credits - 3.00 Hours

The course will require students to apply the rules of civil trial litigation as it is practiced in Florida with an emphasis on the practical aspects of litigation. Students will learn how to prepare for a trial and how to assist an attorney in handling a civil matter from initial interview through the trial. Class culminates with a staged trial.

PLA2273  Torts

Fall, Spring 3.00 Credits - 3.00 Hours

This course is a study of the various classifications and functions of tort law, including intentional and negligent torts, causation, proximate cause and defenses. The student who successfully completes this course will develop an understanding of the elements of tort causes of action and the legal defenses to such
causes of action. The student will examine the practical aspects and issues involved in personal injury law, understand the asserting of legal claims, recognize appropriate remedies and draft related documents.

PLA2303  Criminal Litigation

Spring 3.00 Credits - 3.00 Hours

This course includes a study of the definition and classification of criminal offenses, the principles of criminal responsibility and the legal procedures in a criminal prosecution. The student who successfully completes this course will have an understanding of the elements of crimes, have performed hands-on research, have drafted documents and have participated in oral trial presentations regarding a hypothetical criminal case.

PLA2413  Intellectual Property

Fall, Spring 3.00 Credits - 3.00 Hours

Intellectual property, often known as IP, allows people to own their creativity and innovation in the same way that they can own physical property. The course is divided into the four areas of intellectual property law which include trademark, copyright, patent and trade secrets. For each area, the course will aim to cover the statutory bases, as well as discuss key doctrines and cases. Finally, the course will expose each student to the practical considerations faced by those working in related legal fields. The student will explain the filing process, filing systems, and the typical life cycle of a case for each area of intellectual property. Common litigation causes of action and remedies will also be discussed.

PLA2483  Administrative Law

Spring 3.00 Credits - 3.00 Hours

This course defines administrative law, explains the creation and structure of federal and state administrative agencies, explores agency discretion, scrutinizes rules and regulations and studies investigations. The student who successfully completes this course will understand the representation of citizens at agency hearings and proceedings, be able to research agency statutory and case law, be able to communicate agency procedures to clients and be able to articulate the concept of judicial review as applicable to agency decisions. Prerequisite or corequisite: BUL 2241 or PLA 1003.

PLA2600  Wills, Trusts and Estate Administration

Summer 3.00 Credits - 3.00 Hours

This course includes a detailed study of testacy and intestacy, preparation of wills and codicils, fundamentals of execution and probate administration. The student who successfully completes this course will understand and apply the legal requirements for the proper preparation, execution and probate of wills and trust instruments. Students will understand the types of estates under Florida Law/the Uniform Probate Code and how to complete the necessary forms to accomplish the probate goal of marshalling assets, identifying legal creditors and paying legal claims and distributing probate assets.

PLA2610  Real Property I

Fall 3.00 Credits - 3.00 Hours

This course includes an overview of property law in general and Florida law in particular. Students who complete this course will demonstrate a knowledge of real property law and its application to real property transactions. Students will understand the mechanics of various commercial and private property transactions and mortgage foreclosures. Students will appreciate the theories/concepts of legal descriptions, ownership, title searches, acquiring and transferring, appraising, financing, closing, leasing, condominiums and cooperatives, environmental law, taxation, ethics and drafting appropriate legal documents.

PLA2612  Real Property II

Fall 3.00 Credits - 3.00 Hours
This course includes an overview of intermediate real estate law topics with a specific emphasis on real property transactions in Florida. Students who complete this course will understand the fundamental concepts underlying a real estate closing, including the issuance of title insurance commitments, policies and endorsements and various federal and state regulations that affect real estate closings. Students will appreciate the concepts of title examination, encumbrances and adverse matters, title insurance, water rights, the Real Estate Settlement Procedures Act (RESPA), the Foreign Investment in Real Property Tax Act (FIRPTA), Florida homestead and the Marketable Record Title Act. Prerequisite: PLA 2610.

PLA2614 Real Property Transactions

Spring 3.00 Credits - 3.00 Hours

This course is largely transaction and problem-oriented. This course will discuss problems involving real estate transactions under Florida law, including real estate contracts, parties to Florida transactions, financing, property descriptions and settlement statements. This course trains students in the use of the Attorneys’ Title Insurance Database System for completing title examinations and updates and the DoubleTime, closing software program, including DoubleTime Escrow Accounting. Prerequisites: PLA 2610 and PLA 2612.

PLA2700 Professional Responsibility

Spring 3.00 Credits - 3.00 Hours

This course will provide the student with an opportunity to examine and evaluate the ethical obligations and professional responsibilities of a legal assistant. The student who successfully completes this course will have a basic understanding of ethical legal conduct, a thorough comprehension of the importance of ethics to the law, a solid understanding of the major issues in ethics and the rules governing those issues and the ability to apply that developing ethical sensitivity and knowledge to a variety of hypothetical and real-life situations.

PLA2730 Computer Assisted Legal Research

Summer 3.00 Credits - 3.00 Hours

This course prepare students to conduct online research using a variety of full-service, low-cost and free modalities and databases including, but not limited to, Lexis, Westlaw, Bloomberg Law, LoisLaw, Fastcase, Versuslaw, Casemaker, Casetext, Ravel, Google and Bing. Students should develop competencies with respect to natural language and searches using terms and connectors. Students who successfully complete this course will be able to search effectively using key numbers and headnotes, Shepherds and Keycite and their various equivalents. Students will learn to narrow and focus searches using subject matter and procedural terms, specific dates and time-frames, courts, attorneys and parties. In addition, students will learn to perform non-legal research (using business and academic databases) to support legal claims, defenses and typical law office activities. With frequent guests from the local legal community, this entry-level class offers hands-on experience working through basic real-world legal research challenges. Prerequisite or corequisite: PLA 1003.

PLA2763 Law Office Management and Technology

Summer 3.00 Credits - 3.00 Hours

This course will prepare the student for responsibilities associated with the management of a law office. The student will examine the structure of a law office, time and records management, billing methods, technology and computers, administrative procedures, client relations, office operating procedures and professionalism in the workplace. The student who successfully completes this course will understand the practical and ethical issues of law office organization and functions through the visitation to a law firm/agency, interviewing of employees and preparation of oral and written reports.

PLA2800 Family Law

Fall, Spring 3.00 Credits - 3.00 Hours
This course includes an examination of general and Florida laws of marriage, divorce, annulment, separation, adoption, custody, legitimacy, support, guardianship and the juvenile. The student who successfully completes this course will have a basic knowledge of what family law is and the skills to use that knowledge to apply legal standards and draft documents used in the practice of family law.

PLA2841  Immigration Law

Fall, Spring, Summer    3.00 Credits - 3.00 Hours

This course deals with the law of immigration within the United States. The course will focus on immigrants and the different categories of non-immigrants and the various laws that must be followed to visit the U.S. from abroad or gain permanent resident status. Immigration law is a form-based area of law. As such, we will identify and complete the various forms that are used in the immigration process. Students will identify the vocabulary often used in immigration cases, practice preparing various types of immigration forms and develop an understanding of how to deal with the immigration client.

PLA2930  Selected Studies in Law

Spring, Summer    3.00 Credits - 3.00 Hours

In this course topics of current interest and other areas of law are presented in group instruction. This course may be taken four times for credit.

PLA2935  Selected Studies in Law

Fall, Spring, Summer    1.00 Credit - 1.00 Hour

In this course topics of current interest and other areas of law are presented in group instruction. This course may be taken three times for credit.

PLA2939  Selected Studies in Law

Offered as Needed    3.00 Credits - 3.00 Hours

In this course topics of current interest and other areas of law are presented in group instruction. This course may be taken four times for credit.
PLA2942  Cooperative Education Internship in Legal Assisting

Fall, Spring, Summer    2.00 Credits - 2.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: Student must have a degree plan of LEGAL-AS, must have successfully completed PLA 1104, PLA 2114 (PLA 2114 may be taken as a corequisite), PLA 2203 with grades of “C” or higher, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

PLA2944  Cooperative Education Internship in Legal Assisting

Fall, Spring, Summer    4.00 Credits - 4.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: Student must have a degree plan of LEGAL-AS, must have successfully completed PLA 1104, PLA 2114 (PLA 2114 may be taken as a corequisite), PLA 2203 with grades of “C” or higher, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

PLA2949  Cooperative Education Internship in Legal Assisting

Fall, Spring, Summer    3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: Student must have a degree plan of LEGAL-AS, must have successfully completed PLA 1104, PLA 2114 (PLA 2114 may be taken as a corequisite), PLA 2203 with grades of “C” or higher, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

PLA2950  Certified Paralegal Exam Review

Fall, Spring, Summer    3.00 Credits - 3.00 Hours

This course prepares students for the NALA Certified Paralegal examination by providing a comprehensive review of the material included on the exam with emphasis on the areas currently tested. The course will include practice examinations designed to prepare students for the actual exam. The course is open to anyone preparing to take the Certified Paralegal Exam or interested in obtaining a general overview of various legal disciplines.

* PMT0070  Welder Assistant 1

Fall, Spring    3.00 Credits - 90.00 Hours

This introductory course is a combination of class lecture and lessons completed with the augmented reality technology system. Students will receive post-
weld feedback on his or her accuracy of work angle, travel angle, travel speed and aim. Students gain knowledge in cleaning and preparing base metals and topics such as the basic oxyacetylene and plasma-arc cutting. This course is to be taken in conjunction with the welding skills development lab and must be completed with a grade of "C" or higher. Prerequisites: BCV 0011C, BCV 0040, PMT 0108 with a grade of "C" or higher. Corequisite: PMT 0930L.

* PMT0071  Welder Assistant 2

Fall, Spring 3.00 Credits - 90.00 Hours

This intermediate course is a continuation of skills acquired in Welder Assistant 1 and is a combination of class lecture and lessons completed with the augmented reality technology system. Students will receive post-weld feedback on his or her accuracy of work angle, travel angle, travel speed and aim. Students will gain knowledge of intermediate oxyacetylene and plasma-arc cutting principles and basic Shielded Metal Arc Welding (SMAW). This course is to be taken in conjunction with the welding skills development lab and must be completed with a grade of "C" or higher. Prerequisites: BCV 0011C, BCV 0040, PMT 0108, PMT 0070 with a grade of "C" or higher. Corequisite: PMT 0930L.

* PMT0072  Welder Assistant 3

Spring, Summer 3.00 Credits - 90.00 Hours

This intermediate course is a continuation of skills acquired in previous courses. This course is a combination of class lecture and lessons completed with the augmented reality technology system. Students will receive post-weld feedback on his or her accuracy of work angle, travel angle, travel speed and aim. Students will gain knowledge of intermediate skills, such as Gas Tungsten Arc Welding (GTAW). Employability skills in resume and cover letter writing, conducting a job search and job interviews will be introduced. This course is to be taken in conjunction with the welding skills development lab and must be completed with a grade of "C" or higher. Prerequisites: BCV 0011C and BCV 0040 with a grade of "C" or higher. Corequisite: PMT 0930L.

* PMT0108  Introduction to Welding

Fall, Summer 3.00 Credits - 90.00 Hours

This introductory course provides fundamentals of the welding industry, such as basic industrial and manufacturing processes, welding techniques and applications, metal identification and properties and the interpretation of welding drawings and symbols. The course will familiarize students with the history of welding, career opportunities and requirements of a professional welder. An emphasis will be placed on welding safety and the use of maintenance of equipment. This course must be completed with a grade of "C" or higher. Prerequisites: BCV 0011C and BCV 0040 with a grade of "C" or higher. Corequisite: PMT 0930L.

* PMT0930L  Welding Skills Development Lab

Fall, Spring, Summer 3.00 Credits - 90.00 Hours

Upon successful completion of the defined augmented reality system milestones in co-requisite course(s), students will further develop hands-on experience with welding techniques, positions and applications in a laboratory setting. This course may be repeated up to five times to acquire the necessary lab hours.
required to complete the certificate program. This course must be completed with a grade of "C" or higher. Lab fee required. Prerequisites: BCV 0011C and BCV 0040 with a grade of "C" or higher. Corerequisites: PMT 0108, PMT 0070, PMT 0071, PMT 0072 or PMT 0073.

POS2041  U.S. Federal Government

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

In this course basic aspects of the federal government are studied. Emphasis is placed upon content and interpretation of the Constitution, Federalism, the Congress, the Presidency, the federal court system and the citizen’s connection to the federal government by means of elections, political parties, interest groups and public opinion. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Social Science/History requirement for A.A. degree seeking students and the Florida state civic literacy requirement per Florida Statutes Section 1007.25 for all students. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

POS2041H  Honors U.S. Federal Government

Spring  3.00 Credits - 3.00 Hours

In this course basic aspects of the federal government are studied. Emphasis is placed upon content and interpretation of the Constitution, Federalism, the Congress, the Presidency, the federal court system and the citizen’s connection to the federal government by means of elections, political parties, interest groups and public opinion. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Social Science/History requirement for A.A. degree seeking students and the Florida state civic literacy requirement per Florida Statutes Section 1007.25 for all students. Prerequisite: Acceptance into Honors Program or permission from director. Prerequisite or corequisite: ENC 1101 or ENC 1101H.

POS2112  State and Local Government

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

In this course functions of state, county and city governments are studied. Emphasis is placed upon constitutions, political parties, politics, legislatures, courts, chief executives and interrelationships between federal and state governments and metropolitan problems. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

POS2949  Cooperative Education Internship in Government

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement, permission from the Career Development Center and ENC 1101. Corequisite: ENC 1101.

POT2002  Political Theory
Spring 3.00 Credits - 3.00 Hours

The basic principles of political thought are studied in this course. Students will examine the state and the relationship between the individual and the state. Topics such as authority, consent, obligation, freedom, order, equality, justice and democracy. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

POT2002H Honors - Political Theory

Spring 3.00 Credits - 3.00 Hours

The basic principles of political thought are studied in this course. Students will examine the state and the relationship between the individual and the state. Topics such as authority, consent, freedom and obligation are examined. Honors level content. Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisites: Acceptance into Honors program. Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

POT2301 Political Ideology - Introduction

Fall 3.00 Credits - 3.00 Hours

This course includes a comparative survey of the social, political, economic and historical tenets and developments of contemporary political ideologies. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

POT2930 Selected Studies in Political Theory

Fall, Spring, Summer 1.00 Credit - 1.00 Hour

This course is designed for those students studying specialized topics in the area of political theory.

POT2931 Selected Studies in Political Theory

Fall, Spring, Summer 2.00 Credits - 2.00 Hours

This course is designed for those students studying specialized topics in the area of political theory.

POT2932 Selected Studies in Political Theory

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course is designed for those students studying specialized topics in the area of political theory.

POT2950 Travel/Study in Political History and Thought

Offered as Needed 3.00 Credits - 3.00 Hours

This travel/study course combines preparation on campus, foreign travel and study abroad in the discipline of political history and/or thought. Variable content depending on the program in which the student enrolls and the specific topics to be covered. Permission of instructor or dean is required. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: ENC 1101 with a grade of “C” or higher or corequisite ENC 1101.

PPE2001 Psychology - Introduction to Personality

Fall, Spring 3.00 Credits - 3.00 Hours

This course explores the major theoretical perspectives to personality theory, including psychodynamic, trait, biological, humanistic, behavioral and cognitive systems. The course will also evaluate practical applications for the areas of counseling, business, education, vocational skills and
personal growth. This course partially satisfies the writing requirement of S.B.E. 6A-10.030.

* PRN0004  Fundamentals of Nursing

Spring  13.50 Credits - 405.00 Hours

This course provides the beginning nursing basic core upon which all subsequent nursing courses are built. The history of nursing serves as an introduction to the role and scope of the practical nurse in the healthcare system and ends with introduction to medical/surgical nursing. This course concerns man as a holistic being with basic human needs. Discussion focuses on nursing principles which identifies the needs of individuals within a family and community environment. The relationship of man, nursing, environment and healthcare are discussed using Maslow's hierarchy of needs and nursing principles as a framework. Included are scientific principles of nursing care common to all clients. The curriculum threads of ethical and legal aspects of nursing, cultural diversity, growth and development, interpersonal/communication skills, nutrition and diet therapy, critical thinking and professional adjustments will be discussed as they relate to nursing care of the adult client's basic needs. Additionally, this course provides the essential information and basic concepts related to the administration of medications, including the systems of measurement used in healthcare settings and to provide practice in the type of dosage calculations performed by nurses. Nursing skills designed to simulate the nurse/client interaction are demonstrated in the campus laboratory with practice and testing by students in the lab setting. Lab fee required. Prerequisites: HSC 1531 and HSC 1000 and BSC 1084 or HIM 1453 or BSC 2093C and BSC 2094C with grades of "C" or higher.

* PRN0385C  Medical/Surgical Nursing I

Summer  13.50 Credits - 405.00 Hours

This course is a continuation of Fundamentals of Nursing and continues to build on concepts introduced in all previous required courses. The role of the practical nurse in the healthcare environment is explored. Using nursing principles and basic human needs as a framework, particular emphasis is placed on application of adult developmental theory, cultural diversity, therapeutic communication and legal/ethical approaches to helping man return to health after experiencing common, acute and chronic alterations in thought processes, circulation, oxygenation, nutrition, elimination, sexuality, endocrine function, mobility and sensory perception. Concepts of nutrition and diet therapy, medication administration/pharmacology and assisting the registered nurse with health teaching are integrated throughout the course. The clinical component, done in acute care, subacute and a variety of community settings (observation only) offers the student an opportunity to provide holistic nursing care to clients experiencing selected alterations in health. Clinical experience is correlated with theory under the guidance of faculty and enables students to implement skills and apply theory learned in the classroom. Lab fee required. Prerequisite: PRN 0004 with a grade of "C" or higher.

* PRN0386C  Medical/Surgical Nursing II

Fall  6.43 Credits - 193.00 Hours

This course is designed to build on previous learning by integrating basic human needs and nursing principles into the care of the family. Utilizing nursing principles as a framework, the student will be able to focus on the needs of the childbearing family and children, newborns to adolescents. Concepts of alterations related to maternal child and child health nursing will be presented. An emphasis on growth and development of the newborn through the adolescent will be an integral part of the child health portion of the course. In addition, information regarding medication administration/pharmacology, health assessments, cultural diversity, interpersonal skills/communication skills, nutrition and diet therapy, legal/ethical issues and health teaching will be utilized as a framework to integrate holistic care for the family. Lab fee required. Prerequisite or corequisite: PRN 0386C with a minimum grade of "C" or higher.
This course continues to build on concepts introduced in all previous required courses. The role of the Practical Nurse in the care environment is explored. Using nursing principles and basic human needs as a framework, particular emphasis is placed on application of adult developmental theory, cultural diversity, therapeutic communication and legal/ethical approaches to helping man return to health after experiencing common alterations in health relating to sexuality, sensory perception and sensation health problems. Concepts of nutrition and diet therapy, medication administration/pharmacology and assisting the RN with health teaching are integrated throughout the course. The clinical component, done in acute care, subacute and a variety of community (observation only) settings offers the student an opportunity to provide holistic nursing care to clients experiencing selected alterations in health. Clinical experience is correlated with theory under the guidance of faculty and enables students to implement skills and apply theory learned in the classroom. Students may be referred to the lab for remediation and/or retesting on any skills. Lab fee required. Prerequisites: PRN 0385C with a minimum grade of "C" or higher and PRN 0386C with a grade of "C" or higher.

* PRN0931 Selected Studies in Nursing

Fall, Spring, Summer .50 Credits - 15.00 Hours

In this course topics of current interest are presented in group instruction.

PSC2521 Sustainability: Concepts and Issues

Fall, Spring 3.00 Credits - 3.00 Hours

This course is an overview of local, regional and global sustainability with the goal of helping students recognize and engage with the interplay between environmental, socio-cultural and economic forces that affect our ability to achieve sustainability. Topics will include the science of climate change, pollution, environmental ethics and politics, renewable energy and sustainability in the built environment.

PSY2012 General Psychology

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This is an introductory course which surveys the field of psychology and basic principles and concepts utilized to understand human behavior. The major areas of study include development, learning, perception, motivation, emotions, personality, abnormal behavior, psychotherapy and testing measurements. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Some sections of PSY 2012 have service-learning components. Please refer to class notes in schedule of classes for details. This class satisfies the General Education State Core Social Science/History requirement for AA degree seeking students. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR...
completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

PSY2012H  General Psychology Honors

Fall  
3.00 Credits - 3.00 Hours

This is an introductory psychology course with an Honors designation. It intends to survey the field of psychology and the basic principles and concepts utilized to understand major behavior. The major areas of study include methodology, statistics and a research literature survey as well as the major areas of the field of psychology. Honors level content.
Permission required from Honors director. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Social Science/History requirement for AA degree seeking students. Prerequisites: Acceptance into Honors program. Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

PSY2602  The Evolution of Modern Psychology

Fall  
3.00 Credits - 3.00 Hours

This course will examine influential experiments conducted in psychology over the last 100 years. These landmark studies have influenced and, at times, changed psychological principles and ethical standards. Major studies are in the areas of biopsychology, learning, memory, development, emotion, motivation, personality, psychopathology, therapies and social psychology. This course partially satisfies the writing requirement of S.B.E. 6A-10.030.

PSY2905  Directed Studies in Psychology

Offered as Needed  
3.00 Credits - 3.00 Hours

This course is scheduled for individual students who wish to explore topics not covered in the curriculum. The student must present a design of study (learning contract) to the faculty member who is to direct the work. Approval from the dean or director is required prior to registration.

PSY2933  Psychology IB

Offered as Needed  
3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the International Baccalaureate (IB) examination in Psychology.

PSY2949  Cooperative Education Internship in Psychology

Offered as Needed  
3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement, permission from the Career Development Center and ENC 1101 with a grade of “C” or higher. Corequisite: ENC 1101.

PTN1001  Introduction into Pharmacy Technology

Fall, Spring  
3.00 Credits - 3.00 Hours

This course is designed to provide the student with an overall understanding and orientation to the field of pharmacy technology. Included in the course is an overview and historical development of pharmacy and the healthcare delivery system. It will introduce the student to the organizational structure and function of
the pharmacy in various areas, such as retail, hospital, nursing home and home health care. Included in the course is the use of computer applications in processing pharmacy prescription data, discussion of medical-legal concepts as they relate to the practice of the pharmacy technician and understanding how communication skills are linked to customer care and routine inquiries. Students must complete this course with a grade of "C" or higher.

### PTN1121 Pharmacology I

**Fall, Summer** 3.00 Credits - 3.00 Hours

This course is the first part of a two-semester course that will include a study of the introduction to pharmacology, biological factors affecting the action of drugs and the various medications prescribed for the treatment of selected illnesses and diseases. Emphasis will be on sources, classifications, strengths, indications, dosages, side effects, precautions of medications and alternative and complementary therapy. The course is designed to include a study of anti-infective drugs, the nervous system, the endocrine system, pain and inflammatory agents. Emphasis will be placed on medication effects on the nervous system, local anesthetics, antiepileptics, antiparkinson, narcotics, analgesics, anti-inflammatory, antidiabetic and antipsychotic drugs. This course will discuss special considerations for therapeutic agents administered throughout the lifespan. This course will introduce the top 200 prescription drugs. Students must complete this course with a grade of “C” or higher. Prerequisites: PTN 1001 and PTN 1734C with a grade of “C” or higher. Corequisite: PTN 1705C.

### PTN1122 Pharmacology II

**Fall, Summer** 3.00 Credits - 3.00 Hours

This course is the second part of a two-semester course that will continue the study of the introduction to pharmacology, biological factors affecting the action of drugs and the various medications prescribed for treatment of selected illnesses and diseases. This course will be a comprehensive overview of current medications dispensed by classes, their effects on body systems, indications, side effects, dosages and contraindications. The course will include a study of integumentary, cardiovascular, gastrointestinal, urinary, respiratory systems, cancer drugs and chemotherapy. Emphasis will be placed on antianginal, hypolipidemic, anticoagulants, antihypertensive, antacids, diuretics, antihistamines, bronchodilators, musculoskeletal and joint diseases, cytotoxic drug and blood modifiers. Also in this course, the student will learn about how the body uses vitamins and electrolytes and available antidotes to treat poisoning. This course will continue the topic on the top 200 prescription drugs. Students must complete this course with a grade of “C” or higher. Prerequisites: HIM 1453, CGS 1060 or CGS 2100C and PTN 1121 with grade of “C” or higher. Corequisites: PTN 1131 and PTN 1131L.

### PTN1124C Pharmacology III

**Spring, Summer** 3.00 Credits - 5.00 Hours

This course is designed to expand the advanced practice student’s knowledge of pharmacotherapeutics, which includes the cellular response level and management of individuals in the acute care and primary care setting. Broad categories of pharmacological agents are examined, such as radiopharmaceuticals. Skills to assess, diagnose and manage a client’s common health problems in a safe, high quality, cost-effective manner are emphasized. This course will require pharmacologic principles and concepts of intravenous (IV) therapy as well. It will also allow students to focus on the clinical aspect of the pharmacy technician role and essentially focus on medication safety and accurate strategies to prevent medication errors. Students must complete this course with a grade of “C” or higher. Prerequisite: PTN 1122 with a grade of “C” or higher.

### PTN1131 Concepts in Pharmacy Practice

**Fall, Summer** 3.00 Credits - 3.00 Hours

This course is equipped to introduce the student to administrative aspects and applications involved in working in the pharmacy setting. Subjects covered in this course include interpretation and evaluation of prescription orders, pharmaceutical dosage forms and
materials management of pharmaceuticals. This course will provide advanced understanding of the pharmacy formulary system, computer applications in drug use control, pharmacy management elements and medication errors. It will allow the student to identify the element of patient profiles and the process of handling medications. It will also provide a strong focus on records management, inventory control, compensation and methods of payment for pharmacy services. Students must complete this course with a grade of "C" or higher. Prerequisites: PTN 1121, PTN 1705C, PTN 1734C and BSC 1020 or BSC 1084 or BSC 2093 and BSC 2094 or HIM 1453 with grades of "C" or higher. Corequisites: PTN 1122 and PTN 1131L.

PTN1131L  Concepts in Pharmacy Practice Lab

Fall, Summer  2.00 Credits - 4.00 Hours

In this course various aspects and hands-on applications are demonstrated and practiced, including the practice of proper common compounding medication and dispensing techniques, counting oral medication, the prescription filling process in a retail pharmacy by focusing on processing the prescription and labeling with required information and the use of appropriate containers and repackaging in predetermined quantities. This course will also allow students to prepare electronic purchase orders, maintain stock inventory and practice the aspect of pharmacy management. This course will introduce a pharmacy software program used in data entry. Lab fee required. Students must complete this course with a grade of "C" or higher. Corequisite: PTN 1131.

PTN1705C  Pharmaceutics and Calculation

Spring, Summer  3.00 Credits - 3.00 Hours

In this course students will be introduced to pharmaceutical calculations. Subjects covered include systems of measurements and conversions between each, actual pharmaceutical calculations of drug dosages, demonstrate ability to use common pharmaceutical volume measurement equipment, measurement of time, temperature, capacity and mass/weight and calculation of ratios, proportion and percentage. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: ENC 1101, PTN 1001 and PTN 1734C with grades of "C" or higher. Corequisite: PTN 1121.

PTN1734C  Pharmacy Operations

Fall, Spring  3.00 Credits - 4.00 Hours

This course is designed to introduce the student to the professional aspects of working in pharmacy technology. Subjects covered include pharmaceutical medical terminology and medical abbreviations as related to pharmacy practice. It will provide the student with the necessary skills needed to perform operational duties to demonstrate the applications in processing pharmacy prescription data and maintain pharmacy records. Included in this course is the use of pharmaceutical medical terminology and abbreviations used on prescriptions. It will also provide the student with the necessary skills to recognize and practice infection control, safety and security procedures and to identify methods in medical error reduction and prevention in the pharmacy practice. Lab fee required. Students must complete this course with a grade of "C" or higher. Corequisites: PTN 1001 and HIM 1453 or BSC 1020 or BSC 1084 or BSC 2093C and BSC 2094C.

PTN1931  Selected Studies in Pharmacy Technician

Offered as Needed  1.00 Credit - 1.00 Hour

In this course topics of current interest are presented in group instruction.

PTN1934  Selected Studies in Pharmacy Technology

Offered as Needed  4.00 Credits - 13.00 Hours

In this course topics of current interest are presented in group instruction.

PTN1945C  Pharmacy Technician Practicum I
Fall, Spring 4.00 Credits - 11.00 Hours

This course provides the pharmacy technician student the opportunity to apply pharmaceutical knowledge and techniques learned in the classroom setting in a safe and competent manner under the direction of a pharmacist. Students will be expected to gain experiences in assisting the pharmacist in serving patients, maintaining medications, inventory control and participating in the administration and management of a pharmacy practice at a community (retail) pharmacy setting. Students will gain exposure to on-the-job experience and training in the pharmacy setting and practical application of pharmacy skills and gain experience in all aspects of drug preparation and distribution utilized by participating sites. Lab fee required. Students must complete this course with a grade of "C" or higher. Corequisite: PTN 1947L.

PTN1947L Pharmacy Technician Applications

Fall, Spring 4.00 Credits - 6.00 Hours

This course is designed to provide students with practical, hands-on experience in the pharmacy lab. Designed for students to practice and acquire various skills learned in the pharmacy technician program under the direct supervision of the pharmacy instructor. Student skills will be checked off as they are mastered including, but not limited to, receiving, interpreting and filling of prescriptions/medication orders for the inpatient and outpatient practice setting, pharmaceutical calculations, inventory control systems, identification of selected home medical equipment, individual unit doses and patient information/profile systems. Also, this course provides the student with federal and state medical and legal consideration in the various pharmacy settings. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: PTN 1122, PTN 1131 and PTN 1131L with grades of "C" or higher. Corequisite: PTN 1945C.

PTN1948C Basic IV Infusion for Pharmacy Technology

Fall, Spring 3.00 Credits - 5.00 Hours

This course will include a study of intravenous delivery of therapy in the hospital setting as well as other therapies to include arterial, epidural and intrathecal. It will focus on patients and their clinical needs, physician treatment plans and collaboration with other healthcare providers. The foundation of infusion therapy will be discussed, including anatomy, physiology, systems for administering parenteral production, reconstituting parenteral medications and infection control, inpatient practice setting, pharmaceutical calculations review and IV Admixture of large volume, IV Piggyback and syringe doses using the laminar hood. Treatment modalities will include parenteral fluids and pharmacologic agents. Legal and ethical aspects of infusion practice will also be reviewed. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: PTN 1122, PTN 1131 and PTN 1131L with a grade of "C" or higher.

PTN2949C Advanced IV Infusion for Pharmacy Technology

Spring, Summer 4.00 Credits - 13.00 Hours

This course provides the pharmacy technician student the opportunity to apply pharmaceutical knowledge and techniques learned in the classroom setting in a safe, competent manner under the direction of the pharmacist. Students will be expected to gain experiences in either a hospital pharmacy or specialty pharmacy setting. Students will gain exposure to the proper storage requirement, medication control, the process of inventory control and purchasing procedures, on-the-job experience, training in the pharmacy setting, practical application of pharmacy skills and gain experience in all aspects of drug preparation and distribution utilized by participating sites. Also, the student will perform management activities, such as leadership skills and decision-making activities. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisite: PTN 1947L with a grade of "C" or higher. Corequisites: PTN 1124 and PTN 2949C.
Spring, Summer  

2.00 Credits - 3.00 Hours

This course discusses intravenous therapy, including types of intravenous (IV) devices and various types of IV therapy, complications of intravenous therapy and mechanism of actions, clinical indications, pharmacokinetics, contraindications and side effects of selected intravenous medications. The student will learn in detail about advanced pharmacy practices in the United States, including the function of different pharmacy settings such as long-term care, home health care, home infusion pharmacy, managed care and mail order pharmacy and the regulation/legislation related to each setting. Treatment modalities will include advanced nutritional preparations and preparation of chemotherapeutic agents using proper safety techniques. This course will also look at the pharmacologic principles and concepts of intravenous (IV) therapy. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: HSC 1000 and PTN 1948C with a grade of "C" or higher.

PUP2230  

Energy and Environmental Policy

Fall, Spring  

3.00 Credits - 3.00 Hours

This course will expose the student to various policies and environmental regulations concerning air quality and dependence on foreign energy sources. Discussion will include enactment of policies, laws, regulations and programs with regard to conventional and alternative energy sources. Assessment of concerns over future depletion of global oil supplies and the impact to the U.S. economy will be discussed. The federal, state or local governmental response to issues concerning pollution and its impact on the number of environmental laws, the effectiveness of any proposed initiative and the extent of implementation and enforcement will be explored.

PUR3402  

Propaganda and Strategic Communication

Summer  

3.00 Credits - 3.00 Hours

The course examines the role of communication and rhetoric in the workings of propaganda over the centuries. After establishing how and if one can identify the ideology informing and shaping propagandistic forms of communication, a closer look will be taken at the variety of media that National Socialism successfully utilized in its effort to create the Third Reich. Specific propagandistic communication strategies can be discerned in the Nazi's use of art and architecture as well as in their regular organization of mass rallies. Furthermore, the course will discuss how these propaganda techniques were continued (and further developed) worldwide after World War II. This course will also cover recent technical and digital developments in propaganda techniques.

PUR3930  

Selected Studies in European Studies: Austria and the EU

Summer  

3.00 Credits - 3.00 Hours

There are few countries in this world that have seen a similarly drastic political development in the Twentieth Century as Austria. After being reduced from a multinational empire to a small provincial country after WWI, becoming part of Nazi Germany and enduring WWII, Austria has evolved as a neutral state after the liberation from the occupying forces. On January 1, 1995, Austria opened a new chapter in its political history by joining the European Union. This course, conducted in seminar form which introductory lectures, readings, written assignments and class presentations, will explore Austria’s way into the European Union, the obstacles it had to overcome in getting there, the role it has played since its admittance, and recent developments in national as well as European politics. This course will bring together and enlarge upon what students have learned in the course “Understanding Austria” and “Economics and Politics of the EU”.

PUR4404  

International Public Relations: Focus EU

Spring  

3.00 Credits - 3.00 Hours

This course is designed to explore the theory and research related to the practice of public relations across cultural and national boundaries. It includes the application of various communication and public relations theories to practical problems in international
for profit and not for profit settings. Following an introductory overview of the practice and theory of public relations, the course will focus on trans-national and intercultural dimensions of public relations, comparing US and European PR systems with special emphasis on Austrian-based companies. Another part of the course concerns the practice and differences of PR throughout the world. In addition to exploring the application of public relations in an international setting, strategies and approaches to PR will be explained from a theoretical base demonstrating the usefulness of theory-based public relations programs. Evaluate the most important aspects of integrated International and Intercultural PR.

QMB1001  Business Mathematics

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to enable students to use mathematics to solve real-world business problems. Areas covered include checking accounts, using equations to solve business problems, calculating trade discounts, markup and markdown, payroll and computing interest for notes.

* REA0007C Developmental Reading

Fall, Spring, Summer  4.00 Credits - 4.00 Hours

This course is designed to develop basic reading skills necessary for success in collegiate studies. Topics include main idea, supporting details, the purpose and tone of the author, fact and opinion, organizational patterns, relationships, vocabulary in context, inference and conclusions, reasoning and argument. Credit is not applicable toward A.A. or A.S. degrees. Prerequisite: Sufficient score on placement test or REA 0007C with a grade of "C" or higher or equivalent.

* REA0055 Developmental Reading Module

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This one credit-hour course allows students to complete modularized assignments to work on specific reading deficiencies. Students selecting this option complete a reading skills assessment and, based on the assessment, complete modularized assignments to work on specific reading deficiencies.

RED2010  Foundations of Reading

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This beginning reading methods course introduces students to the principles, procedures and current research-based practices for teaching and assessing reading.

REL2300  Religions of the World

Fall, Spring, Summer  3.00 Credits - 3.00 Hours
This course is an ideological study of the major religions of the world emphasizing the relationships of their major tenets to our modern society. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.

RET1024L  Foundations of Respiratory Care Lab
Fall 3.00 Credits - 3.00 Hours

This course is composed of a laboratory experience designed for the beginning respiratory care student. The course presents skills to perform basic respiratory care in preparation for the first clinical rotation. Students will be introduced to skills, including hand washing and isolation procedures, patient assessment, vital signs, breath sounds, patient positioning, oxygen therapy devices, aerosol therapy devices, different oxygen supply systems, airway care and maintenance, and noninvasive ventilation. Students will be expected to be proficient in all skills prior to completion of the course. Lab fee required. Students must complete this course with a grade of “C” or higher. Prerequisite: Admission to the Respiratory Care program.

RET1025  Principles of Respiratory Care
Fall 3.00 Credits - 3.00 Hours

This course is comprised of didactic material designed for the beginning respiratory care student. An introduction to respiratory care, the history of the profession, basic principles of patient safety, recordkeeping (including medical terms and abbreviations), ethical and legal implications of health care, patient education, physical principles of respiratory care, principles of infection control, pulmonary rehabilitation, patient assessment, arterial blood gas puncture and analysis and HIV/blood-borne pathogens are topics discussed in this course. Students enrolled in this course will also enroll in Respiratory Lab Course I. Students must complete this course with a grade of “C” or higher. Prerequisite: Admission to the Respiratory Care program. Corequisite: RET 1275C.

RET1026C  Principles of Mechanical Ventilation
Spring 4.00 Credits - 6.00 Hours

This course is a lecture and laboratory experience introducing mechanical function of equipment used in the continuous and intermittent ventilation of patients. Course content includes indications, contraindications and hazards of continuous ventilation with significance given to ventilator management and monitoring techniques. Hands-on laboratory experiences are designed to prepare students for actual clinical situations. Lab fee required. Students must complete this course with a grade of “C” or higher. Prerequisites: RET 1025C, RET 1275C and RET 1485C with a grade of “C” or higher.

RET1275  Clinical Care Techniques
Fall 5.00 Credits - 5.00 Hours

A course composed of didactic material for the beginning respiratory care student. The course presents basic principles and essential skills necessary to perform basic respiratory care in preparation for the first clinical rotation. Topics include oxygen therapy, storage and delivery of medical gases, indications and hazards of medical gas therapy, humidity and bland aerosol therapy, airway management, bronchial hygiene therapy, airway pharmacology, aerosol drug therapy, non-invasive ventilation and lung expansion therapy. Students enrolled in this course will also enroll in Respiratory Lab Course I. Students must complete this course with a grade of “C” or higher. Prerequisite: Admission to the Respiratory Care Program.

RET1295C  Chest Medicine
Summer 3.00 Credits - 5.00 Hours

This course allows respiratory therapy students to investigate the nature and cause of cardiopulmonary diseases which involve changes in structure and function. The etiology, clinical manifestation, pathogenesis, laboratory data and treatment for major chronic and acute cardiopulmonary disease entities will be presented. Lab fee required. Students must complete this course with a grade of “C” or higher.
Prerequisites: RET 1264, RET 1874L and RET 2350 with a grade of "C" or higher.

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RET1450C  Basic Physiological Monitoring

Summer  4.00 Credits - 6.00 Hours

This is a lecture-laboratory course designed to present invasive and non-invasive monitoring and diagnostic evaluation of patients. Cardiopulmonary assessment is presented utilizing pulmonary function, chest roentgenography, hemodynamic monitoring and general laboratory tests. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: RET 1264C, RET 1874L and RET 2350 with a grade of "C" or higher.

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RET1485  Cardiopulmonary Physiology

Fall  3.00 Credits - 3.00 Hours

This course covers the anatomy and physiology of the cardiopulmonary system. Topics include physiological functions, including acid base relationship, gas perfusion, functions of ventilator control, ventilation perfusion analysis, cardiopulmonary and renal hemodynamics and blood gas interpretation analysis. Laboratory exercises consistent with didactic material are incorporated into the course. Lab fee required. Students enrolled in this course will also enroll in Respiratory Lab Course I. Students must complete this course with a grade of "C" or higher. Prerequisite or corequisite: BSC 2093C.

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RET1874L  Clinical Practice I

Spring  4.00 Credits - 16.00 Hours

This course provides supervised clinical experiences which emphasize fundamental respiratory therapy procedures. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: RET 1025C, RET 1275C and RET 1485C with grades of "C" or higher.

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RET1875L  Clinical Practice II

Summer  4.00 Credits - 24.00 Hours

This course covers the integration of clinical practice and knowledge for the advanced student. Students receive clinical experience in adult intensive care units with an emphasis on mechanic ventilator management. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: RET 1264C, RET 1874L and RET 2350 with grades of "C" or higher. Corequisites: RET 1295C and RET 1450C.

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RET2244C  Life Support

Spring  3.00 Credits - 3.00 Hours

This is a lecture/laboratory course designed to present advanced cardiopulmonary assessment. Diagnostic and monitoring techniques will be emphasized. Cardiopulmonary hemodynamics, advanced pulmonary function studies, modes of ventilation and new innovations will be stressed. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: RET 2714C and RET 2876L with grades of "C" or higher.

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RET2350  Pharmacology

Spring  3.00 Credits - 3.00 Hours

This course deals with the history of pharmacology, regulatory agencies and laws concerning the use of medications. Drug actions, absorption, distribution and use in the human body are discussed. The course places emphasis on respiratory drugs, cardiac drugs and related drugs that the therapist is exposed to in the hospital. Students must complete this course with a grade of "C" or higher. Prerequisites: RET 1025C, RET 1275C and RET 1485C with grades of "C" or higher.

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RET2714C  Pediatric Respiratory Care

Fall  4.00 Credits - 4.00 Hours
Respiratory care of the neonate and pediatric patient is presented with special emphasis on physiology, pulmonary complications and related general and intensive care procedures. Also included is neonatal transportation and assessment of the sick newborn and child. Lab fee required. Students must complete this course with a grade of "C" or higher.

**Prerequisites:** RET 1295C, RET 1450C and RET 1875L with a grade of "C" or higher or department permission. Corequisite: RET 2876L.

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**RET2876L  Clinical Practice III**

**Fall  4.00 Credits - 24.00 Hours**

The student will receive supervised clinical experience emphasizing advanced modes of mechanical ventilation, patient transport and advanced hemodynamic monitoring. During this clinical rotation, students will also rotate through the neonatal and pediatric critical care units. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: RET 1295C, RET 1450C and RET 1875L with grades of "C" or higher. Corequisite: RET 2714C.

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**RET2877L  Clinical Practice IV**

**Spring  4.00 Credits - 16.00 Hours**

The clinical rotation will be in specialty areas of adult, pediatric and neonatal medicine. Clinical skills will focus on adult and pediatric ventilator management, weaning, extubation and hemodynamic assessment. Conferences will be used to assess learning objectives and present cases. During the semester, students will be given the opportunity to become certified in ACLS and NRP. Lab fee required. Students must complete this course with a grade of "C" or higher. Prerequisites: RET 2714C and RET 2876L with a grade of "C" or higher. Corequisite: RET 2244C.

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**RET2931  Selected Studies in Respiratory Therapy**

**Offered as Needed  1.00 Credit - 1.00 Hour**

In this course topics of current interest related to respiratory therapy are presented in group instruction.
knowledge of the respiratory therapy student from basic disease knowledge and treatment to innovative and novel modalities in the treatment of critically ill pediatric respiratory patients. This comprehensive course focuses evaluation and management of medical and surgical pediatric conditions requiring respiratory care. Emphasis will be on pediatric critical care, pathophysiology, treatment and prevention of respiratory conditions and mechanical ventilation.

**RMI2110**  
**Personal Insurance Planning**

**Fall**  
3.00 Credits - 3.00 Hours

This course includes methods of analysis in handling personal risk exposures, including insurance coverage alternatives. Integration of life, health and accident, property and liability, profit-sharing and private and governmental insurance and pension programs are also included.

**RMI2212**  
**Personal and Business Property Insurance**

**Spring**  
3.00 Credits - 3.00 Hours

This course provides an overview of personal and business property risks and coverages which may be used in dealing with these risks, including the underwriting, marketing and social problems associated with these coverages. Additional topics include commercial and residential fire insurance, inland marine and transportation coverages and multi-peril contracts.

**RMI2662**  
**Introduction to Risk Management and Insurance**

**Summer**  
3.00 Credits - 3.00 Hours

This course is an introduction to the principles, practices and economics of insurance. Topics include fire, life and casualty contracts and various types of business and contingency risks.

**RTV1201C**  
**Introduction to Television Production I**

**Fall, Spring, Summer**  
4.00 Credits - 4.00 Hours

This is a course in the preparation and production of television programs for airing at the College and on local public access TV. Programs scheduled include activities at Seminole State College and in the community. Lab fee required.

**RTV1201L**  
**Introduction to Television Production I Laboratory**

**Fall, Spring, Summer**  
1.00 Credit - 1.00 Hour

This is the lab component for RTV 1201. This is a course in the preparation and production of television programs for airing at the College and on local public access TV. Programs scheduled include activities at Seminole State College and in the community. Lab fee required. Prerequisite: RTV 1201.

**RTV1240**  
**Introduction to Audio Production**

**Fall, Spring, Summer**  
3.00 Credits - 3.00 Hours

The course includes beginning theory and practices as a platform to springboard into live sound reinforcement as well as recording and broadcasting technology, incorporating the signal processing and hands-on techniques found in a myriad of real world applications. The eventual goal is to learn to incorporate audio gear for optimum performance in a variety of professional operations.

**RTV1241**  
**Introduction to Television Production II**

**Fall, Spring, Summer**  
4.00 Credits - 4.00 Hours

The purpose of this course is to develop skills in using more advanced equipment for television production and to apply these skills in producing television programs. The course will stress writing, producing, directing and editing television programs. Lab fee required. Prerequisites: RTV 1201C or RTV 1201 and RTV 1201L.
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester</th>
<th>Credits - Hours</th>
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<tbody>
<tr>
<td>RTV2206</td>
<td>Television Directing</td>
<td>Spring</td>
<td>3.00 - 3.00</td>
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<td></td>
<td>This course teaches students procedures and practices of directing a variety of television productions. Emphasis will be placed on working with writers and producers in directing programs from concept to product. Lab fee required.</td>
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<tr>
<td>RTV2245C</td>
<td>Electronic Field Production</td>
<td>Fall, Spring</td>
<td>4.00 - 4.00</td>
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<td>In this course students learn single and multiple camera field production techniques in producing documentary and news style programs. Emphasizes working in teams utilizing portable field equipment such as lighting, audio and camera. Lab fee required.</td>
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<tr>
<td>RTV2250</td>
<td>Video Post Production</td>
<td>Fall, Spring</td>
<td>3.00 - 3.00</td>
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<td>In this course students will learn editing techniques and other post-production processes, including A/B roll editing, digital video effects, electronic graphics and audio mixing. Students will be introduced to non-linear editing systems. Lab fee required.</td>
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<tr>
<td>RTV2251</td>
<td>Advanced Editing</td>
<td>Fall, Spring</td>
<td>3.00 - 3.00</td>
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<td>This course will instruct students to operate non-linear editing systems focusing on AVID technologies. Students will become familiar with software applications related to special effects, audio enhancements and image manipulation. Lab fee required. Prerequisites or corequisites: RTV 1201 or RTV 1201C and RTV 1241.</td>
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<tr>
<td>RTV2925</td>
<td>TV Workshop</td>
<td>Fall, Spring</td>
<td>3.00 - 3.00</td>
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<td>This is the capstone course for the TV and Film program. Students will produce a demonstration reel exhibiting their best work in all areas of pre-production, production and post-production. The course should be a benefit to students seeking employment or wishing to transfer to a senior institution. Lab fee required. Prerequisite: RTV 1201C. Prerequisite or corequisite: RTV 1241.</td>
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<tr>
<td>RTV2930</td>
<td>Selected Studies in Television Production</td>
<td>Fall, Spring, Summer</td>
<td>3.00 - 3.00</td>
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<td>In this course, topics of current interest are presented in group instruction. This course may be taken four times for credit. Lab fee required.</td>
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<tr>
<td>RTV2941</td>
<td>Cooperative Education Internship in Radio/TV</td>
<td>Offered as Needed</td>
<td>1.00 - 1.00</td>
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<td>This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.</td>
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<tr>
<td>RTV2942</td>
<td>Cooperative Education Internship in Radio/TV</td>
<td>Offered as Needed</td>
<td>2.00 - 2.00</td>
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<td>This course is designed to provide students the</td>
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opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

RTV2949  Cooperative Education Internship in Radio/TV

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student's academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

RUS1930  Russian Language and Culture AP

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Russian Language and Culture.

RUS1931  Russian Language and Culture AP

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Russian Language and Culture.

SMB2000  Small Business Management

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

The course is designed to enable students to manage and operate a small business. The areas covered include developing a business plan, securing financing, accounting for business transactions, advertising and promotion, site location and managing the small business. This course is beneficial for those planning to start a small business as well as those already operating a business.

SLS1101  College Success

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is designed to help students become more effective in college. The course teaches students how to set goals, manage time, improve retention of information, take notes, strengthen test-taking skills, deal with test anxiety, master stress reduction techniques, think critically, approach problems creatively, communicate more effectively, use the library and other college services, adapt to various instructional styles, understand their own learning style and identify and deal with problems (learning, personal or social) that interfere with their ability to learn, develop an appreciation for diversity and develop appropriate classroom behaviors. Lab fee required.

SLS1103  Introduction to College Life

Fall, Spring, Summer  1.00 Credit - 1.00 Hour
This course is designed to assist first-year students in making a smooth transition into Seminole State College of Florida. The course will provide students the opportunity to understand the culture of higher education. Topics covered in the course include the vocabulary of higher education, college policies, student code of conduct, educational planning (class scheduling techniques, class formats, transfer process and techniques to select a major), information literacy and financial information (financial aid and personal money management).

SLS1301C  Life/Career Planning

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

Life/Career Planning is a course designed to assist students with the lifelong process of career development. Students will participate in a variety of experiences as a group and individually. The coursework is designed to help students identify and examine their interests, personality, values, self-esteem, critical thinking skills and to use this increased self-awareness to make decisions about majors and careers. This course will emphasize that making an occupational career choice is a never-ending process subject to and affected by one’s personal maturity and environmental changes. Life/Career Planning is a three-credit course that applies as an elective towards the Associate in Arts degree. Lab fee required.

SLS1533  Achievement in Mathematics

Fall, Spring  1.00 Credit - 1.00 Hour

This course is designed to instruct students in the specific study habits, attitudes, thinking skills and problem-solving skills necessary for success in mathematics courses. Through the use of various attitude scales, students will determine personal strengths and weaknesses as well as behavior and attitude changes needed in order to maximize proficiency in mathematics. This course may be taken only one time for credit.

SLS1603  Financial Success for Students

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

The purpose of the Financial Success for Students course is to help students learn the skills to stay out of debt and stay in school. Each element in this course is designed to help students think critically to develop financial habits that lead to success, significance and satisfaction. Students who are financially savvy in college do not let finances interfere with their ability to learn and succeed in college. This course will teach students how to avoid financial pitfalls and set financial goals as well as learn basic techniques for overcoming financial mistakes, manage money, expand their knowledge of financial aid and scholarships and learn basic budgeting skills.

SLS2940  Internship Exploration

Fall, Spring, Summer  .00 Credits - .00 Hours

This course is work-based experience that provides students with supervised career exploration activities and/or practical experiences. Seminars may be a component of this course and regular contact with the assigned advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated at the discretion of the Career Development Center. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

SLS2941  Internship Exploration

Fall, Spring, Summer  1.00 Credit - 1.00 Hour

This course is a work-based experience that provides students with supervised career exploration activities and/or practical experiences. Seminars may be a component of this course and regular contact with the assigned advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and
satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated at the discretion of the Career Development Center. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

SLS2942 Internship Exploration

Fall, Spring, Summer 2.00 Credits - 2.00 Hours

This course is a work-based experience that provides students with supervised career exploration activities and/or practical experiences. Seminars may be a component of this course and regular contact with the assigned advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated at the discretion of the Career Development Center. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

SPC1461 Intercultural Communication

Fall, Spring 3.00 Credits - 3.00 Hours

This course will highlight communication norms, values and beliefs from countries throughout the world. Class activities and projects will explore cultural awareness, cultural sensitivity and techniques for effective communication within global contexts and careers.

SPC1608 Speech Communication

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

The purpose of this course is to improve the basic skills of speaking and listening. Class exercises emphasize preparing and delivering public speeches, speaking with clarity and variety and listening with literal and critical comprehension. The course addresses communication in the personal, career and global spheres.

SPC1608H Honors Speech Communication

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

The purpose of this course is to improve the basic skills of speaking and listening. Class exercises emphasize preparing and delivering public speeches, speaking with clarity and variety and listening with literal and critical comprehension. This course addresses communication in the personal, career and global spheres. Prerequisite: Acceptance into the Honors Program or permission from the Honors Director.

SPC2511 Argumentation and Debate

Fall 3.00 Credits - 3.00 Hours

This course is designed to elevate the basic skills of
speaking and reasoning to a level appropriate for intercollegiate debate. Exercises will focus on critical thinking, argumentation and refutation. Students will study the classical theories of Aristotle and Cicero and apply the basic precepts of argumentation in formalized debate.

SPC2601  Oral Communication II

Fall  3.00 Credits - 3.00 Hours

This course is designed to improve the basic skills developed in the Introduction to Oral Communication class (SPC 1608). While the class will emphasize the presentation and delivery of speeches, this course will also place significant emphasis on rhetorical analysis exercises specifically designed to foster critical thinking. Students will analyze and critique the fundamental elements of logic, reasoning and argumentation. Presentations will emphasize high-tech visual aids.

SPC2949  Cooperative Education Internship in Speech

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

SPN1000  Beginning Conversational Spanish I

Fall  2.00 Credits - 2.00 Hours

This course is designed as an introductory course for the student who has little or no experience with the Spanish language. It is an introduction to the foundation of the language, stressing a communicative approach. The course starts with pronunciation and increases the knowledge and ability of the student to function in the language using basic vocabulary, phrases, question and answer sequences and short dialogues. Verbal participation is emphasized in class. This course does not satisfy university foreign language requirements.

SPN1001  Beginning Conversational Spanish II

Offered as Needed  2.00 Credits - 2.00 Hours

This course is a continuation of Beginning Conversational Spanish I (SPN 1000). Speaking and listening skills will be emphasized. The topics and vocabulary previously learned will be reviewed and used as the foundation on which the new topics and situations will be introduced. Situations such as asking for directions, shopping, seeking help, etc. will be presented. New vocabulary phrases, question and answer sequences and dialogues will be memorized and practiced in class. Verbal class participation is expected. This course does not satisfy university foreign language requirements.

SPN1120  Elementary Spanish I

Fall, Spring, Summer  4.00 Credits - 5.00 Hours

This is a beginning course focusing on the fundamentals of Spanish grammar and vocabulary. Students will develop language skills by listening, speaking, reading and writing in Spanish. The course introduces students to the culture of Spanish-speaking countries. Lab fee required.

SPN1121  Elementary Spanish II
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<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Offered</th>
<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>SPN2200</td>
<td>Intermediate Spanish I</td>
<td>Offered as Needed</td>
<td>3.00</td>
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<td>This course is a review of SPN 1120 and SPN 1121 with emphasis on enlarged vocabulary and increased understanding of Spanish grammar. Contemporary readings on vital topics which stimulate free discussions on world events and universal concerns. Provides further practice in speaking Spanish. Class held largely in target language. Prerequisite: SPN 1121.</td>
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<tr>
<td>SPN2201</td>
<td>Intermediate Spanish II</td>
<td>Offered as Needed</td>
<td>3.00</td>
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<td>This course includes selected readings of modern plays, short stories, novels and poems by eminent Spanish and Latin American authors. Conducted largely in target language. Credit for this course is also awarded to entering students with the appropriate score on the Advanced Placement (AP), College-Level Examination Program (CLEP) or the International Baccalaureate (IB) examination in this language. Prerequisite: SPN 2200 or four years of high school Spanish or permission of instructor.</td>
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<tr>
<td>SPW2010</td>
<td>Selected Readings in Spanish Literature</td>
<td>Offered as Needed</td>
<td>3.00</td>
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<td></td>
<td>Credit for this course is awarded to entering students with appropriate scores on the Advanced Placement (AP) examination in Spanish.</td>
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<tr>
<td>STA2023</td>
<td>Statistical Methods I</td>
<td>Fall, Spring, Summer</td>
<td>3.00</td>
<td>3.00</td>
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<td></td>
<td>This course introduces descriptive statistics, probability and probability distributions, estimation, confidence intervals, hypothesis testing, two-sample inferences, correlation and regression and nonparametric tests. This course is a first course in statistical methods for those students entering a science or business-related field. This class satisfies the General Education State Core Mathematics requirement for A.A. degree seeking students. Prerequisite: MAC 1105 or MAT 1033 or MAT 1100 or equivalent with a grade of “C” or higher or sufficient score on placement test.</td>
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<tr>
<td>STA2023H</td>
<td>Honors Statistical Methods I</td>
<td>Spring</td>
<td>3.00</td>
<td>3.00</td>
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<td></td>
<td>This Honors course introduces descriptive statistics, probability and probability distributions, estimation, confidence intervals, hypothesis testing, two-sample inferences, correlation and regression and nonparametric tests. This course is a first course in statistical methods and involves Honors students in projects and development of portfolios. Honors level content. Permission required from Honors director. This class satisfies the General Education State Core Mathematics requirement for A.A. degree seeking students. Prerequisites: Acceptance into Honors program and MAC 1105 or MAT 1033 or MAT 1100 or equivalent with a grade of “C” or higher or sufficient score on placement test.</td>
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<tr>
<td>SUR2101C</td>
<td>Surveying</td>
<td>Fall, Spring</td>
<td>4.00</td>
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<td>This course covers the theory and practice of surveying, use and care of instruments, instrument error, balancing and closing traverses, introduction to land and construction surveying. Lab fee required. Prerequisite: MAC 1114 (or higher level math) or MTB 1329 or BCT 1001.</td>
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SUR3205  Engineering and Construction Surveying

Fall, Spring  3.00 Credits - 3.00 Hours

This course is an instructional program that prepares individuals to apply mathematical and scientific principles to the delineation, determination, planning and positioning of land tracts, land and water boundaries, land contours and features and the preparation of related maps, charts and reports. Includes instruction in applied geodesy, computer graphics, photo interpretation, plane and geodetic surveying, mensuration, traversing, survey equipment operation and maintenance, instrument calibration and basic cartography. Prerequisite: ETD 3555.

SUR3446C  Land Subdivision and Platting

Fall, Spring  3.00 Credits - 3.00 Hours

This course covers the legal framework of the land development process. Topics include zoning, restrictions, easements, setbacks, land planning, relative statutes - state and federal, agency jurisdiction, condominium concepts and practices, planned unit development concepts and practices. The course also covers subdivision concepts and practices and platting. Prerequisite: SUR 2101C.

SUR4403  Legal Principles of Boundaries

Spring  3.00 Credits - 3.00 Hours

This course covers legal principles of property boundary retracement, land descriptions, rights-of-way, writing legal descriptions of real property, ethical issues and legal limits of practice, surveyor as expert witness, the surveyor-client relationship and responsibilities to the profession. Lab fee required. Prerequisites: ETD 3555 and SUR 3446C.

SYG2000  Introduction to Sociology

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is an introductory survey of sociology covering its scope, methods and general principles. Topics emphasized include group behavior, race relations, population, social institutions, social change and social stratification. The purpose of the course is to assist the student in acquiring an understanding of society. This course partially satisfies the General Education State Core Social Science/History requirement for A.A. degree seeking students. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

SYG2000H  Honors Introduction to Sociology

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is an introductory survey of sociology covering its scope, methods and general principles. Topics emphasized include group behavior, race relations, population, social institutions, social change and social stratification. The purpose of the course is to assist the student in acquiring an understanding of society. This course partially satisfies the General Education State Core Social Science/History requirement for A.A. degree seeking students. Note: This course contains Honors level material. Acceptance into the Honors Program or Permission from the Honors Director required. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

SYG2010  Social Problems

Fall, Spring  3.00 Credits - 3.00 Hours

This course is an in-depth analysis into the scope and causes of major problem areas from the perspective of both the individual and the community. Consideration will be given to various possible remedial approaches to each problem area. This course partially satisfies the

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writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**SYG2110H Honors Introduction to Social Research**

**Fall**

3.00 Credits - 3.00 Hours

This course is applied sociology that will pursue a unique, original research project each semester. It provides students with an in-depth understanding of social scientific research through experimental investigation. Utilizing the research project as a point of focus, this course includes training in all aspects of empirical research, including literature review, methodology, data collection, data coding, data analysis and presentation of results. Previous coursework in sociology or psychology is recommended. Honors level content. Permission required from Honors director. Prerequisites: Acceptance into Honors program. Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**SYG2230 Cultural Pluralism**

**Spring**

3.00 Credits - 3.00 Hours

This course is designed to study the changing culture of our nation. Issues of race, ethnicity, gender, class, nationality and globalism will be explored. This course is also designed to provide information and strategies for living and working in a pluralistic, multi-cultural society. Values and ethics of diversity and commonality will be emphasized. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**SYG2311 Introduction to Conflict Studies**

**Fall, Spring**

3.00 Credits - 3.00 Hours

This course will explore the dynamics of conflict from a variety of frames. Students will be provided with valuable insight about conflict that will help lead to an understanding regarding the conflicts they are likely to face in life, at school or work, in society as well as those they observe in national headlines. An introduction to the dispute resolution practices of mediation, facilitation and negotiation will be conducted. The examination of how one’s gender and cultural perspective may influence the approach and outcome of the conflict will be discussed. Current trends and issues within the field of conflict management and resolution will be reviewed. The course will engage students in the theory and application of addressing conflict management and resolution on an individual, interpersonal and international perspective. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**SYG2340 Human Sexuality**

**Fall, Spring, Summer**

3.00 Credits - 3.00 Hours

This course is designed to present students with an interdisciplinary study of the sexual functioning of humans. Course information is drawn liberally from the disciplines of sociology, psychology and biology, providing students with an integrated introduction to the study of human sexual behavior. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.
SYG2430  Marriage and the Family

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This course is a historical and comparative study of courtship, mate selection, engagement, marriage, husband-wife relationships and child-rearing in the United States. Emphasis is placed upon the changing contemporary family with respect to social and economic status, sex, sources of marital conflict and social values. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

SYG2949  Cooperative Education Internship in Sociology

Offered as Needed  3.00 Credits - 3.00 Hours

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement, permission from the Career Development Center and ENC 1101 with a grade of “C” or higher. Corequisite: ENC 1101.

SYP2512  Sociology of Deviance

Fall, Spring  3.00 Credits - 3.00 Hours

This course will examine normative deviance through the sociological lens. It will focus on the social context, behaviors and societal reactions associated with deviance. Criminal and noncriminal forms of deviance will be investigated using a variety of theoretical perspectives. In approaching deviance sociologically, this course will highlight the social constructions of deviance and the influence of social control and stigmatization as reactions to deviant behavior. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101 with a grade of “C” or higher.

TAX2000  Federal Income Taxes I

Fall, Spring  3.00 Credits - 3.00 Hours

This course focuses on the federal income taxation of individuals. The course emphasizes conceptual framework underlying the U.S. tax system, tax accounting procedures and federal tax laws relating to the preparation of individual tax returns. Prerequisite: ACG 2021 with a grade of “C” or higher.

THE1020  Theatre Survey

Fall, Spring  3.00 Credits - 3.00 Hours

This course is a survey of the arts and crafts of the theatre. Students will discuss the playscript, the physical stage and the profession. The roles of the artists involved in theatre performance and production will be examined. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

THE1300  Survey Dramatic Literature

Spring  3.00 Credits - 3.00 Hours

This course is a survey of play scripts from Classical Greece to postmodernism and contemporary drama. A
A succinct history of Western drama will be examined. This course partially fulfills the writing requirement of S.B.E. 6A-10.030. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**THE1304  Script Analysis**

**Fall**

3.00 Credits - 3.00 Hours

This course will explore the dramatic form and structure of a play. Students will read and analyze the script in order to study the playwright’s intentions, methods, and meanings. The script will be examined as a blueprint for production and performance. This course partially fulfills the writing requirement of S.B.E. 6A-10.030.

**THE2000  Theatre Appreciation**

**Fall, Spring**

3.00 Credits - 3.00 Hours

This course surveys the art of theatre. Students will learn about the process of creating theatre through study of the production process and the many artists who participate in the creation of theatre. Through videos and attendance at live theatre, students will also learn the various forms of theatre, such as tragedy and comedy and various modes of presentation, both presentational and representational. Students will also be introduced to theatre’s historic roots and its diversity as expressed in various cultures throughout the globe. This course contains a reading and writing component. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. This class satisfies the General Education State Core Humanities requirement for A.A. degree seeking students. Prerequisite: Eligibility to enroll in ENC 1101 OR test scores that indicate ENC 1101 eligibility OR completion of appropriate college developmental courses for ENC 1101 with grades of “C” or higher OR completion of EAP coursework for ENC 1101 eligibility with grades of “C” or higher.

**THE2925  Theatre Production and Performance**

**Fall, Spring**

1.00 Credit - 3.00 Hours

Theatre Production and Performance is open to all students of the College and is required of all theatre majors and minors. Theatre Production and Performance presents major productions throughout the year. Students gain credit through performing roles and technical work. May be repeated for credit five times.

**THE2930  Selected Studies in Theatre**

**Offered as Needed**

3.00 Credits - 3.00 Hours

In this course topics of current interest are presented in group instruction. This course may be taken four times for credit.

**THE2941  Cooperative Education Internship in Theatre**

**Offered as Needed**

1.00 Credit - 1.00 Hour

This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.

**THE2942  Cooperative Education Internship in Theatre**
<table>
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<tr>
<th>Offered as Needed</th>
<th>2.00 Credits - 2.00 Hours</th>
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<tr>
<td>This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.</td>
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<tr>
<th>Offered as Needed</th>
<th>3.00 Credits - 3.00 Hours</th>
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<tr>
<td>This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center.</td>
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| THE2949 Cooperative Education Internship in Theatre |
|---------|-----------------------------------------------|
| Offered as Needed | 3.00 Credits - 3.00 Hours |
| This course is designed to provide students the opportunity to apply classroom theory to practical, work-related applications. Seminars may be a component of this course and regular contact with the assigned faculty advisor is required. Students may earn cooperative education credits based on the completion of the required work experience and satisfactory completion of assignments including, but not limited to, seminars and a project. This course may be repeated based upon the student’s academic program. Prerequisites: A minimum of 12 college credits (excluding prep courses) completed at Seminole State College which includes course(s) specifically aligned with the student’s chosen major as identified in the student’s program plan, a Seminole State College cumulative GPA of at least 2.5, appropriate job/internship placement and permission from the Career Development Center. |

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<th>TPA1200 Stagecraft I</th>
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<td>Offered as Needed</td>
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<tr>
<td>This course covers study in the techniques of achieving a visual character through the application of stage make-up. The following make-up techniques are covered: straight, corrective, old-age, imaginative (clown and fantasy), three-dimensional (noses, warts, scars, wrinkling) and hair (beards, mustaches, eyebrows, sideburns). Lab fee required.</td>
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<tr>
<th>TPA1248 Theatrical Make-up</th>
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<td>Offered as Needed</td>
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<tr>
<td>This course covers study in the techniques of achieving a visual character through the application of stage make-up. The following make-up techniques are covered: straight, corrective, old-age, imaginative (clown and fantasy), three-dimensional (noses, warts, scars, wrinkling) and hair (beards, mustaches, eyebrows, sideburns). Lab fee required.</td>
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<tr>
<th>TPA2000 Introduction to Stage Design</th>
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<td>Offered as Needed</td>
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<td>This course is an introduction to the methods, tools and materials of scenery construction and stage lighting. Students will receive extensive experience in the theatre scene shop. Additional lab hours will be required.</td>
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<th>TPA2201 Technical Theatre Production</th>
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<td>Offered as Needed</td>
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<tr>
<td>This course is a study in the development, theory and practice of all areas of technical theatre production.</td>
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<td>Course Code</td>
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<td>TPP2300</td>
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|             | This course is an introduction to the art of directing in the theatre. Students will become aware of the
Responsibilities of the director in the areas of research and analysis, organization, blocking, coaching and communication. Students will direct actors in scenes. Prerequisite: THE 1020 or THE 1304.

TPP2700 Voice and Articulation I

Spring 2.00 Credits - 3.00 Hours

The major emphasis of this course is to help individuals develop, maintain and improve their voice production via the right use of breathing, pitch and force. The minor emphasis is to help improve articulation. This course is recommended for all public performers.

TPP2701 Voice and Articulation II

Spring 2.00 Credits - 3.00 Hours

This course is an application of techniques studied in Voice and Articulation I with emphasis on improving articulation and pronunciation. Consideration is given to an elementary study of phonetics. Prerequisite: TPP 2700.

TRA1154 Designing and Managing Supply Chain Systems

Fall, Spring, Summer 3.00 Credits - 3.00 Hours

This course presents an integrated approach to the design and management of activities and systems involved in the movement of goods and services from manufacturers and suppliers to consumers. Students learn the fundamentals of transportation, distribution, inventory, purchasing, logistics, warehousing and other topics related to the management of the supply chain in an electronic and traditional environment.

TRA2010 Transportation and Logistics

Fall 3.00 Credits - 3.00 Hours

This course deals with the role of logistics in the supply chain, the economy and the organization.

Topics explored are customer service, logistics information systems, inventory management, materials management and supply chain management. The objective is to explore the full scope of the transportation plant and services as a necessary preparation to efficient use of the transportation system.

TRA2131 Purchasing Management

Spring 3.00 Credits - 3.00 Hours

This course covers the study of purchasing skills as they relate within supply chain management. The course will cover inventory control, purchase orders, the importance of documentation and purchasing procedures. The purchasing function will be examined within the context of public, non-profit and private sector organizations.

TRA2230 Warehouse Management

Spring 3.00 Credits - 3.00 Hours

This course is an introduction to the practical concepts of warehousing, including the types of equipment, storage processes and systems, the technologies used to identify and track units in a warehouse and the regulations designed to ensure safety in warehouse operations. The principles and processes of warehouse management are discussed within the greater context of the supply chain.

TSL2083 Introduction to ESOL Principles and Practices

Fall, Spring 3.00 Credits - 3.00 Hours

This course is designed to introduce students to the issues, principles and practices of teaching English to speakers of other languages. It provides the foundation of knowledge necessary to meet the instructional needs of linguistically and culturally diverse students. Topics include effective teaching strategies, differentiated instruction, assessment strategies and techniques to accommodate the needs of English learners and culturally diverse students.
course is designed for pre-service and in-service teachers or individuals currently holding a teaching certificate.

WOH1022  World History Since 1500

Offered as Needed  3.00 Credits - 3.00 Hours

Taking both a thematic and chronological approach, this course explores the ways in which peoples across the world have engaged, conflicted and cooperated with one another since 1500 CE. We will emphasize the ways in which individuals and groups have experienced and influenced larger historical trends, including exploration and colonization, the rise of capitalism and challenges to capital, decolonization and globalization. Throughout the semester, we will learn how historians create knowledge and practice historical thinking and skills.

WOH1030  Modern World History Since 1815

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the International Baccalaureate (IB) examination in History.

WOH1040  World History - Cambridge

Offered as Needed  3.00 Credits - .00 Hours

Credit for this course is awarded to entering students with appropriate scores on the Cambridge examination in History - International History, 1945-1991.

WOH2232  Survey of Early Christianity

Fall, Spring, Summer  3.00 Credits - 3.00 Hours

This survey course traces the historical background and development of Christianity from the first century to the Medieval period. There is an emphasis on the Hebraic roots of Christianity, the political and social setting of Palestine during the time of Jesus of Nazareth and the problems involved in the so-called, "Quest for the Historical Jesus." The missionary work of St. Paul is closely examined, as is emerging Christian doctrine between 100 and 500 C.E. Philosophical and spiritual alternatives to Christianity are also analyzed, as is Christianity’s relationship to the Roman and Byzantine Empires. Everyday life and forms of worship among Christians are studied, as is Christianity as a political institution. While matters of faith and doctrine are discussed, the course perspective is historical rather than religious. This course partially satisfies the writing requirement of S.B.E. 6A-10.030. Prerequisite or corequisite: ENC 1101.

WOH2930  Selected Studies in World History

Offered as Needed  1.00 Credit - 1.00 Hour

This course covers topics of current interest.

ZOO4747C  Clinical Neuroanatomy and Neuroscience

4.00 Credits - 4.00 Hours

Basic and applied neurosciences with attention to normal function and pathologic states of the nervous system relevant to practical of general medicine and/or neuroscience.
Glossary of Terms

Accreditation - Certification that the College has met established standards and is nationally recognized by appropriate accrediting agencies.

Add/Drop - A designated time period during which students can add or drop classes and make adjustments in their schedule without penalty or cost.

Adult Basic Education - Adult Basic Education classes are for individuals who need to improve basic reading, writing and language skills.

Adult Secondary - Adult secondary programs are for students who are older than 18 years of age and are seeking a high school diploma or a GED®.

Advanced Placement - Earning of college credits prior to enrollment (usually during high school) by passing certain examinations, such as those administered by the College Entrance Examination Board.

ACT - Formerly known as the American College Testing Program and nationally recognized achievement test, The ACT Assessment is designed to assess high school students’ general educational development and their ability to complete college-level work. The test covers four skill areas: English, mathematics, reading and science.

Articulation Agreement - Agreement between Florida’s public state colleges and universities assuring junior-level status to students who complete the state college general education and graduation requirements in university parallel (A.A. degree) programs.

Assessment - Initial testing and subsequent evaluation of students to aid in placement and progress in reading comprehension, writing, English, arithmetic and algebra.

Associate in Applied Science (A.A.S.) - Career or technical-focused degree designed for students who want to enter a specific employment field. A.A.S. degrees are not designed to transfer to a four-year institution.

Associate in Science (A.S.) Degree - Career education programs designed to allow students to immediately pursue careers which require a college degree at the technical or para-professional level. Some A.S. degrees transfer to a university.

Associate in Arts (A.A.) Degree - This degree is designed for transfer to a four-year institution. The equivalent of two years of full-time academic coursework at a state college plus two academic years at a university result in a student receiving a bachelor’s degree.

Audit - Credit classes taken for no credit. Usually used as a refresher course.

Bachelor of Applied Science (B.A.S.) Degree - A four-year, college credit degree program designed to prepare students for advancement within specific workforce sectors.

Bachelor of Science (B.S.) Degree - A four-year degree (typically 120 credit hours, with some exceptions) with a scientific emphasis.

Basic Abilities Test (BAT) - Per state mandate, effective 2000, the Florida Department of Law Enforcement (FDLE) requires the Basic Abilities entrance exam for criminal justice and law enforcement programs. Sixteen ability components, identified by FDLE as important for success in law enforcement training and job performance, are assessed with BAT. The Criminal Justice Basic Abilities Test (CJ-BAT) is approved for Law Enforcement programs and the Florida credentialing process. The Florida Basic Abilities Test (F-BAT) is approved for Correctional Officer training programs.

Career Certificate (previously named PSAV) - Career training programs for students planning to enter vocational and technical career fields which do not require a degree.

Catalog in Force - The catalog of the year when a student first enrolls provided the student has maintained continuous enrollment. Its graduation requirements can be followed for up to five years.

Certificate of Professional Preparation (C.P.P.) - A college credit certificate designed to prepare baccalaureate degree holders for licensure, certification, credentialing, examinations or other demonstrations of competency necessary for entry into professional occupations.

Cooperative Education (Co-op) - Method of earning credit for employment under special arrangements.

College Credit Certificate - College credit program of study designed to provide the basic professional courses of an occupation.

College Level Academic Skills (CLAS) - The state of Florida Legislature repealed the requirement to pass the “College Level Academic Skills Test” (CLAST) to be awarded an Associate in Arts degree effective July 1, 2009. However, the College Level Academic Skills (CLAS) requirements remain in effect. The CLAST is now called the CLAS requirements. What were termed “exemptions” are now the “requirements.”

College Level Examination Program (CLEP) - An acceleration method of earning college credit by exam, The College-Level Exam Program or CLEP provides students of any age with the opportunity to demonstrate college-level achievement through a program of exams in undergraduate college courses.

College Night - An evening for students, prospective students, families and friends to meet and visit with representatives of more than 100 colleges and universities. Usually held in early October.

College-Preparatory/Developmental Courses - A combination of placement testing and mandatory special courses designed to ensure that students have college-level reading, writing or math skills prior to attempting college-level courses.

Common Prerequisites - The State of Florida has identified Common Prerequisite courses for all university majors. These prerequisites must be completed by all students going into that field of study.

Computerized Placement Test (CPT) - The College uses ACCUPLACER, a Computerized Placement Test (CPT), to provide information on the student’s level of skill and accomplishment in reading, English and mathematics. The test is used to determine the appropriate placement in English, mathematics and reading courses.

Continuing Education Unit (CEU) - One CEU is awarded for every 10 contact hours of instruction in an organized continuing education, non-credit course.

Continuing Workforce Education - Courses and programs designed to provide skills and knowledge to students pursuing short-term career enhancement goals.

Continuous Enrollment - Unbroken enrollment in Fall and Spring terms.

Corequisite - A course required to be taken at the same time as another course.

Course Load - The number of credit hours being attempted. A full-time course load is 12 credit hours or more of course work in a 16-week term; six credit hours in a 12-week term such as the Summer Term.

Credit-by-Examination - The award of credit based on the demonstration of knowledge as assessed on an examination. Examples of this include Advanced Placement, International Baccalaureate, CLEP and DANTES programs.

Credit Hour - One credit represents one hour spent each week in class during a 16-week term. For example, a student enrolled in ENC 1101 (3 credits) spends approximately three hours weekly in 16 weeks of class.

Cut-off Score - State mandated minimum score level that must be met or exceeded for placement in college credit coursework.

Defense Activity for Nontraditional Education Support (DANTES) - DANTES Subject Standardized Test (DSST) is an accredited method of credit by
exam. Prometric(R), makes the DSST Program available. College credit is awarded to those who demonstrate knowledge comparable to someone who completed the course in a classroom.

**Degree Audit** - Formal list of courses completed and required to be completed to qualify for graduation. A degree audit is performed by the Registrar’s Office at the student’s request. A student should make such a request after successfully completing 40 semester hours and before their last term.

**Degree Seeking Students** - Students who have been admitted to a degree awarding program (A.A., A.S., B.S., or B.A.S.) or a college credit technical certificate program.

**Dual Enrollment** - Enrollment by a high school student in one or more courses that count for credit in both high school and college.

**Early Admissions** - An accelerated program for 12th grade high school students to earn both high school and college credits. Student must enroll in a minimum of 12 credit hours per term. Qualified students may enroll in courses based on placement testing and appropriate admissions requirements.

**eLearning (formerly known as distance learning)** - Video, online and mixed modality courses that are delivered via video and/or online and serve as an alternative to traditional, campus-based instruction.

**Elective** - Courses in excess of the general education requirement. In most cases, the course should relate to the student’s major. Consult with an academic advisor for more information.

**English for Academic Purposes (EAP)** - College credit English as a second language courses for non-native speakers of English.

**English for Speakers of Other Languages (ESOL)** - Courses for students who are speakers of languages other than English and who need to improve their basic English skills in reading, writing, grammar, listening and speaking.

**English Language Proficiency Assessment (ELPA)** - Generic term for any English language proficiency test for non-native speakers of English. See LOEP.

**Entry Assessment** - An evaluation of basic skills to determine course placement. Course placement may include college-preparatory and/or college-level courses. See CPT, ELPA, PERT, and LOEP.

**Exemption** - Test requirement is met with another acceptable requirement. The requirements are NOT waived but met with another ‘allowable’ requirement.

**Family Educational Rights and Privacy Act (FERPA)** - The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children’s education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are “eligible students.”

**Fee** - A financial charge for courses or services.

**Financial Aid Transcript** - Official record of financial aid funds received by a student. This is required of all students who transfer from another institution and apply for financial assistance.

**Florida Teacher Certification Examinations (FTCE)** - Florida Teacher Certification Examinations (FTCE) is the collective name for the Florida teacher certification tests which include the Professional Education Test (PED), the General Knowledge Test (GK), and the Subject Area Examinations (SAE). Certification testing requirements for teacher candidates are described in Florida Statutes (FS), Chapter 1012 and Florida Administrative Code (FAC) 6A-4.0021.

**Florida Statutes** - A permanent collection of state laws organized by subject area into a code made up of titles, chapters, parts and sections. The Florida Statutes are updated annually by laws that create, amend or repeal statutory material. This includes the School Code Rewrite (selection of material in chapters 228-246 and creation of new code and chapters 1000-1013).

**First Time In College (FTIC)** - Term used to define first term of college enrollment following the attainment of a GED® or High School Diploma. This population of
students is intricately tied to performance funding.

**Foreign Language Requirement** - A requirement of Florida's state universities. Universities generally require two years of the same foreign language at the high school level or 8-10 credit hours at the state college level.

**Full Cost of Instruction Fee** - The amount, exclusive of state funding, established by the College to pay all costs associated with teaching a course.

**Full-Time Student** - Enrollment for 12 or more credit hours in Term I or II, six or more semester hours in Term IIIA or IIIB and other A or B terms.

**General Education** - Thirty-six credit hours of liberal arts courses required in university parallel, A.A. Degree programs, as well as B.S. and B.A.S. programs. Fewer General Education credit hours are required in A.S. Degree programs.

**General Educational Diploma (GED°)** - The State of Florida awards the equivalent of a high school diploma for students who pass all categories of a GED° test. The GED° program consists of courses that prepare students to take the GED° test.

**General Knowledge Test (GK)** - State mandate effective July 1, 2002, the Florida Teacher Certification Exams (FTCE) requires passing the General Knowledge Test for Florida teacher certification. The GK is a basic skills achievement test.

**Gordon Rule** - State Board of Education (SBE) Rule 6A-10.030, also known as the Gordon Rule, requires students graduating with an A.A. Degree to meet specific requirements in the areas of writing and mathematics. Satisfactory completion of this rule requires that a student earn a grade of "C" or higher in each applicable course.

**Grade** - Alphabetical measures of academic success ranging from excellent (A) to failure (F).

**Grade Forgiveness Policy** - The Grade Forgiveness Policy permits students to repeat a course in an attempt to improve a grade. Repeating a course is permissible only for courses in which a student earned a "D" or an "F." A student will be limited to two repeats per course. Upon a third attempt, the grade issued will be the final grade for that course.

**Grade Point Average (GPA)** - A measure of the student’s scholastic standing obtained by dividing the total number of grade points earned by the total number of credit hours attempted.

**Grade Points** - A numerical value assigned to each grade for the purpose of computing grade point average (GPA).

**Graduation Application** - The application a student must file in the Records and Registration Office to be awarded a degree. This application must be submitted by the deadline date listed on the College Calendar.

**Grant** - Funds which do not require repayment awarded for college expenses to qualified students in financial need.

**Independent Study** - Capable students may acquire course credits at their own pace through non-classroom, student-faculty interaction. An additional fee is charged. Special permission is required.

**International Student** - A student who has entered the United States on a non-immigrant visa, most often an individual on a student visa. Immigrants, refugees and U.S. citizens who do not speak English as a native language are not classified as international students.

**Institutional Credit (E.P.I.)** - A competency-based program that provides baccalaureate degree holders in a field other than education the opportunity to become certified K-12 teachers.

**Institutional Testing Administrator (ITA)** - One ITA is appointed in each participating institution. This person coordinates and directs the administration of a specified examination.

**Learning Community** - Courses that are thematically linked and integrated across different subjects or disciplines with the purpose of enhancing student learning and success. Typically students are concurrently enrolled in two or more courses, and they participate in group study sessions, career exploration, community service and personal/professional development activities.

**Levels of English Proficiency (LOEP)** - A test designed to determine the English ability of students whose native language is not English.
**Limited-Access Programs** - Some specialized programs are regularly identified as limited-access. They have additional admission criteria and the number of students who may enter the program is limited. Limited-access programs may have specific enrollment eligibility requirements imposed because of the following: (a) physical facility limitations; or (b) state licensure rules and regulations established and implemented pursuant to laws, rules and regulations over which the College has no discretionary authority. Limited-access program students are selected for admission to these programs based upon Equal Access/Equal Opportunity standards, past student performance, current academic performance and continuing academic potential.

**National College Testing Association (NCTA)** - The National College Testing Association (NCTA) is an organization of testing professionals in post-secondary institutions and testing companies focusing on issues relating to professional standards, test administration, test development, test scoring and assessment.

**Non-credit** - A course for which college credit is not granted.

**Non-Degree Seeking Students** - Students wishing to earn college credit for self-enrichment, teacher certification or transfer to another college.

**Online Courses** - Courses offered in an online instructional format using the College’s Learning Management System.

**Orientation** - Prior to registering for courses, new students must participate in an online student orientation session and advising appointment.

**Part-Time Student** - Students enrolled in a total of six to eleven credit hours in any term.

**Postsecondary Education Readiness Test (PERT)** - The College uses the Postsecondary Education Readiness Test to provide information on the student’s level of skill and accomplishment in reading, English and mathematics. The test is used to determine the appropriate placement in English, mathematics and reading courses.

**Prep Exit Exam** - Also known as the Florida College Basic Skills Exit Test, this state-mandated test is administered to students completing college preparatory coursework. Students must pass this exam prior to enrollment in college credit general education, English or mathematics courses that apply to degree requirements.

**Prerequisite** - A course or placement score requirement that must be satisfactorily completed before taking the next higher level in a related course.

**Probation** - A status given to students who fail to maintain satisfactory academic progress.

**Provisional Student** - A student who has not met all necessary requirements for admission and, thus, has restrictions on the courses that may be taken.

**Quality Points** - The value, ranging from 4 to 0, for grades from A to F for all courses completed, used in determining a grade point average. (Also see GPA.)

**Registration** - The process of enrolling for courses. May be accomplished in person or online. Non-credit registrations can also be completed by fax or mail.


**Reserve Officers Training Corps (ROTC)** - ROTC programs are offered at the University of Central Florida. Students may, through cross- or dual-enrollment, earn college ROTC credit and degree credit.

**Residency** - To qualify for in-state fees, students must sign a notarized statement confirming that they have resided in Florida 12 consecutive calendar months prior to the start of classes for the term in which they wish to enroll.

**Restricted Access Programs** - Some specialized programs are designated restricted access. They have
additional admission criteria established and implemented related to past student performance, current academic performance and/or continuing academic potential. Equal Access/Equal Opportunity standards also apply to admission to restricted access programs.

**Scholastic Aptitude Test (SAT)** - A nationally recognized college aptitude test, it was renamed the SAT I: Reasoning Test in 1993. The assessment is designed to predict student readiness for college work.

**Student Transition and Academic Resources (STAR) Center** - Located on the Altamonte Springs and Sanford/Lake Mary campuses, STAR offers student assistance in Vocational Preparatory Instruction (VPI) for certificate seeking students needing remediation, professional tutoring and test preparation material.

**State Board of Education (SBE)** - Florida’s state education governing body.

**Student Course Load** - Number of credit hours carried by a student each term.

**Student Government Association (SGA)** - Official representatives of the student body to the administration in matters concerning student life.

**Student Life** - The office responsible for coordinating social, cultural, intellectual, recreational, leadership, group development, campus and community service projects, lectures and concert programs and advising for student organizations.

**Student Support Services** - Support, advising, assessment, tutoring and other services provided to students who are qualified due to educational, economic, cultural, verbal or physical disadvantage. A federally funded program.

**Suspension** - Student status under which a student is not permitted to attend college for a specific period of time.

**Term** - Time period during which classes meet. Fall and Spring terms are approximately 16 weeks. Summer term is 12 weeks. A three-credit course meets approximately 45 hours during a term.

**Test of Adult Basic Education (TABE)** - Complete Battery Level 9 or 10 (and Complete Battery Level 7 or 8 until no longer supported by the publisher) is an academic assessment used in career certificate programs and additionally used for admission purposes in some Health Sciences Programs. The State Board of Education mandates program exit requirements for career certificate programs in excess of 450 clock hours.

**Test of Essential Academic Skills (TEAS)** - TEAS replaces the NET and HOBET test used for Admission Points to some limited-access Health Sciences Programs. The Test of Essential Academic Skills (TEAS) is a multiple choice test designed to determine the academic readiness of applicants to post-secondary education programs. It is used to evaluate the academic preparedness of students entering some Health Sciences Programs. The TEAS contains four subtests: Math, Science, English and Reading.

**Transcript** - A student’s official academic record of college courses, grades, biographical and test data.

**Transfer Student** - A student who attended a college or university before coming to the present institution.

**Transient Student** - One who attends a few classes at one educational institution to complete degree requirements at another institution. A transient student letter from the host institution must accompany the student at the time of registration.

**Tuition** - Financial charge for each credit hour of instruction.

**University Parallel Program** - Courses of study leading to the A.A. degree which parallel the lower-division requirements of a bachelor’s degree.

**Vocational Credit** - Vocational Credit is different from college credit. It does not transfer to other colleges and universities and is not applicable to college credit certificates or degrees. Accumulation of vocational credits in a specific area may result in a Career Certificate (previously named PSAV). Thirty clock-hours of instruction equal one vocational credit. Fees for vocational credit courses are charged on the basis of vocational credit.

**Waiver** - Requirement waived typically due to a learning disability. The requirement is not exempted but is waived.
**Weekend College** - Classes offered Friday evening, Saturday or Sunday.

**Withdrawal** - A student can withdraw (by completion of proper forms) from any course in a term by the established date. Withdrawals after that date will be granted only through established institutional procedures. A student will be limited to two withdrawals per course. Upon the third attempt, the student will not be permitted to withdraw and will receive a grade for that course.
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<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Position</th>
<th>Education</th>
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</table>
| Bermejo, Mercedes | Dean of Students, Altamonte Springs Campus                                  | • A.A. - Seminole State College  
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<table>
<thead>
<tr>
<th>Adjunct Faculty</th>
<th>Adjunct Faculty</th>
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<tbody>
<tr>
<td><strong>Abdallah, Maya</strong>&lt;br&gt;Adjunct Professor, Psychology&lt;br&gt;▪ B.S. - University of Central Florida&lt;br&gt;▪ M.A. - Webster University&lt;br&gt;▪ Ph.D. - University of Central Florida</td>
<td><strong>Aromando, Laura</strong>&lt;br&gt;Adjunct Professor, Nursing&lt;br&gt;▪ B.S. - Seton Hall University&lt;br&gt;▪ M.S. - Seton Hall University</td>
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<td><strong>Adamson, Christopher</strong>&lt;br&gt;Adjunct Professor, Physical Sciences&lt;br&gt;▪ B.S. - Virginia Polytechnic Institute and State University&lt;br&gt;▪ M.S. - Virginia Polytechnic Institute and State University</td>
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<tr>
<td><strong>Agee, Andrea</strong>&lt;br&gt;Adjunct Professor, Mathematics&lt;br&gt;▪ B.S. - University of Central Florida</td>
<td><strong>Azzouz, Robin</strong>&lt;br&gt;Adjunct Professor, Computer Applications&lt;br&gt;▪ M.Ed. - Rollins College</td>
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<td><strong>Ahmad, Saadia</strong>&lt;br&gt;Adjunct Professor, Life Management&lt;br&gt;▪ M.Ed. - Idaho State University</td>
<td><strong>Babcock, Charida</strong>&lt;br&gt;Adjunct Professor, College Success&lt;br&gt;▪ M.Ed. - National-Louis University</td>
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<tr>
<td><strong>Alamalhodaei, Abraham</strong>&lt;br&gt;Adjunct Professor, Applied Music&lt;br&gt;▪ M.M. - University of North Florida</td>
<td><strong>Bacchus, Harold</strong>&lt;br&gt;Adjunct Professor, Social Sciences&lt;br&gt;▪ J.D. - Florida Agricultural and Mechanical University</td>
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<tr>
<td><strong>Alcala, Adan</strong>&lt;br&gt;Adjunct Professor, Mathematics&lt;br&gt;▪ B.A. - Universidad Adventista de las Antillas&lt;br&gt;▪ M.A. - Andrews University</td>
<td><strong>Baez, Rafael</strong>&lt;br&gt;Adjunct Professor, Criminal Justice</td>
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<td><strong>Alemadi, Shireen</strong>&lt;br&gt;▪ B.A. - Minnesota State University System&lt;br&gt;▪ M.S. - University of Central Florida</td>
<td><strong>Baez Rivera, William</strong>&lt;br&gt;-</td>
</tr>
<tr>
<td><strong>Alers, Nicholas</strong>&lt;br&gt;Adjunct Professor, Construction&lt;br&gt;▪ B.S.E.E. - University of Puerto Rico-Mayaguez&lt;br&gt;▪ M.S. - University of Central Florida</td>
<td><strong>Bagchee, Angus</strong>&lt;br&gt;Adjunct Professor, Networking&lt;br&gt;▪ M.S. - University of Cincinnati&lt;br&gt;▪ Ph.D. - University of Cincinnati</td>
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<td><strong>Allman, Randy</strong>&lt;br&gt;Adjunct Professor, Education Preparation Institute&lt;br&gt;▪ B.A. - University of Central Florida&lt;br&gt;▪ M.S. - Nova Southeastern University</td>
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<td><strong>Almeida, John</strong>&lt;br&gt;▪ B.M.Ed. - The University of Alabama&lt;br&gt;▪ M.A. - Appalachian State University</td>
<td><strong>Baker, Anthony</strong>&lt;br&gt;Adjunct Professor, English&lt;br&gt;▪ MLS - Rollins College</td>
</tr>
<tr>
<td><strong>Alonzo, Benjamin</strong>&lt;br&gt;Adjunct Professor, Physical Sciences&lt;br&gt;▪ B.S. - Mississippi State University&lt;br&gt;▪ M.S. - Mississippi State University</td>
<td><strong>Baker, Sarah</strong>&lt;br&gt;Adjunct Professor, Biological Science&lt;br&gt;▪ B.A. - University of Central Florida&lt;br&gt;▪ M.A. - University of Central Florida</td>
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<td><strong>Altamirano, Amanda</strong>&lt;br&gt;Adjunct Professor, Communication&lt;br&gt;▪ English -&lt;br&gt;▪ Spanish -&lt;br&gt;▪ B.S. - University of Central Florida&lt;br&gt;▪ M.S. - Arizona State University</td>
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<td><strong>Alzate Belalcazar, Sandra</strong>&lt;br&gt;Adjunct Professor, Spanish&lt;br&gt;▪ M.A. - University of Cincinnati&lt;br&gt;▪ Dr of Phil - University of Cincinnati</td>
<td><strong>Ball, Susan</strong>&lt;br&gt;Adjunct Professor, Clinical Respiratory Care&lt;br&gt;▪ A.O.S. - Flagler Career Institute&lt;br&gt;▪ B.S. - Carrington College - Phoenix</td>
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<td><strong>Amelio, Eric</strong>&lt;br&gt;Adjunct Professor, English as a Second Language&lt;br&gt;▪ B.A. - Boston College&lt;br&gt;▪ M.A. - University of Central Florida</td>
<td><strong>Banton, Nicole</strong>&lt;br&gt;Adjunct Professor, Social Sciences&lt;br&gt;▪ B.S. - Florida Agricultural and Mechanical University&lt;br&gt;▪ M.A. - Clark Atlanta University&lt;br&gt;▪ Ph.D. - Georgia State University</td>
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<td><strong>Angelotti, Edward</strong>&lt;br&gt;Adjunct Professor, Fire Science&lt;br&gt;▪ B.S. - University of Central Florida</td>
<td><strong>Barbosa, Hector</strong>&lt;br&gt;Adjunct Professor, English as a Second Language&lt;br&gt;▪ B.A. - University of Puerto Rico at Cayey&lt;br&gt;▪ M.A. - Webster University&lt;br&gt;▪ M.A. - Webster University</td>
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<td><strong>Angelotti, Laura</strong>&lt;br&gt;Adjunct Professor, Fire Science</td>
<td><strong>Barkett, Dara</strong>&lt;br&gt;Adjunct Professor, Fire Science</td>
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<table>
<thead>
<tr>
<th>Name</th>
<th>Title and Department</th>
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</tr>
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</table>
| Bowen, Daniel     | Adjunct Professor, Emergency Medical Services | ▪ A.S. - Seminole State College  
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<thead>
<tr>
<th>Name</th>
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<th>Department</th>
<th>Degrees</th>
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<tbody>
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<td>Kaiser, Kenneth</td>
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<td>Kimelman, Wendy</td>
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<td>Kirby, Tommy</td>
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<td>Knapp, Sean</td>
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<td>Komives, Ionut</td>
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<td>Konwith, Laurie</td>
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<tr>
<td>Koop, Sandra</td>
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<td>Kornmeyer, James</td>
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<td>Krause, Stefan</td>
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<tr>
<td>Kubasta, Brent</td>
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